



**CAZADERO COMMUNITY SERVICES DISTRICT
PO BOX 508
CAZADERO CA 95421-0508**

Board Meeting Agenda
November 11, 2019 ~ 6:00PM
Location ~ Fire Station #1
5980 Cazadero Hwy, Cazadero Ca 95421

The Board meeting agenda and all supporting documents are available for public review upon prior appointment at 5980 Cazadero Hwy, Cazadero CA, 72 hours in advance of a scheduled board meeting. Materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet, and not otherwise exempt from disclosure, will be made available for public inspection at the District Office upon prior appointment at 5980 Cazadero Hwy, Cazadero and on the website at www.cazadero-csd.org. Copies of supplemental materials distributed at the Board meeting will be available for public inspection at the meeting location.

In accordance with the Americans with Disabilities Act, anyone needing special assistance to participate in this meeting should contact District Administrative Assistant Sherry Kulczewski at (707)591-1015. Notification 48-hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

President Nicholls
Director Barry Director Canelis Director Berry Director Olson

OPEN TIME FOR PUBLIC EXPRESSION (Two-minute time limit)

This is an opportunity for any member of the public to briefly address the District Board on any matter that does not appear on this agenda. Items that appear to warrant a more lengthy presentation or Board consideration may be placed on the agenda for discussion at a future meeting.

AGENDA ADJUSTMENTS

An opportunity for the Board President to approve adjustments to the current agenda.

DIRECTOR REPORTS

An opportunity for Directors to report on their individual activities related to District Business.

FIRE CHIEF'S REPORT/STAFF REPORT

The Fire Chief will report on administration, calls, maintenance and operations

CONSENT CALENDAR ITEMS

These items can be acted on in one consolidated motion or may be removed from the Consent Calendar and separately considered at the request of any Director

1. Community Services District Retention Schedule
2. Minutes of the October 14, 2019 Meeting

ACTION ITEMS

1. **Endorse Wildfire Prevention, Emergency Alert and Response Sales Tax Measure** – Discussion/Action/Resolution
2. **Communication Failure** – Review, discuss and study redundancy and diversity options for the District's communications needs.
3. **Amador Contract Status** – Approve submission of Letter of Support in advance of formal approval scheduled for the November 19, 2019 Board of Supervisors Meeting

DISCUSSION ITEM

1. **Kincaid Fire Briefing** – Report from Chief Krausmann on Kincaid Fire Event and its local impact.
2. **Sky Garden** – Request from Kristie Sheets to discuss Sky Garden.


COMMITTEE REPORTS

1. Consolidation Ad Hoc
2. Auxiliary Pumping during PSPS
3. Board Policy Handbook Ad Hoc

FINANCIAL REPORTS

COMMUNICATIONS

ADJOURNMENT

From: Michael Nicholls mcnicholls@me.com 
Subject: Suggested Document Retention Schedule
Date: October 25, 2019 at 3:35 PM
To: Maureen Berry Maureen@caz95421.com
Cc: cazaderoCSD@comcast.net



Hello Maureen:

We at the urging of Sherry touched on a retention schedule at the September board meeting. Since that meeting I've been researching a number of retention schedules and am tossing this suggested schedule out for consideration - would you please review and add your suggestions (input) prior to my sending off to Bill Adams for compliance with California law. We should have a policy on file and destroy the aged records once the policy is approved by the board.

Thanks

Mike



Cazadero
Docum...y.docx



Cazadero Community Services District

Document Retention and Destruction Policy

I. Purpose

This Document Retention and Destruction Policy (Policy) provides for the systematic review, retention and destruction of documents received or created by Cazadero Community Services District (CCSD) in connection with the transaction of CCSD business. This Policy covers all records and documents, regardless of physical form (including electronic documents), contains guidelines for how long certain documents should be kept and how records should be destroyed. The Policy is designed to ensure compliance with federal and state laws and regulations, to eliminate accidental or innocent destruction of records and to facilitate WC's operations by promoting efficiency and freeing up valuable storage space.

II. Document Retention

CCSD follows the document retention procedures outlined below. Documents that are not listed but are substantially similar to those listed in the schedule will be retained for the appropriate length of time.

III. Corporate Records

Annual Reports to Secretary of State/Attorney General	Permanent
Articles of Incorporation	Permanent
Board Meeting and Board Committee Minutes	Permanent
Board Policies/Resolutions	Permanent
Bylaws	Permanent
Construction Documents	Permanent
Fixed Asset Records	Permanent
IRS Application for Tax-Exempt Status (Form 1023)	Permanent
IRS Determination Letter	Permanent
State Sales Tax Exemption Letter	Permanent
Contracts (after expiration)	5 years
Correspondence (general)	3 years
Accounting and Corporate Tax Records	
Annual Audits and Financial Statements	Permanent
Depreciation Schedules	10 years

General Ledgers	10 years
IRS 990 Tax Returns	Permanent
Business Expense Records	6 years
IRS 1099s	6 years
Journal Entries	6 years
Invoices	6 years
Sales Records (box office, concessions, gift shop)	3 years
Petty Cash Vouchers	3 years
Cash Receipts	3 years
Credit Card Receipts	3 years
Bank Records	
Check Registers	10 years
Bank Deposit Slips	7 years
Bank Statements and Reconciliation	7 years
Electronic Fund Transfer Documents	7 years
Payroll and Employment Tax Records	
Payroll Registers	Permanent
State Unemployment Tax Records	10 years
Earnings Records	7 years
Garnishment Records	7 years
Payroll Tax returns	7 years
W-2 Statements	7 years
Employee Records	
Employment and Termination Agreements	10 years
Retirement and Pension Plan Documents	10 years
Records Relating to Promotion, Demotion or Discharge	7 years after termination
Accident Reports and Worker's Compensation Records	5 years
Salary Schedules	5 years
Employment Applications	3 years
I-9 Forms	3 years after termination
Timecards/Time Sheets	2 years
Donor Records and Acknowledgement Letters	7 years
Grant Applications and Contracts	5 years after completion
Legal, Insurance and Safety Records	
Appraisals	10 years
Copyright Registrations	Permanent
Environmental Studies	Permanent
Insurance Policies	10 years
Real Estate Documents	Permanent
Stock and Bond Records	10 years
Trademark Registrations	Permanent
Leases	6 years after expiration
OSHA Documents	5 years

IV. Electronic Documents and Records

Electronic documents will be retained as if they were paper documents. Therefore, any electronic files, including records of donations made online, that fall into one of the document types on the above schedule will be maintained for the appropriate amount of time. If a user has sufficient reason to keep an email message, the message should be printed in hard copy and kept in the appropriate file or moved to an "archive" computer file folder. Backup and recovery methods will be tested on a regular basis.

V. Emergency Planning

The Organization's records will be stored in a safe, secure and accessible manner. Documents and financial files that are essential to keeping the Organization operating in an emergency will be duplicated or backed up at least every week and maintained off site.

VI. Document Destruction

The Organization's Managing Attorney is responsible for the ongoing process of identifying its records, which have met the required retention period and overseeing their destruction. Destruction of financial and personnel-related documents will be accomplished by shredding.

Document destruction will be suspended immediately, upon any indication of an official investigation or when a lawsuit is filed or appears imminent. Destruction will be reinstated upon conclusion of the investigation.

VII. Compliance

Failure on the part of employees or contract staff to follow this policy can result in possible civil and criminal sanctions against the Organization and its employees or contract staff and possible disciplinary action against responsible individuals. The Treasurer will periodically review these procedures with legal counsel or the organization's certified public accountant to ensure that they are in compliance with new or revised regulations.

This Policy was adopted by executive action this xxx day of xxx, 2019.

A true record,

_____ executive's name & title]



Cazadero Community Services District Meeting Minutes –October 14, 2019

1. Call to Order and Roll Call

The regular meeting of the Cazadero CSD Board was called to order at 6:00PM on October 14, 2019 at Station #1. Director Olson led the Pledge of Allegiance. The following Directors were present: Nicholls, P. Barry, Canelis, M. Berry, Olson. Chief Krausmann, AA Kulczewski, and numerous members of the public were also present.

2. Public Comment

None

3. Agenda Adjustments

On a motion by Director Olson, Seconded by Director M. Berry, the Board moved to place Action Item Sky Garden ahead of Fire Chief's Report/Staff Report.

4. Director Reports

None

5. Action Item

- a. **Sky Garden** – Citizen Cathy Schezer and numerous members of the public addressed the board regarding the Sky Garden project – Board suggested Sky Garden approach Montgomery School and coordinate community garden with a school garden project. CSD will install a historical train venue at the present garden site and Sky Garden will be notified to vacate its occupation of the park site in 90 days.

6. Fire Chief's Report/Staff Report

Chief Krausmann reported on truck maintenance and the prospective new water tender. The Board acknowledged and thanked Engineer Stefano Mercieca for his work in research and grant writing for the prospective new water tender.

Call Report for September:

Nature of Call	Number of Calls
Medical Aid	2
Smoke Investigation	1
Vegetation Fire	1
Hazardous Condition	1
Traffic Collision	1

7. Consent Calendar Items

Following a correction in the adjournment time in the minutes of the September 9, 2019, meeting, on a motion by Director Canelis, Seconded by Director Olson, the Board moved to approve the financials for the month of September, 2019, and the minutes of the September 9, 2019, meeting.
VOTE 5/0/0

8. Action Items

- b. **Park Improvement** – No action. Item reviewed under Sky Garden discussion/action.
- c. **Park Insurance** – On a motion by Director M Berry, Seconded by Director Olson, the Board moved to accept a proposal from the California Association of Parks and Recreation Indemnity. VOTE 5/0/0.
- d. **Amador Contract Status** – Awaiting County CAO’s office to schedule on BOS meeting agenda.
- e. **Acknowledge Fire House Painting Volunteers**– The Board acknowledged and thanked the volunteers that painted Fire House #1.

9. Committee Reports

- a. **Consolidation Ad Hoc** – Director Barry – waiting for direction by Region 5 Coordinator, Chief Lunardi.
- b. **Auxiliary Pumping During PSPS** – Scheduled for October 17th.
- c. **Board Policy Handbook Ad Hoc** – Research and review process is underway.

10. Financial Reports

AA Kulczewski presented bills to be paid in the amount of \$13,688.23

11. Communications

Communications referenced in the board packet were reviewed.

12. Adjournment From Open Session

Upon motion by Director M. Berry and seconded by Director Canelis, the Board moved to adjourn the Open Session to convene a Closed Session at 8:23PM. VOTE 5/0/0

13. Adjournment From Closed Session and Reconvene Open Session

The Board adjourned the Closed Session at 8:33 PM. Discussed a personnel issue which was resolved by a modification of a probationary period.

14. Adjournment

Upon motion by Director M. Berry and seconded by Director P. Barry, the Board moved to adjourn the meeting at 8:34 PM. VOTE 5/0/0

Michael Nicholls

Maureen Barry

Paul Barry

Cory Olson

Homer Canelis

Date: _____



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 11/5/2019

To: Board of Supervisors

Department or Agency Name(s): County Administrator

Staff Name and Phone Number: Terri Wright - 565-3775

Vote Requirement: Majority

Supervisory District(s): Countywide

Title:

9:00 A.M. - Sonoma County Wildfire Prevention, Emergency Alert and Response Sales Tax Measure

Recommended Action:

- A) Receive report from staff on proposed March 2020 Sonoma County Wildfire Prevention, Emergency Alert and Response Sales Tax Ballot Measure.
- B) Adopt a resolution introducing proposed ordinance imposing a 1/2 cent Transactions and Use Tax in Sonoma County for Sonoma County Wildfire Prevention, Emergency Alert and Response and increasing the County's Appropriations (Spending) Limit to allow expenditure of the proceeds of the proposed transactions and use tax and waiving further reading.
- C) Conduct a Public Hearing to consider the adoption of an Ordinance to impose a countywide Special Transaction and Use tax (sales tax) to provide additional funding for Sonoma County Wildfire Prevention, Emergency Alert and Response and increase the County's Spending Limit by a commensurate amount. The Ordinance if adopted, will be placed on the Ballot at the March 3, 2020 election, and will become effective if it is approved by two-thirds (2/3) of the voters voting on the measure.
- D) Direct staff to return during the 2nd Reading of the Ordinance to seek authorization to use General Fund Contingencies to finance the costs associated with placing the measure on the Ballot.

Executive Summary:

On January 29, 2019, the Sonoma County Board of Supervisors directed county staff to work with the Fire Services Working Group to develop recommendations regarding the placement of a ½ cent Transaction and Use Tax (Sales Tax) on a countywide election ballot. The Fire Services Working Group has been meeting weekly to develop recommendations in consultation with monthly meetings with Supervisors Rabbitt and Hopkins who constitute the Board of Supervisors Fire Services Ad Hoc. The recommendations are consistent with the Board's previous direction to provide more efficient, effective, and sustainable fire services in Sonoma County and establishes a mechanism to promulgate fire agency consolidations.

The actions before you consist of a public hearing to consider a Sales Tax to provide additional revenue for Sonoma County Wildfire Prevention, Emergency Alert and Response, and a resolution introducing the ordinance that would impose a ½-cent Sales Tax, if approved by the voters on March 3, 2020.

Discussion:

Background

The County of Sonoma began working in 2015 with local fire agencies to provide more efficient, effective, and sustainable fire services in Sonoma County. In April 2016, the Fire Services Advisory Council (Council) was formed to advise the Board of Supervisors on issues related to fire services and to make recommendations on funding allocated by the Board of Supervisors from County Proposition 172 Public Safety (Prop 172) and Transient Occupancy Tax (TOT) funding. In addition to advising on fire matters and funding recommendations, the Council also focused on fire agency consolidation efforts and began weighing in on proposed annexations that were under review by the Sonoma County Local Formation Commission (LAFCo) and making plans for regional consolidations. While these regional plans were being developed, the County experienced the October 2017 fires, and the Council determined that regional planning efforts must be supported by a more comprehensive, long-term plan that looked beyond regional boundaries to ensure great efficiency and effectiveness.

Following the October 2017 fires, the Fire Services Advisory Council reconstituted to a smaller planning group called the Fire Services Strategic Leadership Group, which led the effort to create a comprehensive plan. This plan, which became to be known as the Silver Plan, analyzed population density, call volumes, station coverage response times, special hazard areas, and local knowledge to develop a plan that would better serve the public. On August 14, 2018, the Board of Supervisors approved the recommendations of the Fire Services Strategic Leadership Group to establish a Comprehensive Fire Services Deployment Plan (Deployment Plan).

The Deployment Plan was developed to provide a long-term framework for planning, funding, and implementing enhanced fire and emergency alert services within Sonoma County. Through the development of the Deployment Plan, it became apparent that new revenue strategies to bolster the local property taxes and parcel taxes collected by local fire agencies was needed to implement the deployment options. As a result, on January 29, 2019, the Board directed staff to work the Strategic Leadership Group to explore the placement of a ½ Sales Tax on the ballot. On March 19, 2019, the Board directed the Strategic Leadership Group to expand the group's representation to include both labor and fire district board representatives to form the Fire Services Working Group. The Fire Services Working Group consists of the following members:

- Tim Aboudara - President, Santa Rosa Fire Fighters Local 1401
- Steve Akre - Sonoma Valley Chief and Emergency Services representative
- Jason Boaz - Healdsburg Chief and County Chiefs Association representative
- Dave Franceschi - Forestville Chief from Region 5
- Dan George - Gold Ridge Asst. Chief, and Volunteer Fire Administrator
- Tony Gossner - Santa Rosa Chief and cities representative
- Mark Heine - Sonoma County Fire District Chief and State Chiefs' representative
- Shana Jones - Unit Chief for CAL FIRE, Sonoma County
- Mike Mickelson - Asst. Chief Wilmar Volunteer Fire and Volunteer Fire representative
- Joe Petersen - Director Gold Ridge Fire and Fire Districts' representative

On July 23, 2019, the Board authorized the County Administrator to enter into a consulting agreement with Muelrath Public Affairs, Inc. to conduct a public engagement and outreach efforts that would consider options for placing a revenue measure on the ballot. A key component of the effort were two quantitative surveys and

two qualitative focus groups conducted by EMC Research, the findings of which were presented to the Board on October 22, 2019. The key findings identified by EMC Research show that: voters are concerned that the 2017 wildfires could happen again; are supportive of making sure local firefighters have the resources they need; have significant interests in improved emergency systems; and a ½-cent sales tax that is valid until ended by voters is viable at the two-thirds threshold.

Proposed Ballot Measure

The proposed Ordinance would impose a ½-cent Transaction and Use Tax (Sales Tax) until ended by voters, and would generate approximately \$51 million annually. Based on the Deployment Plan developed by the Fire Services Working Group, the Sales Tax would be used exclusively to supplement (not supplant) existing operational funding for Sonoma County Fire Agencies throughout unincorporated Sonoma County and the six cities that provide fire services to provide alert, warnings, and sirens; vegetation management, wildfire prevention and preparedness, response, and recruitment and retention of firefighters. The Measure would also provide funding to support the capital needs of identified jurisdictions and funding to the County of Sonoma to support regionalized alert and warning and vegetation management systems, and fire agency consolidations. An Expenditure Plan, which is included in the Ordinance sets out the particular goals, projects, programs, and systems of oversight that would be put in place if the tax were to pass. Two-thirds (2/3) of the voters casting a ballot must vote to approve the tax.

The State sales tax cap is 7.25% and state law limits the combined local sales tax of all jurisdictions within the County to a total of 9.25%. Effective April 2019, the City of Cotati has met this threshold. However, in September 2018, the Governor signed Senate Bill (SB) 152, which authorizes the County of Sonoma and its local jurisdictions to impose an additional 1% combined sales tax, increasing the combined cap in the County from 9.25% to 9.75%. Please see Attachment D for a breakdown of the current sales tax by jurisdiction.

The County has agreed to be responsible for the cost of the election, which is estimated to be approximately \$280,000 to \$420,000. If the election is successful, the County will receive reimbursement for the cost of the election from the proceeds of the tax prior to the distribution of the tax to the other entities.

Implementation of the Tax

To implement the tax, the County will have to contract with the California State Department of Tax and Fee Administration (formerly the State Board of Equalization) to collect and administer the tax and will be responsible for distribution of the tax revenue based on the Expenditure Plan. In order to receive an allocation, all agencies will enter into separate Funding Agreements with the County. The funding agreements will require Annual Reports from the agencies. The Annual Reports shall include the following information:

- 1) Budget to actual and fund balance reports.
- 2) A summary of the positions and start-up and alerting equipment funded with the tax.
- 3) The specific activities that support alert and warning, vegetation management, and fire prevention activities.
- 4) The efforts undertaken to cooperate with the Local Agency Formation Commission (LAFCO) to facilitate consolidation efforts. (Fire Districts only)
- 5) Status of facility improvements funded with the tax.
- 6) Demonstration of compliance with this plan that funds shall be used to pay for additional personnel and not existing operations except for the funding specifically allocated for firefighter recruitment and retention efforts represented in Exhibit B. □

- 7) Any material changes in service needs within the jurisdiction.

Agency Consolidation and Reallocation Provisions

The Expenditure Plan also contains provisions to support meaningful efforts to consolidate the number of Fire Protection Districts within the County. Under the Expenditure Plan, Fire Protection Districts shall receive the funds allocated if an agency is cooperating and working towards regional consolidation efforts that achieve efficient, effective, and sustainable services within the County. To support this goal, the Board of Supervisors, in conjunction with LAFCO is authorized by the Expenditure Plan to review agencies' efforts towards consolidation and make a determination by a 4/5th vote that an agency has not taken appropriate steps towards consolidation. Upon this determination, the Board of Supervisors and LAFCO may hold the funds in trust or redistribute as necessary to meet the needs of the public originally served by the funds.

Funds may also be reallocation if a facility project is completed under budget and/or other funding sources became available; a project could not be completed due to extraordinary circumstances and/or the implementing agency requested deletion of the project. Lastly, the Expenditure Plan contains a provision that allows for the change in tax allocation upon a material change in service delivery needs due to the passage of time, technological advances, acts of God, or other significant event. This provision requires a unanimous vote from the Board of Supervisors.

Oversight Committee

The Expenditure Plan also contains a provision for the establishment of a Citizen's Oversight Committee (Committee) with appointed members serving three-year terms. The Committee shall review the receipt and expenditures of the revenue from the Transaction and Use Tax and the triennial independent audit. The Committee shall be comprised of two members of the Board of Supervisors, two members will be appointed by the Mayors of Sonoma County cities, and three members will be appointed by the Sonoma County Fire Chiefs Association.

Recommendations and Options

Staff recommends the Board conduct the noticed public hearing on the Sonoma County Wildfire Prevention, Emergency Alert and Response Sales Tax Ballot Measure and then chose to act upon one of the following options:

1. Adopt a resolution introducing and waiving the reading of the proposed Ordinance imposing a Transaction and use Tax for Sonoma County Wildfire Prevention, Emergency Alert and Response; or
2. Provide alternative direction to staff.

Prior Board Actions:

9-22-19: Received an update on the Fire Services Project

7-23-19: Approved the Muelrath Public Affairs, Inc. Consulting Contract.

3-19-19: Approved the North Bay Fire and Enhanced Services contracts and expansion of Fire Services Working Group.

1-29-19: Approved a Tax Exchange Agreement for the annexation of the Windsor, Rincon and Bennett Valleys Fire Districts and directed the Fire Services Working Group directed to develop recommendations regarding the placement of a ½ cent sales tax on ballot.

Agenda Date: 11/5/2019

Attachments:

Attachment A: Resolution of Introduction

Attachment B: Proposed Sonoma County Wildfire Prevention, Emergency Alert and Response Sales Tax Measure

Attachment C: Expenditure Plan (which is Attachment 1 of the Ordinance)

Attachment D: Sales Tax Chart

Related Items "On File" with the Clerk of the Board:

Agenda Date: 11/5/2019

- 11-13-18: Approved a resolution supporting the annexation of the Mountain Volunteer Fire Co.
- 6-13-18: Received an update on the Fire Services Deployment Plan.
- 7-19-16: Authorized Transient Occupancy Tax funding to support fire services.
- 4-19-16: Adopted a resolution creating the Fire Services Advisory Council.
- 12-9-15: Received an interim report on the Fire Services Project.

FISCAL SUMMARY

Expenditures	FY 19-20 Adopted	FY20-21 Projected	FY 21-22 Projected
Budgeted Expenses			
Additional Appropriation Requested	400,000		
Total Expenditures		0	0
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies	400,000		
Total Sources	400,000	0	0

Narrative Explanation of Fiscal Impacts:

The Clerk Recorder Assessor estimates that cost to place this sales tax on the ballot between \$280,000 and \$420,000. The Board authorized \$500,000 during FY 2019-20 Budget Hearing to support efforts to place a potential fire tax on the ballot. On July 23, 2019, the Board authorized a contract with Muelrath Public Affairs, Inc. to conduct a public engagement and outreach effort that would consider options for placing a revenue measure on the ballot. The agreement with Muelrath Public Affairs, Inc. had a range depending upon the use of add-on services, with a not-to-exceed amount of \$435,000. Staff is seeking authority to use \$400,000 of General Fund Contingencies, however, staff does not expect the full amount of the Muelrath contract to be used and will return during 2nd Quarter Consolidation Budget Adjustments to authorize final appropriations based on the final expenditures on the Muelrath contract.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):



From: Michael Nicholls mcnicholls@me.com
Subject: Fwd: Fiber service
Date: November 8, 2019 at 11:37 AM
To: Lynda Hopkins lynda.hopkins@sonoma-county.org
Cc: Calvin Sandeen Calvin.Sandeen@sonoma-county.org, Paul Barry pbarry@cazadero-csd.org, Joe Petersen joepetersen@goldridgefire.org

Good Morning Lynda:

As you know from our past conversations, Cazadero suffers major issues with digital communication failures at our fire station during PG&E outages. The station is served by Comcast's conventional hybrid coax (see diagram below) which is fed off of an optical node requiring amplifiers for distribution, the same as residential and most businesses in rural and urban areas.

In discussing the situation with Brian Bottari last evening, I learned Comcast provides direct fiber connections directly off the transport ring and distribution hub to hospitals, major businesses and firehouses elsewhere in the county, in which the fiber is powered from it's source in the Bay Area and does not require any additional local amplification by PG&E. Having a direct fiber connection, allows for uninterruptible service (barring malicious or tree fall fiber cuts) thus allowing for reverse 911 notifications, internet service, telephone service, SoCo alerts and Nixle postings.

During the recent PSPS and Kincaid event, the CSD was totally in the dark other than Redcom for communication. Our fire station crews were living like Luddites following a generator failure until a back-up generator was located and placed on-line. The Chief had to leave the station to drive 7 miles to Riens Beach to be able to connect to a cell network to download texts and email headers — downloading anything else took hours due to the cell tower overcapacity situation. Information downloads required the Chief leaving his command post for at least an hour each time he felt it was necessary to remain in contact with OES and other key county agencies. He still missed Vital County Operations calls. County push-outs via internet were not received and of course Redcom transmissions, rightfully so, were restricted to fire dispatches. *Our Chief was doing his best to try and manage our fire agency with both hands tied behind his back!*

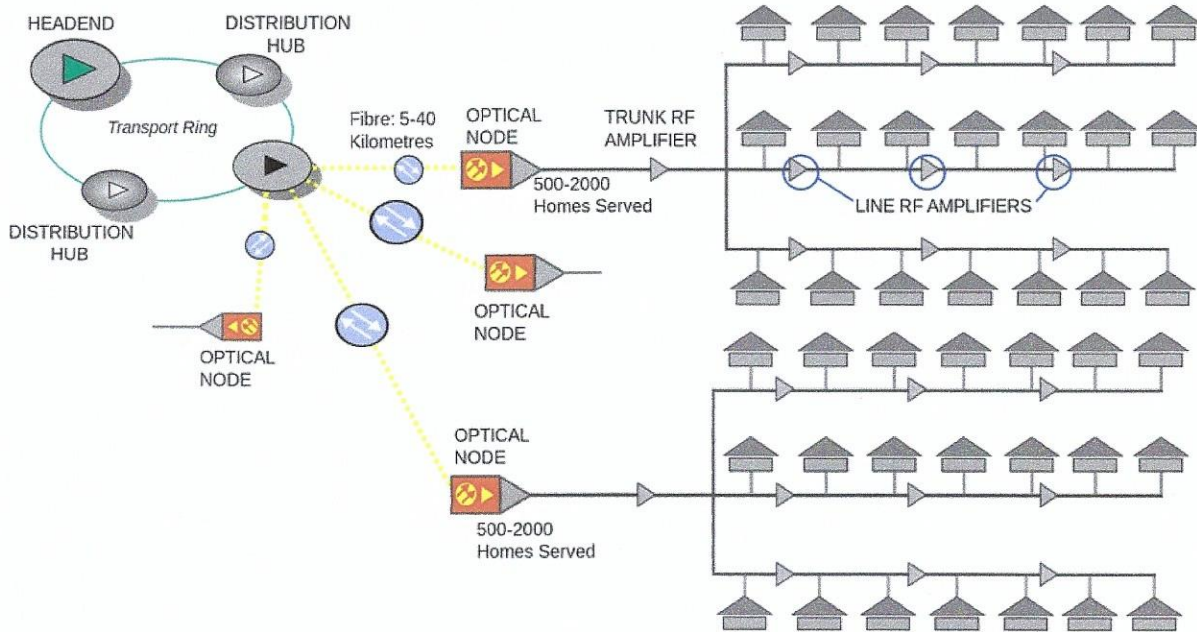
All this being said, it appears as if a direct fiber connection to our station will be an asset for the county, allowing for our isolated agency to obtain 21st Century communication capability, vital in times of natural disaster or fire conflagrations.

Will the county support covering Comcast's construction fee of approximately \$15K to cover this expenditure which the district certainly cannot afford with its limited budget?

I look forward to your reply regarding our emergency funding request.

Sincerely,

Mike



Begin forwarded message:

From: "Bottari, Brian" <Brian_Bottari@comcast.com>
Subject: Re: Fiber service
Date: November 8, 2019 at 8:43:07 AM PST
To: Michael Nicholls <mcnicholls@me.com>

The first one is easy — 3-5 day power outages have only very recently become a "common" occurrence. We do have battery backup on the coax system for normal storm outages remember.

Large customers (hospitals, cell tower backhaul, govts with IT directors plugged into this kind of thing) requiring high levels of bandwidth have already been purchasing direct fiber connections but the resiliency factor has traditionally been a secondary selling point if at all.

The answer to the second question right now is no, but I've already been asking internally. The hurdles seem pretty high though.

Looks like the construction to get the fiber there wouldn't be too terrible, in the neighborhood of \$15k. Monthly cost has roughly been double that of coax.

From: Michael Nicholls <mcnicholls@me.com>
Sent: Friday, November 8, 2019 8:27:39 AM

To: Bottari, Brian <Brian_Bottari@comcast.com>

Subject: [EXTERNAL] Re: Fiber service

Thanks Brian! I'm now wondering why a direct fiber connection was not suggested when we placed our initial order for service for the Cazadero Community Services District, 5980 Cazadero Hwy, Cazadero CA 95421. Also wondering if Comcast provides a special rate for first responder locations requiring a direct fiber connection.

Thanks!

Mike

On Nov 8, 2019, at 8:19 AM, Bottari, Brian <Brian_Bottari@comcast.com> wrote:

Hi Mike -- great to see you last night. I put in the request for a back of the napkin estimate for direct fiber to the fire station. I don't know if I'll have anything for you by Monday but we will try.

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CAZADERO COMMUNITY SERVICES DISTRICT
PO BOX 508
CAZADERO CA 95421-0508

November 11, 2019

Sonoma County Board of Supervisors
575 Administration Drive
Santa Rosa CA 95403

Letter of Support – Cazadero Amador Contract

Dear County Supervisors,

On November 19, 2019 your Board agenda will include a line item requesting funding for an Amador Contract between CalFire and the County. The contract will provide winter staffing at the Cazadero CalFire Station to support our Community Services District in the event of fire, medical or other natural events requiring a prompt and timely first response.

Our district is currently challenged during the winter months mustering volunteers, as most are employed outside of the district. Mutual aid assistance from neighboring districts would take a minimum of 15 to 20 minutes to provide necessary services in our Tier 3, High Fire Threat Area to protect life, property or businesses in peril.

I feel it is important to state our Board of Directors are keenly aware of staffing and manning issues within the District and have been aggressively exploring consolidation options over the past year and one-half.

To that end, we ask that you support our request and the recommendation from FSWG in approving the agenda item funding a 2019 – 2020 Amador Contract between the County and CalFire maintaining winter staffing at the CalFire Cazadero Station.

Thank you!

Sincerely,

Michael Nicholls, President
Cazadero Community Services District

Cc FSWG
Terri Wright

Cazadero Community Services District

Account Balances

As of October 31, 2019

	<u>Oct 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
1-Westam Check	361,888.26
L. A. I. F.	178,544.67
Total Checking/Savings	<u>540,432.93</u>
Total Current Assets	<u>540,432.93</u>
TOTAL ASSETS	<u>540,432.93</u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
WestAmerica Loan - Brush Truck	161,796.88
Total Long Term Liabilities	<u>161,796.88</u>
Total Liabilities	<u>161,796.88</u>
TOTAL LIABILITIES & EQUITY	<u>161,796.88</u>

**Cazadero Community Services District
Profit & Loss Budget Performance**

10:49 PM

11/08/2019

October 2019

Accrual Basis

	Oct 19	Jul - Oct 19	% of Budget	Annual Budget
Ordinary Income/Expense				
Income				
10 · Tax Revenue				
1000 · Property Taxes-CY Secured	0.00	0.00	0.0%	277,025.00
1011 · SB 2557 Prop Tax Admin	0.00	0.00	0.0%	-3,325.00
1020 · Prop Tax-CY Supplemental	0.00	0.00	0.0%	5,700.00
1040 · Prop Tax-CY Unsecured	0.00	0.00	0.0%	7,500.00
1042 · Cost Reim-Coll DEL CY UNS	0.00	0.00	0.0%	-80.00
1060 · Prop Tax-PY Secured	0.00	0.00	0.0%	-60.00
1080 · Supplemental Prop Tax-PY	0.00	0.00	0.0%	-30.00
1100 · Prop Taxes-PY Unsecured	0.00	0.00	0.0%	150.00
1105 · 2017 Wildfire Tax Loss	0.00	0.00	0.0%	0.00
Total 10 · Tax Revenue	0.00	0.00	0.0%	286,880.00
17 · Use of Money/Property				
1700	0.00	0.00	0.0%	530.00
1700 · Interest on Pooled Cash	0.00	0.00		
1702 · WestAmerica Bank	6.13	26.63	38.04%	70.00
1703 · LAIF Interest	0.00	1,041.17	32.54%	3,200.00
1801 · Hall Use	0.00	0.00	0.0%	450.00
Total 17 · Use of Money/Property	6.13	1,067.80	25.13%	4,250.00
20 · Intergovernmental Revenues				
2440 · ST-HOPTR	0.00	0.00	0.0%	1,750.00
2500 · State-Other Funding (ST)	0.00	0.00	0.0%	0.00
Total 20 · Intergovernmental Revenues	0.00	0.00	0.0%	1,750.00
40 · Miscellaneous Revenues				
4040 · Misc. Income				
4040 A · Recruitment/Retention-Region 5	0.00	5,000.00	100.0%	5,000.00
Total 4040 · Misc. Income	0.00	5,000.00	100.0%	5,000.00
Total 40 · Miscellaneous Revenues	0.00	5,000.00	100.0%	5,000.00
Total Income	6.13	6,067.80	2.04%	297,880.00
Gross Profit	6.13	6,067.80	2.04%	297,880.00
Expense				
50 · Salaries/Employment Benefits				
5910 · Payroll Expenses	2,926.29	10,511.32	29.01%	36,235.00
5911 · Firefighter C & D Reimbursement				
Strike Team	0.00	0.00		
5911 · Firefighter C & D Reimbursement - Other	0.00	0.00	0.0%	15,000.00
Total 5911 · Firefighter C & D Reimbursement	0.00	0.00	0.0%	15,000.00
5940 · Wrkmmn Comp	2,329.00	4,658.00	49.98%	9,320.00
Total 50 · Salaries/Employment Benefits	5,255.29	15,169.32	25.05%	60,555.00
60 · Services/Supplies				
6021 · Clothing, Uniform, Personal	0.00	1,310.73	59.58%	2,200.00
6022 · Safety Clothing	948.77	948.77	6.33%	15,000.00
6040 · Communications				
Station 1 Emergency Phones	165.81	645.54	64.55%	1,000.00
Stn 1 Internet	153.00	612.00	33.08%	1,850.00
Stn 1 Telephone	220.43	840.16	32.95%	2,550.00
Stn 2 Internet	109.16	436.64	35.64%	1,225.00
Stn 2 Telephone	61.87	247.70	25.8%	960.00
Total 6040 · Communications	710.27	2,782.04	36.68%	7,585.00
6060 · Food	60.00	60.00	12.0%	500.00
6080 · Household Supplies	0.00	3.44	0.43%	800.00
6100 · Insurance	0.00	11,911.00	82.6%	14,420.00

	Oct 19	Jul - Oct 19	% of Budget	Annual Budget
6140 · Equipment	0.00	1,486.00	24.77%	6,000.00
6149 · Maintenance-Radio/Pagers	0.00	0.00	0.0%	3,600.00
6180 · Maintenance-Bldg & Imp.				
Station 1	0.00	1,393.81	27.88%	5,000.00
Station 2	0.00	0.00	0.0%	1,500.00
Parks Maintenance-Playground	0.00	1,239.92	49.6%	2,500.00
Bi-Annual Gen Load Test	0.00	894.95	68.84%	1,300.00
6180 · Maintenance-Bldg & Imp. - Other	0.00	125.26		
Total 6180 · Maintenance-Bldg & Imp.	0.00	3,653.94	35.48%	10,300.00
6261 · Medical Equip	1,390.52	1,564.22	44.69%	3,500.00
6280 · Memberships/Certs	117.00	517.00	229.78%	225.00
6400 · Office expense	546.60	4,409.04	220.45%	2,000.00
6405 · Office Equip & Furnishings	0.00	0.00	0.0%	2,600.00
6410 · Mail and Postage Supplies	54.75	54.75	18.25%	300.00
6457 · Computer Chrgs-Firehouse Softwa	39.98	339.93	4.86%	7,000.00
6461 · Supplies/Expenses (Maintenance)	58.00	58.00		
6500 · Other Professional Svcs	0.00	0.00	0.0%	8,500.00
6510 · Recruitment/Retention	0.00	0.00	0.0%	5,000.00
6587 · LAFCO	0.00	0.00	0.0%	530.00
6610 · Legal	0.00	2,304.70	28.81%	8,000.00
6630 · Audit	0.00	0.00	0.0%	5,300.00
6654 · Medical Exam	0.00	0.00	0.0%	3,000.00
6800 · Publications and Legal Notices	0.00	0.00	0.0%	550.00
6880 · Minor Equipment/Sm Tools	391.25	391.25	9.78%	4,000.00
6881 · Safety Equip	0.00	0.00	0.0%	9,000.00
6883 · Fire Equip & Testing	0.00	205.07	5.13%	4,000.00
7053 · Permits/License/Fees	0.00	0.00	0.0%	700.00
7120 · Training	543.56	543.56	4.53%	12,000.00
7131 · Textbooks	0.00	0.00	0.0%	1,200.00
7201 · Gas & Oil	422.51	2,629.15	51.55%	5,100.00
7320 · Utilities				
Park Water	0.00	1,461.61	97.44%	1,500.00
Septic Monitoring Fee	0.00	0.00	0.0%	400.00
Siren Electricity	19.83	82.74	33.1%	250.00
Stn 1 Electricity	216.91	989.59	46.03%	2,150.00
Stn 1 Electricity Outdoor	56.04	207.23	46.05%	450.00
Stn 1 Garbage	0.00	45.47	3.5%	1,300.00
Stn 1 Propane	0.00	367.02	13.11%	2,800.00
Stn 1 Water	0.00	12.07	2.01%	600.00
Stn 2 Electricity	89.66	333.93	42.81%	780.00
Stn 2 Garbage	0.00	90.94	16.54%	550.00
Stn 2 Propane	0.00	220.25	12.41%	1,775.00
Stn 2 Water	0.00	0.00	0.0%	400.00
Street Lights Electricity	376.04	1,517.19	34.48%	4,400.00
7320 · Utilities - Other	0.00	15.63		
Total 7320 · Utilities	758.48	5,343.67	30.79%	17,355.00
7330 · Sanitation-Annual Septic Permit	0.00	0.00	0.0%	500.00
7335 · Park Development	0.00	0.00	0.0%	10,000.00
7910 · Principal Payment	0.00	0.00	0.0%	31,492.00
7930 · Interest Expense	0.00	6.70	0.19%	3,541.00
Total 60 · Services/Supplies	6,041.69	40,522.96	19.69%	205,798.00
85 · Capital-Fixed Asset Expense				
8570 · Structure	0.00	0.00	0.0%	20,000.00
Total 85 · Capital-Fixed Asset Expense	0.00	0.00	0.0%	20,000.00
Total Expense	11,296.98	55,692.28	19.45%	286,353.00
Net Ordinary Income	-11,290.85	-49,624.48	-430.51%	11,527.00
Net Income	-11,290.85	-49,624.48	-430.51%	11,527.00

Cazadero Community Services District

Bills Presented for Payment

October 14 through November 9, 2019

Date	Num	Name	Amount
Oct 14 - Nov 9, 19			
10/16/2019	EFT	Comcast	-153.00
10/28/2019	EFT	Comcast	-109.16
10/30/2019	EFT	P. G. & E.	-292.78
10/30/2019	EFT	P. G. & E.	-89.66
11/05/2019	EFT	P. G. & E.	-376.04
10/20/2019	E-pay	EDD	-75.00
10/20/2019	E-pay	EDD	-107.80
10/20/2019	E-pay	EFTPS	-9.00
11/08/2019	E-pay	EFTPS	-498.16
10/20/2019	9134	Sonoma County Fire District...	-60.00
10/20/2019	9135	WestAmerica Bank- Safe D...	-45.00
11/01/2019	9136	Caplan, Nancy K.	-415.57
11/01/2019	9137	Dewart, Alan	-461.75
11/01/2019	9138	Krausmann, Steven M	-688.80
11/01/2019	9139	Kulczewski, Sharon	-642.69
11/01/2019	9140	Bank of America Business ...	-626.08
11/01/2019	9141	Darley	-1,340.02
11/01/2019	9142	Fire Agencies Self Insuranc...	-2,329.00
11/01/2019	9143	Life-Assist, Inc	-922.44
11/01/2019	9144	McPhail Fuel Co.	-403.76
11/01/2019	9145	Michael Nicholls	-102.62
11/01/2019	9146	North Bay Petroleum	-422.51
11/01/2019	9147	Recology Sonoma Marin	-45.47
11/01/2019	9148	Santa Rosa Junior College/...	-420.92
11/01/2019	9149	Sherry Kulczewski	-128.14
11/09/2019	9156	Berry's Saw Mill	-35.51
11/09/2019	9157	Cazadero Supply	-65.63
11/09/2019	9158	Complete Welders Supply	-58.10
11/09/2019	9159	McPhail Fuel Co.	-73.66
11/09/2019	9160	Merrill, Arnone & Jones, LLP	-570.00
11/09/2019	9161	Recology Sonoma Marin	-45.47
11/01/2019	9162	Brooke, Travis	-205.35
11/01/2019	9163	Dahle, Michael	-397.70
11/01/2019	9164	Flores, Matt	-312.07
11/01/2019	9165	Goodwin, Tony J.	-519.41
11/01/2019	9166	Horn {volunteer}, Brit	-446.93
11/01/2019	9167	Krausmann, Steven M	-819.71
11/01/2019	9168	Loewen, Tommy	-473.25
11/01/2019	9169	Olson {Strike Team}, Cory	-531.50
11/01/2019	9170	Schanz, Eric E.	-434.86
11/01/2019	9171	Shane, Steve	-96.63
11/01/2019	9172	Steger, Timothy J.	-483.17
11/01/2019	9173	Barrio, Gabriel	-4,399.32
11/01/2019	9174	Brooke, Travis	-1,043.62
11/01/2019	9175	de la Cruz, Juan	-3,288.03
11/01/2019	9176	Decarly {Strike Team}, John	-5,396.79
11/01/2019	9177	DeCarly, Levi	-1,771.30
11/01/2019	9178	Shane, Steve	-1,664.65
Oct 14 - Nov 9, 19			-33,898.03



Account Statement

CAZADERO COMMUNITY SERVICES DISTRICT
PO BOX 508
CAZADERO CA 95421-0508

If you have any questions about your account please call 800-848-1088 CUSTOMER SERVICE

ACCOUNT NUMBER 403-01595-1
STATEMENT DATE 10/31/19
CYCLE 31

ITEMS ENCLOSED 0 PAGE 1
YEAR-TO-DATE INTEREST 75.47

Reconciled 11-8-19 GAK

PREVIOUS BALANCE 362,368.38
CHECKS AND WITHDRAWALS NUMBER 32 AMOUNT 14,880.79
DEPOSITS AND CREDITS NUMBER 0 AMOUNT .00
INTEREST MINUS CHARGES 6.13
NEW BALANCE 347,493.72

ACCOUNT ACTIVITY

BALANCE SUMMARY

Table with columns: DATE, DESCRIPTION, AMOUNT, DATE, BALANCE. Includes entries for PUBLIC INTEREST CHECKING, DEPOSITS, INTEREST, and WITHDRAWALS-FEES-CHARGES.

Table with columns: ITEM, DATE, AMOUNT, ITEM, DATE, AMOUNT. Lists check items with their respective dates and amounts.

EXTRA CASH LINE OF CREDIT CUSTOMERS: YOUR ACCOUNT DETAILS ARE LISTED BELOW. LATE PAYMENT WARNING: IF YOUR MINIMUM PAYMENT IS NOT RECEIVED BY THE PAYMENT DUE DATE YOU MAY BE CHARGED A LATE FEE OF \$5.

Summary table with columns: PREVIOUS BALANCE, ADVANCES AND DEBITS, PAYMENTS AND CREDITS, INTEREST CHARGED, FEES CHARGED, NEW BALANCE, LINE OF CREDIT, CREDIT AVAILABLE, ANNUAL PERCENTAGE RATE, DAILY PERIODIC RATE, PAYMENT PAST DUE, PAYMENT THIS PERIOD, MINIMUM PAYMENT DUE, PAYMENT DUE DATE, YEAR-TO-DATE INTEREST PAID.



Account Statement

CAZADERO COMMUNITY SERVICES DISTRICT
PO BOX 508
CAZADERO CA 95421-0508

If you have any questions about your account please call 800-848-1088 CUSTOMER SERVICE

ACCOUNT NUMBER 403-01595-1
STATEMENT DATE 10/31/19 CYCLE 31
ITEMS ENCLOSED 0 PAGE 2
YEAR-TO-DATE INTEREST 75.47

ACCOUNT ACTIVITY

BALANCE SUMMARY

Table with columns: ITEM, DATE, AMOUNT, CHECKS, ITEM, DATE, AMOUNT. Rows include items 9131, 9132, and 9133 with their respective dates and amounts.

* INDICATES GAP IN CHECK SEQUENCE

OUR PRIVACY POLICY IS AVAILABLE FOR YOU TO READ AT WESTAMERICA.COM. IF YOU WOULD LIKE THE POLICY MAILED TO YOU, YOU MAY CALL 1-800-848-1088 TO REQUEST A COPY.

Cazadero Community Services District
Post Office Box 508
Cazadero, CA 95421-0508

WESTAMERICA BANK
Guemville, CA 95445
90-40217211

9096
10/1/2019

PAY TO THE ORDER OF Paul Barry \$400.00
Four Hundred and 00/100

Paul Barry

MEMO Reimbursement-Fire Districts Assoc of CA

SF FIRE CU
321076506
ISNW 0912241267 OP 295
10/1/2019 9:42:23 AM

893945
Maurice Barry

\$400.00 9096 10022019

Cazadero Community Services District
Post Office Box 508
Cazadero, CA 95421-0508

WESTAMERICA BANK
Guemville, CA 95445
90-40217211

9118
10/1/2019

PAY TO THE ORDER OF Alan Dewart \$461.75
Four Hundred Sixty-One and 75/100

Alan Dewart
PO BOX 803
Cazadero, CA 95421

MEMO Pay Period: 09/01/2019 - 09/30/2019

121101985< 15011515 20191017

8076181821
A.C. NE

\$461.75 9118 10182019

Cazadero Community Services District
Post Office Box 508
Cazadero, CA 95421-0508

WESTAMERICA BANK
Guemville, CA 95445
90-40217211

9119
10/1/2019

PAY TO THE ORDER OF Steven M. Krausmann \$688.80
Six Hundred Eighty-Eight and 80/100

Steven M. Krausmann
705 Chimney Rock Road
Cazadero, CA 95421

MEMO Pay Period: 09/01/2019 - 09/30/2019

0613 6779 0753266 *121140218< 101519 WAB

for dup only
103010251

\$688.80 9119 10152019

Cazadero Community Services District
Post Office Box 508
Cazadero, CA 95421-0508

WESTAMERICA BANK
Guemville, CA 95445
90-40217211

#288
9120
10/1/2019

PAY TO THE ORDER OF Sharon Kulczewski \$803.79
Eight Hundred Three and 79/100

Sharon Kulczewski
PO Box 371
Monte Rio, CA 95462

MEMO Pay Period: 09/01/2019 - 09/30/2019

Community First 90535
(San Jose, CA)
501 College Ave
95134
268
11531021
10/19/19-09:30:05
*****1579899999999999

10819-10
Maurice Barry

\$803.79 9120 10172019

Cazadero Community Services District
Post Office Box 508
Cazadero, CA 95421-0508

WESTAMERICA BANK
Guemville, CA 95445
90-40217211

9121
10/1/2019

PAY TO THE ORDER OF Nancy K. Caplan \$415.58
Four Hundred Fifteen and 58/100

Nancy K. Caplan
5885 Austin Creek Road
P. O. Box 112
Cazadero, CA 95421-0112

MEMO Pay Period: 09/01/2019 - 09/30/2019

0182 0279 0795415 *121140218< 102219 WAB

Nancy K. Caplan

\$415.58 9121 10222019

Cazadero Community Services District
Post Office Box 508
Cazadero, CA 95421-0508

WESTAMERICA BANK
Guemville, CA 95445
90-40217211

9122
10/9/2019

PAY TO THE ORDER OF Bank of America Business Mastercard \$2,014.35
Two Thousand Fourteen and 35/100

Bank of America Business Mastercard
P. O. Box 16798
Wilmington, DE 19888-5798

MEMO XXXX-XXXX-XXXX-5885

0002 365373 10182019 3 8 0038
486781 SMP4490781383 8884102
006 000002 19802 BANK OF AMERICA NA
0031081603

Checks 274542 10/18/2019 38 412 P. Sm Bus 15798 NRK41CS 71

\$2,014.35 9122 10212019

Cazadero Community Services District
Post Office Box 508
Cazadero, CA 95421-0508

WESTAMERICA BANK
Georgetown, CA 95448
90-40211211

9123

10/9/2019

PAY TO THE ORDER OF Britt Horn \$ 177.00

One Hundred Seventy-Seven and 00/100

MEMO
Britt Horn
5905 Cazadero Hwy
Cazadero, CA 95421

Maurice Berry

009123 1211402180 0403015951*

>321177588< - 21
Redwood Credit Union - (800)479-7928
P.O. BOX 6104 SANTA ROSA, CA 95408
Teller: 1165
10/25/2019 12:54 PM
DIN: 723860000665220
>321177588< - 21

Britt Horn
for deposit only
@9177 HHL

\$177.00 9123 10292019

Cazadero Community Services District
Post Office Box 508
Cazadero, CA 95421-0508

WESTAMERICA BANK
Georgetown, CA 95448
90-40211211

9124

10/9/2019

PAY TO THE ORDER OF Nancy Caplan \$ 3.44

Three and 44/100

MEMO
Nancy Caplan
P. O. Box 112
Cazadero, CA 95421

Reimbursement-Cleaning Supplies

Maurice Berry

009124 1211402180 0403015951*

0182 6779 0755414... 1211402180 1022181 WA8

Nancy Caplan

\$3.44 9124 10222019

Cazadero Community Services District
Post Office Box 508
Cazadero, CA 95421-0508

WESTAMERICA BANK
Georgetown, CA 95448
90-40211211

9125

10/9/2019

PAY TO THE ORDER OF Cazadero Supply \$ 45.03

Forty-Five and 03/100

MEMO
Cazadero Supply
P. O. Box 69
Cazadero, CA 95421

Maurice Berry

009125 1211402180 0403015951*

PAY TO THE ORDER OF
WEST AMERICA BANK
MAIL ROOM
221 40918
DONALD L. BERRY
CROCKER AVENUE
GEOVITA, CA 95448

\$45.03 9125 10312019

Cazadero Community Services District
Post Office Box 508
Cazadero, CA 95421-0508

WESTAMERICA BANK
Georgetown, CA 95448
90-40211211

9126

10/9/2019

PAY TO THE ORDER OF Complete Welders Supply \$ 56.50

Fifty-Six and 50/100

MEMO
Complete Welders Supply
P. O. Box 2516
Napa, CA 94558

Maurice Berry

009126 1211402180 0403015951*

For Deposit Only - JPMC

\$56.50 9126 10182019

Cazadero Community Services District
Post Office Box 508
Cazadero, CA 95421-0508

WESTAMERICA BANK
Guerneville, CA 95446
90-40211211

9127

10/9/2019

PAY TO THE ORDER OF EAS Consulting \$ 2,546.69

Two Thousand Five Hundred Forty-Six and 69/100

EAS Consulting
P. O. Box 7
Cazadero, CA 95421

MEMO

Maurice Berg

009127 1211402180 0403015951*

REDWOOD CREDIT UNION
321177566-14
P.O. BOX 6104 SANTA ROSA, CA 95406
Tel: 1-809-102122019 5:01 PM
DIN: 72340000347912
321177566-14

\$2,546.69 9127 10232019

Cazadero Community Services District
Post Office Box 508
Cazadero, CA 95421-0508

WESTAMERICA BANK
Guerneville, CA 95446
90-40211211

9128

10/9/2019

PAY TO THE ORDER OF McPhail Fuel Company \$ 183.51

One Hundred Eighty-Three and 51/100

McPhail Fuel Co.
PO Box 960
Colton, Ca 94931-0960

MEMO

Maurice Berg

009128 1211402180 0403015951*

WESTAMERICA BANK
GUERNEVILLE, CA 95446
90-40211211

\$183.51 9128 10182019

Cazadero Community Services District
Post Office Box 508
Cazadero, CA 95421-0508

WESTAMERICA BANK
Guerneville, CA 95446
90-40211211

9129

10/9/2019

PAY TO THE ORDER OF Merrill, Amone & Jones, LLP \$ 120.00

One Hundred Twenty and 00/100

Merrill, Amone & Jones, LLP
3554 Round Barn Blvd., STE 303
Santa Rosa, CA 95403

MEMO
September 30, 2019, statement

Maurice Berg

009129 1211402180 0403015951*

102119 14220009977199 >121140263<ARB 0017

WESTAMERICA BANK
GUERNEVILLE, CA 95446
90-40211211

\$120.00 9129 10222019

Cazadero Community Services District
Post Office Box 508
Cazadero, CA 95421-0508

WESTAMERICA BANK
Guerneville, CA 95446
90-40211211

9130

10/9/2019

PAY TO THE ORDER OF Recology Sonoma Marin \$ 45.47

Forty-Five and 47/100

Recology Sonoma Marin
County, Inc
P.O. Box 1300
Suisun, CA 94585-4300

MEMO

Maurice Berg

009130 1211402180 0403015951*

10/21/19 804642 080 442 181 SONOMA #181
123456 04 001 *4124187097< 0000139527
Credit the account of the within named payee
Without prejudice PEG-REGULUS LA

\$45.47 9130 10222019

Cazadero Community Services District
Post Office Box 508
Cazadero, CA 95421-0508

WESTAMERICA BANK
Guerneville, CA 95446
90-40211211

9131

10/9/2019

PAY TO THE ORDER OF Santa Rosa Uniform & Career Apparel, Inc \$ 1,310.73

One Thousand Three Hundred Ten and 73/100

Santa Rosa Uniform & Career Apparel, Inc
1005 West College Avenue
Santa Rosa, CA 95401

MEMO

Maurice Berg

009131 1211402180 0403015951*

WESTAMERICA BANK
GUERNEVILLE, CA 95446
90-40211211

\$1,310.73 9131 10252019

Cazadero Community Services District
Post Office Box 508
Cazadero, CA 95421-0508

WESTAMERICA BANK
Guerneville, CA 95446
90-40211211

9132

10/9/2019

PAY TO THE ORDER OF Uline \$ 809.31

Eight Hundred Nine and 31/100

Attn: Accounts Receivable
PO Box 88744
Chicago, IL 60680-1744

MEMO

Maurice Berg

009132 1211402180 0403015951*

OR TO ACCT OF PAYEE ASS OF BLD'G'D W/PA. EX
33073728-809 47100 918239

\$809.31 9132 10212019

Cazadero Community Services District
Reconciliation Summary
1-Westam Check, Period Ending 10/31/2019

	Oct 31, 19
Beginning Balance	362,368.38
Cleared Transactions	
Checks and Payments - 32 items	-14,880.79
Deposits and Credits - 1 item	6.13
Total Cleared Transactions	-14,874.66
Cleared Balance	<u>347,493.72</u>
Uncleared Transactions	
Checks and Payments - 2 items	-105.00
Deposits and Credits - 2 items	14,499.54
Total Uncleared Transactions	14,394.54
Register Balance as of 10/31/2019	<u>361,888.26</u>
New Transactions	
Checks and Payments - 10 items	-3,684.12
Total New Transactions	-3,684.12
Ending Balance	<u>358,204.14</u>

Cazadero Community Services District
Reconciliation Detail
1-Westam Check, Period Ending 10/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						362,368.38
Cleared Transactions						
Checks and Payments - 32 items						
Bill Pmt -Check	08/09/2019	9096	Paul Barry	X	-400.00	-400.00
Bill Pmt -Check	08/28/2019	EFT	Comcast	X	-109.16	-509.16
Paycheck	10/01/2019	9120	Kulczewski, Sharon	X	-803.79	-1,312.95
Paycheck	10/01/2019	9119	Krausmann, Steven M	X	-688.80	-2,001.75
Paycheck	10/01/2019	9118	Dewart, Alan	X	-461.75	-2,463.50
Paycheck	10/01/2019	9121	Caplan, Nancy K.	X	-415.58	-2,879.08
Bill Pmt -Check	10/01/2019	EFT	P. G. & E.	X	-345.93	-3,225.01
Bill Pmt -Check	10/01/2019	EFT	P. G. & E.	X	-91.69	-3,316.70
Liability Check	10/06/2019	E-pay	EFTPS	X	-472.72	-3,789.42
Bill Pmt -Check	10/07/2019	EFT	P. G. & E.	X	-379.07	-4,168.49
Bill Pmt -Check	10/09/2019	9127	EAS Consulting	X	-2,546.69	-6,715.18
Bill Pmt -Check	10/09/2019	9133	Westgate Petroleum...	X	-2,135.28	-8,850.46
Bill Pmt -Check	10/09/2019	9122	Bank of America Bu...	X	-2,014.35	-10,864.81
Bill Pmt -Check	10/09/2019	9131	Santa Rosa Uniform...	X	-1,310.73	-12,175.54
Bill Pmt -Check	10/09/2019	9132	Uline	X	-809.31	-12,984.85
Bill Pmt -Check	10/09/2019	9128	McPhail Fuel Co.	X	-183.51	-13,168.36
Bill Pmt -Check	10/09/2019	9123	Brit Horn	X	-177.00	-13,345.36
Bill Pmt -Check	10/09/2019	9129	Merrill, Arnone & Jo...	X	-120.00	-13,465.36
Bill Pmt -Check	10/09/2019	9126	Complete Welders S...	X	-56.50	-13,521.86
Bill Pmt -Check	10/09/2019	9130	Recology Sonoma ...	X	-45.47	-13,567.33
Bill Pmt -Check	10/09/2019	9125	Cazadero Supply	X	-45.03	-13,612.36
Bill Pmt -Check	10/09/2019	9124	Caplan, Nancy	X	-3.44	-13,615.80
Bill Pmt -Check	10/10/2019	EFT	Frontier Communica...	X	-206.62	-13,822.42
Bill Pmt -Check	10/10/2019	EFT	Frontier Communica...	X	-159.91	-13,982.33
Bill Pmt -Check	10/10/2019	EFT	Frontier Communica...	X	-62.06	-14,044.39
Bill Pmt -Check	10/16/2019	EFT	Comcast	X	-153.00	-14,197.39
Liability Check	10/20/2019	E-pay	EDD	X	-107.80	-14,305.19
Liability Check	10/20/2019	E-pay	EDD	X	-75.00	-14,380.19
Liability Check	10/20/2019	E-pay	EFTPS	X	-9.00	-14,389.19
Bill Pmt -Check	10/28/2019	EFT	Comcast	X	-109.16	-14,498.35
Bill Pmt -Check	10/30/2019	EFT	P. G. & E.	X	-292.78	-14,791.13
Bill Pmt -Check	10/30/2019	EFT	P. G. & E.	X	-89.66	-14,880.79
Total Checks and Payments					-14,880.79	-14,880.79
Deposits and Credits - 1 item						
Deposit	10/31/2019			X	6.13	6.13
Total Deposits and Credits					6.13	6.13
Total Cleared Transactions					-14,874.66	-14,874.66
Cleared Balance					-14,874.66	347,493.72
Uncleared Transactions						
Checks and Payments - 2 items						
Bill Pmt -Check	10/04/2019	9134	Sonoma County Fire...		-60.00	-60.00
Bill Pmt -Check	10/04/2019	9135	WestAmerica Bank- ...		-45.00	-105.00
Total Checks and Payments					-105.00	-105.00
Deposits and Credits - 2 items						
General Journal	06/30/2018	AJE6			13,458.37	13,458.37
Deposit	08/27/2019				1,041.17	14,499.54
Total Deposits and Credits					14,499.54	14,499.54
Total Uncleared Transactions					14,394.54	14,394.54
Register Balance as of 10/31/2019					-480.12	361,888.26

Cazadero Community Services District
Reconciliation Detail
1-Westam Check, Period Ending 10/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
New Transactions						
Checks and Payments - 10 items						
Paycheck	11/01/2019	9138	Krausmann, Steven M		-688.80	-688.80
Paycheck	11/01/2019	9139	Kulczewski, Sharon		-642.69	-1,331.49
Paycheck	11/01/2019	9137	Dewart, Alan		-461.75	-1,793.24
Paycheck	11/01/2019	9136	Caplan, Nancy K.		-415.57	-2,208.81
Bill Pmt -Check	11/05/2019	EFT	P. G. & E.		-376.04	-2,584.85
Liability Check	11/08/2019	E-pay	EFTPS		-498.16	-3,083.01
Bill Pmt -Check	11/12/2019	EFT	Frontier Communica...		-220.43	-3,303.44
Bill Pmt -Check	11/12/2019	EFT	Frontier Communica...		-165.81	-3,469.25
Bill Pmt -Check	11/12/2019	EFT	Frontier Communica...		-61.87	-3,531.12
Bill Pmt -Check	11/16/2019	EFT	Comcast		-153.00	-3,684.12
Total Checks and Payments					-3,684.12	-3,684.12
Total New Transactions					-3,684.12	-3,684.12
Ending Balance					-4,164.24	358,204.14

Reconciled 11-8-19
SKC

California State Treasurer **Fiona Ma, CPA**



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

November 03, 2019

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

CAZADERO COMMUNITY SERVICES DISTRICT

MANAGER
P.O. BOX 508
CAZADERO, CA 95421

Tran Type Definitions

Account Number: 16-49-006

October 2019 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
10/15/2019	10/15/2019	QRD	1619857	SYSTEM	1,356.32

Account Summary

Total Deposit:	1,356.32	Beginning Balance:	220,138.35
Total Withdrawal:	0.00	Ending Balance:	221,494.67

8:26 PM

11/08/19

Cazadero Community Services District
Reconciliation Summary
L. A. I. F., Period Ending 10/31/2019

	<u>Oct 31, 19</u>
Beginning Balance	220,138.35
Cleared Transactions	
Deposits and Credits - 1 item	<u>1,356.32</u>
Total Cleared Transactions	<u>1,356.32</u>
Cleared Balance	<u>221,494.67</u>
Register Balance as of 10/31/2019	221,494.67
Ending Balance	221,494.67

8:26 PM

11/08/19

Cazadero Community Services District
Reconciliation Detail
L. A. I. F., Period Ending 10/31/2019

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Beginning Balance						220,138.35
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	10/15/2018			X	1,356.32	1,356.32
Total Deposits and Credits					1,356.32	1,356.32
Total Cleared Transactions					1,356.32	1,356.32
Cleared Balance					1,356.32	221,494.67
Register Balance as of 10/31/2019					1,356.32	221,494.67
Ending Balance					1,356.32	221,494.67



CAZADERO COMMUNITY SERVICES DISTRIC

WorldPoints

September 28, 2019 - October 27, 2019

Company Statement

Account Information: www.bankofamerica.com

Mail Billing Inquiries to: BANK OF AMERICA PO BOX 982238 EL PASO, TX 79998-2238

Mail Payments to: BUSINESS CARD PO BOX 15796 WILMINGTON, DE 19886-5796

Customer Service: 1.800.673.1044, 24 Hours

TTY Hearing Impaired: 1.888.500.6267, 24 Hours

Outside the U.S.: 1.509.353.6656, 24 Hours

For Lost or Stolen Card: 1.800.673.1044, 24 Hours

Business Offers: www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$626.08
Minimum Payment Due \$626.08
Payment Due Date 11/21/19
Late Payment Warning: If we do not receive your minimum payment by the date listed above...

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance.

Account Summary

Previous Balance \$2,014.35
Payments and Other Credits -\$2,014.35
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$626.08
Fees Charged \$0.00
Finance Charge \$0.00
New Balance Total \$626.08
Credit Limit \$10,000
Credit Available \$9,373.92
Statement Closing Date 10/27/19
Days in Billing Cycle 30

Cardholder Activity Summary

Table with 7 columns: Account Number, Credit Limit, Total Activity, Payments and Other Credits, Balance Transfer Activity, Cash Advance Activity, Purchases and Other Charges, Fees Charged. Row for KRAUSMANN, STEVE shows Total Activity of 626.08 and Fees Charged of 0.00.

0201435 0062608 0062608 [Redacted]

Account Number: [Redacted]
September 28, 2019 - October 27, 2019

New Balance Total \$626.08
Minimum Payment Due \$626.08
Payment Due Date 11/21/19

BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

Enter payment amount
\$

CAZADERO COMMUNITY SERVICES DISTRIC
PO BOX 508
CAZADERO, CA 95421-0508

For change of address/phone number, see reverse side.

Mail this coupon along with your check payable to: BUSINESS CARD, or make your payment online at www.bankofamerica.com

If you believe a transaction on your statement is an error, complete and sign a copy of this form using blue or black ink, or write a detailed letter on a separate sheet of paper. Then return it to: **PO BOX 53101, PHOENIX, AZ 85072-3101** no later than 60 days after we sent you the first bill on which the transaction or error appeared. If you prefer to speak with a representative about your dispute, please call **1.866.601.4410, 8am-8pm Est.** You do not have to pay any amount in question while we are investigating, but you are obligated to pay the parts of your bill that are not in question.

PLEASE DO NOT ALTER WORDING ON THIS FORM OR MAIL YOUR LETTER WITH YOUR PAYMENT. Provide copies of all documentation that will help us investigate your dispute (e.g. contracts, invoices, detailed letter, sales slips, return receipts, or second opinions).

Your Name: _____ Account Number: _____
Posting Date: _____ Transaction Date: _____ Reference Number: _____
Amount: _____ Disputed Amount: _____ Merchant Name: _____

Below tell us why you think the item noted above is in error. **Check one box only.**

- 1. I certify that I do not recognize the transaction. I have attempted to contact the merchant to verify this transaction.
- 2. I certify that the charge listed above was not made by me or a person authorized by me to use my card, nor were the goods or services represented by the transaction received by me or authorized by me.
- 3. Although I did engage in a transaction with this merchant, I was billed for _____ transaction(s) totaling \$ _____ that I did not engage in. I have my card in my possession. If available, enclose a copy of the sales slip for the valid charge.
- 4. I have not received the merchandise that was to be shipped to me on ___/___/___ (MM/DD/YY). I have asked the merchant to credit my account.
- 5. Merchandise shipped to me was not as described. Please explain in detail and if applicable provide proof of return.

- 6. Merchandise shipped to me arrived damaged and/or defective. I returned it on ___/___/___ (MM/DD/YY) and asked the merchant to credit my account. Please provide proof of return and describe how the merchandise was damaged and/or defective.

- 7. Although I did engage in the above transaction, I dispute the entire charge or a portion in the amount of \$ _____. I have contacted the merchant, returned the merchandise on ___/___/___ (MM/DD/YY) and requested a credit adjustment. I am disputing this charge because _____
Please supply proof of return or if unable to return merchandise please explain.

- 8. I notified the merchant on ___/___/___ (MM/DD/YY) to cancel the preauthorized order or reservation. Please note cancellation # and if available, enclose a copy of your telephone bill showing date and time of cancellation. Reason for cancellation: _____

- 9. Although I did engage in the above transaction, I have contacted the merchant for credit. The services to be provided on ___/___/___ (MM/DD/YY) were not received. Please describe the services to be received and explain the merchants failure to provide the services.

- 10. I was issued a credit slip that was not shown on my statement. A copy of my credit slip is enclosed. If the merchant has agreed to issue a credit, be advised the merchant has up to 30 days to supply this credit to your account.
- 11. The amount of the charge was increased from \$ _____ to \$ _____ or my sales slip was added incorrectly. Enclosed is a copy of the sales slip that shows the correct amount.
- 12. Other: Please explain _____

Merchants often provide telephone numbers with their names on your billing statement. If you do not recognize a transaction, attempt first to contact the merchant for transaction information.

Cardholder Signature (required): _____ Date: _____

Home Telephone: (____) _____ Business Telephone: (____) _____

PLEASE KEEP A COPY OF BOTH SIDES OF THIS STATEMENT FOR YOUR RECORDS

PAYMENTS

We credit a payment as of the date we receive it if the payment is: 1) received by 5:00 p.m. (Eastern Time) Monday through Friday (except legal holidays). 2) received at the payment address indicated on the front of this statement. 3) paid with a check drawn in U.S. dollars on a U.S. financial institution or a U.S. dollar money order, and 4) sent in the return envelope with only the bottom portion of your statement accompanying it. Payments received after 5:00 p.m. (Eastern Time) Friday, but that otherwise meet the above requirements, will be processed on the next business day, which is usually the following Monday. Saturdays, Sundays, and holidays are not business days. Credit for payments received in any other manner may be delayed up to five business days, during which time finance charges, if applicable will continue to accrue. We will reject any payments that are not drawn in U.S. dollars and those drawn on a financial institution located outside of the United States. Please do not send cash, credit cards, correspondence, staples or paper clips with your payment. Mail your payment at least 7 days in advance of the payment due date to ensure timely delivery.

SERVICE FOR THE HEARING IMPAIRED: 1.888.500.6267, 24 Hours

CUSTOMER CORRESPONDENCE

If you prefer to send a written inquiry regarding your account, please send the request to: **BANK OF AMERICA, PO BOX 982238, EL PASO, TX. 79998-2238, USA.** This address should not be utilized to dispute merchant transactions appearing on your billing statement. Please see the paragraph above for instructions regarding dispute procedures.

For address/phone number changes on all accounts in your program, have the authorized contact make a request at WWW.BANKOFAMERICA.COM

CAZADERO COMMUNITY SERVICES DISTRIC

September 28, 2019 - October 27, 2019

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
CAZADERO COMMUNITY SERVICES DISTRIC				
Account Number: 3883				
Payments and Other Credits				
10/21	10/18	PAYMENT - THANK YOU	29215300000000524640962	- 2,014.35
TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD				-\$2,014.35
KRAUSMANN, STEVE				
Account Number: 1370				
Purchases and Other Charges				
10/07	10/05	BATTERY UNIVERSE 208-347-2745 ID	55432869278200906018917	468.08 ✓
10/07	10/05	BATTERY UNIVERSE 208-347-2745 ID	55432869278200906018925	58.00 ✓
10/18	10/17	INT*IN *DIGITAL DEPLOY 916-2080903 CA	55432869290200950284690	100.00 ✓
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$626.08

Finance Charge Calculation

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	16.99% V	\$0.00	\$0.00
CASH	25.99% V	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

WorldPoints Rewards for Business™ Summary

Beginning Balance	56,398.18	Other Bonuses	.00
Earned	626.08		
Redeemed	.00		
Adjustments	.00	Ending Balance	56,632.26

Redeem your points for cash, gift cards and travel by calling 1.800.673.1044, or visit bankofamerica.com/business

SONOMA COUNTY REGION 5 FIRE COUNCIL
FORESTVILLE FPD, RUSSIAN RIVER FPD, MONTE RIO FPD, CAZADERO CSD,
CAMP MEEKER VFD AND OCCIDENTAL CSD, GRATON FPD (GUEST).

Monday, November 4, 2019, 6:30pm
Monte Rio FPD – Monte Rio

MINUTES

1. **Call to order, Pledge of Allegiance, Roll Call** -- Meeting was called to order at 6:30PM.

Roll Call: Ray Lunardi, Steve Baxman, Mike Nicholls, Ron Lunardi, Dan Fein, Bill Bullard, Dave Franceschi, Steve Krausmann, Steve Ginesi, Jason Weaver, Tony Goodwin - Guest
2. **Approval of Agenda (changes, additions or deletions) (Action Item)**
No changes to the agenda
3. **Public Comment**
None.
4. **Communication Issues Encountered During PSPS Event**
 - a. Chief Lunardi requested an overview of what communication issues were encountered by agency ~
 - i *Occidental has Direct TV, and only sustained a 2-hour outage during duration with phone and internet supplied by ATT.*
 - ii *Graton internet service was out for the duration. Natural gas and PG&E electricity out for duration. Station transferred to generator. Cell service available*
 - iii *Monte Rio – no internet or PG&E power for duration – station transferred to generator – cell service available*
 - iv *Forestville – no internet or PG&E power – station transferred to generator – cell service available.*
 - v *Cazadero – no internet and phone service failed. No PG&E power; switched to generator and generator failed when attempting to pump from well to tank to supply hydrants. Secondary backup generator was then utilized. No cell service available.*

5. **Recruitment and Retention**
 - a. Agencies are requested to submit an accounting of R&R funds received from the county through Captain Travis Wood, the fiscal manager at RRFPD
 - i. *Monte Rio submitted expenditures of \$21,458.33 – Safety Clothing.*
 - ii. *Forestville and Monte Rio submitted information*
 - iii. *Occidental and Cazadero need to submit*

6. **LEXIPOL Edits**
 - a. No Lexipol edits have been submitted to Jason Clopton at Russian River. This has been an ongoing project for two years.

7. **Kincaid Fire Debriefing**
 - a. Chief Baxman reported a major issue with Sweetwater Springs potential water delivery shutdown and lack of water supplying hydrants and occupied homes. Issue was resolved in contacting Supervisor Hopkins and no shutdown occurred.
 - b. Evacuation zone was “way too big”
 - c. Occidental was down to 12’ in tanks, community uses 30K gallons daily.
 - d. Agencies had to drive to Santa Rosa for food and supplies – some agencies considering purchasing “survival buckets” containing freeze dried meals for future events.
 - e. Forestville had plenty of food, however suggested a **Fuel Truck be deployed in the Region.**
 - f. Cassini Campgrounds has 500 gallons each of gasoline and diesel in gravity tanks available for emergencies.
 - g. Parmeter’s in Cazadero are also a fuel backup source
 - h. Occidental restaurants donated meals to firehouse
 - i. Monte Rio had 36 pies donated to the firehouse, which in turn were distributed to residents who remained in town.
 - j. Chief’s discussed forming their own Region 5 Task Force, including backfill staffing at each station.
 - k. Graton had 3 RV trailers to house staff on rotation teams. Cazadero reported access to one RV.
 - l. Forestville reported major traffic backup at intersection of 116 and Occidental Rd. Called for assistance – CHP responded and within 15 minutes traffic was flowing and logjam was cleared.
 - m. Graton will be ordering magnetic signs for vehicles required to enter and leave evacuation zones. Issues were encountered by firefighters attempting to return to home agency following food runs into Santa Rosa. **We need official ID cards for clearing roadblocks.**
 - n. Each agency has different requirements for refueling. **Cal Cards should be in each mobile apparatus glove box.** Low limits can be set for each card and easily upgraded during disasters; rebate programs are available.
 - o. Concern was expressed regarding a perceived communication disconnect with the Sheriff’s Dept. **Lt. Mike Raasch will be invited to the next**

Region 5 meeting to foster an improved level of communication between law enforcement and fire protection services.

- p. It was suggested **Monday Calls separate fire issues from City issues** – perhaps separate meetings?
- q. Strike Team Pay – Forestville submitted request. E numbers needed for reimbursement. Tim Aboudara from 1401 or Shep will assist in FEMA filings.

8. **Consolidation Update**

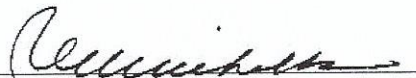
- a. Gold Ridge to discuss commonalities and promote local control
- b. Occidental may consider a one-year partnership, initially renewable annually. Shep will conduct a salary survey.
- c. Board of Supervisors will want to see steps forward to consolidate on a regional basis.
- d. Chief Franceschi strongly urged agencies hiring paid staff to begin saving immediately for the initial PERS deposit after the one-year probationary period for candidates.

9. **Public Comment**

- a. Nicholls announced the Russian River Disaster and Wellness Fair will be held at Guerneville School between 1 and 4PM on November 16. Go bags will be distributed to attendees until supplies run out.

10. **Adjournment:** *On a motion by Steve Krausmann, seconded by Mike Nicholls, the meeting was adjourned at 8:51PM. VOTE: UNANIMOUS*

Next meeting – February 3, 2020 – Cazadero – 6:30PM.

/s/ 
Mike Nicholls, Secretary-Region 5



**CAZADERO COMMUNITY SERVICES DISTRICT
PO BOX 508
CAZADERO CA 95421-0508**

October 16, 2019

Mr. Matthew Duarte, Executive Director
CAPRI
6341 Auburn Blvd Suite A
Citrus Heights, CA 95621-5203

Dear Matt:

As a follow up to our board meeting on October 14th, our board voted unanimously to accept the quotation from CAPRI to furnish our Park Insurance, effective October 25, 2010, per the quotation sent to us on September 23, 2019.

Please confirm insurance coverage will be bound on the above effective date. Please submit an invoice to the Attention of: Sherry Kulczewski our Administrative Assistant at her email address cazaderoCSD@comcast.net. We will also need an invoice from CARPD as well.

In closing, the Cazadero CSD is honored to join the CAPRI family.

Sincerely,

Michael Nicholls, President
Cazadero Community Services District

Cc: Board of Directors, Cazadero CSD
Sherry Kulczewski - Admin

From: Matthew Duarte mduarte@capri-jpa.org
Subject: RE: Cazadero CSD Park Insurance
Date: October 21, 2019 at 6:01 PM
To: Michael Nicholls mcnicholls@me.com
Cc: Carlee Weston cweston@capri-jpa.org



Hi Michael,

We are in receipt of your correspondence dated October 16th. Great news! I will send you a formal letter confirming interim coverage effective October 25th with official CAPRI membership pending final approval by the CAPRI Board on November 22nd. Thereafter, we will submit an invoice representing the CARPD Membership Dues as well as the CAPRI premium for 2019-2020.

Should you have any questions or concerns in the interim, please do not hesitate to contact me.

Thanks and have a nice week,

Matthew Duarte
Executive Director



6341 Auburn Blvd., Suite A
Citrus Heights, CA 95621-5203
Phone: (916) 722-5550
Fax: (916) 722-5715
E-Mail: mduarte@capri-jpa.org

The information in this e-mail (including any attachments) contains information that may be confidential, protected by the attorney-client privilege or other applicable privileges, protected by the right of privacy, constitute other non-public information, and the property of the California Association for Park and Recreation Indemnity. It is intended to be conveyed only to the designated recipient(s). If you received this message in error, please destroy this message, delete any copies and attachments stored on your systems and notify the sender immediately. Any further distribution or copying of this message is strictly prohibited and may be unlawful.

From: Michael Nicholls <mcnicholls@me.com>
Sent: Sunday, October 20, 2019 3:36 PM
To: Matthew Duarte <mduarte@capri-jpa.org>
Cc: Carlee Weston <cweston@capri-jpa.org>
Subject: Cazadero CSD Park Insurance

Hello Matt:

I had sent a letter earlier in the week, and discovered today somehow it ended up in my draft file for some unknown reason. I apologize for the oversight on my part, but am pleased to let you know our board approved the insurance quotation from CAPRI for our

park insurance.



From: CazaderoCSD cazaderocsd@comcast.net
Subject: RE: Dinner Meeting at Schell-Vista on Thursday, October 24
Date: October 20, 2019 at 6:03 PM
To: Steve Krausmann skrausmann@cazadero-csd.org, Paul Barry acfd1@comcast.net, Steve Krausmann Krausmann4@MSN.com, Cory Olson colson@cazadero-csd.org, Michael C. Nicholls mcnicholls@me.com

Good evening all,

I received two responses for this dinner, Paul Barry and Mike Nicholls, so I will RSVP for two persons and leave a check (payable to Sonoma County Fire Districts Association in the amount of \$60.00) on the desk here at the firehouse.

Sincerely,
Sherry Kulczewski
Administrative Assistant
Cazadero Community Services District

From: CazaderoCSD <cazaderocsd@comcast.net>
Sent: Monday, October 14, 2019 9:05 PM
To: 'Steve Krausmann' <skrausmann@cazadero-csd.org>; 'Paul Barry' <acfd1@comcast.net>; 'Steve Krausmann' <Krausmann4@MSN.com>; 'Cory Olson' <colson@cazadero-csd.org>; Michael C. Nicholls (mcnicholls@me.com) <mcnicholls@me.com>
Subject: Dinner Meeting at Schell-Vista on Thursday, October 24

Good evening gentlemen,

We need to RSVP for the dinner and write a check to Sonoma County Fire Districts Association for our attendees. Please respond to this email by Saturday morning (October 19) letting me know if you are attending the dinner meeting at Schell-Vista Fire Protection District on Thursday, October 24. I will send the RSVP and write the check this weekend. Thank you.

Sincerely,
Sherry Kulczewski
Administrative Assistant
Cazadero Community Services District

From: Michael Nicholls mcnicholls@me.com
Subject: Re: CSD "Park Improvement Plan"
Date: October 25, 2019 at 5:14 PM
To: Kristie Sheets kristiesheets@hotmail.com



Hello Kristie:

Red Flag and Wind modeling issues, Office of Emergency Services, Sonoma Clean Power and Sonoma County Fire District meetings over the past couple of days have prevented me from replying in a more timely manner.

I've forwarded your letter to our District's Attorney for his review. He indicated he would reply mid-week pending any unforeseen extended power outage or fire issues.

Please continue to visit our www.cazadero-csd.org website. We will be posting PSPS, public safety and wind updates as appropriate under NEWS as long as we have connectivity to continue updating information as received.

We just posted the following "Due to the intensity of the forecasted weather and the likelihood of damage to PG&E's infrastructure, it is anticipated that the restoration process may take multiple days and power may be out for an extended timeframe. Community members are urged to prepare now in the event of an extended outage lasting several days."

Thank you,

Mike

On Oct 23, 2019, at 8:58 PM, Kristie Sheets <kristiesheets@hotmail.com> wrote:

Hi Michael,

I have been looking into the action taken to approve the Park Improvement Plan on Aug. 12th, 2019. From my understanding per your minutes, this item was presented to the board Aug. 12th and at that SAME meeting an action was taken to approve the plan. Per the Brown Act that is a violation you have to make the plan available to the public prior to action and allow for comment. A violation would make the action void and it would need to be submitted as a action item again and voted on again. Because the violation was also done under that action it would also be void.

I've been provided with information on Brown Act violation penalties, *see below. This is only to exercise our right as a community to have a fair chance to voice our opinion and concern regarding the eviction of our beloved Sky Garden. The fact that this action item was brought to the board by a member whose personal interest is served by the installation of this depot, seems like our tax dollars are going to provide him with a personal play space. That added with the deceptive listing of the action item lends more validity to our point.

A "Park Improvement Plan" is deceptive. The "park" is highly recognized as the children's park downtown. We don't hear anyone refer to the Sky garden as the "park" nor the Tennis courts as the Park. The Action Item should have been listed not to deprive the public of information.

I would like to formally request a outline of the plan that the board refers to as the "park Improvement plan".

I assume it will answer other questions the community has;

What is the budget for the project?

How will it be ADA Compliant?

How will it be ADA compliant?

How will grading be done?

How will the septic be approved? Given it's been said to also be a meeting place for historical classes there will need to be an onsite restroom.

We are looking to review the plan as soon as possible to prepare for the November 11th meeting. As always I appreciate your dialog and I hope we can find some common ground.

Thank you,

Kristie Sheets

STATUTORY PENALTIES FOR VIOLATION OF THE BROWN ACT Each member attending a meeting of the governing board where the public is intentionally deprived of information to which the member knows or has reason to know the public is entitled to is in violation of the Brown Act and may be charged with a criminal offense.¹⁵⁹ In addition, the district attorney or any interested person may bring a civil action against a board for past violations, ongoing violations, or threatened future violations of the Brown Act and recover costs and attorney fees.¹⁶⁰ Prior to any action being commenced, the District Attorney or interested person shall make a demand on the legislative body to cure or correct the action alleged to have been taken in violation of 155 Government Code section 54957.5. 156 Government Code section 54957.5(b). 157 Government Code section 54957.5(b). 158 Government Code section 6252.7. 159 Government Code section 54959. 160 Government Code sections 54960, 54960.1, 54960.5.

From: William Adams wadams@majlaw.com
Subject: Cazadero Community Services District Board meeting 11/11/19
Date: November 4, 2019 at 10:41 AM
To: kristiesheets@hotmail.com
Cc: Michael Nicholls mcnicholls@me.com



Ms. Sheets –

We represent the Cazadero Community Services District. Board President Mike Nicholls asked me to notify you that the Board will include a discussion regarding the Sky Garden community garden on its agenda for the Board meeting on Monday 11/11/19.

Please contact me if you have further questions about this matter.

Regards –

Bill Adams

William L. Adams
Merrill, Arnone & Jones, LLP
707-528-2882 voice
707-528-6015 fax
707-236-2176 cell
wadams@majlaw.com

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**CAZADERO COMMUNITY SERVICES DISTRICT
PO BOX 508
CAZADERO CA 95421-0508**

NOTICE TO VACATE

From: Cazadero Community Services District (CCSD)

To: Cathy Schezer – Sky Garden (Sky Garden)

Sky Garden is currently operating a community garden and orchard on CCSD property in Cazadero, Sonoma County, California, with the permission of CCSD.

CCSD hereby revokes said permission. Sky Garden shall remove all their plants, materials, and equipment, and vacate the property within ninety (90) days.

Dated: October 15, 2019

Michael Nicholls

President, Cazadero Community Services District Board of Directors

Cc: Board of Directors, Cazadero CSD
Sherri Kulczewski - AA

Hello Lynda

A one day notice concerning a 90 day - daily closure of King Ridge, with a detour by driving north on King Ridge to Tin Barn to Plantation, and then south to Ft Ross or north to Skaggs Springs then east to Healdsburg presents major issues for residents transporting young people to and from school, mail delivery, medical aid, fire protection, work commutes, agricultural commerce and a host of other issues.

I'm certainly in support of "winterizing" King Ridge in order to comply with FEMA, however I am appalled regarding the lack of advance notification and then asking me for suggestions on how to mitigate "possible frustration" (you think?) with a one day closure notice. Did TPW extend the courtesy of notifying residents in advance of the email I received today? Was the US Post Office notified? Was CalFire notified? Was the ambulance district notified? And I'm certainly not aware of a basic courtesy notifying the CSD or our Fire Chief.

We have a CSD Board meeting Monday, November 11th at 6PM. I request the County be prepared to send someone out to address our board and take ownership for "dropping the ball" regarding the lack of advance notification with key stakeholders.

Thank you.

Mike

Begin forwarded message:

From: Elise VanDyne <Elise.VanDyne@sonoma-county.org>
Subject: road updates
Date: November 8, 2019 at 9:59:13 AM PST
To: "Cynthia Strecker (cystrecker@gmail.com)" <cystrecker@gmail.com>, "Michael Nicholls MAC" <mcnicholls.lrrmac@gmail.com>
Cc: "Scott Farmer (farmer.sccmac@icloud.com)" <farmer.sccmac@icloud.com>

Hi,

Message from TPW of interest to your constituents:

We received word from the contractor that work will begin on Coleman Valley Rd., Moscow Rd., and King Ridge Rd. on Tuesday next week, 11/12.

Message boards are being installed today to notify travelers of the work, delays, and detour in order to plan accordingly. We will also notice this on social media today with the attached graphic.

Important notes:

- There are 5 sites on King Ridge Rd. to be winterized in a sequence of three projects based on their locations along the roadway. The road will be closed 8 a.m. – 5 p.m. for the duration beginning next week, with completion expected at the end of January. The detour is Fort Ross Rd. and may present a significant detour for some residents. We welcome any suggestions on how we might be able to mitigate possible frustration.
- Coleman Valley Rd. will remain open with reduced lanes and delays up to 30 minutes during work hours.
- Moscow Rd. will not reopen at this time. The winterization effort is designed to stabilize the site to prevent additional damage.

THIS EMAIL ORIGINATED OUTSIDE OF THE SONOMA COUNTY EMAIL SYSTEM.

Warning: If you don't know this email sender or the email is unexpected, do not click any web links, attachments, and never give out your user ID or password.



From: district5 district5@sonoma-county.org
Subject: Re: road updates
Date: November 8, 2019 at 9:01 PM
To: Michael Nicholls MAC mcnicholls.lrrmac@gmail.com, Lynda Hopkins Lynda.Hopkins@sonoma-county.org, Elise VanDyne Elise.VanDyne@sonoma-county.org
Cc: Cory Olson colson@cazadero-csd.org, Maureen Berry maureen@berrysmill.com, Homer Canelis hcanelis@cazadero-csd.org, cazaderocsd@comcast.net, Paul Barry acfd1@comcast.net, Sherry Kulczewski skulczewski@scottag.com, Krausmann4@msn.com krausmann4@msn.com, William R Adams wadams@majlaw.com

Hi Mike,

We got some more info from TPW, and the situation is less severe than initially presented. This is unwieldy on a phone. But pasting info here to get it out ASAP.

Leo

Good Evening,

Here is the latest information for King Ridge Road. Feel free to share as needed with the understanding that unanticipated construction conditions such as hard rock encountered beneath the road, etc., and weather could alter/delay/change the approach:

There are 5 sites but really 3 locations. The middle 3 sites are so close to each other, and there are no driveways between these sites, that the same road closure set up will be used. Only one closure location will be utilized at a time. No one will be trapped between road closures.

Message boards have been placed warning of the upcoming work. Once construction begins the message will be changed to state where the road is closed, such as " Road Closed 5 miles Ahead." We feel that people who regularly drive this road will soon learn where we are working and which direction to travel.

For people who are not familiar with the roads in this area, detailed detour signs describing the route to take will be installed on Tuesday. At the Cazadero end the sign will say something like, "King Ridge Rd closed for slide repair. Use Fort Ross Road." There will also be a detour arrow pointing towards Fort Ross Road. At the intersection with Hauser Bridge Rd/Tin Barn Rd/King Ridge Rd the sign will say, "King Ridge Rd closed for slide repair. Use Hauser Bridge Rd to Sea View Rd to Fort Ross Rd." The message board stating how far ahead the closure is will be placed nearby so that both can be seen together.

Generally the road closures will be 8 AM to 5 PM, Monday through Friday. The first closure will be the farthest from town for about 1 week. Then the closure will move to the site closest to town for about 2 weeks. Finally the closure will move to the middle 3 sites for about 3-4 weeks. Work will continue at the first location when the closure moves to the next location but the road will be open with standard traffic control and flaggers. It is really the size of the drill rigs that will be used to start the repairs that are triggering the road closures. The other, more standard road building activities can happen with traffic control in place and some delay to motorists.

More location/schedule detail if you're interested:

Beginning Tuesday 11/12 work will begin on the first location at Post Mile 13.53. This is 3.53 miles towards Cazadero from the Hauser Bridge Rd/Tin Barn Rd intersection. Equipment will be moved to the site on Monday but the road will not close until Tuesday.

Beginning Monday 11/18 work will begin on the location closest to Cazadero at Post Mile 25.62. I think it is Xxxxx driveway that is in the middle of this site. We will make contact with him directly before we start this location to coordinate when he needs to come and go from his property. We will do our best to make sure he has reasonable access.

I will update you with schedule information for the middle 3 sites when we get closer to starting there. I hope I've given you enough information to respond to the inquiries. Please feel free to contact me again if you need more data. I will try to keep you informed of schedule changes. Projects like this one often do not go as planned so please have patience with us as we try to stabilize this important road. Thanks for your help.

Sent from my phone

On Fri, Nov 8, 2019 at 6:12 PM -0800, "Michael Nicholls MAC" <mcnicholls.lrrmac@gmail.com> wrote:

EXTERNAL

*** Do Not Reply To All — Emergency Notification ***{



CAZADERO COMMUNITY SERVICES DISTRICT
PO BOX 508
CAZADERO CA 95421-0508

November 11, 2019

Ms. Katie Pell
4756 Devonshire Place
Santa Rosa CA 95405

Dear Ms. Pell:

I want to acknowledge your thoughtful *Thank You* note directed to the Cazadero Community Services District.

As the current President of the district, I'm passing your note along to our Fire Chief so that he can commend our front-line firefighters, all of which we are very proud.

Sonoma County Fire Agencies operate on limited budgets, augmented with Pancake Breakfasts, Chili Cookoffs and other fundraisers to supplement annual funding requirements. All agencies, whether it be large city departments or small rural volunteer agencies pull together for the common good of all county residents in times of need. That being said, we urge your support on the ½% Sales Tax Measure which will be on the March 3, 2020 ballot to provide the necessary funding and service levels solely dedicated for fire protection services within the County.

Taking the time to send us a thank you is deeply appreciated by our Board of Directors, Fire Chief and Firefighters.

Thank you again!

Sincerely,

Michael Nicholls, President
Cazadero Community Services District

Dear Cazadero Community ¹¹⁻²⁻¹⁹
Service District,

Thank you for your hard work
fighting the Kincaide Fire. You
are true superheroes and
have reminded us once again.
We have the good fortune of
having such courageous
and valiant first responders

as yourselves. I immensely
appreciate all of the many
sacrifices you've made
lately and every single day.

I cannot thank you
enough.

Love,
KATIE PELL
