Meeting Minutes
July 21, 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, Bongardt, and Almquist were present. Director Bell-Alper was absent at roll call and arrived following Item 5.

3. APPROVAL OF AGENDA

A motion was made by Director Bongardt and seconded by Director Almquist to approve the agenda.

Ayes: Helfrich, McDaniel, Almquist, Bongardt
Noes: None
Abstain: None
Absent: Bell-Alper
The motion was approved.

4. STATEMENTS OF ABSTENTION

There were no statements of abstention.

5. PUBLIC COMMENT

Seth Minor requested to submit a letter to the Board regarding a parking easement across the street from his house. He will submit the letter to the Board Admin to include on the August agenda.

6. CONSENT ITEMS

A. APPROVAL OF MINUTES – June 16, 2026

A motion was made by Director Almquist and seconded by Director McDaniel to approve the minutes of June 16, 2026.

Ayes: Helfrich, Bell-Alper, McDaniel, Almquist, Bongardt
Noes: None
Abstain: None
Absent: None
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 in the amount of $37,617.65.

Ayes: Helfrich, Bell-Alper, McDaniel, Almquist, Bongardt
Noes: None
Abstain: None
Absent: None
The motion was approved.

C. FINANCIAL AND ADMINISTRATIVE REPORTS

1. FINANCIAL REPORT – Director McDaniel reported the account balances and summarized the close of the 2025/2026 budget for each fund.

2. ADMINISTRATIVE REPORT – Ms. Sherwin reported that

- Direct Charges have been posted publicly, and the hearing notices are scheduled to be published in the Press Democrat prior to the August Board meeting.
- She is planning to schedule a Joint Powers subcommittee meeting with OCSD to discuss the B&R proposals.
- District 5 is interested in touring our water system with Sonoma Water, Graton Community Services District and Forestville CSD. The tour is tentatively scheduled for September 17, 2026.
- ARCG has paid their invoices for system usage from 11/25-4/26, and we will issue a check for the amount OCSD overpaid in next month's check run.
- General election forms have been filed with the County and the Board members up for re-election have been notified of what they need to do to file.
- The homeless encampment has been cleared from the Camp Meeker Occidental Road.
- We will receive our final property tax payment for the 2025/2026 fiscal year in the coming week.
- Gold Ridge RCD has submitted the Healthy Forest Grant proposal.

7. REPORT OF THE WATER SYSTEM OPERATOR

Ms. Voet reported that the water system is operating normally. Director Helfrich inquired about the cause of the water loss. Ms. Voet stated that she would follow up with Rob and Jamie. Two accounts (240 and 129) have large outstanding balances and may require future Board attention.

8. ACTION ITEMS

A. ACH PAYMENT OPTION FOR WATER BILL PAYMENTS

DESCRIPTION: The Board discussed the possibility of changing the platform for accepting water bill payments.

ACTION: No action was taken. Ms. Sherwin will present options at the August Board meeting.

B. SONOMA WATER CONSERVATION SUB-CHARGE WAIVER REQUEST

DESCRIPTION: The Board reviewed a draft letter to submit to Sonoma Water requesting that the water conservation fee be waived in the agreement renewal.

ACTION: A motion was made by Director Helfrich and seconded by Director McDaniel to authorize the Board President to sign the letter and transmit to Sonoma Water on behalf of the District.

Ayes: Helfrich, McDaniel, Almquist, Bongardt, Bell-Alper
Noes: None
Abstain: None
Absent: None
The motion was approved.

C. RESOLUTION 2026-007: CONFLICT OF INTEREST CODE UPDATE

DESCRIPTION: The Board reviewed updates to the Conflict-of-Interest Code as part of the 2026 biennial review required by the Political Reform Act.

ACTION: A motion was made by Director Helfrich and seconded by Director Bell-Alper to adopt Resolution 2026-007, approving the amended Conflict of Interest Code and authorizing staff to submit the required documents to the Sonoma County Clerk.

Ayes: Helfrich, McDaniel, Almquist, Bongardt, Bell-Alper
Noes: None
Abstain: None
Absent: None
The motion was approved.

D. CSDA BOARD OF DIRECTORS ELECTION – SEAT C

DESCRIPTION: The Board reviewed the candidates for the CSDA Board of Directors, Seat C.

ACTION: A motion was made by Director Helfrich and seconded by Director McDaniel to support Tony Martinez for Seat C of the CSDA Board of Directors and authorize staff to submit the ballot on behalf of the Board.

Ayes: Helfrich, McDaniel, Almquist, Bongardt, Bell-Alper
Noes: None

Abstain: None
Absent: None
The motion was approved.

E. SONOMA LOCAL AGENCY FORMATION COMMISSION (LAFCO) SPECIAL DISTRICT REPRESENTATIVE ELECTION – CLASS I

DESCRIPTION: The Board reviewed the candidates for the LAFCO Class I seat.

ACTION: A motion was made by Director McDaniel and seconded by Director Helfrich to support Bill Norton for Class I of the LAFCO election and authorize staff to submit the ballot on behalf of the Board.

Ayes: Helfrich, Bell-Alper, McDaniel, Almquist, Bongardt
Noes: None
Abstain: None
Absent: None
The motion was approved.

F. 88 MIZPAH PROPERTY ACQUISITION OPPORTUNITY

DESCRIPTION: Director Almquist reported on the possibility of acquiring the property located at 88 Mizpah for inclusion in the Camp Meeker Forest Open Space Preserve and discussed potential funding options.

ACTION: The Board discussed the benefits of acquiring the property and expressed interest in exploring options for acquiring the property. No action was taken.

G. RESOURCE PROTECTION – CAMP MEEKER FOREST OPEN SPACE PRESERVE

DESCRIPTION: Director Bell-Alper presented a few instances of individuals extracting natural resources from Camp Meeker Forest Open Space Preserve. Community members described their interactions during these instances and expressed concern that they had no clear recourse. The Board discussed potential responses to unauthorized activities within the Preserve, including documenting incidents, installing signage, and contacting the Sonoma County Sheriff regarding potential trespassing.

ACTION: No action was taken.

H. UPDATE: AG + OPEN SPACE IPAO&M FUND

DESCRIPTION: Director Almquist reported that Ag + Open Space approved the Initial Public Access, Operations and Maintenance (IPAO&M) proposal and that it is scheduled to go before the Board of Supervisors in September for final approval.

ACTION: No action was taken.

I. 2026 CSDA BOARD SECRETARY/CLERK CONFERENCE

DESCRIPTION: Ms. Sherwin presented information regarding the 2026 CSDA Board Secretary/Clerk Conference in Santa Barbara, November 3–5, 2026. She summarized the governance training topics and the potential benefits of attendance to the District.

ACTION: A motion was made by Director McDaniel and seconded by Director Helfrich to authorize the District Administrator to attend the conference and approve funding the registration, travel, and accommodations.

Ayes: Helfrich, Bell-Alper, McDaniel, Almquist, Bongardt
Noes: None
Abstain: None
Absent: None
The motion was approved.

9. DIRECTORS' REPORTS

There were no Directors' Reports.

10. 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 McDaniel, that the meeting be adjourned.

Ayes: Helfrich, Bell-Alper, McDaniel, Almquist, Bongardt
Noes: None
Abstain: None
Absent: None
The motion was approved.

The meeting adjourned at 8:05 p.m.

Respectfully submitted,
Katie Sherwin