



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

Board Meeting Agenda
September 14, 2020 ~ 6:00PM
Location ~ Fire Station #1
5980 Cazadero Hwy, Cazadero Ca 95421

****GOVERNOR'S EXECUTIVE ORDER N-25-20****

****GOVERNOR'S EXECUTIVE ORDER N-29-20****

RE CORONAVIRUS COVID-19

DUE TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29- 20 WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE BROWN ACT, AND THE ORDER OF THE HEALTH OFFICER OF THE COUNTY OF SONOMA TO SHELTER IN PLACE TO MINIMIZE THE SPREAD OF COVID-19, MEMBERS OF THE BOARD OF DIRECTORS WILL BE PARTICIPATING BY TELECONFERENCE INTO THE BOARD OF DIRECTORS MEETING FOR SEPTEMBER 14, 2020.

Members of the public who wish to participate in the Board of Director's meeting may do so by either logging on to the Zoom link or dialing the teleconference call-in number and inputting the meeting ID and passcode when prompted:

- <https://us02web.zoom.us/j/88232359895?pwd=KzBXQ0pGdkZUNll5UfNXTTlvWnU5Zz09>
- Telephone number 1 (669) 900-6833 Meeting ID 882 3235 9895 Passcode 942660

PLEASE NOTE: The Cazadero Community Services District office is closed, and this meeting will be conducted entirely by teleconference.

Should you want to submit public comment, you may do so either by commenting at the appropriate time in person if logging into the meeting or by email before Board Meeting is called to order. If emailing, please state the agenda item number that you are commenting on and limit written comments to three hundred (300) words or less. Comments can be sent to mcnicholls@cazadero-csd.org Written comments received prior to the meeting will be read into the record.

The Board meeting agenda and all supporting documents are available for public review on the website at www.cazadero-csd.org

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

President Nicholls
Director Barry Director Canelis Director Berry Director Olson

OPEN TIME FOR PUBLIC EXPRESSION

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 and is restricted to matters within the Board’s jurisdiction. Items that appear to warrant a more-lengthy presentation or Board consideration may be placed on the agenda for discussion at a future meeting. Please limit comments to three hundred (300) words.

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. Approval of Meeting Minutes – August 10, 2020
2. Approval of Special Meeting Minutes – September 3, 2020
3. Approval of Financials – Month of August 2020

ACTION ITEMS

1. **Bill Ross, Legal Counsel Presentation (6:30 PM)** – Discussion/Action – Requested by Paul Barry
2. **Consider Approval of Resolution 20/21-02 for Transfer of Reserve Funds to the Sonoma County Pooled Investment Fund** – Discussion/Action
3. **2020-2021 FY Final Budget** – Discussion/Action – Presentation and approval of 2020-2021 FY Final Budget and Approval of Resolution 20/21-03 Adopting the 2020/21 fiscal Year Final Budget.

4. **Station #1 Generator Replacement** – Discussion/Action – Update on grant status and board authorization to purchase replacement unit to provide back-up power to station during grid failures.
5. **Pole Mountain** – Discussion/Action – Review and consider a donation request from Gayle Alexander representing the Pole Mountain Board in the amount of \$2,500.
6. **Feasibility of Parcel Tax to Support Cazadero CSD Fire Services** – Discussion/Action – Requested by Michael Nicholls
7. **Revision of Chart of Accounts** – Discussion/Action – Requested by Paul Barry
8. **Election for Board Members** – Discussion/Action

DISCUSSION ITEMS

1. **Cazadero Firefighters Association** – Monthly Association report.
2. **Business and Camp Inspections**– Update on Inspection progress.
3. **Grant Opportunities** – Review and discuss application opportunities.
4. **Controlled Burns** – Review and discuss controlled burns in our area.

COMMITTEE REPORTS

1. Consolidation Ad Hoc 2020
2. Park Ad Hoc 2020

FINANCIAL REPORTS

COMMUNICATIONS

1. Email: Gran Fondo Scheduling - 2021
2. Email: Biennial Notice for Conflict of Interest, and 2020 Local Agency Biennial Notice
3. Proof of Publication for Public Notice regarding preliminary budget for 2020-21 FY
4. Letter from CAPRI RE: 2020 CAPRI Board of Directors Election – Call for Nominations
5. Email: CARPD September Member Update
6. Email: Jim Berry, Cazadero Water Company, re: Water Rights and Hotel Spring Permit

ADJOURNMENT

CONSENT ITEMS



*Cazadero Community Services District
Meeting Minutes –August 10, 2020*

The Cazadero Community Services District meeting was conducted pursuant to the provisions of the Governor’s Executive Order N-29-20 which suspends certain requirements of the Ralph M. Brown Act due to the COVID-19 virus. CSD Board Members and staff participated in the meeting by zoom teleconference. Members of the public were provided a zoom and telephone call-in number to view or listen to the meeting and the opportunity to provide public comment verbally or in written format.

1. Call to Order and Roll Call

The regular meeting of the Cazadero CSD Board was called to order at 6:01PM on August 10, 2020. Assistant Fire Chief Schanz led the Pledge of Allegiance. The following Directors were present: Nicholls, P. Barry, Canelis, M. Berry, Olson. Assistant Chief Schanz, AA Kulczewski, and legal counsel Bill Adams were also present.

2. Public Comment

None.

3. Agenda Adjustments

Closed Session – Removed by Director Nicholls.

Discussion Item 3 – Counsel Presentation moved to after Fire Chief’s Report by Director Nicholls.

4. Director Reports

None

5. Fire Chief’s Report/Staff Report

Assistant Chief Schanz reported that the Department has two new volunteers; two firefighters are in Operator Engineer training; they have started setting up Target Solutions for setting up and tracking staff training; the generator battery is not charging.

Call Report for July:

Nature of Call	Number of Calls
Mutual Aid	3
Smoke Investigation	1
Vegetation Fire	1
Hazardous Situation	2
Electrical (arcing lines)	1

6. Consent Calendar Items

On a motion by Director M. Berry, Seconded by Director Olson, the Board moved to approve the Consent Calendar Items. VOTE: 4-0-1 by roll call:

Director	Vote
Nicholls	Aye
P. Barry	Abstain
Canelis	Aye
M. Berry	Aye
Olson	Aye

7. Action Items

- a. **Station #1 Generator Replacement** – Director Nicholls reported he is waiting on the County Supervisors for status on the grant and that the generator runs it just doesn't charge the battery. Item moved to September meeting.
- b. **Pole Mountain** – Tabled until 2020-21 FY Budget created.
- c. **Polling Place for November 3 Election** – After Board discussion, on a motion by Director P. Barry, Seconded by Director M. Berry, the Board moved to utilize Station 1 as a polling place. VOTE 5-0-0 by roll call:

Director	Vote
Nicholls	Aye
P. Barry	Aye
Canelis	Aye
M. Berry	Aye
Olson	Aye

- d. **Perimeter Lighting at Fire Stations** – After Board discussion, on a motion by Director P. Barry, Seconded by Director Olson, the Board moved to add perimeter lighting to Station 1 for security purposes. VOTE 5-0-0 by roll call:

Director	Vote
Nicholls	Aye
P. Barry	Aye
Canelis	Aye
M. Berry	Aye
Olson	Aye

- e. **Creation of a Title for the Historical Exhibit** – After Board discussion, on a motion by Director P. Barry, Seconded by Director Olson, the Board moved to title the new park historical area the Cazadero History Learning Center. VOTE: 4-1-0 by roll call:

Director	Vote
Nicholls	Aye
P. Barry	Aye
Canelis	Aye
M. Berry	Naye
Olson	Aye

- f. **CSD Banking Relationship** – After Board discussion, on a motion by Director M. Berry, Seconded by Director P. Barry, the Board moved to transfer funds from Westamerica Bank to Community First Credit Union and to close the Westamerica account after outstanding items have cleared. VOTE 5-0-0 by roll call:

Director	Vote
Nicholls	Aye
P. Barry	Aye
Canelis	Aye
M. Berry	Aye
Olson	Aye

- g. **Transfer of Funds to Reserve** – After Board discussion, on a motion by Director M. Berry, Seconded by Director Olson, the Board moved to transfer \$200,000 to a new account with Sonoma County Pooled Investment Fund. VOTE 5-0-0 by roll call:

Director	Vote
Nicholls	Aye
P. Barry	Aye
Canelis	Aye
M. Berry	Aye
Olson	Aye

- e. **Approval of Preliminary Budget and Resolution** – After Board discussion, on a motion by Director Nicholls, Seconded by Director M. Berry, the Board resolved to approve the preliminary budget by Resolution 20/21-01 It was also decided that a special budget review meeting will be held before the next regular board meeting. VOTE: 4-0-1 by roll call:

Director	Vote
Nicholls	Aye
P. Barry	Aye
Canelis	Aye
M. Berry	Aye
Olson	Abstain

8. Discussion Items

- a. **Cazadero Firefighters Association** – Assistant Chief Schanz reported that the new officers went to Westamerica Bank to be put on the Association’s account.
- b. **Grand Opportunities** – Director Nicholls referenced a letter to Representative Jared Huffman in Correspondence regarding special districts not qualifying for federal funding. Director P. Barry reported that State Parks has allocated funds to the District from a grant for park projects, but funds have not yet been distributed as the District must participate in a workshop and turn in an application; Director Olson will follow up and attend the workshop.
- c. **Counsel Presentation** – Current legal counsel Bill Adams made a presentation to the Board.

9. Committee Reports

- a. **Consolidation 2020 Ad Hoc** – Director P. Barry reported that the committee met to prepare for and then attended the LAFCO meeting; he also reported that LAFCO said they heard their concerns loud and clear.
- b. **Park 2020 Ad Hoc** – Director P. Barry reported that the Monte Rio school playground equipment and ground underneath were “redone” by a playground equipment company, he will look into it for our future playground area. Director Nicholls mentioned that Guerneville school redid theirs by grants, which the District can look into. He also reported that the District insurance company said our equipment is old and needs replacing, and they can help with vendors. Director Canelis reported he will prep for the concrete slab when he has the equipment and that he hasn’t heard from Summit Engineering on their progress.

10. Correspondence

Correspondence referenced in the Board packet were reviewed. Members of the Board expressed their concern of having the Grand Fondo event on a holiday weekend due to concerns of a possible strain on emergency services. They also commented on event organizers meeting with first responders prior to any event and making a donation to the Cazadero Volunteer Fire Department; and supporting neighboring districts by opposing the event on a holiday weekend.

11. Financial Reports

Bills totaling \$11,577.13 and a check for \$260,000 to transfer funds from Westamerica to Community First Credit Union were presented for payment.

12. Adjournment

On a motion by Director M. Berry, Seconded by Director P. Barry, the Board moved to adjourn the meeting at 8:51 PM. VOTE: 5/0/0 by roll call:

Director	Vote
Nicholls	Aye
P. Barry	Aye
Canelis	Aye
M. Berry	Aye
Olson	Aye

Michael Nicholls

Maureen Barry

Paul Barry

Cory Olson

Homer Canelis

Date: _____



*Cazadero Community Services District
Special Meeting Minutes –September 03 2020*

The Cazadero Community Services District meeting was conducted pursuant to the provisions of the Governor’s Executive Order N-29-20 which suspends certain requirements of the Ralph M. Brown Act due to the COVID-19 virus. CSD Board Members and staff participated in the meeting by zoom teleconference. Members of the public were provided a zoom and telephone call-in number to view or listen to the meeting and the opportunity to provide public comment verbally or in written format.

1. Call to Order and Roll Call

The special meeting of the Cazadero CSD Board was called to order at 7:04PM on September 3, 2020. Director Olson led the Pledge of Allegiance. The following Directors were present: Nicholls, P. Barry, Canelis, M. Berry, Olson. Chief Krausmann, Assistant Chief Schanz, and AA Kulczewski were also present.

2. Public Comment

None.

3. Agenda Adjustments

None.

4. Director Reports

Director P. Barry reported he met with the Center of Social and Environmental Stewardship in regards to brush clearing, their Restoration Projects Manager walked the property.

Director Nicholls reported that Supervisor Linda Hopkins released information on the Flood Mitigation funding – the District will be receiving \$12,000 for fiber connection to the firehouse and \$20,000 for the generator. He also reported that pole Mountain will be getting \$20,000.

5. Action Items

- a. FY 20-21 Budget Review** – Director Nicholls reported we may not get all the tax funding expected due to the fires and floods, and that the County said to have a reserve in case we are shorted.; insurance has gone up from last year and there are new items to be considered; foresees the need of a parcel tax to cover stipend personnel, dormitory expenses, etc. Chief Krausmann reported that Hale backed out on the deal to split the KME Fire Apparatus billing three ways so our share is more than expected; trucks are due for oil/filter changes this year; and station 1 needs an air conditioner/heater unit and a new concrete pad for the propane tank.

Director P. Barry suggested reaching out to locals for pricing on brush clearing as the Center for Social and Environmental Stewardship wanted \$30K to do it. Also suggested the Department plan a workday to do the oil changes to save on labor costs.

The Board went through the budget line by line, made some adjustments, and prepared the budget for final approval and adoption at the September 14, 2020, regular board meeting.

6. Adjournment

Director Canelis and Director M. Berry were experiencing technical difficulties and left the meeting at approximately 8:30 PM. On a motion by Director P. Barry, Seconded by Director Nicholls, the Board moved to adjourn the meeting at 8:35 PM. VOTE: 3/0/0 by roll call:

Director	Vote
Nicholls	Aye
P. Barry	Aye
Olson	Aye

Michael Nicholls

Maureen Barry

Paul Barry

Cory Olson

Homer Canelis

Date: _____

Cazadero Community Services District
Account Balances
As of August 31, 2020

	Aug 31, 20
ASSETS	
Current Assets	
Checking/Savings	
1-Community First CU -Checking	392,061.15
2-Community First CU -Savings	10,010.30
1-Westam Check	13,912.49
L. A. I. F.	
Equipment Acct	34,650.00
Park Development	8,300.00
L. A. I. F. - Other	181,755.17
Total L. A. I. F.	224,705.17
Total Checking/Savings	640,689.11
Total Current Assets	640,689.11
TOTAL ASSETS	640,689.11
LIABILITIES & EQUITY	0.00

**Cazadero Community Services District
Profit & Loss Budget Performance
August 2020**

4:34 PM

09/12/2020

Accrual Basis

	Aug 20	Jul - Aug 20	% of Budget	Annual Budget
Ordinary Income/Expense				
Income				
10 · Tax Revenue				
1000 · Property Taxes-CY Secured	8,764.13	8,764.13	3.09%	283,950.00
1011 · SB 2557 Prop Tax Admin	0.00	0.00	0.0%	-3,325.00
1020 · Prop Tax-CY Supplemental	2,479.31	2,479.31	43.5%	5,700.00
1040 · Prop Tax-CY Unsecured	275.19	275.19	3.67%	7,500.00
1042 · Cost Reim-Coll DEL CY UNS	0.00	0.00	0.0%	-80.00
1060 · Prop Tax-PY Secured	-4.50	-4.50	7.5%	-60.00
1080 · Supplemental Prop Tax-PY	-4.98	-4.98	16.6%	-30.00
1100 · Prop Taxes-PY Unsecured	143.49	143.49	95.66%	150.00
Total 10 · Tax Revenue	11,652.64	11,652.64	3.97%	293,805.00
17 · Use of Money/Property				
1700 · Interest on Pooled Cash	563.80	563.80	106.38%	530.00
1702 · WestAmerica Bank	2.47	6.68	9.54%	70.00
1703 · LAIF Interest	0.00	816.92	25.53%	3,200.00
1704 · Comm First CU - Savings	1.70	2.55	100.0%	0.00
1801 · Hall Use	0.00	0.00	0.0%	0.00
Total 17 · Use of Money/Property	567.97	1,389.95	36.58%	3,800.00
20 · Intergovernmental Revenues				
2440 · ST-HOPTR	855.00	855.00	48.86%	1,750.00
2500 · State-Other Funding (ST)	0.00	0.00	0.0%	0.00
Total 20 · Intergovernmental Revenues	855.00	855.00	48.86%	1,750.00
40 · Miscellaneous Revenues				
4040 · Misc. Income				
4040 A · Recruitment/Retention-Region 5	0.00	0.00	0.0%	0.00
4040 · Misc. Income - Other	0.00	0.00	0.0%	0.00
Total 4040 · Misc. Income	0.00	0.00	0.0%	0.00
4050 · State & Local Grants	0.00	0.00	0.0%	0.00
4051 · Federal Grants	0.00	0.00	0.0%	0.00
4128 · Dispatch Fee Reimbursement	0.00	0.00	0.0%	0.00
4210 · State of CA EDD Refund	0.00	0.00	0.0%	0.00
Total 40 · Miscellaneous Revenues	0.00	0.00	0.0%	0.00
Total Income	13,075.61	13,897.59	4.64%	299,355.00
Gross Profit	13,075.61	13,897.59	4.64%	299,355.00
Expense				
50 · Salaries/Employment Benefits				
5910 · Payroll Expenses	3,331.24	6,455.80	16.15%	39,986.00
5911 · Firefighter C & D Reimbursement				
Strike Team	0.00	0.00		
5911 · Firefighter C & D Reimbursement - Other	0.00	0.00	0.0%	33,000.00
Total 5911 · Firefighter C & D Reimbursement	0.00	0.00	0.0%	33,000.00
5940 · Wrkmm Comp	0.00	4,303.00	43.03%	10,000.00
Total 50 · Salaries/Employment Benefits	3,331.24	10,758.80	12.97%	82,986.00
60 · Services/Supplies				
6015 · Annex/Consolidation/Parcel Tax	0.00	0.00	0.0%	0.00
6021 · Clothing, Uniform, Personal	0.00	0.00	0.0%	1,300.00
6022 · Safety Clothing	344.95	344.95	2.88%	12,000.00
6040 · Communications				
Station 1 Emergency Phones	164.43	328.86	32.24%	1,020.00
Stn 1 Internet	168.40	336.79	17.85%	1,887.00
Stn 1 Telephone	227.85	453.00	17.42%	2,601.00
Stn 2 Internet	114.59	229.17	18.33%	1,250.00
Stn 2 Telephone	64.29	127.66	13.04%	979.00
6040 · Communications - Other	0.00	0.00	0.0%	0.00

	Aug 20	Jul - Aug 20	% of Budget	Annual Budget
Total 6040 · Communications	739.56	1,475.48	19.07%	7,737.00
6060 · Food	0.00	0.00	0.0%	500.00
6080 · Household Supplies	0.00	0.00	0.0%	500.00
6100 · Insurance	0.00	2,065.50	7.27%	28,420.00
6140 · Equipment	0.00	0.00	0.0%	7,700.00
6149 · Maintenance-Radio/Pagers	0.00	0.00	0.0%	11,600.00
6180 · Maintenance-Bldg & Imp.				
Station 1	163.30	184.95	2.85%	6,500.00
Station 2	0.00	0.00	0.0%	500.00
Parks Maintenance-Playground	0.00	0.00	0.0%	2,500.00
Bi-Annual Gen Load Test	0.00	0.00	0.0%	1,000.00
Brush Removal	0.00	0.00	0.0%	0.00
6180 · Maintenance-Bldg & Imp. - Other	0.00	0.00	0.0%	0.00
Total 6180 · Maintenance-Bldg & Imp.	163.30	184.95	1.76%	10,500.00
6261 · Medical Equip	70.50	141.00	4.7%	3,000.00
6280 · Memberships/Certs	0.00	400.00	40.0%	1,000.00
6400 · Office expense	485.43	600.42	30.02%	2,000.00
6405 · Office Equip & Furnishings	0.00	0.00	0.0%	1,000.00
6410 · Mail and Postage Supplies	0.00	0.00	0.0%	300.00
6457 · Computer Chrgs-Firehouse Softwa	0.00	99.98	2.86%	3,500.00
6461 · Supplies/Expenses (Maintenance)	0.00	0.00	0.0%	0.00
6462 · COVID-19 Expenses	0.00	265.97	100.0%	0.00
6500 · Other Professional Svcs	0.00	0.00	0.0%	2,500.00
6510 · Recruitment/Retention	0.00	0.00	0.0%	1,000.00
6526 · REDCOM	0.00	0.00	0.0%	0.00
6587 · LAFCO	0.00	614.00	100.0%	614.00
6610 · Legal	0.00	0.00	0.0%	8,000.00
6630 · Audit	0.00	0.00	0.0%	5,300.00
6634 · Bank Fees	7.00	14.00	100.0%	0.00
6654 · Medical Exam	0.00	0.00	0.0%	3,000.00
6800 · Publications and Legal Notices	260.00	260.00	104.0%	250.00
6820 · Rents and Leases - Equipment	0.00	0.00	0.0%	0.00
6880 · Minor Equipment/Sm Tools	360.21	621.76	20.73%	3,000.00
6881 · Safety Equip	0.00	369.84	4.93%	7,500.00
6883 · Fire Equip & Testing	0.00	472.15	11.8%	4,000.00
7051 · Refunds	0.00	0.00	0.0%	0.00
7053 · Permits/License/Fees	0.00	0.00	0.0%	700.00
7120 · Training	0.00	1,243.17	13.09%	9,500.00
7131 · Textbooks	0.00	0.00	0.0%	200.00
7201 · Gas & Oil	0.00	26.32	0.53%	5,000.00
7320 · Utilities				
Park Water	0.00	0.00	0.0%	1,530.00
Septic Monitoring Fee	0.00	0.00	0.0%	408.00
Siren Electricity	26.90	51.24	10.25%	500.00
Stn 1 Electricity	260.79	545.31	24.87%	2,193.00
Stn 1 Electricity Outdoor	62.39	116.49	25.38%	459.00
Stn 1 Garbage	45.85	91.70	6.92%	1,326.00
Stn 1 Propane	0.00	580.11	28.22%	2,056.00
Stn 1 Water	0.00	7.76	1.27%	612.00
Stn 2 Electricity	102.29	180.41	22.67%	796.00
Stn 2 Garbage	0.00	0.00	0.0%	561.00
Stn 2 Propane	0.00	0.00	0.0%	1,811.00
Stn 2 Water	0.00	0.00	0.0%	408.00
Street Lights Electricity	392.19	784.23	17.47%	4,488.00
7320 · Utilities - Other	0.00	0.00	0.0%	0.00
Total 7320 · Utilities	890.41	2,357.25	13.75%	17,148.00
7330 · Sanitation-Annual Septic Permit	0.00	0.00	0.0%	500.00
7335 · Park Development	1,520.00	1,520.00	15.2%	10,000.00
7340 · Street Lights	0.00	0.00	0.0%	0.00

	Aug 20	Jul - Aug 20	% of Budget	Annual Budget
7910 - Principal Payment	0.00	0.00	0.0%	31,492.00
7920 - Interest Paid	0.00	0.00	0.0%	0.00
7930 - Interest Expense	0.00	0.00	0.0%	3,541.00
7950 - E5266 Strike Team	0.00	0.00	0.0%	0.00
Total 60 - Services/Supplies	4,841.36	13,076.74	6.4%	204,302.00
85 - Capital-Fixed Asset Expense				
8560 - Equipment (F/A)	0.00	0.00	0.0%	8,000.00
8570 - Structure	0.00	0.00	0.0%	0.00
Total 85 - Capital-Fixed Asset Expense	0.00	0.00	0.0%	8,000.00
Total Expense	8,172.60	23,835.54	8.07%	295,288.00
Net Ordinary Income	4,903.01	-9,937.95	-244.36%	4,067.00
Net Income	4,903.01	-9,937.95	-244.36%	4,067.00

Cazadero Community Services District
Reconciliation Summary
1-Community First CU -Checking, Period Ending 08/31/2020

	Aug 31, 20
Beginning Balance	144,174.03
Cleared Transactions	
Checks and Payments - 20 items	-9,552.90
Deposits and Credits - 1 item	260,000.00
Total Cleared Transactions	250,447.10
Cleared Balance	394,621.13
Uncleared Transactions	
Checks and Payments - 5 items	-2,107.61
Total Uncleared Transactions	-2,107.61
Register Balance as of 08/31/2020	392,513.52
New Transactions	
Checks and Payments - 4 items	-2,265.15
Total New Transactions	-2,265.15
Ending Balance	390,248.37

Cazadero Community Services District
Reconciliation Detail
1-Community First CU -Checking, Period Ending 08/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						144,174.03
Cleared Transactions						
Checks and Payments - 20 items						
Bill Pmt -Check	06/06/2020	9550	Paul Barry	X	-41.84	-41.84
Paycheck	08/01/2020	9576	Dewart, Alan	X	-461.75	-503.59
Paycheck	08/01/2020	9575	Caplan, Nancy K.	X	-415.58	-919.17
Bill Pmt -Check	08/02/2020	9584	John C. Schubert	X	-3,750.00	-4,669.17
Bill Pmt -Check	08/02/2020	9579	Bank of America Bu...	X	-1,839.31	-6,508.48
Bill Pmt -Check	08/02/2020	9585	McPhail Fuel Co.	X	-580.11	-7,088.59
Bill Pmt -Check	08/02/2020	9583	Heiman Fire Equipm...	X	-538.85	-7,627.44
Bill Pmt -Check	08/02/2020	9582	Fishman Supply Co...	X	-265.97	-7,893.41
Bill Pmt -Check	08/02/2020	9581	Complete Welders S...	X	-70.50	-7,963.91
Bill Pmt -Check	08/02/2020	9587	Mike Dahle	X	-60.03	-8,023.94
Bill Pmt -Check	08/02/2020	9586	Mike Dahle	X	-7.00	-8,030.94
Bill Pmt -Check	08/03/2020	EFT	P. G. & E.	X	-362.96	-8,393.90
Bill Pmt -Check	08/03/2020	EFT	P. G. & E.	X	-78.12	-8,472.02
Bill Pmt -Check	08/07/2020	EFT	P. G. & E.	X	-392.04	-8,864.06
Bill Pmt -Check	08/09/2020	9589	Cazadero Supply	X	-21.65	-8,885.71
Bill Pmt -Check	08/10/2020	EFT	Frontier Communica...	X	-225.15	-9,110.86
Bill Pmt -Check	08/10/2020	EFT	Frontier Communica...	X	-164.43	-9,275.29
Bill Pmt -Check	08/10/2020	EFT	Frontier Communica...	X	-63.37	-9,338.66
Bill Pmt -Check	08/15/2020	EFT	Recology Sonoma ...	X	-45.85	-9,384.51
Bill Pmt -Check	08/16/2020	EFT	Comcast	X	-168.39	-9,552.90
Total Checks and Payments					-9,552.90	-9,552.90
Deposits and Credits - 1 item						
Check	08/04/2020	9251	Community First Cre...	X	260,000.00	260,000.00
Total Deposits and Credits					260,000.00	260,000.00
Total Cleared Transactions					250,447.10	250,447.10
Cleared Balance					250,447.10	394,621.13
Uncleared Transactions						
Checks and Payments - 5 items						
Bill Pmt -Check	07/13/2020	9566	Fire Engineering		-76.00	-76.00
Paycheck	08/01/2020	9578	Kulczewski, Sharon		-1,100.00	-1,176.00
Paycheck	08/01/2020	9577	Krausmann, Steven M		-688.80	-1,864.80
Bill Pmt -Check	08/02/2020	9580	Cazadero Water Co...		-7.76	-1,872.56
Bill Pmt -Check	08/04/2020	9588	Sherry Kulczewski		-235.05	-2,107.61
Total Checks and Payments					-2,107.61	-2,107.61
Total Uncleared Transactions					-2,107.61	-2,107.61
Register Balance as of 08/31/2020					248,339.49	392,513.52
New Transactions						
Checks and Payments - 4 items						
Paycheck	09/01/2020	9593	Kulczewski, Sharon		-699.03	-699.03
Paycheck	09/01/2020	9592	Krausmann, Steven M		-688.80	-1,387.83
Paycheck	09/01/2020	9591	Dewart, Alan		-461.75	-1,849.58
Paycheck	09/01/2020	9590	Caplan, Nancy K.		-415.57	-2,265.15
Total Checks and Payments					-2,265.15	-2,265.15
Total New Transactions					-2,265.15	-2,265.15
Ending Balance					246,074.34	390,248.37

Cazadero Community Services District
Reconciliation Summary
2-Community First CU -Savings, Period Ending 08/31/2020

	<u>Aug 31, 20</u>
Beginning Balance	10,008.60
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.85</u>
Total Cleared Transactions	<u>0.85</u>
Cleared Balance	<u><u>10,009.45</u></u>
Uncleared Transactions	
Deposits and Credits - 1 item	<u>0.85</u>
Total Uncleared Transactions	<u>0.85</u>
Register Balance as of 08/31/2020	<u><u>10,010.30</u></u>
Ending Balance	10,010.30

Cazadero Community Services District
Reconciliation Detail
2-Community First CU -Savings, Period Ending 08/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						10,008.60
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	08/31/2020			X	0.85	0.85
Total Deposits and Credits					0.85	0.85
Total Cleared Transactions					0.85	0.85
Cleared Balance					0.85	10,009.45
Uncleared Transactions						
Deposits and Credits - 1 item						
Deposit	08/31/2020				0.85	0.85
Total Deposits and Credits					0.85	0.85
Total Uncleared Transactions					0.85	0.85
Register Balance as of 08/31/2020					1.70	10,010.30
Ending Balance					1.70	10,010.30

Cazadero Community Services District
Reconciliation Summary
1-Westam Check, Period Ending 08/31/2020

	Aug 31, 20	
Beginning Balance		261,674.94
Cleared Transactions		
Checks and Payments - 4 items	-260,770.77	
Deposits and Credits - 1 item	2.47	
Total Cleared Transactions	-260,768.30	
Cleared Balance		906.64
Uncleared Transactions		
Checks and Payments - 2 items	-452.52	
Deposits and Credits - 1 item	13,458.37	
Total Uncleared Transactions	13,005.85	
Register Balance as of 08/31/2020		13,912.49
New Transactions		
Checks and Payments - 1 item	-597.10	
Total New Transactions	-597.10	
Ending Balance		13,315.39

Cazadero Community Services District
Reconciliation Detail
1-Westam Check, Period Ending 08/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						261,674.94
Cleared Transactions						
Checks and Payments - 4 items						
Bill Pmt -Check	07/28/2020	EFT	Comcast	X	-114.58	-114.58
Check	08/04/2020	9251	Community First Cre...	X	-260,000.00	-260,114.58
Liability Check	08/07/2020	E-pay	EFTPS	X	-541.60	-260,656.18
Bill Pmt -Check	08/28/2020	EFT	Comcast	X	-114.59	-260,770.77
Total Checks and Payments					-260,770.77	-260,770.77
Deposits and Credits - 1 item						
Deposit	08/31/2020			X	2.47	2.47
Total Deposits and Credits					2.47	2.47
Total Cleared Transactions					-260,768.30	-260,768.30
Cleared Balance					-260,768.30	906.64
Uncleared Transactions						
Checks and Payments - 2 items						
Paycheck	12/01/2019	9249	Horn {volunteer}, Brit		-392.49	-392.49
Paycheck	12/01/2019	9248	Dahle, Michael		-60.03	-452.52
Total Checks and Payments					-452.52	-452.52
Deposits and Credits - 1 item						
General Journal	06/30/2018	AJE6			13,458.37	13,458.37
Total Deposits and Credits					13,458.37	13,458.37
Total Uncleared Transactions					13,005.85	13,005.85
Register Balance as of 08/31/2020					-247,762.45	13,912.49
New Transactions						
Checks and Payments - 1 item						
Liability Check	09/11/2020	E-pay	EFTPS		-597.10	-597.10
Total Checks and Payments					-597.10	-597.10
Total New Transactions					-597.10	-597.10
Ending Balance					-248,359.55	13,315.39

2:53 PM

09/12/20

Cazadero Community Services District
Reconciliation Summary
L. A. I. F., Period Ending 08/31/2020

	<u>Aug 31, 20</u>
Beginning Balance	224,705.17
Cleared Balance	224,705.17
Register Balance as of 08/31/2020	224,705.17
Ending Balance	224,705.17

Cazadero Community Services District
Reconciliation Detail
L. A. I. F., Period Ending 08/31/2020

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Beginning Balance						224,705.17
Cleared Balance						224,705.17
Register Balance as of 08/31/2020						224,705.17
Ending Balance						224,705.17

Cazadero Community Services District
Reconciliation Summary
Bank of America Credit Card, Period Ending 08/27/2020

	Aug 27, 20
Beginning Balance	1,839.31
Cleared Transactions	
Charges and Cash Advances - 5 items	-855.33
Payments and Credits - 1 item	1,839.31
Total Cleared Transactions	983.98
Cleared Balance	855.33
Uncleared Transactions	
Charges and Cash Advances - 1 item	-194.85
Payments and Credits - 1 item	855.33
Total Uncleared Transactions	660.48
Register Balance as of 08/27/2020	194.85
New Transactions	
Charges and Cash Advances - 2 items	-375.20
Total New Transactions	-375.20
Ending Balance	570.05

Cazadero Community Services District
Reconciliation Detail
Bank of America Credit Card, Period Ending 08/27/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,839.31
Cleared Transactions						
Charges and Cash Advances - 5 items						
Credit Card Charge	08/01/2020	17262...	GoDaddy.com	X	-135.39	-135.39
Credit Card Charge	08/06/2020	INV34...	Zoom Video Commu...	X	-14.99	-150.38
Credit Card Charge	08/11/2020	20 Le...	Sonoma West Publi...	X	-260.00	-410.38
Credit Card Charge	08/13/2020	20001...	HAI X	X	-344.95	-755.33
Credit Card Charge	08/16/2020	106521	Digital Deployment	X	-100.00	-855.33
Total Charges and Cash Advances					-855.33	-855.33
Payments and Credits - 1 item						
Bill	07/27/2020	6/28-7...	Bank of America Bu...	X	1,839.31	1,839.31
Total Cleared Transactions					983.98	983.98
Cleared Balance					-983.98	855.33
Uncleared Transactions						
Charges and Cash Advances - 1 item						
Credit Card Charge	07/31/2020	33989	LineGear		-194.85	-194.85
Total Charges and Cash Advances					-194.85	-194.85
Payments and Credits - 1 item						
Bill	08/27/2020	082720	Bank of America Bu...		855.33	855.33
Total Uncleared Transactions					660.48	660.48
Register Balance as of 08/27/2020					-1,644.46	194.85
New Transactions						
Charges and Cash Advances - 2 items						
Credit Card Charge	08/28/2020	83491	Action Sports & Power		-360.21	-360.21
Credit Card Charge	09/06/2020	INV39...	Zoom Video Commu...		-14.99	-375.20
Total Charges and Cash Advances					-375.20	-375.20
Total New Transactions					-375.20	-375.20
Ending Balance					-1,269.26	570.05

Cazadero Community Services District
Bills Presented for Payment
August 11 through September 14, 2020

Date	Num	Name	Amount
Aug 11 - Sep 14, 20			
08/16/2020	EFT	Comcast	-168.39
08/15/2020	EFT	Recology Sonoma Marin	-45.85
08/28/2020	EFT	Comcast	-114.59
09/09/2020	EFT	Frontier Communications	-64.29
09/09/2020	EFT	Frontier Communications	-164.43
09/09/2020	EFT	Frontier Communications	-227.85
08/31/2020	EFT	P. G. & E.	-102.29
08/31/2020	EFT	P. G. & E.	-350.08
09/08/2020	EFT	P. G. & E.	-392.19
09/11/2020	E-pay	EFTPS	-597.10
09/01/2020	9590	Caplan, Nancy K.	-415.57
09/01/2020	9591	Dewart, Alan	-461.75
09/01/2020	9592	Krausmann, Steven M	-688.80
09/01/2020	9593	Kulczewski, Sharon	-699.03
09/14/2020	9594	Bank of America Business ...	-855.33
09/14/2020	9595	Brit Horn	-392.49
09/14/2020	9596	Cazadero Supply	-163.30
09/14/2020	9597	Complete Welders Supply	-70.50
09/14/2020	9598	Merrill, Arnone & Jones, LLP	-1,200.00
09/14/2020	9599	Summit Engineering, Inc	-1,520.00
09/14/2020	9600	TargetSolutions Learning LLC	-1,200.00
09/14/2020	9601	Brit Horn	-7.00
Aug 11 - Sep 14, 20			-9,900.83

Cazadero Community Services District
Check Detail
August 11 through September 14, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	EFT	08/15/2020	Recology Sonoma ...		1-Community First ...		-45.85
Bill	16322...	07/31/2020			Stn 1 Garbage	-45.85	45.85
TOTAL						-45.85	45.85
Bill Pmt -Check	EFT	08/16/2020	Comcast		1-Community First ...		-168.39
Bill	7647-...	07/21/2020			Stn 1 Internet	-168.39	168.39
TOTAL						-168.39	168.39
Bill Pmt -Check	EFT	08/28/2020	Comcast		1-Westam Check		-114.59
Bill	4727-...	08/03/2020			Stn 2 Internet	-114.59	114.59
TOTAL						-114.59	114.59
Bill Pmt -Check	EFT	08/31/2020	P. G. & E.		1-Community First ...		-102.29
Bill	5192-...	08/14/2020			Stn 2 Electricity	-102.29	102.29
TOTAL						-102.29	102.29
Bill Pmt -Check	EFT	08/31/2020	P. G. & E.		1-Community First ...		-350.08
Bill	1483-...	08/14/2020			Stn 1 Electricity	-260.79	260.79
					Stn 1 Electricity Out...	-62.39	62.39
					Siren Electricity	-26.90	26.90
TOTAL						-350.08	350.08
Bill Pmt -Check	EFT	09/08/2020	P. G. & E.		1-Community First ...		-392.19
Bill	4044-...	08/20/2020			Street Lights Electri...	-392.19	392.19
TOTAL						-392.19	392.19
Bill Pmt -Check	EFT	09/09/2020	Frontier Communi...		1-Community First ...		-64.29
Bill	2182-...	08/16/2020			Stn 2 Telephone	-64.29	64.29
TOTAL						-64.29	64.29
Bill Pmt -Check	EFT	09/09/2020	Frontier Communi...		1-Community First ...		-164.43
Bill	0518-...	08/16/2020			Station 1 Emergenc...	-164.43	164.43
TOTAL						-164.43	164.43
Bill Pmt -Check	EFT	09/09/2020	Frontier Communi...		1-Community First ...		-227.85
Bill	0175-...	08/16/2020			Stn 1 Telephone	-227.85	227.85
TOTAL						-227.85	227.85

Cazadero Community Services District
Check Detail
August 11 through September 14, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Liability Check	E-pay	09/11/2020	EFTPS		1-Westam Check		-597.10
					2100 · Payroll Liabili...	-128.00	128.00
					2100 · Payroll Liabili...	-190.10	190.10
					2100 · Payroll Liabili...	-190.10	190.10
					2100 · Payroll Liabili...	-44.45	44.45
					2100 · Payroll Liabili...	-44.45	44.45
TOTAL						-597.10	597.10
Paycheck	9590	09/01/2020	Caplan, Nancy K.		1-Community First ...		-415.57
					5910 · Payroll Expe...	-450.00	450.00
					5910 · Payroll Expe...	-0.45	0.45
					2100 · Payroll Liabili...	0.45	-0.45
					5910 · Payroll Expe...	-27.90	27.90
					2100 · Payroll Liabili...	27.90	-27.90
					2100 · Payroll Liabili...	27.90	-27.90
					5910 · Payroll Expe...	-6.53	6.53
					2100 · Payroll Liabili...	6.53	-6.53
					2100 · Payroll Liabili...	6.53	-6.53
					5910 · Payroll Expe...	-6.75	6.75
					2100 · Payroll Liabili...	6.75	-6.75
TOTAL						-415.57	415.57
Paycheck	9591	09/01/2020	Dewart, Alan		1-Community First ...		-461.75
					5910 · Payroll Expe...	-500.00	500.00
					5910 · Payroll Expe...	-0.50	0.50
					2100 · Payroll Liabili...	0.50	-0.50
					5910 · Payroll Expe...	-31.00	31.00
					2100 · Payroll Liabili...	31.00	-31.00
					2100 · Payroll Liabili...	31.00	-31.00
					5910 · Payroll Expe...	-7.25	7.25
					2100 · Payroll Liabili...	7.25	-7.25
					2100 · Payroll Liabili...	7.25	-7.25
					5910 · Payroll Expe...	-7.50	7.50
					2100 · Payroll Liabili...	7.50	-7.50
TOTAL						-461.75	461.75
Paycheck	9592	09/01/2020	Krausmann, Steve...		1-Community First ...		-688.80
					5910 · Payroll Expe...	-800.00	800.00
					5910 · Payroll Expe...	-0.60	0.60
					2100 · Payroll Liabili...	0.60	-0.60
					2100 · Payroll Liabili...	25.00	-25.00
					5910 · Payroll Expe...	-49.60	49.60
					2100 · Payroll Liabili...	49.60	-49.60
					2100 · Payroll Liabili...	49.60	-49.60
					5910 · Payroll Expe...	-11.60	11.60
					2100 · Payroll Liabili...	11.60	-11.60
					2100 · Payroll Liabili...	11.60	-11.60
					2100 · Payroll Liabili...	25.00	-25.00
					5910 · Payroll Expe...	-9.00	9.00
					2100 · Payroll Liabili...	9.00	-9.00
TOTAL						-688.80	688.80

Cazadero Community Services District
Check Detail
August 11 through September 14, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	9593	09/01/2020	Kulczewski, Sharon		1-Community First ...		-699.03
				5910 · Payroll Expe...		-810.00	810.00
				2100 · Payroll Liabili...		49.00	-49.00
				5910 · Payroll Expe...		-50.22	50.22
				2100 · Payroll Liabili...		50.22	-50.22
				2100 · Payroll Liabili...		50.22	-50.22
				5910 · Payroll Expe...		-11.75	11.75
				2100 · Payroll Liabili...		11.75	-11.75
				2100 · Payroll Liabili...		11.75	-11.75
TOTAL						-699.03	699.03
Bill Pmt -Check	9594	09/14/2020	Bank of America B...		1-Community First ...		-855.33
Bill	082720	08/27/2020			Bank of America Cr...	-855.33	855.33
TOTAL						-855.33	855.33
Bill Pmt -Check	9595	09/14/2020	Brit Horn		1-Community First ...		-392.49
Bill	REPL...	08/20/2020			Suspense	-392.49	392.49
TOTAL						-392.49	392.49
Bill Pmt -Check	9596	09/14/2020	Cazadero Supply		1-Community First ...		-163.30
Bill	109529	08/18/2020			Station 1	-163.30	163.30
TOTAL						-163.30	163.30
Bill Pmt -Check	9597	09/14/2020	Complete Welders ...		1-Community First ...		-70.50
Bill	02213...	08/31/2020			6261 · Medical Equip	-70.50	70.50
TOTAL						-70.50	70.50
Bill Pmt -Check	9598	09/14/2020	Merrill, Arnone & J...		1-Community First ...		-1,200.00
Bill	820040	09/01/2020			6610 · Legal	-1,200.00	1,200.00
TOTAL						-1,200.00	1,200.00
Bill Pmt -Check	9599	09/14/2020	Summit Engineeri...		1-Community First ...		-1,520.00
Bill	00327...	08/07/2020			7335 · Park Develop...	-1,520.00	1,520.00
TOTAL						-1,520.00	1,520.00
Bill Pmt -Check	9600	09/14/2020	TargetSolutions Le...		1-Community First ...		-1,200.00
Bill	INV34...	04/17/2020			7120 · Training	-1,200.00	1,200.00
TOTAL						-1,200.00	1,200.00
Bill Pmt -Check	9601	09/14/2020	Brit Horn		1-Community First ...		-7.00
Bill	BANK...	08/20/2020			6634 · Bank Fees	-7.00	7.00
TOTAL						-7.00	7.00

ACTION ITEMS



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

RESOLUTION 20/21-02

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAZADERO COMMUNITY SERVICES DISTRICT OF SONOMA COUNTY
FOR THE INVESTMENT OF RESERVE FUNDS WITH THE
SONOMA COUNTY AUDITOR-CONTROLLER-TREASURER-TAX COLLECTOR;
AND DESIGNATING SIGNATORIES WHO MAY ACT ON BEHALF
OF THE CAZADERO COMMUNITY SERVICES DISTRICT
IN CONNECTION WITH THE FUNDS HELD BY THE ACTTC**

WHEREAS, the Cazadero Community Services District has reserve funds totaling approximately \$200,000 in accounts at several banking institutions; and expects that additional reserve funds will accumulate in the future; and

WHEREAS, the Cazadero Community Services District has investigated ways to increase the return on reserve funds; while ensuring that the funds are secure and prudently invested; and

WHEREAS, the Sonoma County Auditor-Controller-Treasurer-Tax Collector maintains and manages the Sonoma County Pooled Investment Fund; which is invested in accordance with the California Government Code Sections 53601 et seq., Sections 53635 et. seq., and the County of Sonoma Statement of Investment Policy, and which has as its objectives safety of capital, liquidity and maximum rate of return; and

WHEREAS, under Section 53684 of the Government Code, upon the adoption of a resolution by the Board of Directors and with the Consent of the county treasurer, the Cazadero Community Services District may deposit excess funds not required for immediate use in the Sonoma County Pooled Investment Fund;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors has determined that it is in the Cazadero Community Services District interest to deposit \$200,000 reserve funds in the Sonoma County Pooled Investment Fund.

The foregoing resolution was introduced by Director _____, who moved to waive the first reading and adopt the Resolution, and seconded by Director _____, and adopted by the Board of Directors of the Cazadero Community Services District of Sonoma County, on the fourteenth day of September, 2020, on a roll call vote of the members of said Board as follows:

Director Canelis	_____
Director Nicholls	_____
Director Olson	_____
Director Barry	_____
Director M. Berry	_____

AYES:

NOES:

ABSENT OR NOT VOTING:

WHEREUPON, the Board President declared the above and foregoing resolution adopted, and

SO ORDERED.

/s/ _____
Michael Nicholls, President of the Board

Date: _____

/s/ _____
Homer Canelis, Director

/s/ _____
Maureen Berry, Director

/s/ _____
Cory Olson, Director

/s/ _____
Paul Barry, Director



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

RESOLUTION 20/21-03

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAZADERO COMMUNITY SERVICES DISTRICT
OF SONOMA COUNTY ADOPTING THE 2020/21 FISCAL YEAR FINAL BUDGET**

WHEREAS, the Board of Directors has adopted the proposed 2020/21 Budget in Accordance with Section 29064 of the Government Code, State of California; and,

WHEREAS, the Board of Directors has completed the Budget Hearings as required by Sections 29080 and 29081 of the Government Code, State of California; and,

WHEREAS, it is the desire of the Board of Directors to approve the Final 2020/21 Fiscal Year Final Budget as referenced for the Cazadero Community Services District.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Cazadero Community Services District hereby adopt the 2020/21 Fiscal Year Final Budget, in the amount of \$299,355.

The foregoing resolution was introduced by Director _____, who moved to waive the first reading and adopt the Resolution, and seconded by Director _____ and adopted by the Board of Directors of the Cazadero Community Services District of Sonoma County, on the fourteenth day of September, 2020, on a roll call vote of the members of said Board as follows:

Director Canelis	_____
Director Nicholls	_____
Director Olson	_____
Director Barry	_____
Director M. Berry	_____

AYES:

NOES:

ABSENT OR NOT VOTING:

WHEREUPON, the Board President declared the above and foregoing resolution adopted, and

SO ORDERED.

/s/ _____
Michael Nicholls, President of the Board

Date: _____

/s/ _____
Homer Canelis, Director

/s/ _____
Maureen Berry, Director

/s/ _____
Cory Olson, Director

/s/ _____
Paul Barry, Director

**FY 2020-21 Final Budget Summary
CAZADERO COMMUNITY SERVICE DISTRICT**

(1)*	Estimated Beginning Fund Balance @7/01/20:	\$444,292
(2)	Plus: Budgeted FY 2020-21 Revenues: (total from attached worksheet)	299,355
(3)	Less: Budgeted FY 2020-21 Expenditures: (total from attached worksheet)	295,288
(4)*	Estimated Ending Fund Balance @6/30/21:	\$448,359
(5)	Preliminary Budget Approval Date:	8/10/2020

Board Member

Board Member

Board Member

Board Member

Board Member

* Does not include LAIF or reserve accounts.

**FY 2020/21 Final Budget Summary
CAZADERO COMMUNITY SERVICE DISTRICT**

		FY 2020/21
		Final
Sub Objec	Account Description	Budget
1000	Prop Tax - CY,Secured	283,950
1011	SB2557 Prop Tax Admin	(3,325)
1020	Supplemental Prop Taxes - CY	5,700
1040	Prop Taxes - CY, Unsecured	7,500
1042	CollectCost Del CY Unsecured	(80)
1060	Prop Taxes - PY, Secured	(60)
1080	Supplemental Prop Taxes - PY	(30)
1100	Prop Taxes - PY, Unsecured	150
40000	Total Tax Revenue	293,805
2440	State Homeowners Prop Tax Relf	1,750
2500	State-Other Funding (Strike Teams	0
42000	Total Intergovernmental Revenues	1,750
1700	Interest on Pooled Cash	530
1702	WestAmerica Interest	70
1703	LAIF Interest	3,200
1704	Comm First CU - Savings	0
1801	Rent - Hall (Administrative Fee)	0
44000	Total Revenue - Use of Money & Prop	3,800
4010	Surplus Property Sale	
4015	Interest Earned	0
4040	Miscellaneous Revenue	0
	Recruitment/Retention	0
4050	Grant Revenue	0
4051	Federal Grants	0
4128	Dispatch Fee Reimbursements	0
4210	State of CA EDD Refund	0
46000	Total Miscellaneous Revenues	0
	Grand Total Revenues	299,355
5910	Perm Position - Local Bds	39,986
5911	Fireman Reimbursement	33,000
	Calls	
	Drills	
	Strike Teams	0
5922	FICA Retirement - Local Bds	0
5924	Medicare - Local Bds	0
5925	CA Employment Training Tax	0
5935	Unemployment - Local Bds	0
5940	Worker's Comp - Local Bds	10,000
50000	Total Salaries and Employee Benefits	82,986
6015	Annexation/Consolidation Costs	
6021	Clothing, Uniforms, Personal	1,300
6022	Safety Clothing	12,000
6040	Communications	0
	S1 Emergency Phones	1,020
	S1 Internet	1,887
	S2 Internet	1,250
	S1 Telephone	2,601
	S2 Telephone	979
6048	Telecommunication Wireless Svc	0
6060	Food	500
6080	Household Supplies	500
6100	Insurance - Premiums	28,420
6140	Maintenance - Equipment	7,700

FY 2020/21 Final Budget Summary		
CAZADERO COMMUNITY SERVICE DISTRICT		
		FY 2020/21
		Final
Sub Objec	Account Description	Budget
6149	Maintenance-Radios	11,600
6180	Maintenance - Bldg & Improve	0
	S1-Station 1 Maintenance	6,500
	S2-Station 2 Maintenance	500
	SL-Lighting Maintenance	0
	P- Parks Maintenance & Playground	2,500
	Bi-annual Generator Load Test	1,000
6261	Medical/Laboratory Supplies	3,000
6280	Memberships/Certifications	1,000
6400	Office Supplies	2,000
6405	Office Equipment & Furnishings	1,000
6410	Mail and Postage Supplies	300
6457	Computer Charges-Firehouse Software	3,500
6462	COVID-19 Expenses	0
6461	Supplies/Expenses (Maintenance)	0
6500	Other Professional Services	2,500
6510	Recruitment/Retention	1,000
6526	Dispatch Services REDCOM	0
6587	LAFCO	614
6610	Legal Services	8,000
6630	Accounting/Auditing Services	5,300
6634	Bank Fees	0
6654	Medical/Laboratory Services	3,000
6800	Publications and Legal Notices	250
6820	Rents and Leases - Equipment	0
6880	Minor Equipment/Small Tools	3,000
6881	Safety Supplies/Equipment	7,500
6883	Fire Equipment & Testing	4,000
7051	Refunds	0
7053	Permits/License/Fees	700
7120	Training-Staff	9,500
7131	Textbooks	200
7201	Fuel/Gas/Oil	5,000
7320	Utilities Expense	0
	S1 Electricity	2,193
	S1 Outdoor Electricity	459
	S2 Electricity	796
	SL Electricity	4,488
	Siren Electricity	500
	S1 Propane	2,056
	S2 Propane	1,811
	Septic Montioring Fee	408
	S1 Garbage	1,326
	S2 Garbage	561
	S1 Water	612
	S2 Water	408
	Park Water	1,530
7330	Sanitation-Annual Septic Permit PRMD	500
7335	Park Development	10,000
7340	Street Lights	0
51000	Total Services and Supplies	169,268
7910	Principal Payments - LT Debt	31,492
7920	Interest Paid	0
7930	Interest on LT Debt	3,541
7950	E5266 Strike Team	0
53000	Total Other Charges	35,034
		0
8560	Equipment	8,000
8570	Structure	0
54000	Total Capital Expenditures	8,000
		0

FY 2020/21 Final Budget Summary		
CAZADERO COMMUNITY SERVICE DISTRICT		
		FY 2020/21
		Final
Sub Objec	Account Description	Budget
9000	Appropriation for Contingency	0
55000	Total Appropriations for Contingencies	0
		0
	Grand Total Expenditures	295,288
		0
	Increase/(Decrease) to Fund Balance	4,067
		0
	Transfer to Reserves (~1.3% of revenue)	4,067



SONOMA COUNTY

Clerk-Recorder-Assessor

www.sonoma-county.org/cra

REGISTRAR OF
VOTERS DIVISION

P.O. Box 11485
435 Fiscal Dr.
Santa Rosa, CA 95406
Tel: (707) 565-6800
Toll Free (CA only):
(800) 750-VOTE
Fax: (707) 565-6843

August 14, 2020

Cazadero Community Services District
5980 Cazadero Hwy
Cazadero, CA 95421

Dear District Secretary:

There will not be an election in your district on November 3, 2020, as there were not enough candidates for the office(s) to be contested.


Pursuant to Elections Code §10515, the following nominees have been appointed by the Board of Supervisors to serve as if elected. Where vacancies remain, the Board of Supervisors will make appointments prior to November 17, 2020, and those persons will also serve as if elected. Pursuant to Elections Code §10554 elective officers, elected or appointed, take office at noon on the first Friday in December following the General District Election (December 4, 2020).

PAUL L. BARRY
VACANT
VACANT

Enclosed you will find Certificate(s) of Election and Oaths of Office for these above-named candidates. Prior to taking office, each elective officer shall take the official oath and execute any bond required by the principal act. Any Director may administer the oath. Please issue the original oath to the candidate and return a copy to the Sonoma County Registrar of Voters Office, P.O. Box 11485, Santa Rosa, CA 95406.

If you should have any questions, please contact our office at (707) 565-6800.

Yours truly,
DEVA MARIE PROTO
Sonoma County Clerk &
Registrar of Voters

by 
Troy Kennedy
Deputy Clerk

DISCUSSION ITEMS

FINANCIALS

CORRESPONDENCE

CazaderoCSD

From: Johannes Hoevertsz <Johannes.Hoevertsz@sonoma-county.org>
Sent: Monday, August 24, 2020 6:13 PM
To: Michael Nicholls; Tennis Wick
Cc: Lynda Hopkins; district5; cazaderoCSD@comcast.net; Jeanette Dillman
Subject: Re: Letter of Concern - Gran Fondo Scheduling - 2021

Hi Mike,

TPW shares your concern as we have construction projects on King Ridge Road, Wohler Road, and Cazadero Highway either under construction or scheduled to be in construction in 2021. I will inquire with the TPW team to make sure those concerns are reflected when the app is reviewed.

Thank you,

Johannes

From: Michael Nicholls <nichollsncaz@gmail.com>
Date: Friday, August 7, 2020 at 3:44 PM
To: Tennis Wick <Tennis.Wick@sonoma-county.org>
Cc: Johannes Hoevertsz <Johannes.Hoevertsz@sonoma-county.org>, Lynda Hopkins <Lynda.Hopkins@sonoma-county.org>, district5 <district5@sonoma-county.org>, "cazaderoCSD@comcast.net" <cazaderoCSD@comcast.net>, Jeanette Dillman <jeanette.rivermac@gmail.com>
Subject: Re: Letter of Concern - Gran Fondo Scheduling - 2021

EXTERNAL

Hello Tennis ~

No, haven't reached out to Carlos as the board specifically directed me to write to you with a cc to Lynda, Johannes and the LRRMAC

Best,

Mike

On Aug 7, 2020, at 3:38 PM, Tennis Wick <Tennis.Wick@sonoma-county.org> wrote:

Thank you Mike. We appreciate the concerns you detail.

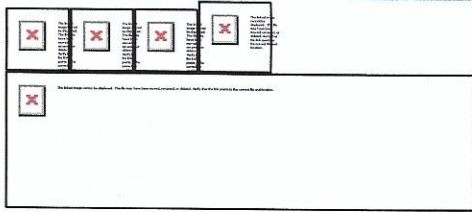
Have you contacted Carlos about your concerns?

Tennis Wick, AICP
Director
www.PermitSonoma.org

County of Sonoma
[2550 Ventura Avenue, Santa Rosa, CA 95403](https://www.countyofsonoma.com/2550-Ventura-Avenue-Santa-Rosa-CA-95403)

Direct: [707-565-1925](tel:707-565-1925) |

Office: [707-565-1900](tel:707-565-1900) | Fax: [707-565-1103](tel:707-565-1103)



Sent from my iPhone

On Aug 7, 2020, at 15:17, Michael Nicholls <nichollsncaz@gmail.com> wrote:

EXTERNAL

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.

<Doc1.pdf>

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.

CazaderoCSD

From: Michael Nicholls <nichollsncaz@gmail.com>
Sent: Wednesday, August 26, 2020 1:51 PM
To: cazaderoCSD@comcast.net
Subject: Fwd: 2nd REMINDER: 2020 Biennial Notice for Conflict of Interest Codes
Attachments: image001.jpg; Untitled attachment 00074.html; Local_Agency_Biennial_Notice.pdf; Untitled attachment 00077.html; Local_Agency_Biennial_Notice_Instructions.pdf; Untitled attachment 00080.html; Conflict of Interest Code Example.pdf; Untitled attachment 00083.html

Importance: High

letter that triggered our filing

Begin forwarded message:

From: Darin Bartow <Darin.Bartow@sonoma-county.org>
Subject: 2nd REMINDER: 2020 Biennial Notice for Conflict of Interest Codes
Date: August 25, 2020 at 1:15:33 PM PDT
To: Darin Bartow <Darin.Bartow@sonoma-county.org>
Cc: Lisa Sharp <Lisa.Sharp@sonoma-county.org>, Kaitlin Mahoney <Kaitlin.Mahoney@sonoma-county.org>

Santa Rosa, CA 95403

Subject: 2020 Biennial Notice for Conflict of Interest Codes

This is a reminder email. I have attached the PDF version of the 2020 Biennial Notice and Instructions from the FPPC (please feel free to use this version instead of the online system, we can input on this end.) If you need to make changes, I have also attached a conflict of Interest Code Example. If you have already sent your Biennial notice in you may disregard this email.

**By October 1, 2020 the changes should be delivered to:
Sonoma County Board of Supervisors
ATTN: Darin Bartow
575 Administration Dr, Room 100A
Santa Rosa, CA 95403**

The Political Reform Act requires every agency to review its conflict of interest code biennially and to notify the code reviewing body if their current code is accurate, or alternatively, that their code must be amended. With the implementation of eDisclosure, Biennial Review of your agency's conflict of interest code is now processed in the eDisclosure System at <https://SonomaCounty.southtechhosting.com/eDisclosure/>. Once logged into the system, Filing Officials can obtain procedures for filing their Agency's Biennial Notice and/or submitting a code amendment (located under the Help Menu on the left side of the

screen). Please review the procedures as well as videos prior to completing your Biennial Review.

Your Agency's Code Reviewing Body must receive your Agency's Biennial Review as follows:

- ➔ If amendments to your Agencies conflict of interest code are not necessary, you must submit your biennial review in eDisclosure by October 1, 2020. This date is a hard deadline, all changes must be received on this date. (Due to sheer volume this date has been pushed up.)

- ➔ If amendments to your Agencies conflict of interest code are necessary, you must submit your biennial review code changes in eDisclosure by December 30, 2020. Changes to an agencies code must be approved by the governing body before it is submitted to the Code Reviewing Body for approval.

You must complete your Biennial Review in eDisclosure regardless of how recently your agency's designated filer's exhibits have been approved by the Code Reviewing Body. An Agency's amended code is not effective until it has been approved by the Code Reviewing Body.

County Departments/Agencies

If you have any questions regarding updates to your designated filers list, please contact County Counsel.

Local Authorities

If you have any questions regarding updates to your code and designated filers list, please contact your agency's counsel.

Please contact us if you have any questions regarding the Conflict of Interest process

Sincerely,
Darin Bartow
(707)565-2241

Sending Regards,

Darin A. Bartow, J.D.
Deputy Clerk of the Board
County of Sonoma, Board of Supervisors
darin.bartow@sonoma-county.org
FIRST OF HIS NAME
575 Administration Dr, Room 100A
Santa Rosa, CA 95403
Office: 707-565-3748
Fax: 707-565-3778

2020 Local Agency Biennial Notice

Name of Agency: **Cazadero Community Services District**
Mailing Address: **PO Box 508, Cazadero CA 95421**
Contact Person: **Michael Nicholls** Phone No. **707-632-5663**
Email: **mcnicholls@cazadero-csd.org** Alternate Email: **mcnicholls@me.com**

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that *(check one BOX)*:

An amendment is required. The following amendments are necessary:

(Check all that apply.)

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other *(describe)* _____

The code is currently under review by the code reviewing body.

No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

August 26, 2020

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2020**, or by the date specified by your agency, if earlier, to:

(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

PROOF OF PUBLICATION
(2015.5 C.C.P.)

STATE OF CALIFORNIA,

County of Sonoma

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled manner. I am a principal clerk of the printer of the Healdsburg Tribune Enterprise and Scimitar a newspaper of general circulation, printed and published Weekly in the City of Healdsburg, County of Sonoma, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Sonoma, State of California, under the date of June 12, 1953, Case Number 36989; that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates; to-wit:

August 20, 27

in the year 2020.

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at Healdsburg, California


this 31st day of August 2020

Jan Sada

This space is for County Clerk's Filing Stamp

Proof of Publication of

21843



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

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN, by the Board of Directors of the Cazadero Community Services District of Sonoma County, State of California, that pursuant to Section 13890 of the Health and Safety Code, The Board of Directors has adopted a preliminary budget for the 2020-21 fiscal year.

The preliminary budget is available for public review on our website <https://www.cazaderocsd.org/files/3c9897353/200810++FY+2021+Preliminary+Budget+Caz+CSD.pdf> and will also be posted at the district office, 5980 Cazadero Hwy, Cazadero CA 95421.

The Board of Directors will hold a Public Hearing on Monday, September 14, 2020 at 6:00PM via zoom:
<https://us02web.zoom.us/j/88232359895?pwd=KzBXQ0pGdkZUNll5UFNXTTlvWnU5Zz09>

Or by call in 669-900-6833 Meeting ID 882 3235 9895 Passcode 942660

The Public Hearing will be held for the purpose of adopting the final budget for the 2020-2021 fiscal year and adopting the 2020-2021 Appropriations Limit (Prop 4) as part of the 2020-2021 Fiscal Budget Package. Any person may appear and be heard regarding any item on the budget, or the Appropriations Limit, or the addition of any other items.
Dated: August 10, 2020

Michael Nicholls, President
Cazadero Community Services District

August 20, 27, 2020
Sonoma West Times & News

September 1, 2020

TO: CAPRI Member Districts

FROM: Matthew Duarte, Executive Director

RE: 2020 CAPRI Board of Directors Election – Call for Nominations

Dear CAPRI Member:

Every even-numbered year, an election is held for select positions on the CAPRI Board of Directors. Of course, that means that 2020 is an election year. The Board of Directors is responsible for governance of CAPRI and its Workers' Compensation and General Liability and Property programs. This includes guidance and oversight over each respective risk pool including risk control, claims handling, and investment management. Consistent with CAPRI's Bylaws, the CAPRI Board of Directors has called for this year's election to be held on November 2, 2020. The two seats up for election this year are "At Large".

To be eligible to serve on the CAPRI Board of Directors, you must be a Board Member for a member agency or a management employee of a member agency, unless appointed to one of two positions as selected by the CARPD Board. The CAPRI Board of Directors meets between 4-8 times per year depending upon the needs of the organization. Travel expenses for Board of Directors meetings are reimbursed. Also, Board Members are encouraged to attend insurance/risk management/pooling conferences each year, which are paid for by CAPRI.

At this time, CAPRI is calling for nominations for the two seats on this year's ballot. All qualified and interested individuals willing to serve should send a *letter of interest* to CAPRI outlining their interest and qualifications for the CAPRI Board of Directors. The letter of interest must be received by September 30, 2020 to be considered for nomination and placement on the ballot. Those interested in sending in a nomination, please send your letter of interest to CAPRI through either of the following means:

Via Mail:
CAPRI
1075 Creekside Ridge Drive
Suite 240
Roseville, CA 95678

or

Via Email:
mduarte@capri-jpa.org

At the close of the nomination period, the ballot will be finalized and sent out to the membership. The timeline for the 2020 election is as follows:

<u>Action</u>	<u>Date</u>
Notice/Call for Nominations	09/01/20
Nominations must be received	09/30/20
Ballots mailed to Districts	10/02/20
ELECTION (Ballot must be in)	11/02/20
Run-off Election Ballots (if needed)	11/16/20
RUN-OFF ELECTION (if needed)	12/14/20

If you have any questions or comments on this or anything related to CAPRI, please do not hesitate to contact us at any time. Thank you!

Sincerely,



Matthew Duarte
Executive Director

CazaderoCSD

From: Michael Nicholls <nichollsncaz@gmail.com>
Sent: Tuesday, September 8, 2020 4:40 PM
To: cazaderoCSD@comcast.net
Subject: Fwd: CARPD: September Member Update

Follow Up Flag: Follow up
Flag Status: Flagged

Board Packet - Correspondence

Begin forwarded message:

From: Matthew Duarte <mduarte@capri-jpa.org>
Subject: CARPD: September Member Update
Date: September 8, 2020 at 2:32:22 PM PDT
To: Matthew Duarte <mduarte@capri-jpa.org>

Good afternoon CARPD Members:

Hope you had a great Labor Day weekend! I feel like my last six months of emails have been exclusively sharing COVID updates....rest assured, no new guidance for today! :)

We do have several relevant updates and a survey request of the membership....

CARPD - COVID-19 Impact Survey:

As the impacts of COVID-19 stretch into the fall (and possibly beyond), we are continuing to collect and evaluate data specific to recreation and park districts in California. [Please help our members identify the scale and scope of the impact by taking a brief survey about your District.](#) We thank you in advance for your assistance. Click here to participate --<https://www.surveymonkey.com/r/JW6B5DC>

CARPD Legislative Update:

Although the California legislative session has come to an end, the next 30 days will be full of activity in Sacramento that will most certainly have an impact on our agencies. We hope that you can join our **CARPD Legislative Committee Call on 10/1 @ 9:30** to summarize and review the new legislation.

Additionally, thank you to those of you that responded to our Call of Action and reached out to federal representatives earlier this summer. As you may have heard, there continues to be debate/negotiation in Congress regarding a second relief package. With the federal fiscal year set to end this month, we remain engaged with our fellow partner agencies and member districts in particular looking to secure an equitable distribution for recreation and park districts. We will likely again be calling on you all to help educate your legislators and the public including, but not limited to letters to the editors.

CARPD General Manager's Roundtable:

Thank you to those of you that have joined our last few GM Roundtables via Zoom. CARPD Board Members, Michelle Lacy and Dean Wetter, will again be co-hosting our next meetup on **September 29th at 11:00am**. There is definitely a lot to talk about nowadays, so we hope you can join us again. For more information about the next meeting, please feel free to email me.

California Wildfires:

This past month of statewide wildfires have likely affected many of your friends and loved ones. Although none of our members have suffered any structure loss to date, there are several that have been impacted by evacuation orders and the immediate impacts to air quality. We hope that you and yours stay safe and send our thanks to all of the emergency personnel helping to respond.

Prop 68 Statewide Park Program (Round 4):

As you may know, the California Department of Parks and Recreation is administering the competitive grant process with Prop 68 funds. The deadline for submitting applications for Round 4 is December 14, 2020. A link to the online application will be available sometime in mid-September on the Dept.'s [website](#). Please make sure you have verified your application's eligibility based upon the demographics of the location by consulting the [Community Fact Finder site](#).

CAPRI Updates:

CAPRI Members should have recently received my correspondence about the CAPRI Board's decision to *reduce* the upcoming WC premium payment by 10% in response to the coronavirus pandemic. Additionally, we will be expediting refunds to those members that overestimated their 19-20 payrolls in comparison to their actuals. We trust these efforts will be helpful to members during this time.

CAPRI Members will also soon be receiving information on the new ADA Compliance Assistance program in partnership with Disability Access Consultants ("DAC"). There will never be a better time to review and update your ADA processes and CAPRI will be contributing as much as 10% of the cost toward development of a ADA transition plan and other accessibility updates. We will also be announcing a series of free online trainings in October and November that help satisfy your annual safety credit discount. Stay tuned!

That's it for now. Again, please make sure you complete the survey above and let us know where your District stands. I hope you all are healthy and staying safe!

Thanks and have a great rest of the week,

Matthew Duarte
Executive Director



NEW ADDRESS

1075 Creekside Ridge Drive, Suite 240
Roseville, CA 95678-3504
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.

Cazadero Water Co., P.O. Box 423, Cazadero, California

Subject: Water Rights and Hotel Spring Permit-Response to August letter by Oakley, Water Board staff

September 6, 2020

California Water Board Staff-Sonoma Division,

Hotel Spring is one of 5 sources Cazadero depends on for its water survival and why it has not been permitted by "staff" long ago is unknown to us. It has been openly and notoriously in service to Austin-Ingram-Cazadero since 1878. Currently, it has taken and passed every certified laboratory test for chemicals and disinfection up to this moment as part of routine and special testing. Since 2012, Cazadero Water has maintained an excel spreadsheet for Hotel Spring which demonstrates daily disinfection well above the minimum required. All logs and tests have been offered to our customers and a current example has been sent. The following timeline will show the historic and current events as a key part of Cazadero's daily well being and safety. No other known source in the Austin Creek Watershed has a comprehensive Water Source Assessment (as part of the application process) which was completed and submitted to "staff" in April of 2018. Hotel Spring is likely the oldest source continuously providing water to a community in Sonoma County. Here is the timeline which shows events we are aware of, most of which "staff" has in their files. More events will be added to this timeline as we become aware of them.

INGRAM-AUSTIN-CAZADERO-HOTEL SPRING TIMELINE

1878-Silas Ingram developed Hotel Spring as part of his new hotel-resort about 600 feet and 100 feet elevation below the spring.

1880-A photo of 38 guests at Ingram's pose in their Sunday best for an ad in Scribner's magazine published in 1881. They all have access to Hotel Spring as Ingram's guests.

1880's & 1890's-The "spring" provides water for two hotel buildings, bath house, many cottages, livery stable, blacksmith shop, railroad depot 1000 feet south) and saloon run by the 3 famous Hart bros., including William Randolph Hearst's favorite journalist, William Hart.

1884-Ingram's is so popular that Silas built an overflow building and many cottages which needed Hotel "spring" water.

1885-Silas Ingram is quoted in a local newspaper that his water is some of the best in California.

1887-As the railroad recently arrived in 1886, a spring filled redwood tank (in present downtown) Cazadero is shown which stores "spring" water for the locomotive boiler.

1888-George Montgomery purchases Ingrams from Silas Ingram including Hotel Spring and water system.

1904-Hotel del Cazadero burned down in early October but water continued to be provided to about 40 customers from Hotel and Buckeye Springs. The town center began to move about ¼ mile south where it is located today.

1906-1910-Samuel Break and Rufus Chapman develop 5 subdivisions as part of Cazadero Townsite which were each approved by the Sonoma County Board of Supervisors. Break- Chapman build a concrete tank just below Hotel spring which provides water to both north and south Cazadero centers. The two centers are both at low enough elevation for adequate pressure. Buckeye Spring is developed by Break and Chapman to provide more gravity water than Hotel spring can provide and provide water for upper Cazadero. There were no spring quality issues mentioned at that time. A 300,000 gallon storage tank was planned but never built. Due to Break & Chapman's unpaid bills George Montgomery had to take back all the subdivisions and pay many outstanding bills. Too many lots were unsold in time to save Break-Chapman.

1915- Wm. Quigley is retained by owner, George Montgomery, to manage Cazadero water, including Hotel Spring.

1917-Milo Brinkley, engineer for the Railroad Commission, inspects the springs, pipes and storage and declares them unable to support a growing town. He recommends more storage and bigger pipes. Cazadero mechanic-blacksmith, John C. Holte is asked to run Cazadero water system for George Montgomery. O. P. Trine of the Cazadero Improvement Club volunteers to help as well.

1917-Samuel Break testified before the Railroad Commission (the ancestor of the California Public Utilities Commission) that he and co-developer, Rufus Chapman spent \$8000 on the water system, including a concrete tank just below Hotel tank. The previous tank was likely a redwood tank but had too little storage. The next 12 years were spent struggling to provide enough good water to Cazadero until Loren and Merrill hand dug a well and pumped with a gasoline powered pump. Water quality was not an issue.

1923-Al Miller and Chester Rodgers manage the springs, tanks and pipes until Merrill Berry and family arrive in 1927. Many of the original Cazadero homes were built in these subdivisions in the 1920's.

1927-George Montgomery's Son-in-law, Merrill Berry, comes to Cazadero to manage Cazadero Water Co. , including Hotel Spring. The 4 Berry children (Judd, Beth, Loren and Orvan) are raised drinking Hotel Spring water. Merrill submits an annual report (on file for all the years from 1927 to 1946) to the Railroad Commission where he names the two springs (Buckeye and Hotel) as his primary water sources.

1929-Loren and Merrill Berry dig a hand dug well and install a gas powered pump to supplement lack of dry season water from Hotel and Buckeye Springs.

1930's-Merrill Berry installs first water meters in Austin Creek Watershed. Cazadero remained the only metered system in the Austin Creek watershed until Jack Bushgen completed meter installation on Austin Creek Mutual in 2015. The meters have provided numbers for leak detection and water

conservation for Cazadero Water and customers especially when Hotel and Buckeye spring were at lowest production.

1917-1947-The Railroad Commission (RC) continues to provide management-regulatory oversight until it became the CPUC. Annual reports are submitted to the CPUC by Merrill Berry from 1948 to 1965.

1948-1965-Merrill continues to send annual reports to the CPUC and continues to refer to two springs and two wells as his water sources after 1956. CPUC oversight is now financial and not managerial.

1960's to 1992-The Sonoma County Health Dept. inspects and regulates Cazadero Water Co. The last two Sonoma inspectors were Richard Ottolini and Ronald Addis. Cazadero Water begins bacteria testing under Sonoma County Health Dept. oversight. The water board staff and Cazadero have inspection reports from that era, including inspections of Hotel Spring. The Sonoma County Board of Supervisors quit regulating small water systems due to too many "unfunded mandates" by the state water board..

1962-Hotel concrete tank is built by Loren Berry and crew about 120 feet from the spring. Loren Berry and Elmo Baswell bury the old Break-Chapman concrete tank.

1988-Jim Berry eliminates the old wood box intake and develops the spring intake to provide a surface water seal in the highest rainfall. The 2 page technical report of the redevelopment is presented to Marianne Watada after she started inspecting Hotel Spring in 2006. Many water board staff have inspected Hotel Spring.

1992-The California state water board staff begins to regulate Cazadero Water system, including Hotel Spring. Cazadero Water started the process of obtaining historic water rights (from the water rights division) since both Hotel and Buckeye Springs were in service before 1914.

1997-Loren Berry begins to chlorinate Hotel Spring tank. A field log is kept regarding treatment to this day. All field logs are on file and can be inspected. Hotel Spring has not failed a treated bacteria test since chlorination was commenced in 1997. Copper-lead testing is also begun this year.

2005-Loren Berry passes his T1 operator's license with an 85%. Jim Berry takes his historic Hotel water data to noted Water rights attorney, Janet Goldsmith. Ms. Goldsmith believes that Hotel Spring qualifies for historic water licensing. It may also qualify for historic recognition by local historians.

2006-Jim Berry passes his D1 water operator test with a 94% and his T1 with an 87% and takes over chlorination of Hotel Spring Water.

2008-A General Mineral & Physical & Inorganic Analysis for Hotel Spring is completed by Brelje and Race Laboratory. The water rights division of the Water board discontinued Cazadero's Water rights quest. Cazadero had no way to fund the Environmental Impact Report demanded. Detailed flow data before 1914 was not a reasonable request by water rights staff. This type of pre-1914 data is rare or unknown in small California towns.

2009-Another General Mineral & Physical & Inorganic Analysis for Hotel Spring is completed by Brelje and Race Laboratory.

2010-An Initial Water Quality Parameter Monitoring and Entry Point Lead and Sample Data Sheet was completed from Brelje and Race lab. data. There was no data which suggested copper or lead problems from lab data. There are no copper or lead pipes in the Hotel System. A copper-lead parameters analysis is completed by Brelje and Race from Hotel Spring. It included Specific Conductance, Total Dissolved solids, Total Alkalinity, and Calcium.

2011-As the Hotel tank was cracking on the corners and showing signs of aging, John Camgros wrapped the entire tank with lots of reinforcing bar and 12 inches of high quality concrete. No Hotel Spring tank storage capacity was lost. Another copper-lead parameters analysis is completed by Brelje and Race from Hotel Spring. It included Specific Conductance, Total Dissolved solids, Total Alkalinity, and Calcium.

2012-A daily excel spreadsheet table is begun for Hotel Spring tank treatment shed documenting date, master meter numbers, net flow, temperature, pumping hours, chlorine residual, chlorine amount. Any Cazadero Water Co. customers may have any log on request. A report for Hotel and Buckeye Treatment centers are sent to the "staff" each month. All records are kept as hard copies and in computer files. A comprehensive Organic Chemical Analysis (more than 100 chemicals) for Hotel Spring was completed with a clean bill of health and safety. A Hotel Spring treatment shed is built and kept locked.

2015-Monica Brennan excavates the footprint of Cazadero Hotel and finds many artifacts, including ancient pipes.

2016- A place-of- use-topographic-lot line map is submitted showing Cazadero Water facilities, including Hotel Spring and tank. In December, Amy Hill completed a field review (Sanitation survey) of Cazadero Water co facilities. Six months later Amy completed the 16 page written report and Cazadero Water co. received a compliance order shortly after. The suggested corrections in the report were minor but sometimes time consuming. Little time for correction was allowed before a compliance order was issued.

2017-A General Mineral and Physical & Inorganic Analysis was completed in June for Hotel Spring with 38 minerals tested. Also in June, Atracine, Simacine, Bentazon, 2,4-D, 2,4.5-TP, Dalapon, Dinoseb, Pentachlorophenol & Picloran were tested at a specialized lab in Arcata and NONE of the nine were detectable. Chromium hexavalent for Hotel Spring was tested at Mc Campbell Analytical and was barely detectable. A special test for perchlorate was done at Babcock Laboratory and perchlorate was not detectable. A radio chemicals analysis was done for Gross Alpha, Gross Alpha Counting factor and Gross Alpha MDA95 with all far below the "Detection limit for Reporting Purposes". A test for Asbestos at EMSL Analytical showed ND or Not detectable. All these tests are available to our customers and are on file with the water board staff. In July, water board staff sent a compliance order to put in a filtration system and a anti-corrosion system as well as all the items in the Sanitation Survey. Hotel Spring was determined to be corrosive, but evidence for this is scanty at best. An anti-corrosion system is required and Community Engineers in association with the American Water Works Assoc., have been working on this system. Corrosion specialists have been struggling to put in an affordable system without the aid of

electrical power (at Hotel or Buckeye) and that will not negatively affect endangered species below the spring.

2018-During April, an 11 page comprehensive Ground Water Source Assessment for Hotel Spring was completed by Cazadero Water Co. and submitted to water board staff as part of the application process. So far, no acknowledgement has been received for this work. None of the other 4 Cazadero Water sources have had a source assessment like this but have been accepted as part of Cazadero Water system. A third copper-lead parameters analysis is completed by Brelje and Race from Hotel Spring. It included Specific Conductance, Total Dissolved solids, Total Alkalinity, and Calcium. Once again no evidence of corrosive qualities were found or by American Water Works assoc. engineers. Since these parameters were not evidence of corrosiveness, water board staff put together a table showing Sulfate & Chloride levels for all other sources but did not complete one for Hotel Spring. Sulfate and Chloride for the other 4 sources were tested at about 1% of Maximum Contaminant Levels. This spring is under a compliance order without any evidence of corrosive water. Cazadero Water co. has sent all its engineering related files to Community engineering to help with all aspects of system improvement. These are the same files available to customers and in water board staff files.

2019-Perchlorate at Hotel Spring was tested again at Babcock Laboratories and was below the reporting limit. After a survey of median income by Rural Community Assistance Corp., Cazadero Water co. was determined to be a economically disadvantaged community which should help with various kinds of public assistance. None has been forthcoming so far. In March, a General Mineral & Physical Inorganic Analysis is completed by Brelje and Race Lab. In October, the Kinkaid fire knocked out power for 5 days. Buckeye tank went dry due to lack of spring water and no power for pumping. Hotel tank still had some water in it after 5 days due to Hotel Spring's 24 hour gravity flow.

2020-Cazadero Water Co. signed an agreement with Community Engineering corp. to do planning and water co. design including Crypto filters and anti-corrosion system for all sources required by water board staff. Community Engineering is also creating an operation and maintenance manual. Rural Community Assistance Corp. is prepared to provide funding for system upgrades including any needed at Hotel Spring.

Cazadero water co. would like to request prompt permitting of Hotel Spring. We hope that Community Engineers can help obtain full water rights.