



**Regular Meeting of the Board of Directors  
Camp Meeker Recreation and Park District  
April 21, 2026, 7pm  
Anderson Hall, 101 Lakeside Ave., Camp Meeker, CA 95419**

Members of the public may participate in the meeting in person or via Zoom.

Zoom Meeting: <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

*In compliance with the Americans with Disabilities Act, requests for accommodation should be made to Katie Sherwin at (707) 874-9246 or [admin@campmeeker.org](mailto:admin@campmeeker.org) at least 48 hours in advance.*

**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 appearing on the agenda. Comments are limited to three minutes per speaker. The Board cannot discuss or act on items not appearing on the agenda except as permitted by Government Code §54954.2.

**6. CONSENT CALENDAR (10 minutes)**

**A. Approval of Minutes – March 17, 2026**

**B. Payment of Claims**

**C. Financial and Administrative Reports**

1. Financial Report
2. Administrative Report

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

**A. System Operations Report**

**B. SCADA Demonstration**

## 8. ACTION ITEMS

### A. WATER LEAKAGE FORGIVENESS REQUEST- 136 REDWOOD AVE (*Grace and Ivan Lee, 5 minutes*)

**DESCRIPTION:** Property owners Grace and Ivan Lee request relief from excess water charges resulting from a leak over the past two months that resulted in a bill totaling \$2,130.97.

**PROPOSED ACTION:** The Board may review the request and approve, deny, or modify the proposed billing adjustment in accordance with the Camp Meeker Water Code.

### B. TREE SAFETY CONCERN – 86 SYLVANIA (*Patrick Cox, 5 minutes*)

**DESCRIPTION:** PG&E trimmed a tree on presumed CMRPD property, removing branches from one side only, causing it to lean toward a nearby home. PG&E states it is no longer their responsibility. Mr. Cox is requesting guidance and possible CMRPD evaluation.

**PROPOSED ACTION:** The Board may review the tree concern and provide direction on potential next steps.

### C. EASEMENT REQUEST – REDWOOD AVE (*Carter Waite, 5 minutes*)

**DESCRIPTION:** Mr. Waite requests the Board consider granting a parking easement across from his recently purchased property on Redwood Ave.

**PROPOSED ACTION:** The Board may review the location of the requested easement and determine the appropriate action.

### D. CONFIRMATION OF RAY CARLSON & ASSOC. AS CMRPD SURVEYOR OF RECORD (*Director Almquist, 5 minutes*)

**DESCRIPTION:** The Board will review the pay schedule submitted by Ray Carlson & Associates and determine if the firm should be chosen as the surveyor of record for Camp Meeker Recreation and Park District.

**PROPOSED ACTION:** The Board may review the pay schedule and approve or deny the selection of Ray Carlson and Assoc. as the CMRPD Surveyor of Record.

### E. DRAFT PURCHASING POLICY (*Director Almquist, 10 minutes*)

**DESCRIPTION:** California Special Districts Association (CSDA) recommends having a formal purchasing policy to prevent unauthorized contractual obligations and reduce litigation risk. Director Almquist will present a draft Purchasing Policy to be reviewed by the Board.

**PROPOSED ACTION:** The Board may review, provide direction, and/or approve adopting the draft purchasing policy.

### F. CMRPD OWNERSHIP OF PG&E METER AT TOP OF MIZPAH (*Director Almquist, 5 minutes*)

**DESCRIPTION:** Director Almquist will discuss the possibility of taking ownership of the PG&E

meter on Camp Meeker Forest property at the top of Mizpah. The meter is not currently assigned to anyone and could support future recreational or maintenance infrastructure for Camp Meeker Forest.

**PROPOSED ACTION:** The Board may review and approve or deny the proposal.

## **9. DIRECTORS' REPORTS**

**DESCRIPTION:** This item is for informational reporting only. In accordance with the Brown Act, no Board discussion or action will occur on items raised under this section. If action is desired, the matter may be placed on a future agenda.

**PROPOSED ACTION:** No action will be taken.

## **10. 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



**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

**CAMP MEEKER RECREATION AND PARK DISTRICT**  
**WARRANT REQUEST # 2025-2026 -10**  
**4/21/2026**

	<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	108.48	108.48	-	Water
Sherwin Consulting	3,925.00	1,177.50	2,747.50	Administrative services
Russian River Utility	17,025.54		1,183.69	Electric Service
			10,657.91	Contract services
			5,183.94	Leak Repairs
Brelje & Race Engineer	4,965.00	-	4,965.00	Tank Assessments
US Bank	603.84	153.78	242.15	Communications
		95.43	-	PG&E
		112.48		Gas-McPhail
Perry Johnson Andeson, etall	195.00	195.00	-	Legal Services
VM Accounting Svcs	3,144.95	1,040.00	1,560.00	Accounting
		163.48	381.47	QBO Fees
<b>TOTAL</b>	<b>30,374.14</b>	<b>3,168.05</b>	<b>27,206.09</b>	

**DIRECTOR APPROVAL**

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

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

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

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

Christy Bongardt \_\_\_\_\_

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

4/21/2026

**PARK & REC FUND**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	Aprl	TOTAL	BUDGET	Actual Vs Budget S/B =83%	
<b>Revenue</b>														
4001 Property Taxes - CY Secured						66,042.36					66,042.36	130,000.00	54%	
4020 Property Taxes - CY Supplemental						995.92					995.92			
4040 Property Taxes - CY Unsecured						3,508.09					3,508.09			
4092 State-Other in Lieu						2.05					2.05			
4110 Interest Earned - Wells Fargo Bank	214.62	204.46	183.04	170.14	123.46	165.40	194.82	166.13	179.28		1,601.35			
4210 Rental Fees - Anderson Hall												5,000		
4215 Rental Fees - Other	462.25	462.25		462.25	462.25	924.50					2,773.50	5,600	50%	
4220 State - Home owenr property						74.87					74.87			
<b>Total Revenue</b>	676.87	666.71	183.04		585.71	71,713.19					74,998.14	140,600	53%	
<b>Expenditures</b>														
5101 Communications - Tel/Web/Wif, etc		160.45	157.06		98.20	376.01	72.94	151.18	152.13	153.78	1,321.75	3,950	33%	
5210 Insurance - Property & Liability	3,070.52										3,070.52	3,500	88%	
5301 Memebership					615.60						615.60	600	103%	
5302 Maintenance -Bldg & Impr									1,907.50		1,907.50	12,500	15%	
5304 Maintenance - Beach and Parks				5,500.00							5,500.00	3,000	183%	
5410 Office Supplies		108.37				174.22					282.59	750	38%	
5416 Lease - Accounting Software	121.90	121.90	121.90	121.90	121.90	121.90	121.90	121.90	121.90	285.38	1,382.48	1,350	102%	
5425 Postage		29.70						37.50			67.20	350	19%	
5426 Printing Services											-	750	0%	
5520 Administrative Sevices	382.50	1,230.00	1,192.50	1,320.00	1,312.50	1,185.00	1,057.50	1,093.75	1,282.50	1,177.50	11,233.75	21,000	53%	
5540 LAFCO Charges	262.20										262.20	650	40%	
5550 Professional Legal Services		30.00	31.50		277.50	1,300.50	1,340.00	2,450.50	86.50	195.00	5,711.50	20,000	29%	
5555 Professional Auditing						4,425.00		475.00			4,900.00	5,000	98%	
5556 Professional Services - Accounting		1,551.00	892.50	1,477.50	1,035.00	750.00	750.00	1,850.00	1,125.00	1,040.00	10,471.00	17,500	60%	
5575 Bank Service Fees	6.50			58.64							65.14	150	43%	
5585 Public/ Legal Notices		-	119.40								119.40			
5590 Gas and Oil	325.27	160.74				71.01				112.48	669.50	1,500	45%	
5592 Water and Sewer			228.72	108.38	108.30	108.30	108.68	108.86	108.84	108.48	988.56	1,750	56%	
5594 Utilities		173.71				206.61	107.91	107.91	93.68	95.43	785.25	1,750	45%	
<b>Total Expenditures</b>	4,168.89	3,565.87	2,743.58	8,586.42	3,569.00	8,718.55	3,558.93	6,396.60	4,878.05	3,168.05	49,353.94	96,050	51%	

**TOTAL BUDGET**

**92,450**

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

4/21/2026

**WATER FUND**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	Aprl	TOTAL	BUDGET	Actual Vs Budget S/B =83%
<b>Revenue</b>													
4015 Direct Charge CY						68,007.11					68,007.11	} <b>124,000.00</b>	56%
4061 Direct Charge PY						875.00				875.00			
4215 Rental Fees - Other										-			
4110 Interest Earned - Wells Fargo Bank	676.79	701.87	614.45	555.04	457.67	481.93	491.03	452.09	500.71		4,931.58	<b>8,750.00</b>	
4215 Rental Fees - Other											-		
4308 Water Connection Fees	4,150.00										4,150.00		
4310 Sales of Water - Residential	22,115.05	33,055.81	21,683.13	24,270.17	23,294.25	21,877.29	25,993.14	20,964.66	26,652.65		219,906.15	<b>275,000.00</b>	80%
<b>Total Revenue</b>	<b>26,941.84</b>	<b>33,757.68</b>	<b>22,297.58</b>	<b>24,825.21</b>	<b>23,751.92</b>	<b>91,241.33</b>	<b>26,484.17</b>	<b>21,416.75</b>	<b>27,153.36</b>		<b>297,869.84</b>	<b>407,750.00</b>	<b>73%</b>
<b>Expenditures</b>													
5101 Communications - Tel/Web/Wif, etc		217.15	249.78		112.45	643.96	-	236.05	238.23	242.15	1,939.77	<b>5,500.00</b>	35%
5210 Insurance - Property & Liability	7,164.55										7,164.55	<b>9,500.00</b>	75%
5304 Maintenance - Equipment			-		150.00			-			150.00	<b>2,100.00</b>	7%
5301 Memebership					1,436.40						1,436.40	<b>1,500.00</b>	96%
5410 Office Supplies	240.00	746.77				406.52	466.42				1,859.71	<b>2,600.00</b>	72%
5416 Lease - Accounting Software	284.43	284.43	284.43	284.43	284.43	284.43	284.43	284.43	284.43	665.90	3,225.77	<b>2,700.00</b>	119%
5425 Postage		69.32						87.50			156.82	<b>200.00</b>	78%
5426 Printing Services		836.12									836.12	<b>750.00</b>	111%
5515 Contract Services - Water Operations	10,367.52	10,367.52	10,367.52	10,367.52	10,365.52	10,367.52	11,963.95	10,550.75	10,656.89	10,657.91	106,032.62	<b>127,500.00</b>	83%
5520 Administrative Sevices	892.50	2,870.00	2,782.50	3,080.00	3,062.50	2,765.00	2,467.50	3,281.25	2,992.50	2,747.50	26,941.25	<b>24,500.00</b>	110%
5540 LAFCO Charges	611.80										611.80	<b>1,250.00</b>	49%
5550 Professional Legal Services			73.50								73.50	<b>6,500.00</b>	1%
5555 Professional Auditing						10,325.00		475.00			10,800.00	<b>21,000.00</b>	51%
5556 Professional Services - Accounting		3,619.00	2,082.50	3,447.50	2,415.00	1,750.00	1,750.00	2,350.00	1,625.00	1,560.00	20,599.00	<b>17,500.00</b>	118%
5560 Professional Services - Other						3,127.00			3,220.00		6,347.00	<b>9,000.00</b>	71%
5563 Property Tax - Direct Charges				700.00							700.00		0%
5567 SRCWB Agency Fees							4,029.92				4,029.92	<b>8,000.00</b>	50%
5575 Bank Service Fees				242.32	191.90	302.24	558.19		604.76		1,899.41	<b>350.00</b>	543%
5585 Public/ Legal Notices		398.00	278.60								676.60	<b>600.00</b>	113%
5594 Utilities		2,024.15	3,959.75	2,696.51	1,930.79	1,689.46	41.63	1,346.29	1,204.87	1,183.69	16,077.14	<b>16,500.00</b>	97%
5596 Permit Fees - Local							359.60				359.60	<b>4,500.00</b>	8%
8511 Maint Equipment repairs			4,670.12					10,503.75	5,066.25	10,148.94	30,389.06	<b>86,400.00</b>	35%
7911 Long term debt Interest											-		
<b>Total Expenditures</b>	<b>19,560.80</b>	<b>21,432.46</b>	<b>24,748.70</b>	<b>20,818.28</b>	<b>19,948.99</b>	<b>31,661.13</b>	<b>21,921.64</b>	<b>29,115.02</b>	<b>25,892.93</b>	<b>27,206.09</b>	<b>242,306.04</b>	<b>348,450.00</b>	<b>70%</b>

**TOTAL BUDGET**

**351,900.00**

**CAMP MEEKER PARK & REC**  
**4/21/2026**

**CASH BALANCES**

**Checking/Savings**

1010. WF Operating xxx6492	\$	429,627.88	
1015. WF Investment A/C xxx6500		1,159,982.93	
1030. BMO Water Acct		-	CLOSED
1033. WF Water Acct xxx4435		57,892.11	
1040. US Bank		3,275.48	
		<u>3,275.48</u>	
		<u>\$ 1,650,778.40</u>	

**LONG TERM DEBT BALANCE** \$ 899,500.00

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

**April 9, 2026**

RE: CAMP MEEKER PAST DUE ACCOUNTS

**Accounts 2 and 295 have payment arrangements in place.**

**Acct 309 had a payment arrangement but there's been no payment since January 2026. Will send SB3 letter.**

**Account 129: Service has been locked off since January 15, 2026.**

**Accounts 36, 45, 90, 96, 151, 157, 158, 174, 185, 186, 192, 222, 224, 239, 247, 279, 281, 313, 322, 330, 332 and 358: SB3 letters will go out on April 17 for lock off on May 19, 2026.**

**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>
1	8.82	59.85	57.00	59.58	110.78 1/26/2026	185.25
2		125.45	94.51	332.01	200.00 4/6/2026	551.97
24	17.19	69.04	69.47	205.33	408.29 11/10/2025	361.03
26	108.35	154.69	2,012.25		118.72 3/5/2026	2,275.29
31	5.69	56.85	56.84	0.10	56.60 2/19/2026	119.48
36	4.53	56.38	34.30		318.83 1/15/2026	95.21
45	10.58	63.89	61.21	86.50	600.00 11/4/2025	222.18
60	8.31	67.76	98.36		760.83 2/19/2026	174.43
65	5.00	58.32	41.61		13.87 2/24/2026	104.93
67	4.70	58.28	35.67		50.00 4/3/2026	98.65
68	7.07	64.08	60.04	17.23	100.00 2/2/2026	148.42
72	5.09	64.10	37.69		83.87 3/10/2026	106.88
90	11.97	64.47	61.99	113.00	55.72 12/5/2025	251.43
94	6.86	59.54	61.98	15.66	100.00 2/19/2026	144.04
96	10.17	66.43	64.06	72.84	259.93 1/8/2026	213.50
105	6.02	66.89	53.48		113.48 3/6/2026	126.39
114	6.16	62.94	60.34		162.07 2/3/2026	129.44
129	76.79	124.56	116.96	1,294.26	120.00 11/4/2025	1,612.57
144	2.98	54.00	5.68		105.00 2/9/2026	62.66
151	10.18	66.84	64.61	72.23	261.08 1/9/2026	213.86
157	8.67	59.68	56.84	56.84	56.70 1/14/2026	182.03
158	8.80	59.81	58.56	57.65	59.79 1/14/2026	184.82
159	2.84	54.04	2.70		54.00 3/2/2026	59.58
174	5.74	58.44	56.42		561.45 1/26/2026	120.60
185	9.77	64.16	63.03	68.26	250.00 1/20/2026	205.22
186	7.69	62.73	57.90	33.11	200.00 1/5/2026	161.43
187	10.41	66.79	74.92	66.41	200.00 2/6/2026	218.53
190	5.54	56.70	54.00		110.70 2/2/2026	116.24
192	11.25	66.57	64.46	94.05	160.00 1/8/2026	236.33
198	5.69	56.85	56.93		56.97 2/19/2026	119.47
222	6.51	65.55	64.60		210.15 1/29/2026	136.66
224	12.47	63.30	60.29	125.80	300.00 9/19/2025	261.86
239	5.65	57.84	55.22		112.57 1/21/2026	118.71
240	89.38	140.72	142.05	1,504.89	98.00 6/30/2023	1,877.04
246	16.40	71.77	67.91	188.25	117.68 10/22/2025	344.33
247	9.83	63.82	61.12	71.65	193.25 1/26/2026	206.42
249	6.51	60.92	69.26		172.00 2/16/2026	136.69
261	3.77	56.06	19.26		200.00 2/6/2026	79.09
267	6.12	61.29	61.08		62.40 2/5/2026	128.49
269	6.04	61.04	59.68		56.54 2/6/2026	126.76
279		80.14	78.40	58.09	150.00 11/5/2025	216.63
281	8.86	60.04	57.28	59.90	111.65 1/14/2026	186.08
290	6.01	61.61	58.68		683.71 3/2/2026	126.30
295	12.57	68.22	76.78	106.30	101.00 3/30/2026	263.87
298	15.40	67.73	64.37	175.83	243.75 11/6/2025	323.33
309	68.76	120.88	112.21	1,142.19	94.00 1/8/2026	1,444.04
313	5.54	56.78	54.06		0.13 1/26/2026	116.38
322	7.11	58.69	55.88	27.59	200.00 11/25/2025	149.27
330	9.25	62.62	59.60	62.74	62.00 1/30/2026	194.21
332	9.31	63.13	60.12	62.89	130.00 1/19/2026	195.45
333	5.29	57.98	47.90		70.00 3/2/2026	111.17
338	6.58	61.37	70.18		249.20 2/10/2026	138.13
358	12.20	66.65	62.69	114.68	320.00 1/8/2026	256.22
	<b>722.42</b>	<b>3,658.28</b>	<b>5,212.43</b>	<b>6,345.86</b>	<b>9,646.71</b>	<b>15,938.99</b>





Katie Sherwin &lt;katie@campmeeker.org&gt;

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**Fwd: Leakage Forgiveness**

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**Russian River Utility** <rruwater@sonic.net>

Tue, Mar 3, 2026 at 1:02 PM

To: Katie Sherwin &lt;katie@campmeeker.org&gt;, CAMP MEEKER BOARD - John McDaniel &lt;john@campmeeker.org&gt;

Hi there,

The customer below is asking for a leak forgiveness. Can RRU just put this together or does it need to be agendized?

Stephanie

----- Original Message -----

**Subject:**Leakage Forgiveness**Date:**2026-03-03 12:23**From:**Grace Yee <iagbmw@yahoo.com>**To:**rruwater@sonic.net

Dear CMR &amp; PD District Water Department,

I am writing to ask for leakage forgiveness. We received a \$2,130.97 water bill on our property 136 Redwood Avenue, Camp Meeker. The bill has a note telling us that a spigot on the property was running and the person reading the meter discovered that and turned it off. I called and talked to Cori, that very helpful and kind person. I explained to her that we were totally unaware of the running spigot; we use the cabins as a biweekly stay-away, and every time we leave the cabins, Ivan makes sure that all water, in and out of the property, is turned off, especially during the winter months. Moreover, that spigot isn't used at all, we don't know why the spigot was left running. We are always careful about water use and our monthly water bill for 136 Redwood has always been around \$54.

Possible access to the said spigot:

- During the last two months, the alarm system sounded off several times, which even alert the Sonoma County Sheriff to investigate.
- Since our cabin is so close to the creek, we have seen people coming around our property to get down to, or come up from the creek.
- PG&E crew comes around our property to trim the trees near the power line
- animals

We truly need and appreciate your forgiveness and hope to hear from you. Thank you.

Regards,  
Grace & Ivan Yee

Sent from my iPad

--

Russian River Utility  
PO Box 730

**CAMP MEEKER RECREATION AND PARKS DISTRICT  
PO BOX 457 FORESTVILLE, CA 95436-0457  
TEL 707-887-7735 FAX 707-887-9445**

April 3, 2026

Grace & Ivan Yee  
1957 23<sup>rd</sup> Avenue  
San Francisco, CA 94116

**RE: ADJUSTMENT FOR WATER LEAK  
ACCOUNT 26  
136 REDWOOD, CAMP MEEKER**

Dear Grace and Ivan,

The Camp Meeker Recreation and Park District will consider adjustments for leaks once every five years. The Camp Meeker Recreation and Park District's policy requires payment for actual pumping costs at \$2.00 per 1,000 gallons. This is the cost to pump water from the source to the meter.

Overage + Normal Usage	66,290 gallons
<u>Average Usage</u>	<u>49 gallons</u>
<b>Leak Adjustment</b>	<b>66,241 gallons</b>

<b>Water charges – average use = 2,128.34</b>	
<b><u>Pumping costs: (66,290 x .002) - 132.58</u></b>	<b>→ CREDIT: \$-1,995.76</b>
<b>\$1,995.76</b>	

Very truly yours,

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Katie Sherwin &lt;katie@campmeeker.org&gt;

---

**PG&E tree work on CMRPD property**

5 messages

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**Patrick Cox** <patrickmichaelcox@icloud.com>  
To: katie@campmeeker.org

Tue, Mar 17, 2026 at 8:22 AM

Katie, thanks so much for providing me with the contact information for the CMRPD board. As I mentioned to you I have an issue with the property across the street from my house and the PG&E tree work they performed. PG&E came out and trimmed a tree which I believe is on property now owned by CMRPD. They trimmed one side of the tree that was interfering with the power lines which is great! The problem is that they trimmed it all off one side of the tree and now it's leaning towards my home. I asked PG&E about it and they said they only deal with trees that have issues with the power lines. The tree no longer has interference with the power lines but it is now leaning towards my home. I told them it was fine until they butchered the one side of the tree to get it out of the power lines. Their response is it's not their tree and to contact the property owner of the tree as it's their issue not PG&E's. I am extremely upset as they caused the issue and now say it's not their problem. Can someone look into this for me and let me know how to proceed? Do I need to work with the CMRPD to get this addressed or keep battling PG&E?

Thanks Katie any help would be greatly appreciated!

Pat Cox  
87 Sylvania Ave PO Box 81  
Camp Meeker Ca 95419  
415-509-4100

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**Katie Sherwin** <katie@campmeeker.org>  
To: Patrick Cox <patrickmichaelcox@icloud.com>

Wed, Mar 25, 2026 at 9:25 PM

Hi Pat,

I spoke with a PG&E subcontractor yesterday who mentioned they were performing work at 86 Sylvania. I am wondering if this is the same tree you are referring to, or if they were calling about a different one?

Regarding trees on District property, the Board's established stance is to allow property owners to remove a tree of concern on District property at their own expense. If you would like to proceed with this, I can send you an indemnification agreement. Alternatively, if you would like the Board to discuss this matter further, I can add you to the agenda for our meeting on 4/21/26.

Please let me know if PGE has already taken care of the tree, or how you would like to proceed.

Best,

Katie  
[Quoted text hidden]  
--



Katie Sherwin  
*District Administrator*  
Camp Meeker Recreation and Park District  
[Katie@campmeeker.org](mailto:katie@campmeeker.org)

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**Patrick Cox** <patrickmichaelcox@icloud.com>

Thu, Mar 26, 2026 at 9:34 AM



Katie Sherwin <katie@campmeeker.org>

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## Re: CMRPD Board of Directors Meeting - March 17, 2026

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**Carter Waite** <carter@readdress.com>  
To: Katie Sherwin <katie@campmeeker.org>  
Cc: admin@campmeeker.org

Thu, Apr 9, 2026 at 9:27 PM

Hi Katie, thanks for following up. Yes please add the parking easement to the agenda. We are specifically looking for easement rights or ability to purchase the small parking spot directly across from propane tank / front of our house. Photo attached for reference

Please let me know if you need any additional info or action from me

Best,  
Carter

**Carter Waite**  
SF Bay Area, Lake Tahoe & Hawaii Realtor®  
DRE # 02030340  
RS-85253

Cell: 415.275.0229


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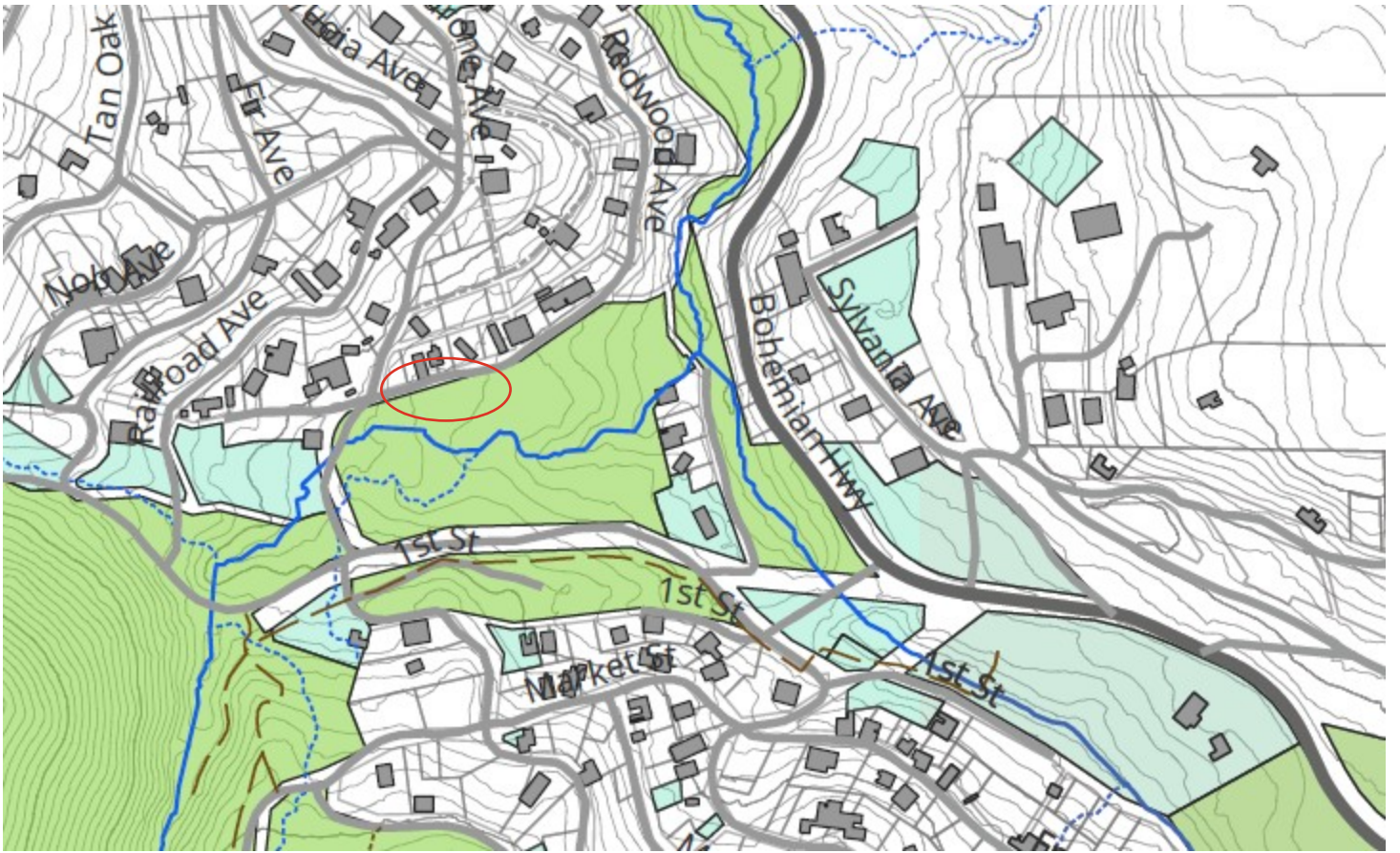


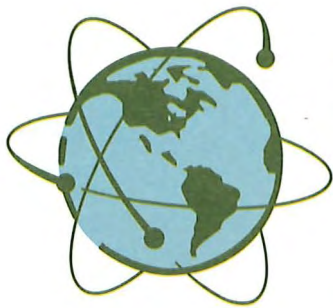
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AND ASSOCIATES, INC.

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Camp Meeker Recreation & Park District  
Attn: Bryan Almquist  
PO Box 461  
Camp Meeker CA 95419

April 8, 2026

TRANSMITTED BY EMAIL TO: [bryan@campmeeker.org](mailto:bryan@campmeeker.org)

SUBJECT: Surveyor of Record

Dear Mr. Almquist,

This letter is to inform you that Ray Carlson of Ray Carlson & Associates is willing to assume the role of Surveyor of Record for Camp Meeker Recreation & Park District. Our rate sheet is attached to this letter for your records.

We look forward to continuing working with you on your projects.

Our first project is research for Easement to APN 075-040-006.

Sincerely yours,

RAY C. CARLSON, PLS 3890  
President, Ray Carlson & Associates, Inc.  
Licensed by the California Board for Professional Engineers,  
Land Surveyors & Geologists



# RAY CARLSON AND ASSOCIATES, INC.

## 2024 RATE SCHEDULE

<u>FIELD</u>	<u>HOURLY RATE</u>
1-Man Field Crew	\$ 227.00
2-Man Field Crew	375.00
3-Man Field Crew	478.00

*One Hour Minimum for Field Crews*

Field crew rates include the following items:  
Standard monuments, survey stakes.

**Separate rates for Specialized Equipment are shown below**

### TRAVEL

1-Man Travel	\$ 169.00
2-Man Travel	269.00
3-Man Travel	314.00

Please note: Ray Carlson and Associates, Inc. does not charge for mileage.

### OFFICE

Professional Land Surveyor	\$ 252.00
Analysis	227.00
Calculations   Consulting   Descriptions   Research	210.00
Mapping	163.00
Project Management	137.00
GIS: Analysis	216.00
Consulting   Data Processing   Meetings   Research	200.00
Mapping	155.00
Project Management	130.00
Support Services: Field Prep   ACC Packaging   LLA Packaging	116.00
Plan Processing   Clerical Service   Errands	109.00

Records Recovery Fee \$100.00

### COURT PREPARATION & APPEARANCE

Expert Witness   Professional Land Surveyor	\$ 440.00
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*Four Hour Minimum*

### SPECIALIZED EQUIPMENT: These include Trimble Field Computer

Drone	\$330.00 per day
Drone Processing	\$160.00
Robotic Total Station	\$225.00 per day
GPS {	<ul style="list-style-type: none"> <li>• 1 Rover \$346.00 per day</li> <li>• 2 Rovers \$577.00 per day</li> <li>• GEO-7X \$126.00 per day</li> <li>• GEO-XT \$115.00 per day</li> </ul>

ATV \$80.00 per day *(Ray Carlson and Associates, Inc. staff use only)*

*These rates are effective January 1, 2024*

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## **A POLICY OF THE BOARD OF DIRECTORS OF THE CAMP MEEKER RECREATION AND PARK DISTRICT ADOPTING A PURCHASING POLICY**

The Board has the authority to set forth policies and restrictions on the payment of expenses and purchase of equipment, materials, supplies and other property items by the Board President, Treasurer, or designee;

It is in the best interest of this District that it maintains limits, restrictions and procedures in a purchasing policy; and,

The Board desires to enact a District Purchasing Policy.

Therefore, it is the policy of the Board of Directors of the Camp Meeker Recreation and Park District, from date of enactment until changed, amended or cancelled, as follows:

1. **Adoption of Purchasing Policy.** The Board of Directors does hereby adopt a policy of limits, restrictions, and procedures regarding the purchase of equipment, materials, supplies and other items by the Board President, Treasurer, or designee, as set forth in the Purchasing Policy ("Policy").
2. **Administrative Expense Payments.** The District Administrator shall have the authority to make payments on those monthly and recurring expenses that routinely fall below the purchase approval threshold in Section 3 of this Policy and are considered normal business expenses.
3. **Purchase Approval.** Any purchase, whether operating, maintenance or capital, which requires an expenditure of \$5,000 or less may be approved by the Board President, Treasurer, or designee.
4. **Purchases Subject to Budgetary Amounts and Contract Authorization.** The limits, restrictions and procedures set forth in this Policy shall be subject to any and all applicable annual budgetary amounts, contract terms and other authorizations as may be imposed by the Board of Directors from time to time.
5. **Board Approval of Contracts, Projects and Expenditures Exceeding Purchase Approval Restrictions.** Except for purchases described in Sections 2 and 3 of this Policy, any purchase or project which requires expenditure in excess of \$5,000 shall be approved by a vote of the Board of Directors. Payments included in a Board approved contract, which exceed the purchase approval threshold in Section 3 of this Policy will be considered approved and may be paid by the Board President, Treasurer or District Administrator..
6. **Severability.** If any provision in this Policy, or its application to any person or circumstances, is for any reason held invalid, the validity of the remainder of this Policy, or the application of such provisions to other persons or circumstances shall not be affected.