



## Camp Meeker Recreation and Park District

Board Meeting Minutes

October 21, 2025

Post Office Box 461 • Camp Meeker, CA 95419 • (707) 874-9246 • [www.campmeeker.org](http://www.campmeeker.org)

### CALL TO ORDER

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

### ROLL CALL

Directors Helfrich, McDaniel, Bell-Alper, and Almquist were present. Director Larson was absent.

### APPROVAL OF AGENDA

A motion was made by Director Bell-Alper and seconded by Director Almquist to approve the agenda as posted.

Director	Ayes	No	Absent
Bell-Alper	X		
Helfrich	X		
Larson			X
McDaniel	X		
Almquist	X		

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

The motion was approved.

### STATEMENTS OF ABSTENTION

There were no statements of abstention.

### PUBLIC COMMENT

Cathie Anderson suggested requesting Occidental Fire Department when making a 911 call.

## 6. CONSENT ITEMS

### A. Approval of Minutes – September 16, 2025

A motion was made by Director McDaniel and seconded by Director Almquist to approve the minutes from September 16, 2025.

Director	Ayes	No	Absent
Bell-Alper	X		
Helfrich	X		
Larson			X
McDaniel	X		
Almquist	X		

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

The motion was approved.

### B. Payment of Claims

A motion was made by Director Helfrich and seconded by Director Bell-Alper to authorize payment of claims.

Director	Ayes	No	Absent
Bell-Alper	X		
Helfrich	X		
Larson			X
McDaniel	X		
Almquist	X		

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

The motion was approved.

### C. Administrative and Financial Reports

1. Financial Report – Victoria Mwangi reported that revenue from the County for the Park and Recreation fund has not yet been received. Funds from the BMO account should be transferred to the Wells Fargo water deposit account. The annual audit begins Thursday, with the auditor planning a site visit to Anderson Hall.

2. Administrative Report – Katie Sherwin reported that the junk pile at the top of Mizpah has been removed. Trash Talkers will submit two cleanup proposals for inclusion in the IPAOM funding request. The lien document for 18 Hampton has been completed, and the FY25–26 budget has been submitted to the County. Board members were reminded to complete the ethics course.

7. REPORT OF THE WATER SYSTEM OPERATOR (Russian River Utility – 5 minutes)

Stephanie Voet reported that the Division of Drinking Water is working with the engineer to amend the permit. The system is operating smoothly.

8. ACTION ITEMS

A. PARCEL PURCHASE REQUEST FOR APN 075-300-010 (Douglas Dietz – 10 minutes)

Description: Mr. Dietz requested to purchase the lot adjoining his property at 5300 Bohemian Highway (formerly the site of the old post office) to maintain the existing side yard and driveway from Morelli Lane, mitigate fire hazards, and preserve the natural state of the parcel.

Action: A motion was made by Director Helfrich and seconded by Director Almquist to approve the transfer of the property to Mr. Dietz, subject to District policy, and authorize the Board President to sign necessary documents.

Director	Ayes	No	Absent
Bell-Alper	X		
Helfrich	X		
Larson			X
McDaniel	X		
Almquist	X		

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

The motion was approved.

B. LOT LINE ADJUSTMENT REQUEST APN 075-155-007 (Lynn Watson – 5 minutes)

Description: Ms. Watson requested a lot line adjustment to merge APN 075-155-007 into her parcel APN 075-155-001.

Action: A motion was made by Director Helfrich and seconded by Director Almquist to approve the lot line adjustment, subject to District policy, and authorize the Board President to sign necessary documents.

Director	Ayes	No	Absent
Bell-Alper	X		
Helfrich	X		
Larson			X
McDaniel	X		
Almquist	X		

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

The motion was approved.

C. UPDATE: LIABILITY FOR FALLEN TREES ON DISTRICT PROPERTY (Director Helfrich – 5 minutes)

Description: Director Helfrich clarified the issue concerns trees in danger of falling and provided an update on legal counsel’s review regarding potential liability for damage caused by trees originating on District property.

Action: The Board will provide a further update at the November meeting.

D. BOARD RECRUITMENT STRATEGY (Director McDaniel – 5 minutes)

Description: Director McDaniel discussed next steps in recruitment and outreach to fill Director Larson’s upcoming vacancy effective January 1, 2026.

Action: The Board set a deadline of November 30, 2025 for letters of interest and directed staff to prepare a flyer promoting the opportunity. Letters will be reviewed in December with the intention of swearing in the interim member in January.

10. DIRECTORS’ REPORTS

Description: Directors provided updates on activities and meetings. Director Almquist reported on site visits with Ag and Open Space staff and Redwood Trails Alliance, noting potential funding through the IPAOM Fund for the next two years. Director Bell-Alper announced the community potluck was rescheduled to November 8, 2025.

Action: No action taken.

12. ADJOURNMENT

Director	Ayes	No	Absent
Bell-Alper	X		
Helfrich	X		
Larson			X
McDaniel	X		
Almquist	X		

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

The motion was approved.

The meeting adjourned at 8:21 p.m.

Respectfully submitted,  
Katie Sherwin