Regular Meeting of the Board of Directors
Camp Meeker Recreation and Park District
November 17, 2026, 7:00 p.m.
Anderson Hall, 101 Lakeside Ave., Camp Meeker, CA 95419
www.campmeeker.org

AGENDA

Members of the public may participate in the meeting in person or via Zoom.
Zoom Meeting: https://us02web.zoom.us/j/81180080842
Meeting ID: 811 8008 0842
Dial-in (audio only): +1 (669) 444-9171 – Enter Meeting ID: 811 8008 0842
In compliance with the Americans with Disabilities Act, persons requiring disability-related accommodations or modifications may contact Katie Sherwin at (707) 874-9246 or admin@campmeeker.org. Requests made at least 48 hours in advance will help the District make reasonable accommodations.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **STATEMENTS OF ABSTENTION**
5. **PUBLIC COMMENT**
   Members of the public may address the Board on items not appearing on the agenda. Comments are limited to three minutes per speaker. The Board cannot discuss or act on items not appearing on the agenda except as permitted by law.

6. **CONSENT CALENDAR** *(5 minutes)*
   - **A. Approval of Minutes – October 20, 2026**
   - **B. Payment of Claims**

7. **FINANCIAL AND ADMINISTRATIVE REPORTS**
   - **A. Financial Report**
   - **B. Administrative Report**

8. **WATER SYSTEM OPERATOR REPORT** (*Russian River Utility, 5 minutes*)
   - **A. System Operations Report**

9. **OATH OF OFFICE**
   DESCRIPTION: President Helfrich will administer the Oath of Office to Director Bongardt for her upcoming four-year term beginning December 4, 2026.

10. INFORMATIONAL ITEMS

A. CDFW DROUGHT INITIATIVE - 2026 FLOW RELEASE UPDATE *(Shay Richardson, 10 minutes)*
DESCRIPTION: Shay Richardson, Water Rights Coordinator for the California Department of Fish and Wildlife (CDFW) Region 3, will present recent monitoring data, trends, and outcomes from the 2026 water release at the Alliance treatment facility. Conducted under the District's Voluntary Drought Agreement with CDFW, the release supplements streamflow in Dutch Bill Creek to support juvenile Coho salmon and Steelhead habitat during the dry season.

RECOMMENDED ACTION: Receive the presentation. No Board action required.

B. CSDA BOARD SECRETARY/CLERK CONFERENCE UPDATE *(Staff, 5 minutes)*
DESCRIPTION: Ms. Sherwin will provide an overview of the November 2026 CSDA Board Secretary/Clerk Conference, including key takeaways, best practices, and resources relevant to District administration.

RECOMMENDED ACTION: Receive the presentation. No Board action required.

11. ACTION ITEMS

A. WATER ACCOUNT NO. 133 – REQUEST FOR LEAK ADJUSTMENT (*Charlie Nickell, 5 minutes)*
DESCRIPTION: The Board will consider a request from Mr. Nickell for a one-time leak adjustment resulting from a broken water line on a neighboring property. The leak has been repaired, and the required documentation has been submitted in accordance with the District's Water Code. The requested credit is $2,878.80.

RECOMMENDED ACTION: Approve the one-time leak adjustment and authorize a credit of $2,878.80 to the water account.

B. ANDERSON HALL FEE WAIVER REQUEST – COMMUNITY GIFT EXCHANGE *(Cathy Tullysmith, 5 minutes)*
DESCRIPTION: The Board will consider a request for donated use of Anderson Hall for a free community gift exchange. Proposed dates are November 22, November 29, or December 4, 2026. The event would be open to all community members, with the organizer responsible for coordination, setup, cleanup, and removal of remaining items. Staff has confirmed Anderson Hall is available on all three proposed dates.

RECOMMENDED ACTION: Approve the Anderson Hall fee waiver for the community gift exchange and select an event date from the three proposed dates.

C. AUTHORIZATION TO ISSUE REQUEST FOR PROPOSALS – WATER RATE STUDY *(Ms. Sherwin, 10 minutes)*
DESCRIPTION: Ms. Sherwin will discuss the need for a comprehensive water rate study to evaluate the District's current water rates, long-term financial sustainability, and compliance with Proposition 218. Staff requests authorization to prepare and solicit proposals from qualified consultants to conduct the study.

RECOMMENDED ACTION: Authorize staff to prepare and issue a Request for Proposals (RFP) for a comprehensive water rate study.

D. WATER BILL PAYMENT PROCESSOR – STAFF RECOMMENDATION *(Ms. Sherwin, 10 minutes)*
DESCRIPTION: Ms. Sherwin will present a staff report evaluating water bill payment processing options and recommending a new payment platform to improve customer convenience and payment processing services.

RECOMMENDED ACTION: Approve the recommended water bill payment processor, authorize the Board Secretary/Treasurer to execute the service agreement, and direct staff to coordinate implementation.

E. BOARD MEETING RECORDINGS – WEBSITE PUBLICATION *(Ms. Sherwin, 5 minutes)*

DESCRIPTION: Ms. Sherwin will inform the Board that recordings of the District's open-session Board meetings have been posted on the District website in the interest of transparency and public accessibility. Staff requests Board authorization to continue this practice.

RECOMMENDED ACTION: Authorize the continued publication of open-session Board meeting recordings on the District website.

F. DISTRICT TITLES AND BUSINESS CARDS *(Ms. Sherwin, 10 minutes)*

DESCRIPTION: The Board will consider proposed changes to director officer titles from President and Vice President to Chair and Vice Chair, respectively, and the staff title from Administrator to General Manager to better reflect the position's current responsibilities. Ms. Sherwin will also present two proposed District business card designs. Staff will identify any District policies, agreements, or official documents requiring updates to reflect approved title changes.

RECOMMENDED ACTION: Approve the proposed director and staff title changes, select a business card design, authorize the purchase of District business cards, and direct staff to prepare necessary updates to District documents.

12. DIRECTORS' REPORTS

DESCRIPTION: This item is for informational reporting only. In accordance with the Brown Act, no Board discussion or action will occur on items raised under this section. If action is desired, the matter may be placed on a future agenda.

13. ADJOURNMENT

HOW TO SUBMIT ITEMS FOR FUTURE AGENDAS

Requests for future agenda items must be submitted in writing or through the District's website at least 14 calendar days prior to a scheduled meeting. Regular meetings are held on the third Tuesday of each month. Submit by mail to: Camp Meeker Recreation and Park District, P.O. Box 461, Camp Meeker, CA 95419

Or online at: https://www.campmeeker.org/submit-your-agenda-item

Submissions must include your name, address, and phone number. Anonymous submissions will not be considered.

Meeting Minutes
October 20, 2026, 7:00 p.m.

Anderson Hall | 101 Lakeside Ave | Camp Meeker, CA 95419 | (707) 874-9246
www.campmeeker.org

1. CALL TO ORDER

The meeting was called to order by President Helfrich at 7:00 p.m.

2. ROLL CALL

Directors Helfrich, McDaniel, Bell-Alper, and Almquist were present. Director Bongardt participated remotely for just cause pursuant to Government Code § 54953.8.3(c)(3), due to a physical or mental condition preventing in-person attendance.

3. APPROVAL OF AGENDA

A motion was made by Director Almquist and seconded by Director Bell-Alper to approve the agenda. The motion carried unanimously by roll-call vote (5-0).

Ayes: Helfrich, Bell-Alper, McDaniel, Almquist, Bongardt.

4. STATEMENTS OF ABSTENTION

There were no statements of abstention.

5. PUBLIC COMMENT

- Cathie Anderson noted that the Camp Meeker water system was dedicated on October 19, 1996, marking its 30th anniversary.
- Cathy Tully Smith requested a fee waiver for a community event at Anderson Hall. Staff advised her to contact the District to request placement of the item on a future agenda.
- Jonathan Spellman introduced himself as the new Executive Director of St. Dorothy's.

6. CONSENT CALENDAR

A. APPROVAL OF MINUTES – September 15, 2026

A motion was made by Director McDaniel and seconded by Director Almquist to approve the minutes of September 15, 2026. The motion carried unanimously by roll-call vote (5-0).

Ayes: Helfrich, Bell-Alper, McDaniel, Almquist, Bongardt.

B. PAYMENT OF CLAIMS

A motion was made by Director Almquist and seconded by Director Bell-Alper to authorize payment of claims in the amount of $27,936.73. The motion carried unanimously by roll-call vote (5-0).

Ayes: Helfrich, Bell-Alper, McDaniel, Almquist, Bongardt.

C. FINANCIAL AND ADMINISTRATIVE REPORTS

1. FINANCIAL REPORT – Ms. Mwangi reported that District finances remain on track, with expenditures within budget. Property tax revenue has not yet been received, and a separate fund has been established to track reimbursable IPAOM expenditures.

2. ADMINISTRATIVE REPORT – Ms. Sherwin provided updates on water system projects, including tank maintenance planning and coordination with CDFW regarding a water release presentation. She also reported on IPAOM procurement compliance, coordination with Gold Ridge RCD on the Forest Management Plan, and ongoing Anderson Hall rental inquiries.

7. REPORT OF THE WATER SYSTEM OPERATOR

Mr. Sherrod reported that the water system is operating normally. Russian River Utility continues tank site maintenance and is working with ARCG to address increased summer water demand. PFAS sampling has been completed, with no PFAS detected in Camp Meeker water. Lead and copper sampling is nearing completion, with results below regulatory action levels.

8. OATHS OF OFFICE

Vice-President Almquist administered the Oaths of Office to President Helfrich and Director Bell-Alper for their four-year terms beginning December 4, 2026.

9. ACTION ITEMS

A. MEASURE M – HARMONY UNION SCHOOL DISTRICT PRESENTATION

DESCRIPTION: Matthew Gress presented the Measure M parcel tax on the upcoming ballot.

President Helfrich opened the item for public comment.

- Public comment: Cathie Anderson

ACTION: No action was taken.

B. PAYMENT PROCESSING PLATFORM PRESENTATION

DESCRIPTION: Ms. Sherwin presented several payment processing platform options.

President Helfrich opened the item for public comment.

- No public comment

ACTION: The Board directed Ms. Sherwin to work with Director McDaniel to evaluate the options and present a recommendation at the November meeting. No formal action was taken.

C. PARKING EASEMENTS WITHIN THE CAMP MEEKER FOREST OPEN SPACE PRESERVE

DESCRIPTION: Director Almquist reported that Ag + Open Space determined private residential parking easements are not permitted under the Conservation Easement and discussed two potential alternatives.

President Helfrich opened the item for public comment.

- Public comment: Jennifer Sheehan, Seth Minor, Jonathan Spellman

ACTION: A motion was made by Director Helfrich and seconded by Director Almquist to authorize Directors Almquist and Bell-Alper to meet with the residents on Redwood Ave. to discuss using the Open Space land for public parking. The motion carried unanimously by roll-call vote (5-0).

Ayes: Helfrich, Bell-Alper, McDaniel, Almquist, Bongardt.

D. HAMPTON FIRE ROAD FUEL REDUCTION CEQA EXEMPTION

DESCRIPTION: The Board reviewed a CEQA Notice of Exemption (NOE) prepared by Gold Ridge RCD for the Hampton Fire Road fuel reduction work.

President Helfrich opened the item for public comment.

- No public comment

ACTION: A motion was made by Director Helfrich and seconded by Director Almquist to adopt a categorical exemption pursuant to CEQA Guidelines § 15304 (14 CCR § 15304) for the Hampton Fire Road Shaded Fuel Break, authorize Director Almquist to file the Notice of Exemption with the Sonoma County Clerk, and approve payment of the associated filing fees. The motion carried unanimously by roll-call vote (5-0).

Ayes: Helfrich, Bell-Alper, McDaniel, Almquist, Bongardt.

E. UPDATE: IPAOM PROJECT IMPLEMENTATION

DESCRIPTION: Director Almquist provided an update on IPAOM projects.

President Helfrich opened the item for public comment.

- No public comment

ACTION: No action was taken.

F. UPDATE: UNAUTHORIZED CAMPING AND RESTRICTED ACTIVITIES WITHIN CAMP MEEKER FOREST OPEN SPACE PRESERVE (CMFOSP)

DESCRIPTION: Ms. Sherwin provided information from correspondence with Sonoma County Sheriff's Office regarding restricted activity within the forest.

President Helfrich opened the item for public comment.

- No public comment

ACTION: No action was taken.

10. DIRECTORS' REPORTS

Director Almquist reported that Sonoma Land Trust (SLT) is unable to provide an appraisal of 88 Mizpah and he is waiting for Ag + Open Space to help find an alternative. The Baumert slide removal

work has begun and is anticipated to take two to three weeks to complete. Trail closure notices have been posted.

11. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Director Helfrich and seconded by Director Bell-Alper that the meeting be adjourned. The motion carried unanimously by roll-call vote (5-0).

Ayes: Helfrich, Bell-Alper, McDaniel, Almquist, Bongardt.

The meeting adjourned at 8:30 p.m.

Respectfully submitted,
Katie Sherwin

CAMP MEEKER RECREATION AND PARK DISTRICT
WARRANT REQUEST # 2026-2027 - 5
11/17/2026

OPERATING ACCOUNT VENDOR	CHECK AMOUNT	10 R&P FUND	40 WATER FUND	50 IPAOM FUND	DESCRIPTION
CA Special District Assoc.	2,155.00	1,077.50	1,077.50		Dues for 2027
Blomberg & Griffin	15,950.00	7,975.00	7,975.00		Audit for FYE 6/30/2026
Russian River Utilties	17,354.84		6,798.49		Contract Services
			653.49		Chemicals
			55.00		Starlink
			4,583.99		PG&E
			5,263.87		Contract Svc- JP
US Bank Corp Pymt Svcs	704.96	136.36	201.49		Communications
		70.00	70.00		QuickBooks
		65.77			PG&E
		161.34			McPhail Gas
CMRPD Water System	107.62	107.62			Water
Charles Hope Construction	70,818.00			70,818.00	Reservoir Work
Bryan Almquist	1,050.05			1,050.05	Reimb - Permits
Adrian Jimenez	280.00	280.00			Janitorial Services
Katie Sherwin Consulting	5,604.56	2,012.50	2,012.50	300.00	Administrative Svcs
		1,279.56			Training-Admin
VM Accounting Services	2,650.00	1,300.00	1,300.00	50.00	Accounting
TOTAL	116,675.03	14,465.65	29,991.33	72,218.05	

DIRECTOR APPROVAL

Gary Helfrich _____

Bryan Almquist _____

John McDaniel _____

Max Bell Alper _____

Christy Bongardt _____

Camp Meeker Recreation & Park District

Actual Versus Budget Year-To-Date

PARK & REC

	July	Aug	Sept	Oct	Nov	Total	Budget	
Revenue								
4001 Property Taxes-CY Secured							**130,000**	**0%**
4110 Interest Earned - Wells Fargo Bank	204.22	204.91	193.31	165.02		767.46	**2,000**	**38%**
4210 Rental Fees - Anderson Hall						-	**5,000**	**0%**
4215 Rental Fees - Other	462.25		924.50			1,386.75	**5,500**	**25%**
Total Revenue	**666.47**	**204.91**	**1,117.81**	**165.02**		**2,154.21**	**142,500**	
:penditures								
5101 Communications - Tel/Web/Wifi, etc	151.28	151.36	72.94	136.36		511.94	**2,000**	**26%**
5185 Janitorial Services	280.00	280.00		280.00	280.00	1,120.00	**1,500**	**75%**
5210 Insurance - Property & Liability							**3,500**	**0%**
5301 Maintenance - Beach and Parks						-	**10,000**	**0%**
5304 Maintenance - Building/Equip	21.38					21.38	**25,000**	**0%**
5401 Memberships					1,077.50	1,077.50	**700**	**154%**
5410 Office Supplies	49.60					49.60	**800**	**6%**
5416 Lease - Accounting Software	57.50	70.00	70.00	70.00		267.50	**900**	**30%**
5420 Training - Administrative		1,085.00			1,279.56	2,364.56	**2,650**	**89%**
5425 Postage			41.00			41.00	**100**	**41%**
5426 Printing Services							**100**	**0%**
5501 Professional Fees - Web						-	**1,000**	**0%**
5520 Administrative Sevices	2,137.50	1,950.00	2,125.00	2,037.50	2,012.50	10,262.50	**25,000**	**41%**
5540 LAFCO Charges						-	**1,500**	**0%**
5550 Professional Legal Services						-	**8,000**	**0%**
5555 Professional Services - Auditor					7,975.00	7,975.00	**9,000**	**89%**
5556 Professional Services - Accounting	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00	6,500.00	**18,850**	**34%**
5560 Professional Fees - Other						-	**22,500**	**0%**
5575 Bank Service Fees	180.38	172.72	165.27			518.37	**2,400**	**22%**
5576 Property Tax Administration Fee						-	**1,500**	**0%**

PARK & REC

	July	Aug	Sept	Oct	Nov	Total	Budget	
5585 Public/ Legal Notices			223.00			223.00	**500**	**45%**
5590 Gas and Oil					161.34	161.34	**1,500**	**11%**
5592 Water and Sewer	110.16	109.68	109.68	107.62	107.62	544.76	**1,500**	**36%**
5594 Utilities	167.75	127.41	106.52	65.77		467.45	**1,000**	**47%**
Total Expenditures	**4,455.55**	**5,246.17**	**4,213.41**	**3,997.25**	**14,193.52**	**32,105.90**	**141,500**	

Camp Meeker Recreation & Park District
Actual Versus Budget Year-To-Date

WATER

	July	August	Sept	Oct	Nov	TOTAL	BUDGET	
Revenue								
4010 Direct Charges - Current Year							**124,000**	**0%**
4110 Interest Earned - Wells Fargo Bank	506.32	509.33	503.67	531.74		2,051.06	**5,000**	**41%**
4260 Reimbursements	3,281.42	3,281.42	2,835.58	2,835.58		12,234.00	**61,200**	**20%**
4310 Sales of Water - Residential	31,231.56	37,812.03	31,927.48	30,328.27		131,299.34	**305,000**	**43%**
4311 Refunds		(150.00)				(150.00)		
Total Revenue	**35,019.30**	**41,452.78**	**35,266.73**	**33,695.59**	**-**	**145,434.40**	**495,200.00**	
Expenditures								
5101 Communications - Tel/Web/Wifi, etc	236.32	236.54	53.54	271.49		797.89	**3,000**	**27%**
5210 Insurance - Property & Liability						-	**7,500**	**0%**
5304 Maintenance - Equipment	49.90		200.00			249.90	**19,400**	**1%**
5401 Memberships	300.00				1,077.50	1,377.50	**1,500**	**92%**
5410 Office Supplies	245.72					245.72	**2,600**	**9%**
5416 Lease - Accounting Software	57.50	70.00	70.00	70.00		267.50	**900**	**30%**
5420 Training							**200**	**0%**
5425 Postage			41.00			41.00	**200**	**21%**
5426 Printing Services							**900**	**0%**
5501 Professional Fees - Web						-	**1,600**	**0%**
5427 Supplies							**500**	**0%**
5515 Contract Services - Water Operations	13,322.17	13,322.17	13,203.10	12,435.82	12,062.36	64,345.62	**164,000**	**39%**
5520 Administrative Sevices	2,137.50	1,950.00	2,125.00	2,037.50	2,012.50	10,262.50	**25,000**	**41%**
5540 LAFCO Charges						-	**1,250**	**0%**
5550 Professional Legal Services						-	**500**	**0%**
5555 Professional Services - Auditor					7,975.00	7,975.00	**9,000**	**89%**
5556 Professional Services - Accounting	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00	6,500.00	**18,850**	**34%**
5560 Professional Fees - Other	1,610.00	1,610.00	1,610.00	1,610.00	1,610.00	8,050.00	**31,000**	**26%**
5563 Property Tax - Direct Charges				700.00		700.00	**900**	**78%**
5567 SCWA - Water Agency Fees						-	**5,000**	**0%**
5575 Bank Service Fees	495.57	414.52	440.14			1,350.23	**3,500**	**39%**
5585 Public/ Legal Notices			223.00			223.00	**900**	**25%**

WATER

	July	August	Sept	Oct	Nov	TOTAL	BUDGET	
5587 Water Sysem Fees						-	**4,500**	**0%**
5592 Chemicals					653.49	653.49		**0%**
5594 Utilities	55.00	2,774.10	3,003.33	2,643.48	4,638.99	13,114.90	**42,000**	**31%**
5596 Permit Fees - Local						-	**500**	**0%**
7911 Long term debt Interest			21,364.04			21,364.04	**41,600**	**51%**
Total Expenditures	**19,809.68**	**21,677.33**	**43,633.15**	**21,068.29**	**31,329.84**	137,518.29	**386,800.00**	

Camp Meeker Recreation & Park District

CASH BALANCES

Checking/Savings

1010 WF Operating xxx6492	$	367,848.29
1015 WF Investment xxx6500		1,263,390.89
1033 WF Water Account xxx4435		54,053.99
1040 US Bank		4,638.88
	$	1,689,932.05

LONG-TERM DEBT BALANCE

$ 847,500.00

TRANSFERS

Capital Allocation	$	50,000.00	Transfer from Operating to Investment account

RUSSIAN RIVER UTILITY
PO BOX 730
FORESTVILLE, CA 95436
707-887-7735

November 16, 2026

RE: CAMP MEEKER PAST DUE ACCOUNTS

Accounts 138, 281 and 325: Payments are on hand.

Account 144: Meter was pulled July 15, 2026. Perhaps consider a lien?

Account 339: Service was locked off on August 18, 2026.

Account 281: Account was locked off on November 4, 2026. Payment in full has been received and service restored.

Account 337: Payment arrangement is in place.

Accounts 12, 24, 28, 45, 60, 90, 94, 96, 140, 151, 159, 174, 226, 227, 246, 247, 264 and 338: SB3 letters will go out November 23, 2026 for lock off on December 17, 2026.

CAMP MEEKER RECREATION & PARK DISTRICT
PAST DUE LIST

ACCT	CURRENT	1 - 30.	31 - 60	61+	LAST PAYMENT		TOTAL
1	58.93	56.14	42.06		180.06	7/7/2026	157.13
12	74.96	96.80	83.62	102.74	300.00	8/7/2026	358.12
20	61.00	57.65	61.08		112.72	9/21/2026	179.73
24	71.87	65.85	62.85	143.82	500.00	4/15/2026	344.39
25	57.93	55.18	23.51		110.00	8/3/2026	136.62
27	60.16	56.12	54.58		56.12	10/26/2026	170.86
28	73.27	69.63	81.68	41.65	300.00	9/18/2026	266.23
31	59.54	56.70	54.00		54.00	9/1/2026	170.24
36	62.60	60.78	58.06		368.91	9/3/2026	181.44
45	65.75	62.58	61.89	29.38	500.00	5/14/2026	219.60
60	74.46	64.45	61.86	119.19	384.19	7/6/2026	319.96
68	64.08	61.69	42.63		80.00	9/17/2026	168.40
90	66.14	60.84	60.90	54.34	314.47	7/10/2026	242.22
94	62.22	60.19	61.80	11.23	100.00	9/24/2026	195.44
96	70.85	66.16	63.51	59.70	191.70	7/27/2026	260.22
105	64.26	62.95	50.66		80.00	9/15/2026	177.87
114	67.00	62.92	59.12		122.69	9/4/2026	189.04
138	60.41	56.80	5.37		57.02	9/21/2026	122.58
140	65.56	62.23	59.50	59.54	125.00	8/17/2026	246.83
144	85.69	81.61	77.73	474.54	105.00	2/9/2026	719.57
147	59.48	56.84	52.80		180.00	7/20/2026	169.12
151	71.42	67.16	64.31	62.12	263.49	8/5/2026	265.01
152	66.67	65.53	24.22		100.00	10/13/2026	156.42
159	65.78	62.51	59.54	110.70	236.07	7/7/2026	298.53
174	63.66	60.63	67.12	41.13	200.00	9/17/2026	232.54
178	96.08	78.71	72.27		126.32	9/8/2026	247.06
182	65.22	62.78	59.26		124.18	8/21/2026	187.26
198	88.07	63.36	57.96		59.38	9/1/2026	209.39
202	68.40	61.31	58.66		66.94	8/24/2026	188.37
221	65.00	58.46	42.77		75.00	9/21/2026	166.23
222	74.63	69.15	65.43		299.30	8/26/2026	209.21
226	65.05	64.35	60.69	58.28	244.00	7/27/2026	248.37
227	65.79	62.85	59.61	56.96	244.07	7/27/2026	245.21
246	68.38	61.79	65.70	56.48	290.00	8/5/2026	252.35
247	67.97	64.83	64.43	68.50	185.22	8/18/2026	265.73
249	61.59	57.62	26.93		150.00	9/28/2026	146.14
264	68.45	64.39	61.76	58.76	253.49	8/5/2026	253.36
270	69.66	68.31	19.35		100.00	10/26/2026	157.32
281	169.90	66.37	63.53	178.59	66.11	7/28/2026	478.39
286	64.26	60.99	56.58		157.36	9/1/2026	181.83
311	66.68	63.84	6.10		350.00	9/15/2026	136.62
314	85.61	83.82	97.75		104.05	8/27/2026	267.18
322	81.53	77.22	40.72		1,300.00	8/25/2026	199.47
325	72.24	256.50	3.82		122.56	9/9/2026	332.56
333	59.25	55.84	3.54		160.00	9/21/2026	118.63
337	68.12	79.39	76.01	61.81	150.00	10/19/2026	285.33
338	67.15	63.74	60.99	70.69	400.00	7/16/2026	262.57
339	77.24	73.56	67.68	323.60	1,000.00	1/8/2026	542.08
366	63.33	61.12	7.50		54.00	11/6/2026	131.95
	3,453.29	**3,370.24**	**2,593.44**	**2243.75**	**11,103.42**		**11,660.72**

Prepared by Russian River Utility

CAMP MEEKER RECREATION AND PARK DISTRICT
WATER SALES 2026

METER	ACCT NO.	MONTH	TOTAL AMOUNT PUMPED GALLONS	AMOUNT PUMPED TO OCSD	NET AMOUNT PUMPED	AMT SOLD	% PUMPED TO CMR&PD	% LOSS	NOTES
Alliance Master Meter Union Park	363 369	JAN	924,070	379,770	544,300	658,330	58.9	20.94	
Alliance Master Meter Union Park	363 369	FEB	1,312,060	409,880	902,180	853,250	68.76	5.43	
Alliance Master Meter Union Park	363 369	MARCH	933,290	397,220	536,070	579,400	57.44	8.09	
Alliance Master Meter Union Park	363 369	APRIL	1,204,910	530,580	674,330	777,110	55.97	15.25	
Alliance Master Meter Union Park	363 369	MAY	1,635,010	731,980*	903,030	786,180	55.23	12.94	* Pls note correction
Alliance Master Meter Union Park	363 369	JUNE	1,385,730	655,990*	729,740	853,440	52.67	16.96	* Pls note correction
Alliance Master Meter Union Park	363 369	JULY	1,783,810	677,360	1,106,450	1,123,830	62.03	1.57	
Alliance Master Meter Union Park	363 369	AUG	2,898,360	792,020	2,106,340	1,294,940	38.53	72.68	Need to rework this spreadsheet to consider Alliance. Work in progress.
Alliance Master Meter Union Park	363 369	SEPT	2,041,430	722,490	1,318,940	1,027,250	22.13	64.61	
Alliance Master Meter Union Park	363 369	OCT	2,520,980	688,860	1,832,120	1,062,660	42	72.68	
Alliance Master Meter Union Park	363 369	NOV							
Alliance Master Meter Union Park	363 369	DEC							

Katie Sherwin <katie@campmeeker.org>

Water Leak 97 Railroad

Charlie Nickell <cgnick@yahoo.com> Sat, Oct 17, 2026 at 12:37 PM
To: Katie Sherwin <katie@campmeeker.org>
Cc: Cherry Cooper <ccooper@gptours.com>

Hi Katie,

Unfortunately, the water leak we discussed in person turned out to be far more extensive than we initially believed. As a result, Cherry and I would like to request use of our one-time hall pass. Below is a summary of what occurred.

On Monday, our workers discovered water flowing from the property owned by Horace (Ace) White and flooding the foundation and surrounding areas of our property at 97 Railroad. They immediately traced the source and shut off the main water valve. Oddly, the valve and the water line serving 97 Railroad are not located on our property, but on Market Street within Mr. White's property.

This arrangement creates a significant challenge, as we have no practical way to monitor or access a portion of the water line that serves our property. Unfortunately, that became evident in this situation, as we had no indication of a leak until the water had already reached 97 Railroad. The small house is not occupied and we won't be full time residence of the old church until middle of 2027. Looking forward to that!!!!

Mr. White determined that a tree root had broken the water line and he was kind enough to make the necessary repairs. During the repair process, it was discovered that the line is constructed from basic PVC sprinkler pipe rather than HDPE, which would be more appropriate for this application. Additionally, the water pressure exceeds 100 PSI, considerably higher than recommended residential service pressure, which likely contributed to the failure and severity of the leak.

Had the break occurred on our property, it would have been detected immediately through our camera system and routine monitoring. Because the failure occurred on neighboring, undeveloped property, we had no reasonable way to identify the issue until damage and wasted water had already occurred.

To prevent future incidents, we are contacting the county to explore relocating the meter, replacing the existing line with the proper material, and reducing water pressure to approximately 50 PSI. If necessary, we will hire a plumber to install a pressure regulator. Any replacement of the existing line will require Mr. White's approval since the affected section is located on his property.

In the meantime, we will be installing water-monitoring devices on both the 97 and 100 Railroad water meters to provide early warning and shut off any future leaks.

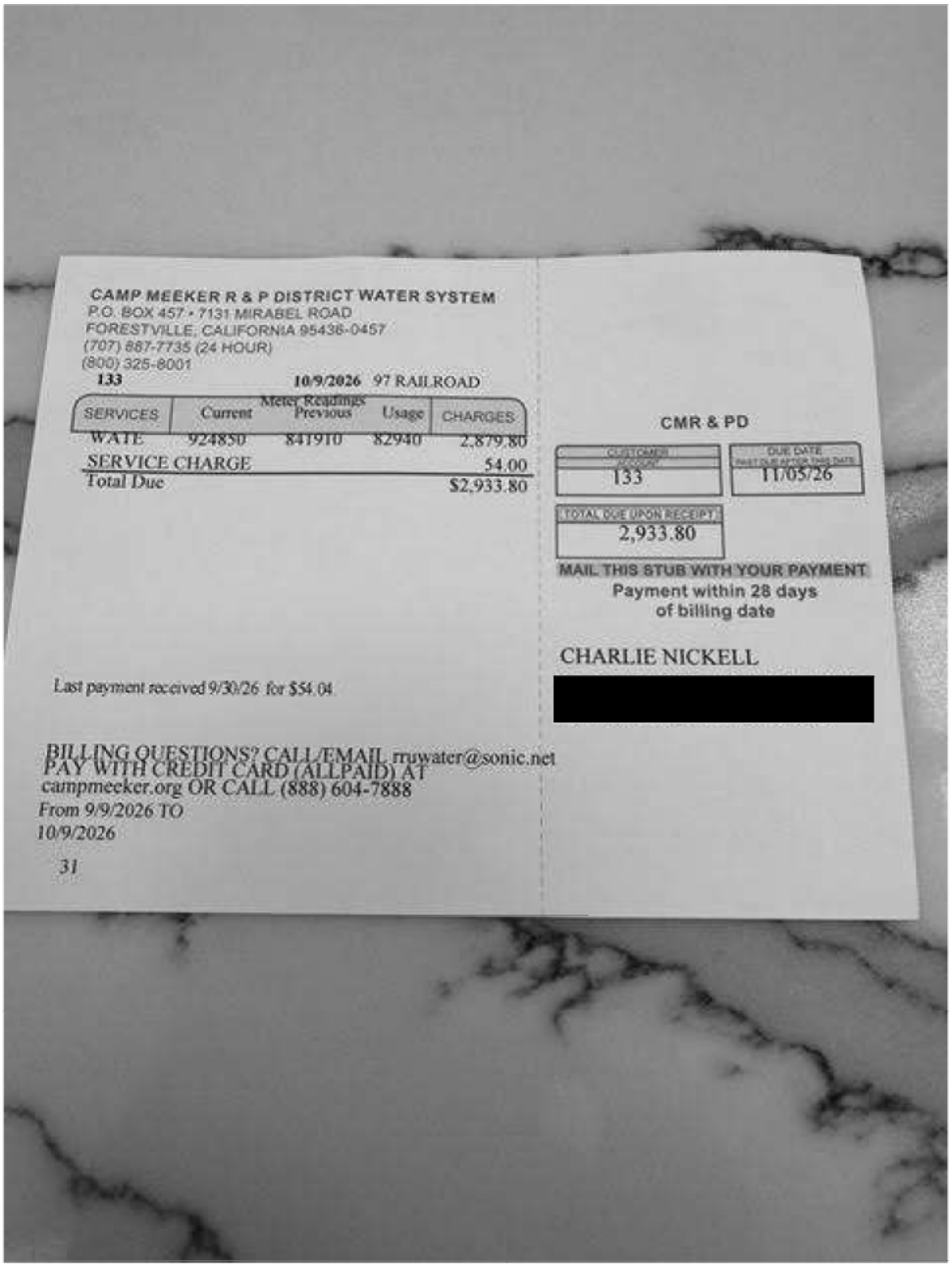
Given these circumstances, we respectfully request approval to utilize our one-time hall pass in the amount of $2,933.80, less our standard payment of $55.00, for a net credit request of $2,878.80. Latest water bill attached.

Thank you for your consideration.

Sincerely,

Charlie Nickell & Cherry Cooper

949-939-8383



CAMP MEEKER R & P DISTRICT WATER SYSTEM
P.O. BOX 457 • 7131 MIRABEL ROAD
FORESTVILLE, CALIFORNIA 95436-0457
(707) 887-7735 (24 HOUR)
(800) 325-8001

133 10/9/2026 97 RAILROAD

SERVICES	Meter Readings Current	Previous	Usage	CHARGES
WATE	924850	841910	82940	2,879.80
SERVICE CHARGE				54.00
Total Due				$2,933.80

CMR & PD

CUSTOMER ACCOUNT	DUE DATE PAST DUE AFTER THIS DATE
133	11/05/26

TOTAL DUE UPON RECEIPT
2,933.80

MAIL THIS STUB WITH YOUR PAYMENT
Payment within 28 days
of billing date

CHARLIE NICKELL
[redacted]

Last payment received 9/30/26 for $54.04

BILLING QUESTIONS? CALL/EMAIL rruwater@sonic.net
PAY WITH CREDIT CARD (ALLPAID) AT
campmeeker.org OR CALL (888) 604-7888
From 9/9/2026 TO
10/9/2026

31

Moore Home Services
Heating/Cooling/Plumbing & Moore
400 Tesconi Cir, Santa Rosa, CA 95401
(707) 433-2250

BILL TO
Charlie Nickell
100 Railroad Avenue
Camp Meeker, CA 95419 USA

ESTIMATE	ESTIMATE DATE
596250075	Nov 04, 2026

JOB ADDRESS
Charlie Nickell
100 Railroad Avenue
Camp Meeker, CA 95419 USA

Job: 593103099
Technician: Joe Laming
License #: 145225 SP EXP 3/31/27

ESTIMATE DETAILS

Moen Flo and prv at upper house: We will need to shut off the water to the house at the meter. Remove the existing 3/4" shut off valve. Install a new 3/4"" brass quarter turn ball valve and a 3/4" pressure regulating valve. Reconnect new copper section to the existing water lines with necessary fittings. We will need to install a thermal expansion tank at the water heater inlet. Remove the existing water flex line from the cold inlet. Install a tee to connect the thermal expansion tank. Install a new flex line to reconnect to the tankless water heater. Pre-charge the pressure to the thermal expansion tank to match the preferred house incoming water pressure. Turn the water back on and test for function and leak. Adjust the incoming water pressure on the pressure regulating valve to the customer's preference.

Run electrical for a new gfci outlet with bubble cover to the main water raiser.

Shut off the water to the house at the meter. Cut out section of the water line for the main riser. Repipe main water riser to accommodate the new digital valve. Install a new Moen Flo smart water monitor and digital shut off valve. Reconnect to the existing copper water lines with necessary fittings. Turn the water back on, plug the Moen Flo Valve into an electrical outlet, and test for function and leaks. Assist customer on connecting phone to the valve. 1 year warranty for new valve installed only. *No warranties on pre-existing water lines, fixtures or appliances. **Estimate does not include individual leak detector sensors.

1 year warranty for new parts installed and labor.
No warranties on pre-existing parts, water lines, fixtures, appliances or water heater.

SERVICE	DESCRIPTION	QTY	PRICE	TOTAL
PL5A	3/4" Pressure Regulating Valve: 3/4" Pressure Regulating Valve	1.00	$1,190.00	$1,190.00
PL9J	Digital Leak Detection Valve: Digital Leak Detection Valve	1.00	$4,240.00	$4,240.00
E01-129	Decora tamper resistant outlet or single pole switch and plate:	1.00	$219.00	$219.00

Decora tamper resistant outlet or single pole switch and plate

POTENTIAL SAVINGS	$850.00
SUB-TOTAL	$5,649.00
TOTAL	$5,649.00

CUSTOMER AUTHORIZATION

I hereby authorize the above described work to be performed for a total of $5,649.00. By signing the below, I understand and agree that I am providing my written consent to this Customer Authorization and the Terms and Conditions. I agree to conduct transactions with and receive communications from Moore Home Services electronically. By signing below and agreeing to receive this document, you consent to receive text and voice messages (e.g. reminders, updates, and marketing) from Moore Home Services at the number provided, including text and voice messages sent by an auto-dialer on behalf of Moore Home Services. Consent is not a condition of purchase. Msg & data rates may apply.

Sign here Date

Katie Sherwin <katie@campmeeker.org>

New form submission assigned to you: Submit Your Agenda Item

Streamline <noreply@specialdistrict.org> Sat, Nov 7, 2026 at 6:05 PM
To: katie@campmeeker.org

Submit Your Agenda Item

Your Name: Cathy Tullysmith
Email: cathytullysmith@gmail.com
Information: I'm requesting donated use of Anderson Hall for a free community gift exchange. It would be a three hour event, plus setup and cleanup time. Neighbors could bring new or like-new items to share, find gifts for friends or themselves, and enjoy tea, cookies and time together. Everyone would be welcome, whether they bring anything or simply come. I would take responsibility for hosting, promoting the event, collecting and organizing items, coordinating helpers, and cleaning up, including removing anything left over. For potential dates I am thinking Sunday November 22, Sunday November 29, or Friday December 4th, but we'd be happy to work around the hall's availability. Thank you for considering it!

Reply / Manage

Powered by Streamline.

CAMP MEEKER RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS — STAFF REPORT
Meeting Date: November 17, 2026
To: Board of Directors
From: Katie Sherwin, Administrator
Subject: Water Utility Electronic Payment Processing Services — Nexbill Pay

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RECOMMENDATION

Staff recommends selecting Nexbill Pay to replace AllPaid as the District's electronic water bill payment processor under the customer-funded convenience fee model.

BACKGROUND

The District provides water service to approximately 360 residential connections. Water billing is administered by Russian River Utility (RRU) using RVS billing software.

The District currently utilizes AllPaid for electronic water bill payments. AllPaid charges customers a flat $2.99 convenience fee per credit or debit card transaction, with no direct processing cost to the District. However, the service does not currently provide ACH payments or automatic payments based on monthly account balances.

Staff evaluated four payment processing providers—AllPaid, Municipal Services Bureau (MSB), Paystar, and Nexbill Pay—to identify a service offering greater customer convenience, lower transaction fees, and compatibility with the District's existing billing system.

DISCUSSION

Proposed Services and Customer Benefits

Nexbill Pay offers real-time integration with RVS and several features not currently available through AllPaid, including:

- ACH/e-check payments and automatic payments based on the actual monthly account balance.
- Online account access, including the ability to view, download, and print PDF billing statements.
- Text notifications and the ability to pay by text using a stored payment profile.
- Credit and debit card payments through an online portal or automated telephone system.

The proposed customer-funded convenience fee model would reduce processing fees for most routine water bill payments without requiring the District to subsidize individual transactions.

Customer Transaction Fees

Under the proposed customer-funded model, Nexbill Pay would reduce the convenience fee for credit and debit card payments of $150 or less from $2.99 to $1.50, a savings of approximately 50%.

Customers would also gain ACH payments for a flat $1.50 fee. Higher card transactions are subject to tiered fees, as detailed in the attached proposal.

Integration and Agreement Terms

Nexbill Pay has agreed to waive the $995 one-time license fee for real-time integration with RVS. Customer account information would transfer automatically to Nexbill Pay, and successful payments would be imported into RVS for posting and reconciliation by RRU.

Nexbill Pay has offered a one-year initial agreement, followed by annual renewals, with a $495 early termination fee applicable only during the first 12 months. These revised terms must be incorporated into the final written agreement before execution.

An optional paperless billing service is available for an additional setup fee and per-customer charge. Because RRU currently provides printing and mailing services under its existing operations agreement, staff recommends excluding this optional service. Customers would retain online access to PDF statements through the standard payment portal.

FISCAL IMPACT

Under the proposed customer-funded model, customers pay the applicable transaction fees directly to Nexbill Pay. The District would not incur standard transaction processing fees or the initial RVS integration license fee.

The agreement establishes a $100 monthly minimum in collected processing fees, beginning 60 days after underwriting approval. If customer-paid fees fall below this amount, the District would be responsible for the difference.

During October 14–November 14, 2026, AllPaid processed 85 electronic payments, including 15 transactions exceeding $150. Under Nexbill Pay's proposed fee schedule, these transactions would have generated at least $146.25 in processing fees, exceeding the monthly minimum.

Based on existing payment activity, staff anticipates minimal direct fiscal impact to the District.

PROPOSED BOARD ACTION

Motion: Approve the selection of Nexbill Pay as the District's electronic water bill payment processing provider under the customer-funded convenience fee model, excluding optional paperless billing services; authorize the Board Secretary/Treasurer to execute the agreement, subject to satisfactory final terms including a one-year initial contract period; and direct staff to coordinate implementation with Russian River Utility.

ATTACHMENTS

1. Nexbill Pay Proposal of Services
2. Nexbill Pay Master Services Agreement
3. Nexbill Pay RVS Integration Selection

2416 Green Springs Highway
Birmingham, AL 35209
659.799.8370 **DIRECT PHONE** 866.561.3710 **FAX**
WWW.NEXBILLPAY.COM

Request for Proposal
for
Payment Processing Services

Prepared For:	Camp Meeker Recreation and Park District
Software Vendor:	RVS
Contact:	Katie Sherwin
Number:	510-730-6501
Email:	katie@campmeeker.org
Integration:	Real Time
Card Readers:	2 USB Swipers provided

Nexbillpay
2416 Green Springs Hwy
Birmingham, Alabama 35209

2416 Green Springs Highway
Birmingham, AL 35209
659.799.8370 **DIRECT PHONE** 866.561.3710 **FAX**
WWW.NEXBILLPAY.COM

09/15/2026

Ms. Sherwin,

It is Nexbillpay' s intention to provide you with the bottom-line results that you demand along with the quality of service you expect. Additionally, Nexbillpay provides customized reporting that automatically gives your staff the tools needed in managing your payments 24 hours a day, 7 days a week in real time.

Nexbillpay is an Alabama company with its main office located in Birmingham, AL. Since starting the Municipal Division in 2009, Nexbillpay has been providing payment processing services for municipalities and utilities of all sizes.

Nexbillpay will utilize a full spectrum of options to help Camp Meeker Recreation and Park District meet business needs and goals. Advanced technology allows us to offer cloud-based bill presentment with credit card payment options for the utility and the consumer. Our platform is built to adapt to all third-party billing applications using the Nexbillpay Web Service API. This will enable billing software providers to access payment data in real-time increasing their software functionality and services. Nexbillpay has a large customer base, including more than 1,700 current municipality and utility accounts.

We are eager to prove the many ways that Nexbillpay can help your municipality control cost well into the future. Thank you again for your interest in Nexbillpay and for the opportunity to do business with Camp Meeker Recreation and Park District.

Thank you,

Beth Hepner

Beth Hepner, Relationship Manager
2416 Green Springs Hwy.
Birmingham, AL 35209
659.799.8370 direct desk

nexbillpay

2416 Green Springs Highway
Birmingham, AL 35209
659.799.8370 DIRECT PHONE 866.561.3710 FAX
WWW.NEXBILLPAY.COM

I. Proposed Fee Schedule – EBPP (Online) Convenience Fee Model

[Online Payment Portal – Visa /MC/Discover/Amex]

Credit/Debit Card	**$0.01 - $150.00**
Fee paid by Utility end user	*$1.50*
	$150.01 – $500.00
	$2.75
	$500.01 - $5,000.00
	2.75%
E-Check	**$0.01 - $5,000.00**
Fee paid by Utility end user	*$1.50*

II. Proposed Fee Schedule – IVR (Toll Free Phone) Convenience Fee Model

[Online Payment Portal – Visa /MC/Discover/Amex]

Credit/Debit Card	**$0.01 - $150.00**
Fee paid by Utility end user	*$1.50*
	$150.01 – $500.00
	$2.75
	$500.01 - $5,000.00
	2.75%
E-Check	**$0.01 - $5,000.00**
Fee paid by Utility end user	*$1.50*

III. Proposed Fee Schedule – POS (Virtual Terminal) Conv. Fee Model

[Online Payment Portal – Visa /MC/Discover/Amex]

Credit/Debit Card	**$0.01 - $150.00**
Fee paid by Utility end user	*$1.50*
	$150.01 – $500.00
	$2.75
	$500.01 - $5,000.00
	2.75%
E-Check	**$0.01 - $5,000.00**
Fee paid by Utility end user	*$1.50*

nexbillpay

NEXBILLPAY MASTER SERVICES AGREEMENT

This Master Services Agreement ("Master Services Agreement") is entered into by and between Nexbillpay, LLC, a Delaware limited liability company, doing business as Nexbillpay with its principal office located at 2416 Green Springs Highway, Birmingham, AL 35209, and the following Customer.

Customer Information

Customer provides in this section information necessary to receive services under this Agreement. Customer is responsible for providing and keeping current any information about Customer needed by Nexbillpay. All information about Customer found in this document is located on the last page and should be supplied when this Agreement is made and should be updated by Customer's notice to Nexbillpay whenever the information changes.

Customer and each person signing this agreement represents that to legally execute agreements by the Customer that will be legally binding the following entities must execute this document.

Customer agrees to provide upon request by Nexbillpay repeated updates to the above information so that the information about Customer shall remain current at all times, and be supplied regularly by

---

Customer Notices to Nexbillpay

Required Notices under this agreement to Nexbillpay shall be transmitted and delivered to Nexbillpay by sending U. S. Postal Mail properly addressed and prepaid to both Jeff Weldon, President separately and to Chase Elmore, Vice President separately at 2416 Green Springs Highway, Birmingham, AL 35209, and additionally by transmitted properly addressed electronic mail to each of the two same individuals at the following email addresses: jweldon@nexbillpay.com and celmore@nexbillpay.com. Courtesy calls will be appreciated to (800) 639-2435.

General Agreement

NOW, THEREFORE, in consideration of the mutual covenants in this agreement, the receipt and sufficiency of which are hereby acknowledged, the parties, intending to be legally bound, covenant and agree as follows.

Definitions

For the purposes of this Agreement, the following terms and words shall have the meaning stated in these Definitions, unless the context requires otherwise.

"Agreement" or "Contract" shall refer to this Agreement, entitled Master Services Agreement, as superseded or amended by signed agreements from time to time.

"User" shall mean the users of the Customer's goods and services who choose to pay Customer by using merchant accounts, such those accounts used at their simplest as providing credit card processing or additional electronic processing, including:

- a credit card acceptable to Customer and Nexbillpay;
- a debit card acceptable to Customer and Nexbillpay;
- the Customer's web portal acceptable to Nexbillpay;
- the Customer's Interactive Telephone Voice Response System ("IVR") acceptable to Nexbillpay;
- the Customer's secure Internet interface acceptable to Nexbillpay;
- the Customer's stand-alone point of sale ("VTerminal") acceptable to Nexbillpay;
- any payment or data processing system acceptable to Nexbillpay and generally commercially acceptable now or in the future, for payment or utility data, such as Apple Pay or Google Wallet, whether or not using mobile computers and devices, such as smartphones

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but, the following means of payment are not currently acceptable to Nexbillpay: currency, coins, paper checks, money orders, goods, or human labor or efforts to perform services for Customer or Nexbillpay.

"Effective Date" shall be the last date upon which both parties have exchanged and actually received either (i) pen and ink signed paper originals or (ii) complete images of pen and ink signed originals of this Agreement. Typed electronic signatures are not acceptable. The title or position for each signatory is required. The Effective Date is the date this agreement goes into effect, but services are only provided on or after the Launch Date.

"Launch Date" shall be the date on which Customer launches or launched this service to the Users.

"Services" shall include the Services approved outlined in Schedule A of this Agreement.

"Nexbillpay Authorized Processor" shall mean a Nexbillpay authorized merchant account provider and or payment processing gateway.

"Reversed or Charged-back Transaction" shall mean any cancelled transactions due to any failure of a transaction, including User error, any User's challenge to the authenticity or authorization of any transaction, or any mistake by any processor.

Service and Transaction Fees to Nexbillpay

Nexbillpay and other processors arranged by Nexbillpay will charge the customer a transaction fee for each transaction processed. Neither Customer or User shall have any claim to such fees nor the right to direct the use or allocation of such fees.

Monthly Invoicing (if applicable) ☐ **YES** ☑ **NO**

Monthly invoices from Nexbillpay to Customer will include transactions for the previous month. Customer will receive only an electronic invoice. Customer grants to Nexbillpay the right to automatically create an ACH transaction to the Customer's designated checking/savings account to pay all invoices from Nexbillpay to Customer and monies due to Nexbillpay.

Explicit User Confirmation Required

Nexbillpay and Customer may, but are not required by this Agreement, to confirm the dollar amount of all Payments and Service and Transaction Fees to be charged to a User.

The Nexbillpay Service Fee will be collected separate from the Payment Amount.

Monthly Minimum ☑ **YES** ☐ **NO**

Customer is required to meet a $100.00 monthly minimum collected amount for Nexbillpay Service and Transaction Fees 60 days from underwriting approval . If Customer does not meet the required monthly minimum the Customer is responsible for the difference between the collected Nexbillpay Service and Transaction Fees and the $100.00 monthly minimum. Customer grants to Nexbillpay the right to automatically create an ACH transaction to the Customer's designated checking/savings account to pay all invoices from Nexbillpay to Customer and monies due to Nexbillpay.

Merchant Account and Transaction Authorization

Customer must have one or more merchant accounts authorized, such as an account for electronic credit or debit card processing. For authorization purposes, Nexbillpay will normally electronically transmit all payment transactions to the appropriate processing center in real time as the transactions occur. Delayed transmissions may be caught up when time and circumstances permit.

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Electronic payment processing is independently and competitively available in the market for electronic processing. Examples of the possibilities are found in Apple Pay internet materials. https://support.apple.com/en-us/HT204274. Apple Pay is a trademark of Apple.

Settlement of Transactions

Nexbillpay together with its authorized payment processor shall forward the User's payment to the appropriate payment organizations for settlement directly to the Customer's depository bank account previously designated by the Customer (hereinafter the "Customer Bank Account").

Nexbillpay together with its authorized processor(s) will continuously review its settlement and invoicing processes for its simplicity and efficiencies. Customer and Nexbillpay agree to fully cooperate with each other if Nexbillpay were to change its settlement and invoicing processes.

Reversed or Chargeback Transactions

Nexbillpay may reverse or chargeback transactions. Customer may request that Nexbillpay reverse or chargeback by the Customer by contacting Nexbillpay directly via email and requesting a reversal or chargeback of specific fully identified transactions and shall state in full detail the facts known to Customer to justify the reversal or chargeback. Nexbillpay will consider reversal or chargeback and if reversal or chargeback is agreed by Nexbillpay, the amount paid to Customer for goods and services and fees after deduction of service and transaction fees will be refunded to the User; however, the Nexbillpay Service and Transaction Fees will be kept by Nexbillpay and are non-refundable, and will not be refunded to the User. The remittance file sent to Customer by Nexbillpay will contain a record of such transactions whenever such transactions occur. Customer shall handle communications with User and shall be clear with User that no representations or promises are made to or for the benefit of the User. With respect to all Reversed or Chargeback Card Transactions that are substantiated by a User and approved by an authorized representative of Nexbillpay and the Customer: (i) the Customer authorizes Nexbillpay and Nexbillpay Authorized Processor (or the respective card organization) to charge the Customer Bank Account for the amount of the corresponding Payment and (ii) Nexbillpay shall refund to the Card organization (for credit back to the User) the corresponding Nexbillpay Service Fees. The Customer agrees that it shall not refund in cash to a User any Payment made using Nexbillpay Services.

Review of Reversed and Charged Back Transactions

Nexbillpay will continuously review its processes for Reversed or Charged-back transactions. Customer and Nexbillpay agree to fully cooperate with each other if Nexbillpay were to change its settlement and invoicing processes for such transactions.

Service Reporting

Nexbillpay shall provide Customer with reports summarizing use of the Services by Users for a given reporting period.

User Communication by Customer

Both parties agree that Nexbillpay will be presented as a payment method option to Customer's users. Customer will communicate the Nexbillpay option to its residential and commercial customers wherever Customer usually communicates its other payment methods.

Customer will make Nexbillpay Services available to its residential and commercial customers by different means of customer communication including:

a) through bills, invoices and other notices;
b) by providing IVR, Kiosk and Web payment details on the Customer's website including a "Pay Bill Online" or similar links on a mutually agreed prominent place on the web site;
c) through Customer's general IVR/Phone system; and
d) other channels deemed appropriate by the Customer and Nexbillpay.

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Intellectual Property of Nexbillpay

In order that the Customer may promote the services and Nexbillpay role in providing the Services, Nexbillpay grants to Customer a revocable, non-exclusive, royalty-free, license to use Nexbillpay logo and other service marks (the "Nexbillpay Marks") for such purposes only. Other than the terminable license to use the Nexbillpay Marks, Customer does not have any right, title, license or interest, express or implied in and to any object code, software, hardware, trademarks, service mark, trade name, formula, system, know-how, telephone number, telephone line, domain name, URL, copyright image, text, script (including, without limitation, any script used by Nexbillpay on the IVR, kiosk or the website) or other intellectual property right of Nexbillpay ("Nexbillpay Intellectual Property"). All Nexbillpay Marks, Nexbillpay Intellectual Property, and the System and all rights therein (other than rights temporarily expressly granted herein during the term of this agreement) and goodwill pertaining thereto belong exclusively to Nexbillpay. This license is limited to Customer's use for Nexbillpay services and the license terminates when this Agreement terminates. Customer agrees to advise Nexbillpay of any use of its logos, graphics and other marketing materials by any persons or firms that are not a current Nexbillpay customer.

Customer's Responsibilities

In order for Nexbillpay to provide Services outlined in this Agreement, the Customer shall cooperate with Nexbillpay by:

(i) Customer will enter into all applicable and necessary merchant Card, ACH or Cash Management agreements.

(ii) For the duration of this Agreement, Customer will keep a bill payment link connecting to the Nexbillpay System at a prominent and mutually agreed location on the Customer website for users. If applicable, the phone number for the IVR payment will also be added to the website. Customer will also add the IVR payment option as part of the Customer's general phone system. Customer will be required to provide Nexbillpay with a constantly updated customer list necessary for the IVR system for the duration of this agreement.

(iii) Within 30 days of the merchant account setup, Customer will launch the service to the users.

(iv) Within 60 days of the merchant account setup, Customer must submit all required information for application approval.

Governing Law

This agreement shall be interpreted and governed by the internal laws of the state of California without reference to any other law of any state.

Authorized Representative

Each party shall designate in writing an individual to act as a representative for the respective party, with the authority to transmit instructions and receive information. The parties may from time to time designate other individuals or change the designated individuals.

Notices to Nexbillpay from Customer

Notices shall be deemed received on the date the notice is actually physically received if given by hand delivery or given by properly addressed first class US Postal mail, and emailed notices shall be deemed to have been given upon on date said notice was received in the recipients' email box properly addressed.

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Notices to Customer from Nexbillpay

Notices shall be deemed received on the date the notice is actually physically received if given by hand delivery or given by properly addressed first class US Postal mail, and emailed notices shall be deemed to have been given upon date said notice was received in the recipients' email box properly addressed.

Customer Notice: shall be in writing and shall be given (1.) by properly addressed and mailed U. S. Postal mailed by Nexbillpay, LLC,, (2.) by paid overnight delivery service such as Federal Express, or (3.) by hand delivery to an individual authorized to receive mail for the below listed individuals, at the following locations:

- **Except notices that the Agreement expressly permits to be given by email, all notices of any type hereunder to Customer shall be properly addressed and delivered by Nexbillpay to the following person and email address:**

- **Person to Contact at Customer for Notices to Customer:**
- **Email for Notices to Customer:**
- **Customer Phone:**

Notices shall be deemed received on the date the notice is actually physically received whether if given by hand delivery, or if notices given by US Post, then notices shall be deemed to have been given upon on date said notice was received in the mail addressed in the manner set forth above.

Interpretation

It is the intent of the parties that no portion of this Agreement shall be interpreted more harshly against either of the parties as the drafter.

Independent Contractors

Customer and Nexbillpay agree and understand that each is a separate legal entity and that the relationship between both parties is that of independent contractors, and there is no relationship between the parties in the nature of a partnership, joint venture, co-owners or a legally recognizable consortium of any type or form.

Amendment of Agreement

Modifications or changes in this Agreement must be in writing and executed by the parties bound to this Agreement.

Severability

If a word, sentence or paragraph herein shall be declared illegal, unenforceable, or unconstitutional, the said word, sentence or paragraph shall be severed from this Agreement, and the Agreement shall be read as if said word, sentence or paragraph did not exist.

Attorney's Fees

Should any litigation or dispute arise concerning this Agreement between the parties hereto, the parties agree to bear their own costs and attorney's fees.

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Confidentiality

Both parties agree not to disclose to any third party or use for any purpose inconsistent with this Agreement any confidential or proprietary non-public information it obtains during the term of this Agreement about the parties' business, operations, financial condition, technology, systems, know-how, products, services, suppliers, customers, marketing data, plans and models, and personnel. Nexbillpay will not disclose to any third party or use for any purpose inconsistent with this Agreement any confidential User information it received in connection with its performance of the services.

Force Majeure

Nexbillpay will be excused from performing the Services as contemplated by this Agreement to the extent its performance is delayed, impaired or rendered impossible by acts of God or other events that are beyond its reasonable control and without its major fault or judgment, including without limitation, any event or circumstance caused in whole or in part the presence of threatened presence of radioactive materials, by any failure of the Internet, failure, delay, or unreliability of any telecommunications services, natural disasters, war, revolution, terrorist acts, riots, acts of a government entity (in a sovereign or contractual capacity), fire, storms, pandemics, quarantines, restrictions, floods, explosions, labor strikes, labor walk-outs, extra-ordinary losses of utilities (including electric service and telecommunications services), computer "hacker" attacks, delays of common carrier and/or any combination of any of these causes.

Time of the Essence

Nexbillpay and Customer acknowledge and agree that time is of the essence for the completion of the Services to be performed and each parties' respective obligations under this Agreement.

Nexbillpay Indemnification and Hold Harmless

Nexbillpay agrees to the fullest extent permitted by law, to indemnify and hold harmless the Customer and its governing officials, agents, employees, and attorneys (collectively, the "Customer Indemnities") from and against all liabilities, demands, losses, damages, costs or expense (including reasonable attorney's fees and costs), incurred by any Customer Indemnities as a result of arising out of (i) the willful misconduct or negligence of Nexbillpay in performing the Services or (ii) a material breach by Nexbillpay of its covenants or (iii) any release of confidential customer information from Nexbillpay' s archives or activities.

Disclaimer of Claims or Rights to Trademarks

Nexbillpay claims trademark rights in the marks Nexbillpay and Nexbillpay. Customer disclaims any rights to the marks Nexbillpay and Nexbillpay.

Customer Indemnification and Hold Harmless

Without waiving, mitigating or abrogating any and all statutory immunities or limitations on liability, the Customer agrees, to the fullest extent permitted by law, to indemnify and hold harmless Nexbillpay, its affiliates, officers, directors, stockholders, agents, employees and representatives, (collectively, the "Nexbillpay Indemnities") from and against all liabilities, demands, losses, damages, costs or expenses (including without limitation reasonable attorney's fees and expenses) incurred by any Nexbillpay Indemnities as a result or arising out of (i) the willful misconduct or negligence of Customer related to the Services or (ii) a material breach of Customer's covenants.

Nexbillpay IP Indemnification

Nexbillpay represents it owns or otherwise has the legal authority to make use of all intellectual property necessary to provide the Services to Customer. Nexbillpay agrees to indemnify, defend and hold Customer harmless from any and all claims, suits, causes of action or demands for damages related to any challenge of said authority by any third party and any alleged infringement of copyright, trademark or trade dress arising out of Nexbillpay's

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provision of services under this Agreement**.** Indemnity by Nexbillpay pursuant to this paragraph is conditioned upon Customer:

- giving Nexbillpay, prompt written notice of any claim, action, suit or proceeding for which the Customer is seeking indemnity.
- providing reasonable cooperation to Nexbillpay to provide defense and indemnification to Customer.
- upon request by Nexbillpay, granting Nexbillpay control of the selection of defense counsel, and decisions regarding defense and settlement; and
- reasonably cooperating with Nexbillpay in its defense, settlement, or trial of any matter for which indemnification is sought.

Nexbillpay shall defend Customer against any third-party claim, action, suit or proceeding alleging trademark or copyright infringement, but Customer shall be solely responsible for costs of defense for any claim of infringement based upon content or images provided by Customer to Nexbillpay for use on the website. Nexbillpay shall indemnify Customer for all losses, damages, settlement or judgment proceeds, liabilities and all reasonable expenses and costs incurred by Customer as a result of any such claim, action, suit or proceeding, excluding those arising from content or images provided by Customer to Nexbillpay for use on Customer website and any media not controlled by Nexbillpay.

Customer shall not settle a claim that Nexbillpay is reasonably defending except at Customer's expense or upon Nexbillpay's written consent.

Term and Termination

The term of this Agreement shall commence on the Effective Date of this Agreement and continue for a term of one (1) year ("Initial Term") from the Launch Date. Thereafter, the Agreement will then automatically renew for additional and successive one-year periods unless terminated by either party upon thirty (30) days written notice. Nexbillpay or Customer may cancel immediately without notice if it reasonably suspects fraud, collusion, dishonesty, or misrepresentation. Customer shall pay on demand, an early termination fee of four hundred and ninety-five dollars ($495.00).

Material Breach

A material breach of this Agreement shall be cured within 90 (ninety) days ("Cure Period") after a party notifies the other of such breach. In the event, such material breach has not been cured within the Cure Period, the non-breaching party can terminate this Agreement by providing the other party with 30 (thirty) days' notice.

Cooperation Upon Termination

Upon termination of this Agreement, the parties agree to cooperate with one another to ensure that all Payments are accounted for and all refundable transactions have been completed. Upon termination, Nexbillpay shall cease all Services being provided hereunder unless otherwise directed by the Customer in writing.

[The remainder of this page is blank.]

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Schedule A – Nexbillpay Service Fee Schedule Per Customer Account

Service Fee charged to the Customer will be based on the following model **(Web)**

Payment Type	Payment Amount	Service Fee
eCheck	$0.00 - $5,000.00	$1.50
Credit Card/Debit Card	$000.01 - $150.00 $150.01 - $500.00 $500.01 - $5,000.00	$1.50 $2.75 2.75%

Service Fee charged to the Customer will be based on the following model (**Telephone**)

Payment Type	Payment Amount	Service Fee
eCheck	$0.00 - $5,000.00	$1.50
Credit Card/Debit Card	$000.01 - $150.00 $150.01 - $500.00 $500.01 - $5,000.00	$1.50 $2.75 2.75%

Service Fee charged to the Customer will be based on the following model (**VTerminal**)

Payment Type	Payment Amount	Service Fee
Credit Card/Debit Card	$000.01 - $150.00 $150.01 - $500.00 $500.01 - $5,000.00	$1.50 $2.75 2.75%

Magtek Card Reader Number: [2]

Complete Integrated Agreement.

This Agreement represents the entire understanding between the parties hereto with respect to its subject matter and supersedes all other written or oral agreements heretofore made by or on behalf of Nexbillpay and Customer.

Nexbillpay, LLC – DBA: Nexbillpay

2416 Green Springs Highway

Birmingham, AL 35209

By: Beth Hepner

Print: Beth Hepner

Title: Relationship Manager

Date: 09/15/2026

(Customer) Camp Meeker Park and Recreation District

Address:

City/State/Zip:

By: _____

Print: _____

Title: _____

Date: _____

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2416 Green Springs Highway
Birmingham, AL 35209
659.799.8370 **DIRECT PHONE** / 866.561.3710 **E-FAX**
WWW.NEXBILLPAY.COM

NEXBILLPAY - RVS INTEGRATION SELECTION

Client: Camp Meeker Recreation and Park District **Project/Date:** September 15, 2026

INTEGRATION	VERSION
NEXBILLPAY - RVS One Time License	REAL – TIME ~~$995.00~~ *Waived by Nexbillpay*
Auto export from RVS to Nexbillpay The frequency of automated information from RVS can be adjusted at the discretion of the utility to update Nexbillpay more than just daily. (To include multiple times per day, hour, etc.)	**Included.** With Real-Time customer account numbers (with current amount due, any past due balances, upcoming bill due date and usage information) are auto dropped from RVS to Nexbillpay without any manual functions required by your staff members.
Auto import from Nexbillpay to RVS of all successful payments made. These payments upload to an Electronic Payments Page under the Alternate Menu Tab within your RVS billing system. Your utility can post (fully apply) these payments by date and by payment type (e-check or debit/credit card) against your customer accounts according to your standard reconciling and payment posting practices. Any payments made through our Real-Time Integration will automatically appear here under this tab and will remain until fully applied.	**Included.** With Real-Time the date / timestamp information for every payment made online (WEB), by phone (IVR), via text (SMS) or Autopay (AP) will include the transaction confirmation number (which mirrors the corresponding information provided to your customer) of each successful payment for easy reference and auditing purposes.
NEXBILLPAY - RVS One Time License	LITE ~~$125.00~~ *Waived*
Auto Export – Not Included. **Manual Export from RVS to Nexbillpay required.**	Each time our system receives an exported file from your RVS billing system, we will populate the same information online and relay balance information from this file to your customers. The information that Nexbillpay presents to your customers will always be as current as the information manually exported to us.
Auto Import – Not Included. **Manual entry of payments back into RVS.**	The Nexbillpay admin portal reports will always provide the transaction confirmation numbers, payment amount made, and the payment method used, however these payments will have to be manually keyed by your staff members into RVS.

SELECTED INTEGRATION: ☒ REAL-TIME ☐ LITE

Above Order Accepted and Approved By:

Signature: _____ Date: _____

Please sign, date and email to: bhepner@nexbillpay.com

MAX BELL ALPER
Director
max@campmeeker.org
(510) 504-8255 mobile

PO Box 461
Camp Meeker, CA 95419
campmeeker.org

CAMP MEEKER
RECREATION AND PARK DISTRICT



CAMP MEEKER
RECREATION AND PARK DISTRICT

Bryan Almquist
Vice President, Board of Directors
Camp Meeker Recreation and Park District

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