



**Meeting Minutes**  
**March 17, 2026, 7pm**

Anderson Hall | 101 Lakeside Ave | Camp Meeker, CA 95419 | (707) 874-9246 | [www.campmeeker.org](http://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, Bongardt, and Almquist were present. All Directors were present in person.

**3. APPROVAL OF AGENDA**

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

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

Noes: None

Abstain: None

Absent: None

The motion was approved.

**4. STATEMENTS OF ABSTENTION**

Director Almquist abstained from the vote for Agenda Item B.

**5. PUBLIC COMMENT**

Cathy Anderson stated that she would like to see the playground taken care of and hopes that it will be on the agenda in the next few months. She also suggested that the berm above the stairs at Anderson Hall be enlarged so that it prevents water from flowing onto the stairs.

**6. CONSENT ITEMS**

**A. APPROVAL OF MINUTES – February 17, 2026**

A motion was made by Director McDaniel and seconded by Director Helfrich to approve the minutes of February 17, 2026.

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

Noes: None

Abstain: None

Absent: None

The motion was approved.

## **B. PAYMENT OF CLAIMS**

A motion was made by Director Bongardt and seconded by Director McDaniel to authorize payment of claims in the amount of \$46,206.22.

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

Noes: None

Abstain: None

Absent: None

The motion was approved.

## **C. FINANCIAL AND ADMINISTRATIVE REPORTS**

**1. FINANCIAL REPORT** – Victoria Mwangi reported that the income and expense reports included in the Board packet shows the District’s financial positioning against the budget. There are a few line items that exceed the budget, but overall, we are still under. She reported that she has moved some money from the water account to the operating account while we wait for our tax revenue to come in.

**2. ADMINISTRATIVE REPORT** – Ms. Sherwin reported:

- Three new events booked at Anderson Hall in the next few months. She has created a new Anderson Hall flyer and continues to check the submissions for requests.
- Santa Rosa Fire Equipment completed the fire system inspection and will be providing a quote for the fire suppression system in the next month.
- Water Conservation letter to Sonoma Water will be on the April agenda. Gary confirmed that it needs to be approved by the Board.
- An email had been sent to set up a JP Subcommittee meeting prior to Tommy Gonnella going away for the month of April, there have been no replies.
- Staff tour of the water system with Robert from RRU on 4/3/26
- Site visit with Fire Forward to determine vegetation management through control burns scheduled for 4/10/2026.

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

Ms. Voet reported that the system is running normally. She asked about the status of the Joint Powers subcommittee, and Ms. Sherwin stated that she has had trouble getting Alliance to respond and none of the parties have replied to her email attempting to schedule the first meeting.

## **8. PRESENTATION: FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR’S REPORT FOR FISCAL YEAR ENDING JUNE 30, 2025**

**DESCRIPTION:** Ms. Mwangi discussed the three parts of the Audit; Water, Government/Park and Recreation, and footnotes with additional information about the numbers. The Auditor reported that our finances are clean and in order.

**ACTION:** A motion was made by Director Helfrich and seconded by Director Bell-Alper to accept the independent audit for Fiscal Year ending June 30, 2025.

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

Noes: None

Abstain: None

Absent: None

The motion was approved.

## **9. ACTION ITEMS**

### **A. WATER LEAKAGE FORGIVENESS REQUEST- 136 REDWOOD AVE**

**DESCRIPTION:** The Board discussed the process for forgiving leaks and determined the Yees should attend the April meeting to request forgiveness from the Board. Ms. Voet will contact the Yees to request they attend the meeting so they can confirm that the leak has been fixed.

**ACTION:** The Board will review the request at the April meeting with the Yees in attendance. No action was taken.

### **B. REVIEW OF COMPLAINT REGARDING BOARD MEMBER CONDUCT**

**DESCRIPTION:** The Board received a written complaint from a community member regarding the conduct of Director Almquist, which was read aloud by Director Helfrich. It was clarified that elected officials can only be removed from office by the voters, not terminated as requested in the letter. Director Almquist presented his version of the event. Director Almquist acknowledged he should not have made contact with Mr. Reed and apologized for physically touching him. The Board discussed the need to post signage at the park entrances. Mr. Reed acknowledged that he is aware that motorized vehicles are prohibited in Camp Meeker Forest.

**ACTION:** No action was taken.

### **C. FOREST MANAGEMENT PLAN**

**DESCRIPTION:** Jason Wells, Forester with Sonoma Resource Conservation District, presented the Forest Management Plan that he created for St. Dorothy's Rest in 2022. He described the inventory of the forest and the prescribed methods of managing the vegetation to limit pathogen spread and reduce fuel load. The Board requested that revisions be made to the name of the plan and any subsequent details within pertaining to ownership prior to adopting it for CMRPD.

**ACTION:** No action was taken.

### **D. HEALTHY FOREST GRANT PROPOSAL**

**DESCRIPTION:** Mr. Wells presented the scope of the Healthy Forest grant proposal previously submitted to Cal Fire by Gold Ridge Resource Conservation District, which did not get chosen in

2024. The Board reviewed the proposal and stated interest in moving forward in the first round of the submittal process. The finalized grant application will be voted on by the Board before the second-round submission in June.

**ACTION:** No action was taken.

## **E. INITIAL PUBLIC ACCESS, OPERATIONS AND MAINTENANCE (IPAO&M) PROPOSAL**

**DESCRIPTION:** Ms. Sherwin and Director Almquist presented the IPAO&M proposal, which requests funding from Sonoma County Agricultural Preservation and Open Space District (APOSD) for three years. The fund is intended for projects that will make the park accessible to the public.

**ACTION:** A motion was made by Director Helfrich and seconded by Director Bell-Alper to authorize Director Almquist and staff to submit the IPAO&M proposal to APOSD subject to modifications discussed.

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

Noes: None

Abstain: None

Absent: None

The motion was approved.

## **10. DIRECTORS' REPORTS**

Director Almquist stated that signs have been put up at some of the park entrances and he is still working on getting to all of them. Director Bell-Alper reported that the Camp Meeker Social Club potluck went well and there seemed to be a lot of interest in the forest. No action was taken.

## **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 McDaniel, that the meeting be adjourned.

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

Noes: None

Abstain: None

Absent: None

The motion was approved.

The meeting adjourned at 8:50 p.m.

Respectfully submitted,  
Katie Sherwin