



## Camp Meeker Recreation and Park District

Board Meeting Agenda

November 18, 2025

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

Members of the public may attend the meeting in person or watch via Zoom:

<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

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 on the agenda. Comments are limited to three minutes per speaker. Please state your first and last name clearly.

6. CONSENT ITEMS (10 minutes)
  - A. Approval of Minutes – October 21, 2025
  - B. Payment of Claims
  - C. Financial and Administrative Reports
    1. Financial Report (Victoria Mwangi – 5 minutes)
    2. Administrative Report (Katie Sherwin – 5 minutes)

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

### A. System Operations

## 8. ACTION ITEMS

### A. BRELJE & RACE PROPOSAL AND CONTRACT REVIEW (Director Helfrich – 5 minutes)

Description: The Division of Drinking Water inspection identified deficiencies in the Morelli, Baumert, and Tower water storage tanks. Brelje & Race Consulting Engineers submitted a proposal to evaluate the condition of the tanks, perform a feasibility analysis for a new 50,000–100,000-gallon tank at the Morelli site, and provide maintenance recommendations.

Proposed Action: Approve the proposal from Brelje & Race Consulting Engineers to proceed with the evaluation and potential replacement of the Morelli storage tank and authorize the District President to sign the agreement.

### B. TEMPORARY ENTRY PERMIT – CALIFORNIA DEPARTMENT OF FISH AND WILDLIFE (CDFW) (Director Helfrich – 5 minutes)

Description: The California Department of Fish and Wildlife (CDFW), in partnership with California Sea Grant, Sonoma Water, and the U.S. Army Corps of Engineers, requests renewal of a Temporary Entry Permit granting access to District-owned parcels along Dutch Bill and Lancel Creeks. The permit allows monitoring and fish recovery activities in support of the Russian River Coho Salmon Recovery Program and remains in effect through December 31, 2030.

Proposed Action: Authorize the District President to execute the Temporary Entry Permit with CDFW and partner agencies.

### C. RESOLUTION 2025-006 – CLOSURE OF BMO BANK ACCOUNT (Director McDaniel – 5 minutes)

Description: Consider adoption of Resolution 2025-006, authorizing closure of the District's BMO Bank checking account previously used for water payments, and directing the transfer of the remaining funds to the District's Wells Fargo deposit account.

Proposed Action: Adopt Resolution 2025-006 as presented.

### D. INVESTMENT POLICY (Director McDaniel – 5 minutes)

Description: Director McDaniel will lead a discussion regarding the District's outdated Investment Policy and provide a recommendation on whether the policy should be updated or if revision is unnecessary at this time.

Proposed Action: The Board may/may not take further action.

E. UPDATE: TREE LIABILITY ON CMRPD PROPERTY (Director Helfrich – 5 minutes)

Description: Director Helfrich will provide an update on District Counsel's recommendations regarding potential liability for hazardous trees located on District property and within the community, and discuss possible actions for mitigation.

Proposed Action: The Board may/may not take further action.

F. UPDATE: CMVFD LEASE AGREEMENT (Director Helfrich – 5 minutes)

Description: The District President and staff met with the Camp Meeker Volunteer Fire Department (CMVFD) Board to discuss an amendment to the existing lease agreement. It was agreed to include a provision requiring CMVFD to inspect each fire hydrant within the Camp Meeker community at least once annually. Inspections will be documented using a District-provided checklist and a numbered map identifying all hydrant locations. During the initial inspection, CMVFD will spray-paint the corresponding number on each hydrant to match the map reference.

Proposed Action: The Board may consider and accept the proposed update to the CMVFD lease agreement, incorporating a numbered hydrant map and inspection checklist, and direct staff to present the revised agreement to the CMVFD Board at its December meeting.

G. CAMP MEEKER FOREST ACCESS CONTROL – UNDEVELOPED RIGHTS-OF-WAY (Director Almquist – 5 minutes)

Description: The Board will consider authorizing actions necessary for the Camp Meeker Recreation and Park District (CMRPD) to obtain control or ownership of the undeveloped public rights-of-way located west of Plymouth Street and the undeveloped section of Woodland Avenue between Plymouth and California Streets. Establishing District control over these areas is necessary to manage and limit access to the Camp Meeker Forest Open Space Preserve as required by the Conservation Easement.

Proposed Action: Authorize Director Almquist to solicit bids from qualified surveyors and present the proposals for consideration at a future Board meeting.

H. CAMP MEEKER FOREST VISION STATEMENT (Director Almquist – 5 minutes)

Description: The Camp Meeker Forest Subcommittee will present a Vision Statement for the Camp Meeker Forest Open Space Preserve. The purpose of the presentation is to share the draft vision with the community for feedback and discussion, and to seek potential Board

approval of the statement as a guiding document for future management and stewardship of the Forest Preserve.

Proposed Action: The Board may provide feedback, approve the Vision Statement as presented, or direct the Subcommittee to revise the document based on community input.

## 10. DIRECTORS' REPORTS

Description: This item is for informational reporting only. In accordance with the Brown Act, the Board will not discuss or take action on items raised under this section. If action is desired, the matter may be placed on a future agenda.

Proposed Action: No action required.

## 11. 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.



## 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

**CAMP MEEKER RECREATON AND PARK DISTRICT**  
**WARRANT REQUEST # 2025-2026 - 05**  
**11/18/2025**

	<b>CHECK AMOUNT</b>	<b>10 R&amp;P FUND</b>	<b>40 WATER FUND</b>	<b>EXPLANATION</b>
<b>OPERATING ACCOUNT</b>				
<b>VENDOR</b>				
Abila	406.33	121.90	284.43	Leased Software (MIP)
CRMPD Water	108.30	108.30	-	Water
Sherwin Consulting	4,375.00	1,312.50	3,062.50	Adminstrative services
CA Special Districts Assoc.	2,052.00	615.60	1,436.40	Membership
Perry, Johnson, et al	277.50	277.50	-	Legal
Russian River Utility	12,446.31		1,930.79	Electric Service
			150.00	Maint . Equip
			10,365.52	Contract services
US Bank	210.65	98.20	112.45	Communications
VM Accounting Svcs	3,450.00	1,035.00	2,415.00	Accounting
	<u>23,326.09</u>	<u>3,569.00</u>	<u>19,757.09</u>	
TOTAL				

**DIRECTOR APPROVAL**

Gary Helfrich \_\_\_\_\_

Bryan Almquist \_\_\_\_\_

John McDaniel \_\_\_\_\_

Max Bell Alper \_\_\_\_\_

Valery Larson \_\_\_\_\_

**CAMP MEEKER PARK & REC**  
**ACTUAL vs BUDGET YEAR-TO-DATE**

	PARK & REC FUND						BUDGET	Actual Vs Budget S/B = 42%
	July	Aug	Sept	Oct	Nov	TOTAL		
<b>Revenue</b>								
4110 Interest Earned - Wells Fargo Bank	214.62	204.46	183.04	170.14		772.26		
4215 Rental Fees - Other	462.25	462.25		462.25		1,386.75	5,600	25%
4308 Water Connection Fees						-		
4310 Sales of Water - Residential						-		
<b>Total Revenue</b>	676.87	666.71	183.04			2,159.01	5,600	
<b>Expenditures</b>								
5101 Communications - Tel/Web/Wif, etc		160.45	164.87		98.20	423.52	3,950	11%
5210 Insurance - Property & Liability	3,070.52					3,070.52	3,500	88%
5301 Maintenance - Beach and Parks				5,500.00		5,500.00	3,000	183%
5301 Memebership					615.60	615.60	600	103%
5410 Office Supplies		108.37				108.37	750	14%
5416 Lease - Accounting Software	121.90	121.90	121.90		121.90	487.60	1,350	36%
5425 Postage		29.70				29.70	350	8%
5426 Printing Services						-	750	0%
5520 Administrative Sevices	382.50	1,230.00	1,192.50	1,320.00	1,312.50	5,437.50	21,000	26%
5540 LAFCO Charges	262.20					262.20	650	40%
5550 Professional Legal Services		30.00	31.50		277.50	339.00	20,000	2%
5556 Professional Services - Accounting		1,551.00	892.50	1,477.50	1,035.00	4,956.00	15,000	33%
5575 Bank Service Fees				52.14		52.14	150	35%
5585 Public/ Legal Notices		-	119.40			119.40		
5590 Gas and Oil	325.27	160.74				486.01	1,500	32%
5592 Water and Sewer			228.72	108.38	108.30	445.40	1,750	25%
5594 Utilities		173.71				173.71	1,750	10%
<b>Total Expenditures</b>	4,162.39	3,565.87	2,751.39	8,458.02	3,569.00	22,506.67	76,050	30%

**TOTAL BUDGET 104,950**

**CAMP MEEKER PARK & REC**  
**ACTUAL vs BUDGET YEAR-TO-DATE**

	PARK & REC FUND						BUDGET	Actual Vs Budget S/B = 42%
	July	Aug	Sept	Oct	Nov	TOTAL		
<b>Revenue</b>								
4110 Interest Earned - Wells Fargo Bank	214.62	204.46	183.04	170.14		772.26		
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5585 Public/ Legal Notices		-	119.40			119.40		
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5592 Water and Sewer			228.72	108.38	108.30	445.40	1,750	25%
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<b>Total Expenditures</b>	4,162.39	3,565.87	2,751.39	8,458.02	3,569.00	22,506.67	76,050	30%

**TOTAL BUDGET 104,950**

**CAMP MEEKER PARK & REC**  
**11/18/2025**

**CASH BALANCES**

**Checking/Savings**

1010. WF Operating xxx6492	\$ 329,963.39
1015. WF Investment A/C xxx6500	1,107,708.75
1030. BMO Water Acct	35,264.29
1033. WF Water Acct xxx4435	39,082.79
1040. US Bank	3,281.98
	<u>\$ 1,515,301.20</u>

**LONG TERM DEBT BALANCE** \$ 807,500.00

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

**November 12, 2025**

RE: CAMP MEEKER PAST DUE ACCOUNTS

**Accounts 2 and 129 have payment arrangements in place.**

**Account 174 is setting up a payment plan.**

**Account 378: Payment was sent week of November 10, 2025.**

**Accounts 28 and 339: SB3 Shutoff letters were mailed on 10/15/25 and lock off is scheduled for November 18, 2025.**

**Accounts 6, 15, 60, 193, 248, 290, 295, 335, 337 and 358: SB3 Shutoff letters will be sent November 18, 2025 for lock off in December.**

**CAMP MEEKER RECREATION AND PARK DISTRICT  
PAST DUE LIST**

<b>ACCT</b>	<b>CURRENT</b>	<b>1 - 30.</b>	<b>31 - 60</b>	<b>61+</b>	<b>LAST PAYMENT</b>	<b>TOTAL</b>
2	127.46	202.73	597.66	529.64	200.00 11/5/2025	1,457.49
6	74.28	71.39	149.76		227.00 9/23/2025	295.43
15	69.19	66.39	73.45		244.60 8/25/2025	209.03
28	90.48	85.08	82.46	441.62	300.00 8/18/2025	699.64
36	59.59	56.75	54.18		214.54 8/14/2025	170.52
60	112.32	560.98	369.52		415.07 9/5/2025	1,042.82
68	66.29	64.08	54.05		350.00 8/15/2025	184.42
70	61.08	57.69	62.28		149.90 9/12/2025	181.05
72	65.13	61.36	61.24		44.86 9/9/2025	187.73
92	57.64	57.91	2.18		56.88 10/21/2025	117.73
94	60.96	58.63	40.65		120.00 7/30/2025	160.24
96	65.90	63.51	60.54		662.73 8/14/2025	189.95
107	78.46	73.83	70.16		224.40 8/26/2025	222.45
114	67.86	64.92	100.75		390.55 8/14/2025	233.53
129	434.85	420.74	186.19		120.00 11/4/2025	1,041.78
151	66.82	63.14	60.88		150.00 8/19/2025	190.84
174	76.02	72.38	68.93	98.67	200.00 11/11/2025	316.00
185	63.31	60.39	55.04		245.00 8/18/2025	178.74
190	59.54	56.70	54.00		54.00 9/8/2025	170.24
192	63.17	55.34	0.78		200.00 8/12/2025	119.29
193	70.99	88.19	101.28		97.08 8/22/2025	260.46
221	54.04	61.88	37.83		10.95 10/7/2025	153.75
240	54.00	203.06	124.48	1,190.08	98.00 6/30/2023	1,571.62
245	61.37	56.77	55.46		174.82 8/15/2025	173.60
247	65.52	65.16	59.58		591.54 8/14/2025	190.26
248	72.34	68.02	66.13	63.88	128.99 7/30/2025	270.37
249	61.63	67.08	23.89		175.00 10/14/2025	152.60
290	83.85	82.89	85.22	305.74	250.00 8/14/2025	557.70
295	78.65	75.16	71.33	346.57	175.00 7/24/2025	571.71
309	111.23	156.33	146.20	807.30	175.00 9/16/2025	1,221.06
320	57.69	54.62	1.95		100.00 9/5/2025	114.26
335	78.65	83.83	99.63		234.54 8/13/2025	262.11
337	68.71	65.29	63.99	64.54	59.12 8/19/2025	262.53
338	62.35	58.68	38.32		400.00 8/14/2025	159.35
339	79.76	75.96	72.34	366.87	432.00 3/5/2025	594.93
358	65.06	68.63	67.15	85.37	545.03 8/19/2025	286.21
378	66.89	63.02	60.02	0.02	183.00 7/24/2025	189.95
	<b>3,013.08</b>	<b>3,668.51</b>	<b>3,379.50</b>	<b>4,300.30</b>	<b>8,399.60</b>	<b>14,361.39</b>



Client Initials	Consultant Initials
	BR



**SHORT FORM OF AGREEMENT  
BETWEEN CLIENT AND CONSULTANT**

This short form of agreement (Form A.1) was developed by the American Council of Engineering Companies of California and is intended primarily for the use of ACEC California members and may not be reproduced without the permission of the American Council of Engineering Companies of California. © 2017, 2013, 2010, 2009, 2008, 2007, 2003, 2001.

Project No. 1889.22

Agreement entered into at Santa Rosa, CA on this date of August 26, 2025,  
by and between: Brelje & Race Consulting Engineers and Camp Meeker Recreation and Park District

Client:	Camp Meeker Recreation and Park District	Consultant:	Brelje & Race Consulting Engineers
Name:	Gary Helfrich	Name:	Brent Beazor, P.E.
Address:	P.O. Box 461	Address:	475 Aviation Blvd., Suite 120
City, St, Zip:	Camp Meeker, CA 95419	City, St, Zip:	Santa Rosa, CA 95403
Phone:	707-874-9246	Phone:	707-636-3751
Mobile:		Mobile:	
Fax:		Fax:	707-576-0469
Email:	helfrich@sonic.net	Email:	beazor@brce.com
License No:	N/A	License No:	CA #C60683

**Client and Consultant agree as follows:**

A. Client retains Consultant to perform services for (hereinafter called "project."):

Camp Meeker Recreation and Park District Water Storage Tank Evaluation, Repair, and Maintenance Planning (B&R project no. 1889.22).

B. Consultant agrees to perform the following scope of services:

Assess the condition of the Morelli, Baumert, and Tower tanks and provide recommendations to address noted deficiencies as proposed in tasks 1 through 5 of the proposal from Brelje & Race dated August 22, 2025 (Exhibit A).

C. Client agrees to compensate Consultant for such services as follows:

Time and materials in accordance with the current Brelje & Race Rate Schedule (Exhibit B) within a not-to-exceed fee of \$26,400.

D. This agreement is subject to the Provisions of Agreement contained in paragraphs 1 through 33, and the provisions of the exhibits attached hereto and made a part hereof. (List exhibits below.)

- Exhibit A - Proposal from Brelje & Race dated August 22, 2025
- Exhibit B - Brelje & Race Rate Schedule, effective March 1, 2025

### PROVISIONS OF AGREEMENT

Client and Consultant agree that the following provisions shall be part of this agreement:

1. Client and Consultant agree to cooperate with each other in order to fulfill their responsibilities and obligations under this agreement. Both Client and Consultant shall endeavor to maintain good working relationships among members of the project team.
2. This agreement shall be binding upon the heirs, executors, administrators, successors and assigns of Client and Consultant.
3. This agreement shall not be assigned by either Client or Consultant without the prior written consent of the other. Neither Client nor Consultant shall assign claims arising from the agreement without the prior written consent of the other.
4. This agreement contains the entire and integrated agreement between Client and Consultant relating to the project and the provision of services for the project. Any prior agreements, promises, negotiations or representations not expressly set forth in this agreement are of no force or effect. Subsequent modifications to this agreement shall be in writing and signed by both Client and Consultant.
5. Consultant's or Client's waiver of any term, condition or covenant shall not constitute the waiver of any other term, condition or covenant. Consultant's or Client's waiver of any breach of this agreement shall not constitute the waiver of any other breach of the agreement.
6. If any term, condition or covenant of this agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this agreement shall be valid and binding on both the Client and Consultant.
7. This agreement shall be governed by and construed in accordance with the laws of the State of California.
8. Client acknowledges all reports, plans, specifications, field data and notes and other documents, including all such documents on electronic media, prepared by Consultant are instruments of service, and shall remain the property of Consultant and may be used by Consultant without the consent of Client. Upon request and payment of all costs involved, Client is entitled to a copy of all final plans and specifications for use in connection with the project for which the plans and specifications have been prepared. Client acknowledges that its right to utilize final plans and specifications and the services of Consultant provided pursuant to this agreement will continue only so long as Client is not in default, pursuant to the terms and conditions of this agreement, and Client has performed all its obligations under this agreement. In the event Client is in default of any of the terms and conditions of this agreement, any license or right to utilize the instruments of service by Client, is automatically revoked.
9. Client agrees not to use or permit any other person to use plans, specifications, drawings, cost estimates, reports or other documents prepared by Consultant which plans, specifications, drawings, cost estimates, reports or other documents are not final and which are not signed and stamped or sealed by Consultant. Client acknowledges that all documents on electronic files, or drawings, reports and data on any form of electronic media generated and furnished by the Consultant, are not final plans or documents. Client shall be responsible for any such use of all non-final plans, specifications, drawings, cost estimates, reports, electronic files, or other documents not signed and stamped or sealed by Consultant. Client hereby waives any claim for liability against Consultant for such use. Client agrees, to the extent permitted by law, to indemnify and hold harmless Consultant, its officers, directors, employees, and subconsultants against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from a violation of this paragraph by Client. Client further agrees that final plans, specifications, drawings, cost estimates, reports or other documents are for the exclusive use of Client and may be used by Client only for the project described on page 1 of 7 of this agreement and such use is subject to the terms and conditions of this agreement. Such final plans, specifications, drawings, cost estimates, reports or other documents may not be changed or used on a different project without written authorization or approval by

Consultant. If signed check prints are required to be submitted with a stamp or seal, they shall not be considered final for purposes of this paragraph.

10. In accepting and utilizing any electronic files, or drawings, reports and data on any form of electronic media generated and furnished by Consultant (“electronic files”), Client covenants and agrees that all such electronic files are instruments of service of Consultant, who shall be deemed the author, and shall retain all common law, statutory law and other rights, including copyrights.

Client agrees not to use or reuse these electronic files, in whole or in part, for any purpose or project other than the project that is the subject of this agreement. Client agrees not to make changes to or transfer these electronic files to others without the prior written consent of Consultant. Client further agrees to waive all claims against Consultant resulting in any way from any unauthorized changes, use, or reuse of the electronic files for any other project by anyone other than Consultant.

Client acknowledges that Client and Consultant have agreed on all hardware and software specifications that may be necessary for transmission of electronic files relevant to the project. These specifications, if applicable, are attached as **Exhibit N/A** to this agreement.

Electronic files furnished by either party shall be subject to an acceptance period of fifteen (15) days during which the receiving party agrees to perform appropriate acceptance tests. The party furnishing the electronic file shall correct any discrepancies or errors detected and reported within the acceptance period. After the acceptance period the electronic files shall be deemed to be accepted and neither party shall have any obligation to correct errors or maintain electronic files.

Electronic files, such as computer-aided drafting and design files, are not construction documents, and Consultant makes no representation as to their accuracy or completeness. Client is aware that differences may exist between the electronic files delivered and the printed hard copy construction documents. In the event of a conflict between the signed construction documents prepared by Consultant and electronic files, the signed and stamped or sealed hard copy construction documents, copies of which shall be kept by the Consultant, shall govern.

In addition, Client agrees, to the extent permitted by law, to indemnify and hold harmless Consultant, its officers, directors, employees and subconsultants against all damages, liabilities or costs, including reasonable attorneys’ fees and defense costs, arising from any unauthorized changes made by anyone other than Consultant or from any use or reuse of the electronic files for any other project without the express written permission of the Consultant

Under no circumstances shall delivery of electronic files for use by Client be deemed a sale of a product by Consultant nor shall Consultant’s instruments of service ever be considered a product even if reduced to a written and tangible form, and Consultant makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall Consultant be liable for indirect or consequential damages as a result of Client’s use or reuse of the electronic files.

11. Client acknowledges Consultant has the right to complete all services agreed to be rendered pursuant to this agreement. In the event this agreement is terminated before the completion of all services, unless Consultant is responsible for such early termination, Client agrees to release Consultant from all liability for services performed. In the event all or any portion of the services by Consultant are suspended, abandoned, or otherwise terminated, Client shall pay Consultant all fees and charges for services provided prior to termination, not to exceed the contract limits specified herein, if any. Client acknowledges if the project services are suspended and restarted, there will be additional charges due to suspension of the services which shall be paid for by Client as extra services pursuant to paragraph 22. Client acknowledges if project services are terminated for the convenience of Client, Consultant is entitled to reasonable termination costs and expenses, to be paid by Client as extra services pursuant to paragraph 22. If Client is in default under this agreement and Client requests Consultant continue providing some or all services, Consultant has no obligation to provide any further services unless Client provides financial assurances satisfactory to Consultant and otherwise cures any default.

12. Unless the scope of services to be provided by Consultant expressly includes Consultant's assistance in determinations regarding the application of prevailing wages, Client and Consultant acknowledge that it is Client's exclusive responsibility to determine whether the project, which is the subject of this agreement, is a "public work" as defined in California Labor Code Section 1720, or whether prevailing wage rates are to be paid to certain workers in connection with the project, or determine the rate of prevailing wages to be paid certain workers. Consultant will develop its schedule of labor rates in reliance on the determinations of Client. In the event of a dispute regarding whether the project is a "public work", whether prevailing wages are to be paid, or the amount of prevailing wages to be paid to individual workers, Client agrees to pay Consultant for any and all additional costs and expenses (including additional wages, penalties & interest) incurred by Consultant and further agrees, to the extent permitted by law, to defend, indemnify and hold harmless Consultant, its officers, directors, employees and subconsultants from all damages, liabilities or costs, including reasonable attorneys' fees and costs, arising from or related to the Client's determinations regarding the application of or payment of prevailing wages.
13. If the scope of services contained in this agreement does not include construction-phase services for this project, Client acknowledges such construction-phase services will be provided by Client or by others and Client assumes all responsibility for interpretation of the contract documents and for construction observation and supervision and waives any claim against Consultant that may in any way be connected thereto. In addition, Client agrees, to the extent permitted by law, to indemnify and hold Consultant harmless from any loss, claim, or cost, including reasonable attorneys' fees and costs of defense, arising or resulting from the performance of such services by other persons or entities and from any and all claims arising from the modification, clarification, interpretation, adjustments or changes made to the contract documents to reflect changed field or other conditions, except for claims arising from the sole negligence or willful misconduct of Consultant.
14. If the scope of work of Consultant includes the rendition of professional services for a project which is a common interest development subject to the provisions of Civil Code section 1375, Client agrees to reimburse Consultant for all costs associated with Consultant's participation in the pre-litigation process described in Civil Code section 1375. Further, Client agrees to pay Consultant's fees for time incurred participating in the pre-litigation process. These fees and costs shall be paid as extra services in accordance with paragraph 22. Such extra services shall be paid at Consultant's normal hourly rates in effect at the time Consultant participates in the pre-litigation process. For purposes of this paragraph, a "common interest development" shall be a common interest development as defined in Civil Code section 1375.

Client agrees, to the extent permitted by law, to defend, indemnify and hold harmless Consultant, its officers, directors, employees and subconsultants from all damages, liabilities or costs, including reasonable attorney fees and costs, arising from or related to Consultant's participation in the pre-litigation process pursuant to Civil Code section 1375.

Client agrees that if Client receives a Notice of Commencement of Legal Proceedings pursuant to Civil Code section 1375, Client will notify Consultant within 10 days of Client's receipt of the Notice of Commencement of Legal Proceedings, provided the Notice of Commencement of Legal Proceedings either identifies Consultant as a potentially responsible party or the face of the Notice contains information which identifies Consultant's potential responsibility. If Client does not timely notify Consultant, then Client agrees, to the extent permitted by law, to defend, indemnify and hold harmless Consultant, its officers, directors, employees and subconsultants from all damages, liabilities or costs, including reasonable attorney fees and costs, arising from or related to Client's failure to timely notify Consultant.

15. If Client files a voluntary petition seeking relief under the United States Bankruptcy Code or if there is an involuntary bankruptcy petition filed against Client in the United States Bankruptcy Court, and that petition is not dismissed within fifteen (15) days of its filing, Consultant shall be entitled to continue suspension of the performance of any and all of its obligations pursuant to this agreement where the Client is in default and was in default prior to the filing of the bankruptcy petition. If, upon filing a voluntary petition or an involuntary petition

Client Initials	Consultant Initials BB
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in the United States Bankruptcy Court, Client seeks to have Consultant continue to provide services pursuant to this agreement, Client agrees to comply with applicable provisions of the United States Bankruptcy Code to ensure payment for any continuing or reinstated services.

16. Client agrees to provide to Consultant the present name and address of the record owner of the property upon which the project is to be located. Client also agrees to provide Consultant with the name and address of any and all lenders who may loan money on the project and who are entitled to receive a preliminary notice. Client will not object to any lawful filing of any lien by Consultant.
17. The Consultant shall not be required to execute any documents subsequent to the signing of this Agreement that in any way might, in the judgment of the Consultant, increase the Consultant's contractual or legal obligations or risk, or adversely affect the availability or cost of its professional or general liability insurance. Nor shall Consultant be required to sign any documents, requested by any party, including Client, that would result in the Consultant's having to certify, guarantee, warrant or state the existence of conditions whose existence the Consultant cannot ascertain. The Client also agrees not to make resolution of any dispute with the Consultant or payment of any money due to the Consultant, in any way contingent upon the Consultant's signing any such certification, guarantee, warranty or statement.
18. All fees and other charges due Consultant will be billed monthly and shall be due at the time of billing unless specified otherwise in this agreement. If Client fails to pay Consultant within thirty (30) days after invoices are rendered, Consultant shall have the right in its sole discretion to consider such default in payment a material breach of this entire agreement, and, upon written notice, Consultant's duties, obligations and responsibilities under this agreement may be suspended or terminated in the judgment of the Consultant. In such event, Client shall promptly pay Consultant for all outstanding fees and charges due Consultant at the time of suspension or termination. If Consultant elects to suspend or terminate Consultant's services pursuant to this provision, Consultant is entitled to reasonable suspension or termination costs or expenses and Client waives any and all damage claims resulting from any delay or disruption after the suspension or termination..
19. Client agrees that all billings from Consultant to Client are correct and binding on Client unless Client, within ten (10) days from the date of receipt of such billing, notifies Consultant in writing of alleged inaccuracies, discrepancies, or errors in billing.
20. Client agrees to pay a monthly late payment fee and not an interest charge, which will be the lesser of one and one-half percent (1-1/2%) per month or a monthly charge not to exceed the maximum legal rate, which will be applied to any unpaid balance commencing thirty (30) days after the date of the billing.
21. In the event Consultant's fee schedule changes due to any increase of costs such as the granting of wage increases and/or other employee benefits to field or office employees due to the terms of any labor agreement, or increase in the cost of living, during the lifetime of this agreement, a percentage increase shall be applied to all remaining fees and charges to reflect the increased costs.
22. Client agrees that if Client requests services not specified in the scope of services described in this agreement, Client will pay for all such additional services as extra services, in accordance with Consultant's billing rates utilized for this agreement.
23. Client acknowledges that the design services performed pursuant to this agreement are based upon field and other conditions existing at the time these services were performed. Client further acknowledges that field and other conditions may change by the time project construction occurs and clarification, adjustments, modifications and other changes may be necessary to reflect changed field or other conditions. Such clarifications, adjustments, modifications and other changes shall be paid for by Client as extra services in accordance with paragraph 22.
24. Consultant is not responsible for delay caused by activities or factors beyond Consultant's reasonable control, including but not limited to, delays by reason of strikes, lockouts, work slowdowns or stoppages, power failures, accidents or equipment malfunctions, acts of God, failure of Client to furnish timely information or approve or disapprove of Consultant's services or instruments of service promptly, faulty performance by Client or other

contractors or governmental agencies. When such delays beyond Consultant's reasonable control occur, Client agrees Consultant shall not be responsible for damages nor shall Consultant be deemed to be in default of this agreement. Further, when such delays occur, Client agrees that, to the extent such delays cause Consultant to perform extra services, such services shall be paid for by Client as extra services in accordance with paragraph 22.

25. Consultant shall not be liable for damages resulting from the actions or inactions of governmental agencies including, but not limited to, permit processing, environmental impact reports, dedications, general plans and amendments thereto, zoning matters, annexations or consolidations, use or conditional use permits, project or plan approvals, and building permits. Client agrees that it is the responsibility of Client to maintain in good standing all governmental approvals or permits and to timely apply for any necessary extensions thereof. Consultant is not responsible for the failure of any public agency to approve Consultant's work product.
26. If the scope of services requires Consultant to estimate quantities, such estimates are made on the basis of Consultant's experience and qualifications and represent Consultant's best judgment as a professional generally familiar with the industry. However, such estimates are only estimates and shall not constitute representations, warranties or guarantees of the quantities of the subject of the estimate. If the scope of services requires Consultant to provide its opinion of probable construction costs, such opinion is to be made on the basis of Consultant's experience and qualifications and represents Consultant's best judgment as to the probable construction costs. However, since Consultant has no control over costs or the price of labor, equipment or materials, or over the contractor's method of pricing, such opinions of probable construction costs do not constitute representations, warranties or guarantees of the accuracy of such opinions, as compared to bid or actual costs.
27. Client acknowledges that Consultant is not responsible for the performance of work by third parties including, but not limited to, the construction contractor and its subcontractors.
28. Consultant makes no warranty, either express or implied, as to its findings, recommendations, plans, specifications, or professional advice except that the services were performed pursuant to generally accepted standards of professional practice in effect at the time of performance.
29. In the event (1) Client agrees to, authorizes, or permits changes in the plans, specifications, documents, or electronic files prepared by Consultant, which changes are not consented to in writing by Consultant, or (2) Client agrees to, authorizes or permits construction of unauthorized changes in the plans, specifications, documents, or electronic files prepared by Consultant, which changes are not consented to in writing by Consultant, or (3) Client does not follow recommendations prepared by Consultant pursuant to this agreement, which changed recommendations are not consented to in writing by Consultant: Client acknowledges that the unauthorized changes and their effects are not the responsibility of Consultant and Client agrees to release Consultant from all liability arising from the use of such changes, and further agrees, to the extent permitted by law, to defend, indemnify and hold harmless Consultant, its officers, directors, employees and subconsultants from and against all claims, demands, damages or costs, including attorneys' fees, arising from the unauthorized changes.
30. Client agrees that in the event Consultant institutes litigation to enforce or interpret the provisions of this agreement, such litigation is to be brought and adjudicated in the appropriate court in the county in which Consultant's place of business is located, and Client waives the right to bring, try or remove such litigation to any other county or judicial district.
31. (a) Except as provided in subdivisions (b) and (c), in an effort to resolve any conflicts that arise during the design or construction of the project or following completion of the project, Client and Consultant agree that all disputes between them arising out of or relating to this agreement shall be submitted to nonbinding mediation, unless the parties mutually agree otherwise.

Client and Consultant further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with subcontractors, subconsultants, suppliers or fabricators so retained, thereby providing for mediation as the primary method for dispute resolution between the parties to those agreements.

Client Initials	Consultant Initials
	BB

(b) Subdivision (a) shall not preclude or limit Consultant's right to file an action for collection of fees if the amount in dispute is within the jurisdiction of the small claims court.

(c) Subdivision (a) shall not preclude or limit Consultant's right to record, perfect or enforce applicable mechanic's lien or stop notice remedies.

- 32. Client agrees to limit the liability of Consultant, its principals, employees and subconsultants, to Client and to all contractors and subcontractors on the project, for any claim or action arising in tort, contract, or strict liability, including attorney and expert fees, to the sum of \$45,000 or Consultant's fee, whichever is greater. Client and Consultant acknowledge that this provision and this entire agreement was expressly negotiated and agreed upon between the parties.
- 33. Notwithstanding any other provision of this Agreement, and to the extent permitted by law, neither the Client nor the Consultant, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect, punitive or consequential damages arising out of or connected in any way to the Project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation or any other incidental, indirect or consequential damage that either party may have incurred from any cause or action.

IN WITNESS WHEREOF, the parties hereby execute this agreement upon the terms and conditions stated above.

Client: Camp Meeker Recreation and Park District Consultant: Brelje & Race Consulting Engineers

By: \_\_\_\_\_ By: Brent Beazor

Name: Gary Helfrich Name: Brent Beazor, P.E.

Title: \_\_\_\_\_ Title: President

Date Signed: \_\_\_\_\_ Date Signed: May 12, 2022

**Client should mail completed contract to the address shown for Consultant.**



August 22, 2025

Gary Helfrich  
Camp Meeker Recreation and Park District  
PO Box 461  
Camp Meeker, CA 95419

**Subject: Tank Evaluation, Repair, and Maintenance Planning  
B&R File No. 1889.22**

Dear Gary:

The Division of Drinking Water recently performed a system inspection and identified deficiencies related to the condition of three (3) 100,000 gallon water storage tanks in the Camp Meeker Recreation and Park District (CMRPD) system: the Morelli, Baumert, and Tower Tanks. CMRPD desires assistance from Brelje & Race to assess the condition of the tanks and provide recommendations to address the deficiencies. CMRPD have also requested that Brelje & Race perform a feasibility study for installing an additional 50,000-100,000 gallon storage tank at the Morelli Tank site.

Brelje & Race proposes the following tasks in response to the identified deficiencies:

1. Review record plans, the Division of Drinking Water inspection report, most recent tank dive inspection reports, and any other relevant records for each tank.
2. Perform a physical observation of the interior that can be seen without entering the tank and exterior of each tank.
3. If warranted, perform adhesion testing of the exterior coating of one or more tanks to determine if new coating could be applied over existing coating or if existing coating must be removed.
4. Review Morelli Tank site conditions and topography, water use data, and water system map. Perform calculations as necessary related to system storage. Evaluate the value of additional storage and redundancy. Review the feasibility of constructing an additional tank on the site.
5. Prepare a technical memorandum recommending maintenance and/or rehabilitation including but not limited to: recoating, repairs, and/or replacements at each tank site to address DDW requirements and the need for additional storage at the Morelli site. The memorandum would include preliminary cost estimates and estimated project schedules for each site.

Our fees for this work will be billed on a time and materials basis with a not-to-exceed fee of \$26,400. A Task, Work Hour and Cost Tabulation is attached and provides a detailed breakdown of fees. A copy of our current Services Rate Schedule is enclosed.

If this proposed scope of services and fee is acceptable, please sign the enclosed contract agreement and return it to our office. Please do not hesitate to contact me with any questions you may have.

Recipient  
Date  
Page 2 of 2

Very truly yours,  
BRELJE & RACE

---

Brent Beazor, P.E.  
President

# Tank Evaluation, Repair, and Maintenance Planning

Camp Meeker Recreation and Park District

## TASK, WORK HOUR and COST TABULATION

August 1, 2025

TASK	DESCRIPTION	WORKHOURS			
		Senior Principal	Managing Engineer	Senior Engineer	Engineering Technician II
		Beazor	Stetina	Potter	
<b>1 Evaluation and Recommendations</b>	1.01 Review existing records	1	2	12	
	1.02 Perform observation		2	8	
	1.03 Perform adhesion testing		1	8	
	1.04 Feasibility study for additional Morelli tank	1	2	8	24
	1.05 Technical memorandum	2	4	24	24
	<b>Subtotal</b>	<b>4</b>	<b>11</b>	<b>60</b>	<b>48</b>
<b>Total Hours</b>		4	11	60	48
<b>Hourly Rate</b>		\$275	\$240	\$230	\$185
<b>Subtotal Cost</b>		\$1,100	\$2,640	\$13,800	\$8,880
SUBTOTAL		\$26,420			
CONTINGENCY 0%		\$0			
REPRO & PLOT		\$0			
SUBCONSULTANT MARK-UP 10%		\$0			
<b>TOTAL</b>		<b>\$26,400</b>			



**SERVICES RATE SCHEDULE  
EFFECTIVE MARCH 1, 2025**

**PROFESSIONAL SERVICES**

Senior Principal.....	\$275.00/hour
Associate Principal .....	255.00/hour
Associate (Managing Engineer).....	240.00/hour
Senior Project Advisor .....	240.00/hour
Senior Engineer .....	230.00/hour
Engineer II .....	215.00/hour
Engineer I.....	205.00/hour
Engineering Technician II .....	185.00/hour
Engineering Technician I.....	175.00/hour
Senior Planner.....	200.00/hour
Planner .....	170.00/hour
Senior Surveyor.....	200.00/hour
Surveyor .....	190.00/hour
Senior Survey Technician.....	180.00/hour
Survey Technician .....	160.00/hour
CAD Technician Supervisor.....	180.00/hour
CAD Designer .....	170.00/hour
CAD Technician.....	155.00/hour
Engineering Intern .....	130.00/hour
Construction Engineer .....	185.00/hour
Construction Technician II.....	170.00/hour
Construction Technician I.....	155.00/hour
Technical Writer .....	135.00/hour

**EXPERT WITNESS & MEDIATION SERVICES** \$600.00/hour

**FIELD SURVEYING**

One-man Party	\$315.00/hour
(Including Survey Equipment & Vehicle)	
Two-man Party	\$370.00/hour
(Including Survey Equipment & Vehicle)	
Three-man Party	\$525.00/hour
(Including Survey Equipment & Vehicle)	

**CLERICAL SERVICES** \$105.00/hour

**OUTSIDE CONSULTANTS** Cost + 10% Handling Charge

**OUTSIDE PLOTTING AND REPRODUCTION** Cost + 10% Handling Charge

**IN-HOUSE PLOTTING**

Vellum or Bond	\$10.00/sheet
Mylar	25.00/sheet

**Note**

Brelje & Race does not charge separately for many of the expenses that are traditionally recouped from the Client as “reimbursable”. The hourly rates listed above are inclusive of all expenses for vehicle mileage, surveying materials, incidental copying services and computer hardware, software and other information technology costs.

August 22, 2025

Gary Helfrich  
Camp Meeker Recreation and Park District  
PO Box 461  
Camp Meeker, CA 95419

**Subject: Tank Evaluation, Repair, and Maintenance Planning  
B&R File No. 1889.22**

Dear Gary:

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Brelje & Race proposes the following tasks in response to the identified deficiencies:

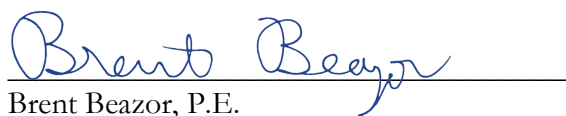
1. Review record plans, the Division of Drinking Water inspection report, most recent tank dive inspection reports, and any other relevant records for each tank.
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Recipient  
Date  
Page 2 of 2

Very truly yours,  
BRELJE & RACE

A handwritten signature in blue ink that reads "Brent Beazor". The signature is written in a cursive style and is positioned above a solid horizontal line.

Brent Beazor, P.E.  
President



Sonoma  
Water



US Army Corps  
of Engineers

October 10, 2025

NOV 13 2025

Camp Meeker Recreation and Park District  
Po Box 461  
Camp Meeker, CA 95419

Dear Landowner,

You may be aware that a long-term effort has been underway to recover endangered native coho salmon as part of a collaborative project called the Russian River Coho Salmon Captive Broodstock Program. In support of this effort, the California Department of Fish and Wildlife (CDFW) is working with California Sea Grant at the University of California (UC), Sonoma Water, and the US Army Corps of Engineers (USACE).

We are reaching out to streamside landowners in the Russian River watershed, like you, to establish and renew temporary entry permits for our fish and habitat monitoring activities. We have enjoyed great relationships with many of you over the years, but for those of you who are not familiar with our program here is an overview:

With Russian River coho salmon on the brink of extinction, resource agencies developed the Broodstock Program in an attempt to re-establish the native population. In 2001, biologists collected a small number of wild coho salmon from local creeks, reared them to maturity at the hatchery at Warm Springs Dam, spawned them following a rigorous plan to maintain genetic diversity, and released their offspring into carefully selected streams where they were once plentiful. This practice has continued since that time. UC's Russian River Salmon and Steelhead Monitoring Program evaluates the success of this effort by monitoring coho populations in the watershed. Over the past 25 years, basinwide coho salmon adult returns have increased from an average observed count of fewer than 10 fish per year (2000-2008) to an average estimate of more than 400 fish per year over the past 15 winters (2009-2023).

Sonoma Water and UC are also conducting watershed-wide monitoring of steelhead, coho and Chinook salmon for the California Monitoring Plan (CMP). The CMP, led by CDFW, provides scientific information on the status of all of California's coastal salmon and steelhead populations.

Private landowners have been instrumental to the success of local salmon and steelhead recovery efforts. If you are among the hundreds of landowners who have granted us access in the past, we are truly grateful. This program would not be possible without your cooperation. We request your initial or renewed permission to allow CDFW, UC, Sonoma Water and USACE field crews temporary access to your property in order to conduct fish monitoring, habitat monitoring, water quality monitoring, fish collection, fish stocking, or fish rescue.

Field visits generally consist of a team of two people visiting occasionally each summer, and at set intervals during the winter. Crews conduct sampling entirely within the stream channel. At your request, we can notify you prior to their arrival. If we need to park our vehicles on your property, or engage in any activities beyond standard surveys, we will consult with you for additional permissions beforehand.

If you are willing to allow our field crews temporary access to your property to conduct the activities described above, please complete and return the enclosed Temporary Entry Permit. If you have any questions, please email [Aaron.Johnson@scwa.ca.gov](mailto:Aaron.Johnson@scwa.ca.gov) or call (707) 970-7243.

If you have participated in the past, we thank you whole-heartedly for your support and hope it will continue. If you have not had the opportunity to participate, we look forward to working with you. We believe that, with your help, we can achieve our collective goal of maintaining healthy populations of salmon and steelhead in the Russian River watershed.

Thank you very much for your time and consideration,



Derek Acomb  
California Department of Fish and  
Wildlife  
Coho Salmon Recovery Coordinator



Rory Taylor  
United States Army Corps of Engineers  
Supervisory Fisheries Biologist, Warm  
Springs Hatchery



Mariska Obedzinski  
California Sea Grant  
Salmon & Steelhead Monitoring  
Program Coordinator



Gregg Horton  
Sonoma Water  
Principal Environmental Specialist



For more information visit: <https://arcg.is/1vCGjD1>

## **\*\*Frequently Asked Questions\*\***

Q: Do I have any say in the permit terms?

A: Yes. You can suggest a special written request to limit access, specify acceptable dates or even limit access to certain partners. You can also request that we notify you before each survey. If you would like to discuss any concerns before filling out the permit, please feel free to contact us.

Q: What activities are included under this permit?

A: Activities may include fish stocking, snorkel surveys, habitat assessments, PIT-tag monitoring, temperature, flow, and dissolved oxygen monitoring, electrofishing surveys, downstream migrant smolt monitoring, adult spawner surveys, barrier assessment, and fish rescues and/or broodstock collection. Activities generally consist of a crew of two to three surveyors carrying hand-held instruments and covering a distance of a few hundred feet to a few miles of stream in a day, depending on the type of survey work. Some surveys may involve up to eight people.

Q: Does this permit include regulatory visits by the agencies?

A: This permit would not provide permission to access the creek for regulatory activities.

Q: How will this impact my property?

A: All surveys are conducted in the stream channel and most landowners never even see us. Crews may pass through your property in as little as 10 minutes, unless you have a parcel with extensive stream frontage. If necessary, crews may need to walk across your property to access the stream channel at the beginning or end of the survey section. If we need to park on your property, or engage in any activities beyond standard walking surveys, we will ask you ahead of time.

Q: Who will contact me?

A: Gregg Horton (Sonoma Water), or his staff, and Mariska Obedzinski (UC), or her staff, will contact you for fish and habitat monitoring activities. Rory Taylor (USACE), or his staff, may contact you with fish stocking requests. Derek Acomb (CDFW), or his staff, may contact you for fish rescues, broodstock collection or habitat assessment.

Q: Will monitoring activities definitely occur on my property?

A: No. There are hundreds of streams in the watershed and we can only survey dozens each year. While we intend to visit all stream reaches over time, the specific location and extent of stream reaches surveyed changes annually and ultimately depends on the future direction and resources of our programs.

## TEMPORARY ENTRY PERMIT

Permission is hereby given to the California Department of Fish and Wildlife (CDFW), California Sea Grant at the University of California (UC), Sonoma Water, and the U.S. Army Corps of Engineers (collectively the "Partners"), and their respective employees, agents, representatives, contractors, and volunteers, to enter upon a portion of real property described as APN (s) 074-110-003, 074-120-001, 075-070-005, 075-185-010, 075-300-002, 075-300-003, 075-300-008, 075-300-012 owned by CAMP MEEKER RECREATION AND PARK DISTRICT (the "Owner") and located on the following stream(s): Dutch Bill Creek, Lancel Creek (the "Property") with all necessary equipment, subject to the following provisions:

1. This Temporary Entry Permit ("Permit") shall limit the Partners to reasonable access to the Property by land or water for the purpose of recovering listed salmonids, to conduct the following activities:
  - a. conduct fish monitoring;
  - b. conduct habitat monitoring;
  - c. monitor water quality;
  - d. collect fish;
  - e. stock fish;
  - f. rescue fish; and
  - g. other actions incidental to the above activities.
2. The Partners shall act reasonably to avoid damage to persons or property.
3. To the extent provided by law, including, but not limited to the California Tort Claims Act (Government Code §810 et seq.), the Partners shall be liable for any injury to persons or property arising from any negligent acts or omissions of their respective employees, agents, representatives, contractors, and volunteers. This provision does not affect any potential State liability based on contract or the right of the Owner to obtain relief other than money or damages.
4. To the extent provided by law, including, but not limited to Government Code §14662.5, the Partners agree to indemnify and hold harmless the Owner and agrees to repair or pay for any damage proximately caused by reason of the uses authorized by this Permit.
5. The Owner shall not be liable for any take of salmon or steelhead by the Partners or their respective employees, agents, representatives, contractors, and volunteers by reason of any use covered by this permit. "Take" shall have the same meaning as Fish and Wildlife Code §86 defines that term.
6. This Permit does not create an easement or right-of-way for the Partners over the Property.
7. The term of this Permit shall start on the date below and expire on December 31, 2030.
8. CDFW or the Owner may cancel this permit on 30 days written notice to the other party.
9. SPECIAL CONDITIONS (Note any seasonal access restrictions, methods restrictions, communication requests, etc.)

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**Owner or Authorized Agent**

By:  
Signature: \_\_\_\_\_  
Printed name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**California Department of Fish and Wildlife**

By:  
Signature: *Erin Chappell*  
Printed name: Erin Chappell  
Title: Regional Manager  
Date: 10-08-2025

Submit signed access agreements or written notices of cancellation to:

Russian River Salmon & Steelhead Monitoring Program  
c/o Aaron Johnson  
Sonoma Water  
404 Aviation Boulevard  
Santa Rosa, California 95403

Or scanned and sent via email: [Aaron.Johnson@scwa.ca.gov](mailto:Aaron.Johnson@scwa.ca.gov)

**Owner Contact Information:**

Email: \_\_\_\_\_ Primary Phone: \_\_\_\_\_  
Primary contact, if different from owner: \_\_\_\_\_ (full name)  
Email: \_\_\_\_\_ Primary phone: \_\_\_\_\_

I would like to receive an annual email update about program activities and progress.

# CAMP MEEKER RECREATION AND PARK DISTRICT

## RESOLUTION NO. 2025-006

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMP MEEKER RECREATION AND PARK DISTRICT AUTHORIZING THE CLOSURE OF THE DISTRICT'S BMO BANK ACCOUNT AND TRANSFER OF FUNDS TO THE WELLS FARGO DEPOSIT ACCOUNT

WHEREAS, the Camp Meeker Recreation and Park District ("District") currently maintains a bank account with BMO Bank; and

WHEREAS, the Board of Directors has determined it to be in the best interest of the District to close the BMO Bank checking account and consolidate District funds into its Wells Fargo deposit account for improved efficiency and account management; and

WHEREAS, it is necessary to authorize an officer of the District to carry out this transfer and account closure;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Camp Meeker Recreation and Park District that:

1. Account Closure. The Camp Meeker Recreation and Park District shall close its existing BMO Bank account immediately upon the adoption of this resolution.
2. Transfer of Funds. All remaining funds in the BMO Bank account shall be transferred to the District's Wells Fargo deposit account.
3. Authorization. The President of the Board of Directors is hereby authorized and directed to take all actions necessary to execute the closure of the BMO Bank account and transfer of funds as described herein.
4. Effective Date. This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED this 18th day of November, 2025, by the following vote of the Board of Directors:

Director	Ayes	No	Abstain
Bell-Alper			
Helfrich			
Larson			
McDaniel			
Almquist			

AYES:            NOES:            ABSENT:            ABSTAIN:

SO ORDERED: \_\_\_\_\_

Gary Helfrich, President

ATTEST: \_\_\_\_\_

John McDaniel, Secretary/Treasurer