



## 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 take action as deemed appropriate.

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 take action as deemed appropriate.

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.