



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

Board Meeting Agenda
June 8, 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 JUNE 8, 2020.

Members of the public who wish to listen to the Board of Director's meeting may do so by dialing the teleconference call-in number and inputting the meeting ID code when prompted:

- Telephone number: 1 (669) 900-6833, Meeting ID 89337249533, Pin,284132#

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, do so by email before Board Meeting is called to order. 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 you wish to comment on 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 – May 11, 2020
2. Approval of Special Meeting Minutes – May 15, 2020
3. Approval of Financials – Month of May 2020

ACTION ITEMS

1. **Station #1 Generator Replacement** – Discussion/Action – Update on new commercial generator sizing and board authorization to purchase replacement unit to provide back-up power to station during grid failures.
2. **Park** – Discussion/Action - Potential park opening per 06-02 Revised Park Order.
3. **Park** – Discussion/Action – Consideration of quotations for electrical infrastructure improvement – #1 upgrading service to 200 amp, etc. #2 Sport Court Lighting, #3 extension of electrical service to former garden site. #4 Branch Circuits
4. **Liability Insurance Renewal** – Discussion/Action – Provident/Fire Plus Policy renewal
5. **Russian River Salmon and Steelhead Monitoring Program** – Discussion/Action – Temporary Entry Permit for fish and habitat monitoring activities.

DISCUSSION ITEMS

1. **Business and Camp Inspections**– Update on Inspection progress.
2. **Employment Agreements for Salaried Employees**– Discussion on Auditor suggested employment agreements.
3. **Security for Fire Stations** – Discussion on security options.
4. **Insurance Related Issues** – Discussion on CAPRI recommended revisions to Waiver & Facility Use Agreements and updates on other insurance-related issues.
5. **Legal Counsel** – Review CSD Legal Representation
6. **Grant Opportunities** – Review and discuss application opportunities.

COMMITTEE REPORTS

1. Consolidation Ad Hoc
2. Park Ad Hoc
3. Board Policy Handbook Ad Hoc

FINANCIAL REPORTS

COMMUNICATIONS

1. Sonoma County Fire Chiefs Association May Meeting Minutes
2. Letter from Doug Nickles
3. LAFCO Approved Fiscal Year 2020-21 Proposed Budget
4. Provident/Fire Plus Insurance Documentation

ADJOURNMENT

CONSENT ITEMS



*Cazadero Community Services District
Meeting Minutes –May 11 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 teleconference. Members of the public were provided a teleconference call-in number to listen to the meeting and the opportunity to give public comment in writing.

1. Call to Order and Roll Call

The regular meeting of the Cazadero CSD Board was called to order at 6:20PM on May 11, 2020. Director Olson led the Pledge of Allegiance. The following Directors were present: Nicholls, P. Barry, Canelis, M. Berry, Olson. Chief Krausmann and AA Kulczewski were also present.

2. Public Comment

None

3. Agenda Adjustments

None

4. Director Reports

None

5. Fire Chief’s Report/Staff Report

AA Kulczewski queried and the Board confirmed that a new General Ledger account be created tracking COVID-19 expenses.

Chief Krausmann reported that due to COVID-19 the bathroom project was on hold; volunteer drills (with proper social distancing) would resume May 14, weather permitting.

Call Report for April:

Nature of Call	Number of Calls
Medical Aid	2
Fire Investigation	2
Vehicle Accident	1
Public Assist	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: By roll call:

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

7. Correspondence

Correspondence referenced in the Board packet were reviewed.

8. Action Items

- a. **Station #1 Generator Replacement & Maintenance** – Tabled to June meeting.
- b. **2020-2021 FY Budget** – After Board discussion, on a motion by Director Canelis, Seconded by Director P. Barry, the Board moved to approve the Preliminary 2020-2021 Fiscal Year budget. VOTE: By roll call:

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

- c. **FEMA Grant Opportunities** – Chief Krausmann reported he is working on several grants and that the Cazadero Volunteer Fire Department received a grant for a washer and dryer for firefighter turnouts from Jenny’s Heroes California. Director Nicholls reported he is checking on other potential grant opportunities.
- d. **Response to County Clerk and Registrar of Voters** –On a motion by Director M. Berry, Seconded by Director Olson, the Board ordered an election be held and requested consolidation with the November 3, 2020, Consolidated District Election by Resolution 19-20-04 with a roll call vote:

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

9. Discussion Items

- a. **Business and Camp Inspections** – No action due to COVID-19, tabled to June meeting.
- b. **Cazadero Firefighters Association** – Chief Krausmann reported the Association had \$7,096.77 in checking and \$30,033.51 in savings, and that the next report will be in August.
- c. **Employment Agreements for Salaried Employees** – The Board discussed Agreement templates and legal counsel review. Director M Berry will report back on the subject at the June board meeting.
- d. **Security for Fire Stations** – The Board discussed various security systems and Director Olson will research further.
- e. **Dormitory** – The Board discussed the option of purchasing property at 5954 Cazadero Highway to be used as a fire station dormitory, further realtor research is required.

10. Committee Reports

- a. **Consolidation 2020 Ad Hoc** – Director P. Barry reported he has a final draft and is working on scheduling a meeting with Supervisor Hopkins, although COVID-19 is causing delays.
- b. **Park 2020 Ad Hoc** – Director P. Barry reported he has a contract for the Depot and requested the District make the first progress payment which had previously been approved by the Board of Directors.
- c. **Board Policy Handbook 2020 Ad Hoc** – The Committee is still waiting for access to Lexipol.

11. Financial Reports

Bills totaling \$280,022.80 were presented for payment, which included a \$147,240.57 payment for the new water tender chassis and a transfer of \$124,808.30 from the Westamerica checking account to the Community First Credit Union checking account. Deposits in Westamerica included \$124,808.30 from property tax revenue and \$90,904.00 from the FEMA grant for the water tender.

12. Adjournment

On a motion by Director P. Barry, Seconded by Director Canelis, the Board moved to adjourn the meeting at 8:14 PM. VOTE: By roll call:

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

Michael Nicholls

Maureen Barry

Paul Barry

Cory Olson

Homer Canelis

Date: _____



*Cazadero Community Services District
Special Meeting Minutes –May 15, 2020*

The Cazadero Community Services District special 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 teleconference. Members of the public were provided a teleconference call-in number to listen to the meeting and the opportunity to give public comment in writing.

1. Call to Order and Roll Call

The special meeting of the Cazadero CSD Board was called to order at 6:08PM on May 15, 2020. Director Olson led the Pledge of Allegiance. The following Directors were present: Nicholls, P. Barry, Canelis, M. Berry, Olson. AA Kulczewski was also present.

2. Public Comment

None

3. Agenda Adjustments

None.

4. Action Items

- a. Proclamation of a Local Emergency for the Cazadero CSD –** On a motion by Director P. Barry, Seconded by Director M. Berry, the Board moved to proclaim the existence of a local emergency under the California Disaster Assistance Act by Resolution 19/20-07 with a roll call vote (Resolution numbers 19/20-05 and 19/20-06 will remain unused):

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

- b. Back-up Offer on 5954 Cazadero Hwy –** After Board discussion, on a motion by Director M. Berry, Seconded by Director Canelis, the Board moved to not make an offer on the property at this time with a roll call vote:

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

5. **Adjournment**

- b. On a motion by Director M. Berry, Seconded by Director Olson, the Board moved to adjourn the special meeting at 6:37 PM with a roll call vote:

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: _____

ACTION ITEMS

From: Michael Nicholls <mcnicholls@me.com>
Sent: Tuesday, June 2, 2020 6:35 PM
To: cazaderoCSD@comcast.net
Subject: Fwd: Briefing - June 2nd - Noticias Informativas

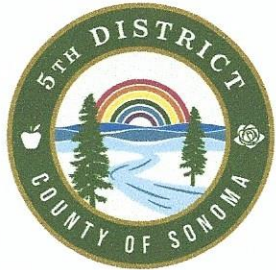
Agenda Item - PARK - Discussion/Action - Potential park opening per 06-02 Revised Park Order

Begin forwarded message:

From: Fifth District Supervisor Lynda Hopkins <lynda.hopkins@sonoma-county.org>
Subject: Briefing - June 2nd - Noticias Informativas
Date: June 2, 2020 at 6:04:02 PM PDT
To: mcnicholls@me.com
Reply-To: elise.vandyne@sonoma-county.org

June 2nd 2020

[Español abajo]



Parks Access Expanded in New Health Order Coastal beaches, parking areas to reopen

SANTA ROSA, CA— Sonoma County's health officer on Tuesday further eased restrictions on outdoor recreation during the Covid-19 pandemic by issuing an order that allows park agencies to reopen coastal parking lots and restore daytime visiting hours at beaches. The order means residents can drive to Sonoma Coast parks and trails beginning Wednesday, June 3. The order replaces a May 12 order that allowed only walk-in coastal

access and closed beaches between 11 a.m. and 5 p.m.

The amended parks order allows individuals or household groups to drive to coastal parks for lower-risk recreation, including hiking, walking, running, fishing, surfing and other water sports, as well as for sunbathing and relaxing on beaches.

"Visiting beaches for our physical and mental health is possible if we stay diligent about social distancing, wearing face coverings when we come near other park users and staying home if we have any Covid-19 symptoms," Mase said. "We must continue to slow the virus' spread to protect our vulnerable residents and our healthcare resources."

The order continues to require that all park visitors practice physical distancing and wear face coverings when they come within 6 feet of people who are not members of their household. Park facilities that encourage social gatherings or that feature frequently touched surfaces remain closed. These include picnic areas, barbecues, playgrounds, dog parks, outdoor gym equipment, drinking fountains and recreational campgrounds. While the order allows driving to parks and beaches within the county, it also urges visitors to limit their time and interactions with others in public.

"We're so pleased residents can take a break from sheltering near home by visiting the coast for exercise and fresh air," said Susan Gorin, chair of the Sonoma County Board of Supervisors. "As we enjoy the coast again, let's continue to do our part to keep each other

safe: Carry a face covering, don't socialize in groups, and avoid busy beaches if social distancing will be challenging."

The health order applies to all parks, trails and recreation areas in Sonoma County, including those managed by private organizations.

"Reopening the beaches is a milestone for our community – we know many people have waited patiently for this day," said Bert Whitaker, director of Sonoma County Regional Parks. "We're committed to keeping coastal parks open this summer, and we appreciate the public's support for health guidelines that are meant to protect us all."

<https://socoemergency.org/june-2-amendment-to-health-order-no-c19-13/>

FAQs

Draft FAQs for 06-02 Parks Order

Is the health order allowing limited access to Sonoma County parks?

Sonoma County's public health officer has amended a parks closure order to allow access to coastal parks beginning June 3, 2020. The order allows residents to drive, bike or walk to all open Sonoma County parks and beaches for basic exercise and recreation. The order is effective until further notice and is the latest modification to a full parks closure ordered at the beginning of the COVID-19 pandemic.

How can I access and use the parks?

The parks health order allows you to walk, bike or drive to parks, trails and beaches for basic exercise and outdoor recreation while you continue to shelter near home. You must stay at least 6 feet from other parks users who are not members of your household. You must carry a face covering and wear the covering when you cannot maintain that distance.

Park managers may allow for an individual or a household group to use sports courts and playing fields. Playgrounds, picnic areas, dog parks, barbecue areas, drinking fountains, recreational campgrounds and other gathering or high-touch areas remain closed. Check with your local park agency for more information about the status of park amenities.

Can I drive to parks outside of my community?

The county is under a shelter in place order that restricts unnecessary travel. While driving to parks for basic exercise is allowed, park users are encouraged to stay close to home, limit their time and interactions with others in public, and if possible, initiate their park visits from their homes by walking, hiking or biking. If crowded parks make social distancing difficult, park managers can close parking areas, limit trail access or close parks.

Are park restrooms open?

The parks health order allows park agencies to reopen restrooms. However, some restrooms may remain closed due to maintenance issues. Please check with your parks department to learn about individual park facilities. Some parks might have temporary, portable restrooms available and no hand-washing stations. Please carry your own hand sanitizer.

Am I required to wear a face covering in a park?

You must carry a face covering when you are in a park, and you must wear the covering when you come within 6 feet of other visitors (who are not members of your household.) This rule applies all users, whether walking, hiking, jogging, biking or fishing. For more information, see the Sonoma County health officer's [order regarding face coverings](#).

Are Sonoma Coast beaches open?

The amended parks order effective June 3, 2020 allows park agencies to reopen coastal parking lots and restore daytime beach hours. Beach visitors can enjoy active recreation – such as hiking, walking, running, fishing, surfing and other water sports – as well as sedentary activities such as sunbathing and relaxing. Barbecues, picnic areas, campgrounds and other park facilities that encourage gatherings are closed. Beach visitors must follow physical distancing and face covering requirements and not gather with members of multiple households.

Are Russian River beaches open?

The health order allows Russian River parks and parking lots to open. Please check with the agency managing the river park to learn what type of access is allowed. River parks can be used for hiking, biking, swimming, boating, water sports, fishing and sunbathing. Barbecuing and group picnics are not allowed. Street parking in river neighborhoods is not advised. Parking regulations are strictly enforced.

Are sports courts, athletic fields and other shared facilities open?

The parks health order lets park managers open and operate tennis courts, disc golf courses, basketball courts, pickleball courts and other shared sports facilities in compliance with social distancing restrictions. Use must be limited to a single individual or to members of the same household. Players who are not members of the same household cannot share sports facilities at the same time.

Playgrounds, picnic areas, dog parks, barbecue areas, drinking fountains and other gathering or high-touch areas are closed.

What type of fishing access is allowed?

Fishing is allowed at parks where permitted. Anglers must comply with social distancing rules and wear face coverings when they are within 6 feet of other park users who are not members of their households. Fishing boat occupants are limited to members of the same household.

Are Class 1 trails open to cyclists?

Class 1 multi-use trails like the Joe Rodota, Santa Rosa Creek and West County trails (paved paths separated from roads) are open to cyclists as well as pedestrians.

What disabled parking options are available during this period of limited parks access?

Park managers may close or physically limit parking areas to control crowding in parks. If you have a disability and need a reasonable parking accommodation during this period of limited opening, please contact your parks department (or 2-1-1, if not known) to coordinate parking at specific parks. To coordinate disabled access at a Sonoma County Regional Park, call (707) 565-2041.

Are equestrians allowed to use park trails?

Please contact your parks department to learn about the status of equestrian access. Sonoma County Regional Parks has restored equestrian access and reopened equestrian parking areas.

Are day-use parking fees required?

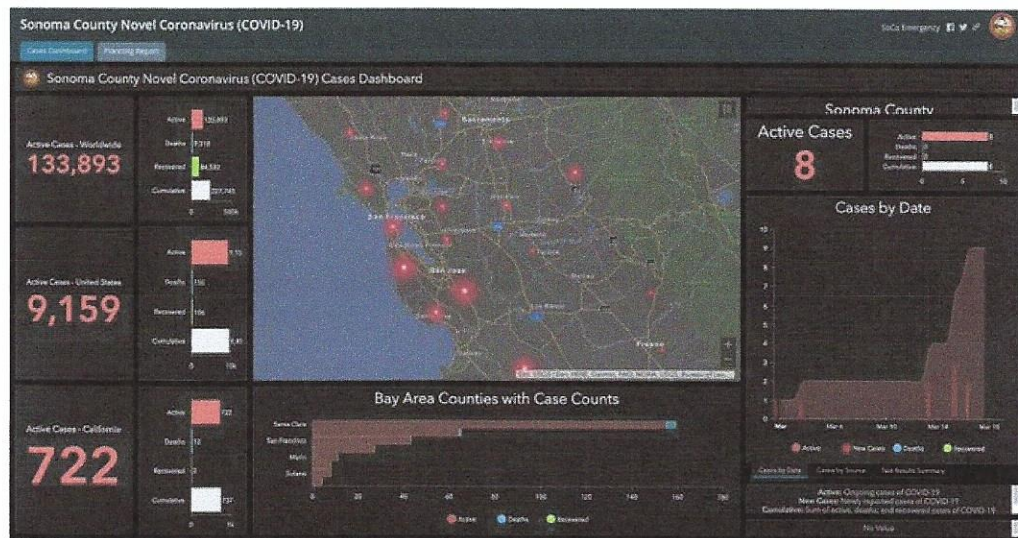
Parking fees are determined by individual park agencies, so please check with your local parks department. Sonoma County Regional Parks is charging its regular parking fees. (Regional Parks memberships will be extended to cover the two months the parks were closed to vehicles.)

Can I exercise on schoolyards and school fields?

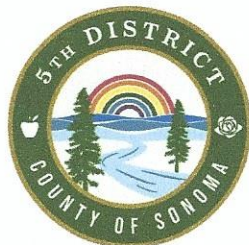
Some school campuses might allow public access for exercise. Please comply with any posted rules about public use, as well as all social-distancing and face mask protocols required by the public health officer.

Sonoma County Dashboard

click image for up-to-date information



En español



Se extiende el acceso a los parques en la nueva Orden de Salud

Próxima reapertura de playas y áreas de estacionamiento

SANTA ROSA, CA— El martes la Oficial de Salud del Condado de Sonoma disminuyó aún

más las restricciones relacionadas con la recreación al aire libre durante la pandemia de

Covid-19 al emitir una orden que les permite a las entidades a

cargo de parques abrir sus

estacionamientos en la costa y restablecer las horas diurnas de visita a las playas.

La orden establece que los residentes pueden manejar sus vehículos para visitar a los parques y senderos de la Costa de Sonoma a partir del miércoles 3 de junio. Esta orden

reemplaza a la orden del 12 de mayo que permitía sólo el acceso a pie a la costa y mantenía las playas cerradas entre las 11 a.m. y las 5 p.m.

La Orden de Parques modificada autoriza a los individuos o grupos de personas que vivan

juntas a manejar sus vehículos a parques en la costa para recreación de bajo riesgo, incluso caminar, pasear, correr, pescar, hacer surf y otros deportes acuáticos, además de tomar sol y descansar en las playas.

“El visitar las playas para mantener la salud física y mental es posible teniendo cuidado con la separación social, usando mascarillas faciales cuando estemos cerca de otros visitantes en el parque y quedándonos en casa si tenemos síntomas de Covid-19,” Mase dijo. “Debemos seguir frenando la propagación del virus para proteger a los residentes vulnerables y a nuestros recursos de salud.”

La orden sigue requiriendo que todos los individuos que visiten parques practiquen la separación física y usen mascarillas faciales cuando se encuentren a una distancia de 6 pies de otras personas que no sean parte del mismo grupo de familia o de convivencia. Las áreas en los parques que fomenten los encuentros sociales en multitud o que posean superficies de tacto frecuente permanecen cerradas. Éstas incluyen las zonas para hacer picnics y para hacer asados, los parques de juegos, parques caninos, equipo para hacer gimnasia al aire libre, las fuentes y bebederos y los campamentos recreativos.

Si bien la orden permite manejar a parques y a playas dentro del Condado, también urge a los visitantes a que limiten su tiempo e interacciones en público con otros individuos.

“Estamos muy contentos de que los residentes puedan tomarse un descanso del confinamiento domiciliario visitando la costa para el ejercicio y el aire fresco”, dijo Susan Gorin, Presidenta de la Junta de Supervisores del Condado de Sonoma. “A medida que volvemos a disfrutar de la costa, sigamos haciendo nuestra parte para protegernos mutuamente: llevar una mascarilla, no socializar en grupos y evitar playas con mucha concurrencia si la separación social es difícil”.

La Orden de Salud es aplicable a todos los parques, senderos y zonas de recreación del Condado de Sonoma, incluso las administradas por organizaciones privadas.

“La reapertura de las playas es un acontecimiento en nuestra comunidad – sabemos que mucha gente ha esperado con paciencia que llegue este día,” dijo Bert Whitaker, Director de Parques Regionales del Condado de Sonoma. “Nos comprometemos a mantener los parques de la costa abiertos este verano, y agradecemos el respaldo del público en cuanto a obedecer las normas de salud cuyo propósito es protegernos a todos.”

<https://socoemergency.org/june-2-amendment-to-health-order-no-c19-13/>

Preguntas Frecuentes

¿La orden de salud está permitiendo el acceso limitado a los parques del condado de Sonoma?

La oficial de salud pública del condado de Sonoma ha modificado una orden de cierre de parques para permitir el acceso a los parques costeros a partir del 3 de junio de 2020. La orden permite a los residentes conducir, andar en bicicleta o caminar a todos los parques y playas abiertos del condado de Sonoma para hacer ejercicio y recreación básicos. La orden es efectiva hasta nuevo aviso y es la última modificación a un cierre completo de parques ordenado al comienzo de la pandemia de COVID-19.

¿Cómo puedo entrar y usar los parques?

La orden de salud de los parques le permite caminar, andar en bicicleta o conducir para llegar a los parques, senderos y playas para hacer ejercicio básico y recreación al aire libre

mientras continúa refugiándose cerca de su hogar. Debe permanecer al menos a 6 pies de otros usuarios de parques que no sean miembros de su hogar. Debe llevar un cubierto facial y usar el cubierto cuando no pueda mantener esa distancia.

Los administradores de los parques pueden permitir que un individuo o un grupo familiar utilicen canchas deportivas y campos de juego. Las estructuras para jugar de niños, áreas de picnic, parques para perros, áreas con parillas para cocinar, fuentes para beber, campamentos recreativos y otras áreas de reunión o áreas de alto contacto permanecen cerradas. Consulte con su agencia de parques local para obtener más información sobre el estado de los servicios del parque.

¿Puedo conducir a parques fuera de mi comunidad?

El condado está bajo un refugio en el lugar que restringe los viajes innecesarios. Si bien se permite conducir a parques cercanos para hacer ejercicio básico, se les pide a los usuarios del parque a permanecer cerca de su hogar, limitar su tiempo e interacciones con otros en público y, si es posible, iniciar sus visitas al parque desde sus hogares caminando, montañismo, o en bicicleta. Si los parques llenos de gente dificultan el distanciamiento social, los administradores de parques pueden cerrar áreas de estacionamiento, limitar el acceso a senderos o cerrar parques.

¿Están abiertos los baños del parque?

La orden de salud de parques permite a las agencias de parques reabrir los baños. Sin embargo, algunos baños pueden permanecer cerrados debido a problemas de mantenimiento. Por favor, consulte con su departamento de parques para conocer las instalaciones individuales del parque. Algunos parques pueden tener baños temporales y portátiles disponibles y no estaciones de lavado de manos. Mantenga disponible su propio desinfectante para manos.

¿Debo usar una cubierta facial en un parque?

Sí, tiene que llevar una cubierta facial cuando esté en un parque, y debe usarla cuando se encuentre a menos de 6 pies de otros visitantes (que no sean miembros de su hogar). Esta regla se aplica a todos los usuarios, ya sea caminando, montañismo, trotando, andar en bicicleta o pescar. Para obtener más información, consulte [Orden de la Oficial de Salud sobre Estipula que los miembros del público deben usar una cobertura facial.](#)

¿Están abiertas las playas de la costa de Sonoma?

La orden modificada de parques efectiva a partir del 3 de junio de 2020 permite a las agencias de parques reabrir los estacionamientos costeros y restaurar las horas de playa durante el día. Los visitantes de la playa pueden disfrutar de actividades recreativas activas, como caminar, correr, pescar, surfear y otros deportes acuáticos, así como actividades como tomar el sol y relajarse. Áreas de picnic y parillas para cocinar, campamentos y otras instalaciones del parque que animan las reuniones están cerradas. Los visitantes de la playa deben cumplir con los requisitos de distanciamiento físico y requisitos de cubiertos faciales y no reunirse con miembros de múltiples hogares.

¿Están abiertas las playas del Río Ruso?

La orden de salud permite que se abran los parques y estacionamientos del Río Ruso. Consulte con la agencia que administra el parque para saber qué tipo de acceso está permitido. Los parques con ríos se pueden utilizar para practicar senderismo, ciclismo, natación, paseos en bote, deportes acuáticos, pesca y tomar el sol. Usar parillas para cocinar y picnics grupales no están permitidos. No se recomienda estacionar en la calle de

los vecindarios cerca del río. Las regulaciones de estacionamiento se aplican estrictamente.

¿Están abiertas las canchas deportivas, los campos deportivos y otras instalaciones compartidas?

La orden de salud de parques permite a los administradores del parque abrir y operar canchas de tenis, campos de golf, canchas de baloncesto, canchas de pickleball y otras instalaciones deportivas compartidas en cumplimiento de las restricciones de distanciamiento social. El uso debe limitarse a un solo individuo o a miembros del mismo hogar. Los jugadores que no son miembros del mismo hogar no pueden compartir instalaciones deportivas al mismo tiempo.

Las estructuras para jugar de niños, áreas de picnic, parques para perros, áreas con parrillas para cocinar, fuentes para beber y otras áreas de reunión o de alto contacto están cerradas.

¿Qué tipo de acceso de pesca está permitido?

La pesca está permitida en los parques donde está permitido. Los pescadores deben cumplir con las reglas de distanciamiento social y usar cubiertos faciales cuando se encuentren a menos de 6 pies de otros usuarios del parque que no sean miembros de sus hogares. Los ocupantes de los botes de pesca están limitados a los miembros del mismo hogar.

¿Están los senderos de clase 1 abiertos a los ciclistas?

Los senderos de usos múltiples de Clase 1, como los senderos Joe Rodota, Santa Rosa Creek y West County (caminos pavimentados separados de las carreteras) están abiertos a ciclistas y peatones.

¿Qué opciones de estacionamiento para discapacitados están disponibles durante este período de acceso limitado a los parques?

Los administradores de parques pueden cerrar o limitar físicamente las áreas de estacionamiento para controlar que la gente se amontone en los parques. Si tiene una discapacidad y necesita un alojamiento de estacionamiento razonable durante este período de apertura limitada, comuníquese con el departamento de parques (o 2-1-1, si no lo conoce) para coordinar el estacionamiento en parques específicos. Para coordinar el acceso para discapacitados en un parque regional del condado de Sonoma, llame al (707) 565-2041.

¿Se les permite a los jinetes usar los senderos del parque?

Póngase en contacto con su departamento de parques para conocer el estado del acceso ecuestre. Los Parques Regionales del Condado de Sonoma han restaurado el acceso ecuestre y reabrieron las áreas de estacionamiento ecuestre.

¿Se requieren tarifas de estacionamiento durante el día?

Las tarifas de estacionamiento son determinadas por agencias de parques individuales, por lo tanto, consulte con su departamento de parques local. Los Parques Regionales del Condado de Sonoma están cobrando sus tarifas regulares de estacionamiento. (Las membresías de Parques Regionales se extenderán para cubrir los dos meses que los parques estuvieron cerrados a vehículos).

¿Puedo hacer ejercicio en patios y campos escolares?

Algunos campos escolares pueden permitir el acceso público para hacer ejercicio. Cumpla con las reglas publicadas sobre el uso público, así como con todos los protocolos de distanciamiento social y cubiertas faciales requeridos por la oficial de salud pública.

Fifth District Supervisor Lynda Hopkins | County of Sonoma | 707-565-2241
Lynda.Hopkins@sonoma-county.org

STAY CONNECTED



County of Sonoma | 575 Administration Drive, Santa Rosa, CA 95403

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Sent by lynda.hopkins@sonoma-county.org in collaboration with



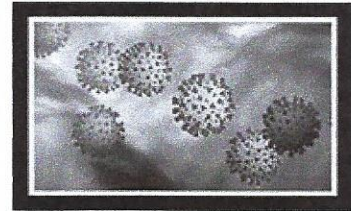
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June 2, 2020 5:30 PM

Order of the Health Officer C19-13: Amended Parks Order to allow Limited Activities

[En español » \[https://socoemergency.org/orden-modificada-de-la-oficial-de-salud-del-condado-de-sonoma-c19-13-2-de-junio-del-2020/\]](https://socoemergency.org/orden-modificada-de-la-oficial-de-salud-del-condado-de-sonoma-c19-13-2-de-junio-del-2020/)



No. C19-13 Amended Parks Closure Order to Prevent the Spread of COVID-19, Allowing Limited, Socially Distanced Access to Parks, for Outdoor Recreational Activities

[Frequently Asked Questions » \[#faq\]](#)

[Press Release » \[https://sonomacounty.ca.gov/CAO/Press-Releases/Parks-Access-Expanded/\]](https://sonomacounty.ca.gov/CAO/Press-Releases/Parks-Access-Expanded/)

DATE OF ORDER: JUNE 2, 2020

Please read this Order carefully. Violation of or failure to comply with this Order is a misdemeanor punishable by fine, imprisonment, or both. (California Health and Safety Code § 120275, et seq.)

UNDER THE AUTHORITY OF CALIFORNIA HEALTH AND SAFETY CODE SECTIONS 101040, 101085, AND 120175, THE HEALTH OFFICER OF THE COUNTY OF SONOMA ("HEALTH OFFICER") ORDERS:

1. This Order facilitates additional parks' access due to the demonstrated commitment of the community in maintaining social distancing on park property and the success of the Shelter-In-Place Order in interrupting community transmission of the COVID19 virus. The Order further recognizes the critical role parks and open space lands play in maintaining the physical, emotional and mental health of our community. The Order shall become effective at 12:01 a.m. on June 3, 2020, and will continue in effect until is terminated, amended, or superseded and replaced by a future Order of the Public Health Officer.
2. This Order rescinds, supersedes and replaces the May 12, 2020, Order of the Health Officer "Closing Parks to Prevent the Spread of COVID-19" (Order No. C19-11.)
3. The intent and effect of this Order is to allow limited use of Parks for lower risk outdoor recreation and exercise to sustain residents' physical and mental health including walking, jogging, hiking, biking and other outdoor activities where individuals and households can exercise with protective

safeguards (e.g., facial coverings and distancing) and safety guidance to reduce the spread of COVID-19. Consistent with the Health Officer's Shelter-in-Place order No. C19-09 (dated May 1, 2020 and as amended from time to time), this Order continues to preclude gatherings of any groups of individuals not part of the same household, unless and only to the extent that such gatherings are specifically excepted from the prohibition.

4. The diligent and responsible cooperation of the community in complying with the Shelter -In- Place Orders and the previous Park Closure Orders, along with increased testing, and the use of facial coverings and social distancing, have led to indications of a leveling off in the number of newly detected COVID-19 cases led to a "flattening of the curve." The numbers appear uncertain in their trajectory at this time. While it is therefore too early to lift all provisions of these Orders, continued, incremental modifications of the Park Closure Orders to allow less restricted access to Parks is appropriate because of the burden the closures have placed on the community. Such a lifting of restrictions is possible as long as diligent social distancing and facial coverings are utilized as required by Order No. C19-07.
5. For purposes of this Order, "Park" means an area of land, beach or water open to the public for recreation, including but not limited to walking, hiking, biking, horseback riding, relaxing, boating, fishing, and playing, regardless of ownership. This includes private facilities that are open only to a limited segment of the public, such as tennis clubs, homeowners' associations, or other facilities that can be used for outdoor recreation by more than one household unit.
6. The purpose of this amended Order is to allow County residents more access to Parks for outdoor recreation and exercise, with restrictions sufficient to prevent crowding and virus transmission. It also provides the flexibility for quick re-closures and additional constraints if problems develop with overuse, virus transmission, crowding, neighborhood impacts, or violations of the conditions of this Order.

With that context, Parks may be opened to access, under the following limitations:

- a. Parking opportunities may be physically limited by Parks managers to conservatively provide for physical distancing in parking lots and at trailheads and other access points. While driving to Parks is allowed under this Order, Parks users are still encouraged to stay close to home and limit their time and interactions with others in public, and to initiate their visits from their place of residence if possible, via walking, hiking or biking;
- b. The use of Park recreational areas or facilities which contain high-touch equipment or that encourage gatherings, including, but not limited to, playgrounds, dog parks, outdoor gym equipment, pools, picnic areas, drinking fountains, and barbecue areas, are prohibited, and all such areas shall remain closed to public access. Park owners shall post and, where appropriate, install physical barriers to access such areas. Failure to do so does not, however, excuse violation of this Order by users of the Park, trail or facility;

- c. Every potential Park user must conduct a self-assessment of their health and shall not enter a Park if they have any of the following symptoms consistent with COVID-19:
- Fever of 100.0 degrees Fahrenheit or greater;
 - Cough;
 - Sore throat;
 - Shortness of breath;
 - Unusual headaches;
 - Severe fatigue;
 - Chills;
 - Gastro-intestinal symptoms such as diarrhea or stomach cramps; or
 - Loss of sense of smell or taste.
- d. If the potential Park visitor has had direct contact with a COVID-19 positive individual(s) in the past 14 days that person shall not enter a Park, and should contact their primary health care physician for further instructions.
- e. In addition to compliance with the requirements of the social distancing and hygiene protocols in the Shelter in Place Order (No. C19-09), the following additional social distancing and hygiene protocols must be adhered to at all times within any Park.

All persons must:

- i. Maintain a minimum six-foot distance from persons who are not part of the same household or living unit;
 - ii. Carry facial coverings with them at all times, and wear them in all circumstances required by the Health Officer's Order No. C19-07, including specifically if or when unable to maintain a six-foot distance from others (such as when passing on a trail);
 - iii. Not use any facilities or equipment that are closed; and
 - iv. Not engage in sports or other activities that involve the use of shared equipment with individuals or groups outside of the person's household.
- f. Consistent with the Governor's Guidance on outdoor recreation (<https://covid19.ca.gov/stay-home-except-for-essential-needs/#outdoor>), the use of shared facilities for some recreational activities outside of residences, including, but not limited to, tennis, bocce and pickle ball courts, water sports, sports fields, climbing walls, shooting and archery ranges, disc golf, basketball courts, and boat launches, shall be closed unless, on a Park by Park basis, the Park owner determines that the particular facility can safely be operated consistent with social distancing and hygiene requirements of Order No. C19-09 and this Order. If any such facilities are open, they may only be used by individuals alone or in a group comprised solely of individuals from the same household.

- L2. Interpretation of this order should take into consideration that the intent is to allow brief respite from our homes for limited periods. Longer and more frequent outings inherently come with greater risk of virus transmission.
- L3. Vulnerable populations should use particular discretion and best judgment, in traveling to places where they may be in contact with others. Engaging in the outdoor activities allowed under this Order should be undertaken with extra caution, or perhaps avoided altogether, to minimize risks associated with contracting COVID-19. Vulnerable populations include people that are 65 or older, have high-risk conditions such as chronic lung disease or other respiratory ailments, serious heart conditions, immunocompromised, or are severely obese.
- L4. In the event of crowding, widespread non-compliance with the limitations of this Order, or other evidence of activities presenting an unacceptable risk of spread of COVID-19 through Park use, any or all Parks may be closed again in their entirety or on a case-by-case-basis by the Health Officer, or by the individual Park owner, including but not limited to County Parks as determined by the Director of Regional Parks, as needed.
- L5. This Order is issued in accordance with, and incorporates by reference, the March 19, 2020 Executive Order of the Governor (No. N-33-20) and the May 7, 2020 Order of the State Public Health Officer (<https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/SHO%20Order%205-7-2020.pdf>) and related Governor's Office guidance regarding outdoor recreation (<https://covid19.ca.gov/stay-home-except-for-essential-needs/#outdoor>); the April 29, 2020, Order of the Sonoma County Health Officer re Shelter in Place (No. C19-09); the March 13, 2020 Order of the Health Officer No. C19-02; the April 13, 2020, Order of the Health Officer No. C19-04 concerning Facial Coverings; the March 4, 2020 Proclamation of a State of Emergency issued by Governor Gavin Newsom; the March 2, 2020 Proclamation of Local Emergency for the County of Sonoma issued by the Director of Emergency Services Declaring the Existence of a Local Emergency in the County Regarding Novel Coronavirus 2019 (COVID-19); the Declaration of Local Health Emergency Regarding Novel Coronavirus 2019 (COVID-19) issued by the Health Officer; the March 4, 2020 Resolution of the Board of Supervisors of the County of Sonoma Ratifying and Extending the Declaration of a Local Health Emergency, and the March 4, 2020 Resolution of the Board of Supervisors of the County of Sonoma Ratifying and Extending the Proclamation of a Local
- L6. This Order is issued based on evidence of continuing occurrence of COVID-19 within the County and throughout the Bay Area, scientific evidence and best practices regarding the most effective approaches to slow the transmission of communicable diseases generally and COVID-19 specifically, and evidence that the age, condition, and health of a significant portion of the population of the County places it at risk for serious health complications, including death, from COVID-19. Due to the outbreak of the COVID-19 virus in the general public, which is now a pandemic according to the World Health Organization, there is a public health emergency throughout the County. Making the problem worse, some individuals who contract the COVID-19 virus have no symptoms or have mild symptoms, which means they may not be aware they carry the virus. Because even people without

symptoms can transmit the disease, and because evidence shows the disease spreads easily, social distancing consisting of a six-foot separation between people is currently required for all activity permitted by the County's Shelter-In-Place Order No. C19-05 and the Governor's Executive Order, including outdoor activity.

17. The scientific evidence shows that at this stage of the emergency, while the curve is currently flattening, it is still essential to continue to slow virus transmission as much as possible to protect the most vulnerable and to prevent the health care system from being overwhelmed by another surge of cases. One proven way to slow the transmission is to limit interactions among people to the greatest extent practicable. By continuing to reduce the spread of the COVID-19 virus, this Order helps preserve critical and limited healthcare capacity in the County and saves lives.
18. This Order also is issued in light of the existence of at least 566 cases of COVID-19 in the County as well as four fatalities, as of June 2, 2020, including a significant number of suspected cases of community transmission, and likely additional cases of community transmission if physical distancing is not carefully maintained in this critical period.
19. Further revisions to this Order may be made, as necessary to maintain public health, consistency with the Governor's Guidance and Orders, and/or as otherwise needed to implement additional safety guidance or provide for additional recreational activities as approved by the Health Officer.
20. Additional information about this Order can be found at:
<https://parks.sonomacounty.ca.gov/Visit/Covid-19-Parks-Frequently-Asked-Questions/>.

IT IS SO ORDERED:

Dr. Sundari R. Mase, MD MPH
 Health Officer of the County of Sonoma

Frequently Asked Questions

Search FAQs

Type in a search word here... / Escriba una palabra de búsqueda aquí...

List of FAQs

- + **What is the health order allowing limited access to Sonoma County parks?**
- + **How can I access and use the parks?**

24 of 124

+

Can I drive to parks outside of my community?

- + Are park restrooms open?**
- + Am I required to wear a face covering in a park?**
- + Are Sonoma Coast beaches open?**
- + Are Russian River beaches open?**
- + What type of fishing access is allowed?**
- + Are Class 1 trails open to cyclists?**
- + What disabled parking options are available during this period of limited parks access?**
- + Are equestrians allowed to use park trails?**
- + Are day-use parking fees required?**
- + Are sports courts, athletic fields and other shared facilities open?**
- + Can I exercise on schoolyards and school fields?**



Estimate

G CASE ELECTRIC
P.O. BOX 486
OCCIDENTAL CA. 95465
CL#867361
(707) 293 8169

Name/Address
Attn, Homer Canelis Cazadero Community Parks Dist. Austin Creek Rd Cazadero, CA 95421

Date	Estimate No.	Project
02/05/20	165	Electrical meter...

Item	Description	Quantity	Cost	Total
16 Electrical & Lighting	<p>#1 Electrical Meter Relocation and Service Increase. Work Scope, Relocate existing Electrical meter panel, 100 amp to 200 amp size increase. Additional electrical loads, 1800 Watts , future Sport Court lighting. New panel to be, 200 amp 120/240 volt 1 phase 3 wire. Surface mounted , Overhead feed, Commercial rated Test Bypass section. 200 amp main breaker size, distribution section for all existing and future loads. All branch circuits to be protected with GFCI /AFCI circuit breakers. New panel to be installed on exterior side wall of Parks Bathroom building. Panel to have distribution gutter located below for all existing conduits. Electrical system to be fitted with conduit chases from main panel to traffic rated underground junction box adjacent to proposed ADA parking area. Junction box to serve conduit feeds to court lights, storage shed and future Parks electrical needs. Secondary overhead service mast for Phone/ Cable service entrance.</p>		10,888.00	10,888.00
Please contact G Case Electric for a contract			Total	

Estimate

G CASE ELECTRIC
 P.O. BOX 486
 OCCIDENTAL CA. 95465
 CL#867361
 (707) 293 8169

Name/Address
Attn, Homer Canelis Cazadero Community Parks Dist. Austin Creek Rd Cazadero, CA 95421

Date	Estimate No.	Project
02/05/20	165	Electrical meter...

Item	Description	Quantity	Cost	Total
	<p>1.5" rigid steel conduit to 16"x16" junction box for future phone/ cable service connection. Ground bonding jumper to ground rod.</p> <p>2" conduit to traffic rated utilities box adjacent to ADA parking area for future Phone/Cable service needs</p> <p>Materials, \$5,888.00 Labor, \$4,000.00 Permit, \$1,000.00 Total Cost, \$10,888.00</p> <p>PG&E Application for service change and initial site meeting with PG&E representative will be preformed at No Cost.</p> <p>Site Plan, Electrical Line Drawings and Commercial project plan package for PG&E and Sonoma County PRMD Not Included. PG&E Engineering Fee's Not Included. Electrical Engineer , "PE" stamped drawings Not Included. All Excavation, back fill , Concrete Demo, Grading, Sidewalk Replacment Not Included.</p> <p>Reconnection of storage shed Not Included, See item#4 power to storage shed.</p>			
Please contact G Case Electric for a contract			Total	

Estimate

G CASE ELECTRIC
P.O. BOX 486
OCCIDENTAL CA. 95465
CL#867361
(707) 293 8169

Name/Address
Attn, Homer Canelis Cazadero Community Parks Dist. Austin Creek Rd Cazadero, CA 95421

Date	Estimate No.	Project
02/05/20	165	Electrical meter...

Item	Description	Quantity	Cost	Total
16 Electrical & Lighting	<p>#2 Sport Court lighting. Work Scope, install 6 pole mounted LED area lights for tennis courts and basketball court. set conduits, concrete light bases, LED area lights, Lights to be controlled by Master lighting timer to 3 separate 1 hr twist timers set adjacent to main panel location for public access to switches . Timers to be protected with metal in/ use style box covers for vandalism protection. Light model, 6 total, Atlas , 273.5 Watt LED Site Lighter Pro, Type IV Distribution, forward lighting. low court side, 3/ 20' light poles, retaining wall side 3/15' light poles, Light poles ,4" steel square bronze color. GFCI outlet locations 3 total, for working power at each court, located at lights.</p> <p>All Excavation, Backfill, Compaction, Plans for PRMD permit, Not Included.</p> <p>Materials, Electrical/ Lighting \$14,154.84 Concrete, forms, concrete pump, \$2,500.00 Permit fees, \$1,500.00 Labor, \$8,000.00 Sport Court lighting total, \$26,154.84</p>		26,154.84	26,154.84
Please contact G Case Electric for a contract			Total	

Estimate

G CASE ELECTRIC
P.O. BOX 486
OCCIDENTAL CA. 95465
CL#867361
(707) 293 8169

Name/Address
Attn, Homer Canelis Cazadero Community Parks Dist. Austin Creek Rd Cazadero, CA 95421

Date	Estimate No.	Project
02/05/20	165	Electrical meter...

Item	Description	Quantity	Cost	Total
16 Electrical & Lighting	<p>#3 Electrical system infrastructure conduits set to Garden Area location. Set 3" conduit run for power and 2" conduit for LV / communications. Max distance 300' to underground junction box, sch 40 pvc conduit, 2' radius sweeps Trench depth 3'6" minimum for common utilities trenching. All Directional drilling, Excavation, Backfill, Compaction, Not Included. Permits supplied by Owners.</p> <p>Materials,Electrical \$1,554.00 Trench sand, \$1,500.00 Labor, \$1,500.00</p> <p>Garden area conduits total,\$3,654.00</p>		3,654.00	3,654.00
16 Electrical & Lighting	<p>#4, Branch circuits for storage shed power. 2/ 20 amp branch circuits for basic lights and power needs. Set 1.5" conduit from traffic rated underground junction box adjacent to ADA parking area to shed, pull wire, Safety check and tie in existing wiring in shed. Conduits to shed to be set with water system</p>		2,806.17	2,806.17
Please contact G Case Electric for a contract			Total	

Estimate

G CASE ELECTRIC
 P.O. BOX 486
 OCCIDENTAL CA. 95465
 CL#867361
 (707) 293 8169

Name/Address
Attn, Homer Canelis Cazadero Community Parks Dist. Austin Creek Rd Cazadero, CA 95421

Date	Estimate No.	Project
02/05/20	165	Electrical meter...

Item	Description	Quantity	Cost	Total
	trenching work, performed by others. Excavation , Backfill, Compaction, Not Included.			
	Materials, Electrical, \$806.17 Labor, \$2,000.00 Shed power/ lights tie in total, \$2,806.17			
	G Case Electric will upon request, Provide Additional Cost Estimates for, Commercial project Plans for PG&E engineering and PRMD County building permits. Excavation / directional drilling, by Licensed Engineering contractors. ADA Barrier Removal for ADA requirements.			
Please contact G Case Electric for a contract			Total	\$43,503.01



May 4, 2020

CAZADERO COMMUNITY SERVICES DIST
5980 CAZADERO HWY
CAZADERO, CA 95421

Dear Landowner,

You may be aware that a long-term effort has been underway to recover endangered native coho salmon as part of a collaborative project called the Russian River Coho Salmon Captive Broodstock Program. The California Department of Fish and Wildlife (CDFW) is working with partners in support of this effort, including: California Sea Grant at the University of CA (UC), Sonoma Water, and the US Army Corps of Engineers (USACE).

We are reaching out to streamside landowners in the Russian River watershed, like you, to establish and renew temporary entry permits for our fish and habitat monitoring activities. We have enjoyed great relationships with many of you over the years, but for those of you who are not familiar with our program here is an overview:

With Russian River coho salmon on the brink of extinction, resource agencies developed the Broodstock Program in an attempt to re-establish the native population. In 2001, biologists collected a small number of wild coho salmon from local creeks, reared them to maturity at the hatchery at Warm Springs Dam, spawned them following a rigorous plan to maintain genetic diversity, and released their offspring into carefully-selected streams where they were once plentiful. This practice has continued since that time. UC's Russian River Salmon and Steelhead Monitoring Program evaluates the success of this effort by monitoring coho populations in the watershed. Over the past two decades, basinwide coho salmon adult returns have increased from an average observed count of just three fish per year (2000-2005) to an average estimate of more than 500 fish per year over the past five winters (2014-2019).

UC and Sonoma Water are also conducting watershed-wide monitoring of steelhead, coho and Chinook salmon for the California Coastal Monitoring Program (CMP). The CMP, led by CDFW, provides scientific information on the status of all of California's coastal salmon and steelhead populations.

Private landowners have been instrumental to the success of local salmon and steelhead recovery efforts. If you are among the hundreds of landowners who have granted us access in the past, we are truly grateful to you! This program would not be possible without your cooperation. **We request your initial or renewed permission to allow CDFW, UC, Sonoma Water and USACE field crews temporary access to your property in order to conduct fish stocking and monitoring, habitat monitoring, fish rescue and broodstock collection activities.** Property access covered by this request is *not associated with any regulatory activity*.

Field visits generally consist of a team of two people visiting occasionally each summer, and at set intervals during the winter. Crews conduct sampling entirely within the stream channel. At your request, we can notify you prior to their arrival. If we would like to park our vehicles on your property, or engage in any activities beyond standard surveys, we will consult with you for additional permissions beforehand.

If you are willing to allow our field crews temporary access to your property to conduct salmon and steelhead monitoring and recovery activities, please complete and return the enclosed Temporary Entry Permit. If you have any questions, please email coho@ucsd.edu or call (707) 687-0996.

If you have participated in the past, we thank you whole-heartedly for your support and hope it will continue! If you have not had the opportunity to participate, we look forward to working with you. We believe that, with your help, we can achieve our collective goal of maintaining healthy populations of salmon and steelhead in their native Russian River streams.

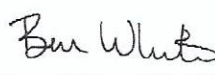
Thank you very much for your time and consideration,



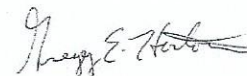
Derek Acomb, CDFW
Environmental Scientist
Russian River Resource
Assessment & Restoration



Mariska Obedzinski
California Sea Grant
Salmon & Steelhead Monitoring
Program Coordinator



Ben White, USACE
Lead Fisheries Biologist
Hatchery Component,
Broodstock Program



Gregg Horton
Sonoma Water
Principal Environmental
Specialist

Frequently Asked Questions

Q: Do I have any say in the permit terms?

A: Yes. You can add a special written request to limit access in any way you like, specify acceptable dates or even limit access to certain partners. You can also request that we notify you before each survey. If you would like to discuss any concerns before filling out the permit, please feel free to contact us.

Q: What activities are included under this permit?

A: Activities may include fish stocking, snorkel surveys, habitat assessments, PIT-tag monitoring, temperature monitoring, discharge measurements, electrofishing surveys, downstream migrant smolt monitoring, adult spawner surveys, barrier assessment, and fish rescues and/or broodstock collection. Activities generally consist of a crew of two to three surveyors carrying hand-held instruments and covering a distance of a few hundred feet to a few miles of stream in a day, depending on the type of survey work. Some surveys may involve up to eight people.

Q: Does this permit include regulatory visits by the agencies?

A: Absolutely not. Field visits covered under this agreement are *not* associated with any regulatory activity.

Q: How will this impact my property?

A: Our activities will not have a significant impact to your property. All surveys are conducted in the stream channel and most landowners never even see us. Crews may pass through your property in as little as 10 minutes, unless you have a parcel with extensive stream frontage. If necessary, crews may need to walk across the property to the stream channel at the beginning or end of the survey section. If we need to park on your property, or engage in any activities beyond standard walking surveys, we will ask you ahead of time.

Q: Who will contact me?

A: Mariska Obedzinski (UC), or her staff, and Gregg Horton (Sonoma Water), or his staff, will contact you for fish and habitat monitoring activities. Ben White (USACE), or his staff, may contact you with fish stocking requests. Derek Acomb (CDFW), or his staff, may contact you for fish rescues, broodstock collection or habitat assessment.

Q: Will monitoring activities definitely occur on my property?

A: No. There are hundreds of streams in the watershed and we can only survey dozens each year. While we intend to visit all reaches over time, the specific location and extent of stream reaches surveyed changes annually and ultimately depends on the future direction and resources of our programs.

For more information visit:

<http://caseagrants.ucsd.edu/coho>

<http://www.calfish.org/ProgramsData/ConservationandManagement/CaliforniaCoastalMonitoring.aspx>

For fish videos, updates and more, visit us on social media!



TEMPORARY ENTRY PERMIT

Permission is hereby given to the Department of Fish and Wildlife's ("CDFW")'s employees, agents, representatives, contractors, and partners: California Sea Grant, Sonoma Water, and the US Army Corps of Engineers ("Partners") to enter upon that real property owned by CAZADERO COMMUNITY SERVICES DIST (the "Owner") located on the following stream(s): Austin Creek (the "Property") with all necessary equipment to conduct fish and habitat monitoring, to collect, stock or rescue fish, and for such other purposes incidental to those activities, subject to the following provisions:

- 1. CDFW shall take every reasonable measure to ensure that its employees, agents, representatives, contractors, and Partners avoid damage to persons or property while conducting any use covered by this Temporary Entry Permit ("permit").
2. To the extent provided by law, including but not limited to Government Code section 14662.5, CDFW agrees to indemnify and hold harmless the Owner for any injury to persons or property arising out of any use covered by this permit, unless the injury is due solely to the gross negligence or an intentional act of the Owner, and agrees to repair or pay for any physical damage to property proximately caused by CDFW's employees, agents, representatives, contractors, or Partners by reason of any use covered by this permit.
3. The Owner shall not be liable for any take of salmon or steelhead by CDFW's employees, agents, representatives, contractors, or Partners by reason of any use covered by this permit. "Take" shall have the same meaning as Fish and Wildlife Code section 86 defines that term.
4. This permit does not create an easement or right-of-way for CDFW or Partners over the Property.
5. The term of the permit shall start on the date below and expire on December 31, 2025.
6. This permit may be amended only by mutual agreement by CDFW and the Owner.
7. CDFW or the Owner may cancel this permit on 30 days written notice to the other party.

By: [Signature]
Derek Acomb, Department of Fish and Wildlife

By: _____ Date: _____
Full name Owner/authorized rep. signature

Email _____ Primary phone _____ Secondary phone _____ Preferred: email phone
(circle)

Primary contact, if different from owner: _____
Full name

Email _____ Primary phone _____ Secondary phone _____ Preferred: email phone
(circle)

Special requests or property access instructions (continue on back):

[] I would like to receive an annual email update about program activities and progress.

Please return this form in the enclosed envelope, or scan and email to coho@ucsd.edu, as soon as possible. Thank you!

Concerning COVID-19

We hope that you and your loved ones are healthy and well during this unsettling time, and that you have not been overly impacted by the COVID-19 pandemic. With luck, the state and local shelter-in-place orders will be lifted in the near future and life can return to some semblance of normalcy. Though we recognize there is uncertainty, we are hopeful that this will happen prior to the majority of the monitoring described in the enclosed letter. If, however, we need to send survey crews out to the creeks while the shelter-in-place orders are still in effect, please be assured of the following:

- We will take every possible precaution to keep our technicians safe and healthy by enforcing strict social-distancing and decontamination protocols, including the use of CDC-recommended personal protective equipment. These stringent protocols will also be followed if crews encounter you or anyone living on your property while they are working.
- None of our monitoring will require in-person contact with you or anyone living on your property, or your personal space and belongings.
- In the vast majority of cases, we will not be entering the stream channel through your property, but in the event that we do, any surfaces needing to be touched to access the creek (gates, locks, keypads, etc.) will be thoroughly sterilized with an agent that is safe for use on those surfaces before and after contact.

Please call or email us if you have any questions. We would be happy to address any concerns you may have. We recognize these are very difficult times and we appreciate your understanding and support.

Many thanks and wishing you well,

The Russian River Salmon and Steelhead Monitoring Team

DISCUSSION ITEMS

**EMPLOYMENT AGREEMENT
CAZADERO COMMUNITY SERVICES DISTRICT
[Job Title]**

This [job title] Employment Agreement ("Agreement") entered into and effective this _____ day of _____, 20____ is made between Cazadero Community Services District ("District") and [name] ("Employee" and/or "[job title]").

RECITALS

- A. WHEREAS the District wishes to engage the services of Employee as the [job title] of the District and to provide certain compensation and to establish certain conditions of employment of the [job title];
- B. WHEREAS Employee desires to accept employment as [job title] under the terms and conditions contained in this contract;
- C. WHEREAS, in consideration of the mutual covenants and conditions contained in this contract, the parties agree as follows:

**SECTION 1.
DUTIES**

- A. The District hereby employs Employee as the [job title] to perform the functions and duties specified by the District, attached hereto as Exhibit A and incorporated herein by reference.
- B. The [job title] position is a part-time, salaried position. Employee is expected to devote the time necessary to perform the duties specified for this position.
- C. Employee shall not engage in any activity that is or may become a conflict of interest or which may discredit the District.

**SECTION 2
TERM**

- A. The term of this Agreement shall be _____ commencing on _____, 20____, and continuing to _____, 20____, or as allowed by State Law, whichever is less, subject to the termination, severance and resignation provisions set forth in this Agreement.
- B. The parties understand that Employee's employment is at the will of the District. Nothing in this Agreement shall prevent, limit or otherwise interfere with the Employee or the District's right to terminate employment at any time in accordance with Section 4 of the Agreement.

SECTION 3
COMPENSATION AND BENEFITS

A. **Salary.** District agrees to pay Employee for his/her services a monthly salary of _____ payable in installments at the same time and manner as other employees of the District (currently monthly).

B. **Annual Performance Review.** The Board of Directors of the District shall annually review the performance of Employee. As part of Employee's annual review, the District shall also review and set the level of compensation payable to Employee, based on performance, and establish new goals and objectives as appropriate.

SECTION 4
TERMINATION OF EMPLOYMENT

A. **At Will Employee.** Employee serves at the pleasure of the District and nothing herein shall be taken to prevent, limit or otherwise interfere with the right of the District to terminate the services of Employee with or without cause. There is no express or implied promise made to Employee for any form of continued employment. This Agreement is the sole and exclusive basis for an employment relationship between Employee and the District.

B. **Termination by Mutual Agreement.** This Agreement may be terminated at any time where the District and Employee mutually agree on the terms of such termination.

C. **Termination Not For Cause.** In the exercise of its sole discretion, the District may terminate Employee for reason other than cause upon thirty (30) days' written notice.

D. **Resignation of Employee.** Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employee to resign at any time from his/her position with the District. Employee may terminate this Agreement by submitting thirty (30) days' written notice of his/her intention to resign.

E. **Termination for Cause, or in the Event of Death.** Any other provision of this Agreement to the contrary notwithstanding, this Agreement shall terminate upon the death of Employee or in the event Employee is terminated by the District for "cause" as defined below. In the event of such termination under this section, the District shall be under no obligation to Employee under this Agreement except for prorated salary due and unpaid to the date of termination. "Cause" for termination employment shall include, by way of illustration and not limitation, any of the following acts or conditions on the part of Employee:

- (1) As provided in section 2924 of the California Labor Code, as the same shall be amended or replaced from time to time (willful breach of duty, etc.);
- (2) Persistent disregard of duties, including without limitation, failure to perform duties and failure to correct such disregard;

- (3) Failure of good behavior either during or after duty hours which is of such a nature that it causes discredit to the District;
- (4) Conviction of a felony or entry of a plea of *nolo contendere* to a felony offense;
- (5) Conviction of, or entry of a pleas of *nolo contendere* to any crime involving moral turpitude or dishonesty;
- (6) Breach of this Agreement;
- (7) If the Employee is insubordinate or is grossly negligent in performing his/her duties;
- (8) If the Employee violates any policies of the District that cause a substantial loss or damage or injury to the District's property or employees;
- (9) If the Employee habitually fails to report to work; or
- (10) If the Employee commits actions of fraud, embezzlement, bribery, or other similar serious acts in connection with Employee's employment with the District.

F. Disability Termination. If Employee shall, for whatever reason, become incapable of performing any of the essential functions of his/her position, even with reasonable accommodation by the District, either (1) permanently, or (2) for a period exceeding the period of leave available to the Employee under the Family Medical Leave Act or the California Family Rights Act, whichever is longer, then Employee shall be deemed to have suffered a disability. Employee recognizes that granting a leave longer than the time period required by law may constitute an undue hardship on the District. In accordance with applicable law, any request for leave that does constitute an undue hardship shall be grounds for termination of this Agreement.

G. No compensation After Termination. No compensation shall be paid to [job title] after employment is terminated for any reason, except for prorated salary due and unpaid to the date of termination.

SECTION 5 GENERAL PROVISIONS

A. Law Governing Agreement. This Agreement will be governed by and construed in accordance with the laws of the State of California.

B. Entire Agreement. This Agreement supersedes any and all other agreements, whether written or oral, between the District and Employee with respect to Employee's employment hereunder. Any modification of this Agreement shall be effective only if embodied in a formal amendment duly adopted by the District and reduced to a fully executed written document.

C. Notices. Any notices given pursuant to the terms of this contract shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

(i) DISTRICT:

Cazadero Community Services District
P.O. Box 508
Cazadero, CA 95421

(ii) [JOB TITLE]:

Nancy Caplan
P.O. Box _____
Cazadero, CA 95421

(iii) COPY TO:

William R. Adams, Esq.
Cazadero Community Services District General Counsel
Merrill, Arnone & Jones LLP
3554 Round Barn Blvd, Suite 303
Santa Rosa, CA 95403

Alternatively, notices required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial process. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

D. **Waiver.** No waiver by either party hereto with respect to performance of any other provision of this Agreement shall be binding unless expressed in writing, nor be deemed a waiver of any preceding or succeeding required performance hereunder.

E. **Assignment.** This Agreement is not assignable by the District or Employee.

F. **Severability.** In the event that any provision of this Agreement has finally held or determined to be illegal or void by a court having jurisdiction over the parties, the remainder of this Agreement shall remain in full force and effect unless the parts found to be void are wholly inseparable from the remaining portion of the Agreement.

IN WITNESS THEREOF, the District has caused this Agreement to be signed and executed on its behalf by the President of the Board of Directors. It has also been executed by Employee on the date first above written.

CAZADERO COMMUNITY SERVICES DISTRICT

By: _____
Michael Nicholls, President of the Board

[JOB TITLE]

By: _____
Nancy Caplan, [job title]

APPROVED AS TO FORM:
William R. Adams, District Legal Counsel

CazaderoCSD

From: Michael Nicholls <mcnicholls@me.com>
Sent: Tuesday, May 26, 2020 11:22 PM
To: cazaderoCSD@comcast.net
Subject: Fwd: CAPRI: Recommended Revisions to Waiver & Facility Use Agreements + Updates on Other Insurance-Related Issues
Attachments: image001.jpg; Untitled attachment 00028.html; Waiver and Release Forms Outline (clean).docx; Untitled attachment 00031.html; Untitled attachment 00034.docx; Untitled attachment 00037.html

Follow Up Flag: Follow up
Flag Status: Flagged

Sherry. Discussion item for June mtg. Email plus attachments to be included in the packet

Thx

Mike
Sent from my iPad

Begin forwarded message:

From: Matthew Duarte <mduarte@capri-jpa.org>
Date: May 26, 2020 at 7:35:16 AM PDT
To: Matthew Duarte <mduarte@capri-jpa.org>
Subject: CAPRI: Recommended Revisions to Waiver & Facility Use Agreements + Updates on Other Insurance-Related Issues

Hello CAPRI Members:

I hope this email finds you well. As your Districts begin to prepare for anticipated re-opening and reactivation of your programs and services, I thought it timely to address a few insurance-related issues that have arisen during the COVID-19 pandemic. Please review the below carefully as our recommendations have been updated and, in some cases, the law has changed.

New CAPRI-Recommended Contract Language:

As the governmental restrictions begin to relax, it becomes vitally important for your District to review and revisit its waivers and agreements in order to ensure the District is adequately protected in this changing liability landscape. As such, I am attaching a CAPRI-approved waiver template and proposed supplemental insurance language for your District's use **effective immediately**. If you have any questions or wish for CAPRI to review or comment on proposed forms, please contact either me or CAPRI's Safety Analyst, Kirk Andre.

- **Participant Waiver Agreement Template:** For every District run activity/event, your District should utilize a waiver agreement that must be signed as a condition of participation. Important updates/revisions to this agreement are included in the attached and can be summarized as follows:
 - Updated release language for COVID-19 type viruses or diseases

- Introduces language for Virtual Classes being conducted offsite
- Includes proposed photograph release language
- Includes other minor revisions to wording and proposed format
- **Permit/Facility Use Agreement – Recommended Language for Insurance Related Provisions:**
Your District may have several different types of facilities that may each require a different agreement or have District-specific conditions of use. (i.e. pool rental vs. community center rental). However, the insurance language in the attached will generally be applicable to all types of use agreements and should replace and supplement existing insurance-related provisions in your Permit/Facility Use contracts. Specifically, this document includes:
 - Updated and revised Indemnification provision
 - Any use that brings others onto District grounds is necessarily increasing our risk of liability. One way that you protect your District from that risk is by requiring the party that is the one “bringing others” add the District onto their policy and indemnify the District from any and all claims that may arise out of their use. This is both fair and, unfortunately, necessary in today’s legal environment.
 - Note→ Indemnification provisions are always important, but they have seen increased significance as our District facilities are asked to do more and different things in the midst of the pandemic. For example, your facility may be asked to serve as a COVID-19 testing facility. However, CAPRI’s excess provider has recently indicated that utilizing District facilities for this purpose may potentially be construed as “rendering medical services” and, thus, may be subject to exclusion should a claim arise. While claims are considered on a case by case basis and CAPRI would vigorously advocate for coverage in the event such a claim would arise, this only serves to reinforce the need for your District to shift the risk of liability to the user through indemnification so that your District can safely and responsibly ensure this type of service is available in your community.
 - Recommended Insurance Requirements
 - Higher limits may be required for higher risk activities. If you have questions about the necessary limits for a certain event/activity, please contact CAPRI.
 - Updates and expansion of provision on “Compliance with all laws” expanded to include compliance with applicable public health rules, regulations, orders and/or guidance (i.e. physical distancing, limits on size of gatherings, etc.)
 - Legal obligation to comply with covid-19 type public health restrictions should be borne by the user and entitles the District to revoke the use if user disregards the law.
 - Inclusion of a force majeure clause
 - Excuses District performance under the contract when there is a force majeure event (otherwise known as an “act of God”) including fire, floods, pandemics, quarantines, among others.

Workers’ Comp - Rebuttable Presumption

On May 6, 2020, Governor Gavin Newsom issued [Executive Order N-62-20, immediately creating a rebuttable presumption](#) that any employee in the State of California who tests positive for COVID-19 contracted the virus at work. This rebuttable presumption was retroactive to March 19, 2020 and extends at least through July 5, 2020. Certain other conditions are required to be met for an employee to qualify, but this still represents a significant departure from historical treatment of employee illnesses and, thus, one your District should be mindful of moving forward.

While the health and safety of employees is always a top priority, this Executive Order places an additional legal (and ultimately financial) responsibility on employers to take all reasonable steps to reduce or eliminate the risk of exposure to the virus. Districts will place themselves in a firmer position if

they can establish they are following applicable local, state, and federal health and safety guidelines. This may include updates to sanitation practices in the workplace, mandating personal protective equipment (PPE), requiring physical distancing between employees and in interactions with the public, inserting physical barriers, etc. Districts are encouraged to stay apprised of current public health guidance and continue to implement safety measures to protect their employees.

Permissible Activities/Services

As California transitions from phase to phase on the [Resilience Roadmap](#), your District's offerings should be guided by the relevant State and County public health orders. Although certain activities and services may be permitted to be re-opened in the near future, at this time the State has expressly prohibited operation of community centers, public pools, playgrounds, and picnic areas. Furthermore, gatherings for outdoor exercise and recreation are generally restricted to individuals and members of the same household. (See Resilience Roadmap, Stage 2: "Limit time outside the home and travel only for permissible activities, such as healthcare, good, outdoor exercise and recreation (individuals and households only).")

As noted above in the workers' compensation discussion, compliance with these rules and regulations is important for a number of reasons – including, of course, for the benefit of public health. From a liability perspective, adherence to recommended health practices serves to shield your District from potential claims – particularly as we see [contact tracing](#) become more prevalent. Additionally, compliance is necessary to ensure full and complete coverage is extended to your District under the CAPRI Memorandum of Coverage. As such, it is important that you and your District stay apprised of the relevant public health guidance from federal, state, and local officials and similarly follow all industry guidelines.

As always, should you have any questions or comments on this or anything related to CAPRI, please do not hesitate to contact me at any time.

Best,

Matthew Duarte
Executive Director

② _____ ③ _____
Activity Date(s) Activity Name

AGREEMENT, WAIVER, AND RELEASE

In consideration for being permitted by the District to participate in the above-referenced activity, I hereby waive, release, and discharge any and all claims for damages for personal injury, death, or property damage which I may have, or which may hereafter accrue to me, as a result of participation in said activity. This release is intended to discharge in advance the District (including its officers, employees, volunteers, and agents) from any and all liability arising out of or connected in any way with my participation in said activity, even though that liability may arise out of active or passive negligence or carelessness on the part of the persons or entities mentioned above.

It is further agreed that this waiver, release and assumption of risk is to be binding on my heirs, administrators, executors, and assigns and that I shall indemnify and hold the District (including its officers, employees, volunteers, and agents) free and harmless from any loss, liability, damage, cost, or expense which may arise out of or connected in any way with my participation in said activity.

Additionally, I fully understand that my participation in the above-referenced activity exposes me to the risk of personal injury, death, communicable diseases, illnesses, viruses, and/or property damage. I hereby acknowledge that I am voluntarily participating in this activity and agree to assume any such risks.

VIRTUAL CLASS RELEASE: I hereby warrant and agree, that the conditions of my environment are safe, free from obstructions, and are suitable for participation in the above-referenced activity. I further understand and agree that any material downloaded, viewed or otherwise obtained through my participation in said activity is done at my own risk and the District is not responsible for any loss, alteration, corruption or other damage to my personal property, including computers, networks and other property used as part of my participation. ④

PHOTOGRAPHIC RELEASE: I understand that photographs may be taken during this activity and hereby grant the District permission to use any such photo(s) for advertising or in promotional materials. ⑤

PARENTAL/GUARDIAN CONSENT: (to be completed and signed by parent/guardian if Participant is under 18 years of age.) ⑥

I hereby consent that my son/daughter, ⑦ _____, participate in the above-referenced activity, and I hereby execute the above Agreement, Waiver, and Release on his/her behalf. I state that said minor is physically able to participate in said activity. I hereby agree to indemnify and hold the District (including its officers, employees, volunteers, and agents) free and harmless from any loss, liability, damage, cost, or expense which may arise out of or connected in any way with said minor's participation in said activity.

I HAVE CAREFULLY READ THIS AGREEMENT, WAIVER, AND RELEASE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT BETWEEN MYSELF AND THE ABOVE DISTRICT AND I SIGN IT OF MY FREE WILL.

⑧ _____ ⑨ _____
Signature Name (Printed) Date

NOTES

- ① Your District Name goes here
- ② Describe the time-frame (*e.g.*, July 1, 2020 through August 31, 2020).
- ③ Accurately name the activity (*e.g.*, Children’s Tumbling or Beginning Swimming).
- ④ This paragraph should be used when the activity involves virtual recreation classes/activities. It can be omitted when this form is used for other purposes.
- ⑤ This paragraph should be used to permit use of the user’s likeness in promotional materials.
- ⑥ This paragraph needs to be on the form only if the form may be used for minors. It can be omitted on an adult-only waiver and release form.
- ⑦ If the participant is a minor, his or her name should go here.
- ⑧ The participant or parent/guardian should sign and print his or her name here.
- ⑨ The form should always be dated.

PERMIT/FACILITY USE AGREEMENT

RECOMMENDED LANGUAGE FOR INSURANCE RELATED PROVISIONS

A. INDEMNIFICATION

1. The **(USER/RENTER)** shall indemnify, defend, and hold harmless **(DISTRICT)**, its officers, employees, and agents from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time out of or in any way related to the **(USER/RENTER)**'s use or occupancy of a facility or property controlled by the **(DISTRICT)**, unless solely caused by the gross negligence or willful misconduct of **(DISTRICT)**, its officers, employees, or agents.

B. INSURANCE REQUIREMENTS

1. General liability insurance: The **(USER/RENTER)** shall procure and maintain, for the duration of the use period contemplated herein, commercial general liability insurance with coverage at least as broad as Insurance Services Office Form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted. If alcohol is sold during the permitted activity, coverage must include full liquor liability
 - a. Such insurance shall name **(DISTRICT)**, its officers, employees, agents, and volunteers as additional insureds prior to the use of the facility. The **(USER/RENTER)** shall file certificates of such insurance with the **(DISTRICT)**, which shall be endorsed to provide thirty (30) days' notice to the **(DISTRICT)** of cancellation or any change of coverage or limits. If a copy of the insurance certificate is not on file prior to the event, the **(DISTRICT)** may deny access to the facility.
 - b. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the **(DISTRICT)**'s self-insurance pool.
 - c. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the **(USER/RENTER)** maintains higher limits than the minimums shown above, the **(DISTRICT)** requires and shall

be entitled to coverage for the higher limits maintained by the **(USER/RENTER)**. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to **(DISTRICT)**.

C. COMPLIANCE WITH ALL APPLICABLE LAW, RULES, & REGULATIONS

1. A **(USER/RENTER)** shall comply with all local, state, and federal laws and regulations related to the use of the facility and public gatherings.
2. The **(USER/RENTER)** agrees to abide by all applicable local, federal, and state accessibility standards and regulations.
3. The **(USER/RENTER)** further agrees that it is solely responsible for reviewing and ensuring compliance with all applicable public health rules, regulations, orders, and/or guidance in effect at the time of the use of the facility including, but not limited to, physical distancing, limits on the size of gatherings, use of appropriate sanitation practices, etc.
4. **(DISTRICT)** reserves the right to immediately revoke **(USER/RENTER)**'s right to use of the facility under this agreement should **(USER/RENTER)** fail to comply with any provision of this section.

D. FORCE MAJEURE

1. Force Majeure Events: Notwithstanding anything to the contrary contained in this agreement, the **(DISTRICT)** shall be excused from its obligations under this agreement to the extent and whenever it shall be prevented from the performance of such obligations by any Force Majeure Event. For purposes of this agreement, a "Force Majeure Event" includes but is not limited to fires, floods, earthquakes, pandemic, epidemic, civil disturbances, acts of terrorism, regulation of any public authority, and other causes beyond their control. The **(USER/RENTER)** waives any right of recovery against **(DISTRICT)** and the **(USER/RENTER)** shall not charge results of "acts of God" to **(DISTRICT)**, its officers, employees, or agents.

FINANCIALS

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

	<u>May 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
1-Community First CU -Checking	213,913.49
2-Community First CU -Savings	10,006.93
1-Westam Check	276,234.58
L. A. I. F.	
Equipment Acct	34,650.00
Park Development	8,300.00
L. A. I. F. - Other	<u>180,938.25</u>
Total L. A. I. F.	<u>223,888.25</u>
Total Checking/Savings	<u>724,043.25</u>
Total Current Assets	<u>724,043.25</u>
TOTAL ASSETS	<u>724,043.25</u>
LIABILITIES & EQUITY	0.00

Cazadero Community Services District
Bills Presented for Payment
May 12 through June 8, 2020

Date	Num	Name	Amount
May 12 - Jun 8, 20			
05/12/2020	9539	John C. Schubert	-3,750.00
05/12/2020		Silverado Avionics, Inc	0.00
05/14/2020	EFT	P. G. & E.	-348.38
05/16/2020	EFT	Comcast	-159.83
05/18/2020	ACH	Recology Sonoma Marin	-90.94
05/28/2020	EFT	Comcast	-116.02
06/01/2020	9543	Kulczewski, Sharon	-911.99
06/01/2020	9540	Caplan, Nancy K.	-415.58
06/01/2020	9541	Dewart, Alan	-461.75
06/01/2020	9542	Krausmann, Steven M	-688.80
06/04/2020	ACH	P. G. & E.	-69.97
06/04/2020	ACH	P. G. & E.	-256.59
06/06/2020	E-pay	EFTPS	-397.38
06/06/2020	9544	Bank of America Business ...	-1,458.75
06/06/2020	9545	Complete Welders Supply	-70.50
06/06/2020	9546	Fire Agencies Self Insuranc...	-2,329.00
06/06/2020	9547	Heiman Fire Equipment, Inc.	-1,529.25
06/06/2020	9548	John C. Schubert	-3,750.00
06/06/2020	9549	Michael Nicholls	-14.99
06/06/2020	9550	Paul Barry	-41.84
06/06/2020	9551	PRMD.	-436.00
06/06/2020	9552	Risk Strategies	-12,396.32
06/06/2020	9553	USPS	-150.00
May 12 - Jun 8, 20			-29,843.88

Cazadero Community Services District
Check Detail
May 12 through June 8, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check		05/12/2020	Silverado Avionics...		1-Community First ...		0.00
General Journal		06/30/2018	Silverado Avionics, I...		2000 - Accounts Pa...	0.00	-4,138.16
TOTAL						0.00	-4,138.16
Bill Pmt -Check	ACH	05/18/2020	Recology Sonoma ...		1-Community First ...		-90.94
Bill	14536...	04/30/2020		Stn 1 Garbage		-45.47	45.47
Bill	15080...	05/31/2020		Stn 1 Garbage		-45.47	45.47
TOTAL						-90.94	90.94
Bill Pmt -Check	ACH	06/04/2020	P. G. & E.		1-Community First ...		-69.97
Bill	5192-...	05/18/2020		Stn 2 Electricity		-69.97	69.97
TOTAL						-69.97	69.97
Bill Pmt -Check	ACH	06/04/2020	P. G. & E.		1-Community First ...		-256.59
Bill	1483-...	05/18/2020		Stn 1 Electricity		-178.65	178.65
				Stn 1 Electricity Out...		-52.06	52.06
				Siren Electricity		-25.88	25.88
TOTAL						-256.59	256.59
Bill Pmt -Check	EFT	05/14/2020	P. G. & E.		1-Community First ...		-348.38
Bill	4044-...	04/27/2020		Street Lights Electri...		-348.38	348.38
TOTAL						-348.38	348.38
Bill Pmt -Check	EFT	05/16/2020	Comcast		1-Community First ...		-159.83
Bill	10764...	04/21/2020		Stn 1 Internet		-159.83	159.83
TOTAL						-159.83	159.83
Bill Pmt -Check	EFT	05/28/2020	Comcast		1-Westam Check		-116.02
Bill	5/7-6/...	05/03/2020		Stn 2 Internet		-116.02	116.02
TOTAL						-116.02	116.02
Liability Check	E-pay	06/06/2020	EFTPS		1-Westam Check		-397.38
					2100 - Payroll Liabili...	-47.00	47.00
					2100 - Payroll Liabili...	-141.98	141.98
					2100 - Payroll Liabili...	-141.98	141.98
					2100 - Payroll Liabili...	-33.21	33.21
					2100 - Payroll Liabili...	-33.21	33.21
TOTAL						-397.38	397.38
Bill Pmt -Check	9539	05/12/2020	John C. Schubert		1-Community First ...		-3,750.00
Bill	JCS/S...	05/01/2020		Buildings & Improve...		-3,750.00	15,000.00
TOTAL						-3,750.00	15,000.00

Cazadero Community Services District Check Detail May 12 through June 8, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	9540	06/01/2020	Caplan, Nancy K.		1-Community First ...		-415.58
				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...		-6.52	6.52
				2100 · Payroll Liabili...		6.52	-6.52
				2100 · Payroll Liabili...		6.52	-6.52
				5910 · Payroll Expe...		-6.75	6.75
				2100 · Payroll Liabili...		6.75	-6.75
TOTAL						-415.58	415.58
Paycheck	9541	06/01/2020	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	9542	06/01/2020	Krausmann, Steve...		1-Community First ...		-688.80
				5910 · Payroll Expe...		-800.00	800.00
				5910 · Payroll Expe...		-0.80	0.80
				2100 · Payroll Liabili...		0.80	-0.80
				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...		-12.00	12.00
				2100 · Payroll Liabili...		12.00	-12.00
TOTAL						-688.80	688.80
Paycheck	9543	06/01/2020	Kulczewski, Sharon		1-Community First ...		-911.99
				5910 · Payroll Expe...		-1,068.75	1,068.75
				5910 · Payroll Expe...		-1.07	1.07
				2100 · Payroll Liabili...		1.07	-1.07
				2100 · Payroll Liabili...		75.00	-75.00
				5910 · Payroll Expe...		-66.27	66.27
				2100 · Payroll Liabili...		66.27	-66.27
				2100 · Payroll Liabili...		66.27	-66.27
				5910 · Payroll Expe...		-15.49	15.49
				2100 · Payroll Liabili...		15.49	-15.49
				2100 · Payroll Liabili...		15.49	-15.49

Cazadero Community Services District
Check Detail
May 12 through June 8, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
					5910 · Payroll Expe...	-16.03	16.03
					2100 · Payroll Liabili...	16.03	-16.03
TOTAL						-911.99	911.99
Bill Pmt -Check	9544	06/06/2020	Bank of America B...		1-Community First ...		-1,458.75
Bill	4/28-5...	05/27/2020			Bank of America Cr...	-1,458.75	1,458.75
TOTAL						-1,458.75	1,458.75
Bill Pmt -Check	9545	06/06/2020	Complete Welders ...		1-Community First ...		-70.50
Bill	02209...	05/31/2020			6261 · Medical Equip	-70.50	70.50
TOTAL						-70.50	70.50
Bill Pmt -Check	9546	06/06/2020	Fire Agencies Self ...		1-Community First ...		-2,329.00
Bill	FASIS...	04/01/2020			5940 · Wrkmn Comp	-2,329.00	2,329.00
TOTAL						-2,329.00	2,329.00
Bill Pmt -Check	9547	06/06/2020	Heiman Fire Equip...		1-Community First ...		-1,529.25
Bill	08886...	05/19/2020			6883 · Fire Equip & ...	-381.75	381.75
Bill	08890...	05/29/2020			6462 · COVID-19 E...	-99.80	99.80
					6883 · Fire Equip & ...	-691.90	691.90
					6880 · Minor Equip...	-355.80	355.80
TOTAL						-1,529.25	1,529.25
Bill Pmt -Check	9548	06/06/2020	John C. Schubert		1-Community First ...		-3,750.00
Bill	JCS/S...	05/01/2020			Buildings & Improve...	-3,750.00	15,000.00
TOTAL						-3,750.00	15,000.00
Bill Pmt -Check	9549	06/06/2020	Michael Nicholls		1-Community First ...		-14.99
Bill	ZOO...	06/06/2020			6400 · Office expense	-14.99	14.99
TOTAL						-14.99	14.99
Bill Pmt -Check	9550	06/06/2020	Paul Barry		1-Community First ...		-41.84
Bill	FedEx...	05/12/2020			6410 · Mail and Pos...	-41.84	41.84
TOTAL						-41.84	41.84
Bill Pmt -Check	9551	06/06/2020	PRMD.		1-Community First ...		-436.00
Bill	381656	05/20/2020			7330 · Sanitation-An...	-436.00	436.00
TOTAL						-436.00	436.00

Cazadero Community Services District
Check Detail
 May 12 through June 8, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	9552	06/06/2020	Risk Strategies		1-Community First ...		-12,396.32
Bill	27789...	06/03/2020			6100 · Insurance	-918.00	918.00
Bill	27789...	06/03/2020			6100 · Insurance	-8,219.00	8,219.00
Bill	27789...	06/03/2020			6100 · Insurance	-3,259.32	3,259.32
TOTAL						-12,396.32	12,396.32
Bill Pmt -Check	9553	06/06/2020	USPS		1-Community First ...		-150.00
Bill	2020 ...	06/01/2020			6400 · Office expense	-150.00	150.00
TOTAL						-150.00	150.00

Cazadero Community Services District
Profit & Loss Budget Performance
May 2020

11:01 PM

06/06/2020

Accrual Basis

				May 20	% of Budget	Annual Budget
Ordinary Income/Expense						
Income						
10 · Tax Revenue						
			1000 · Property Taxes-CY Secured	0.00	98.83%	277,025.00
			1011 · SB 2557 Prop Tax Admin	0.00	100.72%	-3,325.00
			1020 · Prop Tax-CY Supplemental	0.00	49.24%	5,700.00
			1040 · Prop Tax-CY Unsecured	0.00	114.14%	7,500.00
			1042 · Cost Reim-Coll DEL CY UNS	0.00	0.0%	-80.00
			1060 · Prop Tax-PY Secured	0.00	0.0%	-60.00
			1080 · Supplemental Prop Tax-PY	0.00	0.0%	-30.00
			1100 · Prop Taxes-PY Unsecured	0.00	0.0%	150.00
			1105 · 2017 Wildfire Tax Loss	0.00	0.0%	0.00
			1106 · State Property Tax Backfill	0.00		
			Total 10 · Tax Revenue	0.00	98.27%	286,880.00
17 · Use of Money/Property						
			1704 · Comm First CU - Savings	0.85		
			1700	0.00	0.0%	530.00
			1700 · Interest on Pooled Cash	0.00		
			1702 · WestAmerica Bank	6.36	97.69%	70.00
			1703 · LAIF Interest	0.00	0.0%	3,200.00
			1801 · Hall Use	550.00	122.22%	450.00
			Total 17 · Use of Money/Property	557.21	16.01%	4,250.00
20 · Intergovernmental Revenues						
			2080 · Fish & Game in lieu of Prop T	0.00		
			2440 · ST-HOPTR	0.00	47.8%	1,750.00
			2500 · State-Other Funding (ST)	40,602.24	100.0%	0.00
			Total 20 · Intergovernmental Revenues	40,602.24	2,368.29%	1,750.00
40 · Miscellaneous Revenues						
			4040 · Misc. Income			
			4040 A · Recruitment/Retention-Region 5	0.00	100.0%	5,000.00
			4040 · Misc. Income - Other	15.00		
			Total 4040 · Misc. Income	15.00	100.3%	5,000.00
			4051 · Federal Grants	0.00		
			Total 40 · Miscellaneous Revenues	15.00	1,918.38%	5,000.00
			Total Income	41,174.45	140.99%	297,880.00
Gross Profit				41,174.45	140.99%	297,880.00
Expense						
50 · Salaries/Employment Benefits						
			5910 · Payroll Expenses	2,501.83	111.7%	36,235.00
			5911 · Firefighter C & D Reimbursement			
			Calls	0.00		

Cazadero Community Services District
Reconciliation Summary
1-Westam Check, Period Ending 05/29/2020

	<u>May 29, 20</u>
Beginning Balance	536,257.82
Cleared Transactions	
Checks and Payments - 5 items	-272,854.79
Deposits and Credits - 2 items	6.36
Total Cleared Transactions	<u>-272,848.43</u>
Cleared Balance	<u>263,409.39</u>
Uncleared Transactions	
Checks and Payments - 3 items	-517.16
Deposits and Credits - 2 items	14,499.54
Total Uncleared Transactions	<u>13,982.38</u>
Register Balance as of 05/29/2020	<u>277,391.77</u>
New Transactions	
Checks and Payments - 1 item	-397.38
Total New Transactions	<u>-397.38</u>
Ending Balance	<u>276,994.39</u>

Cazadero Community Services District Reconciliation Detail 1-Westam Check, Period Ending 05/29/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						536,257.82
Cleared Transactions						
Checks and Payments - 5 items						
Bill Pmt -Check	04/28/2020	EFT	Comcast	X	-116.02	-116.02
Liability Check	05/05/2020	E-pay	EFTPS	X	-472.10	-588.12
Check	05/09/2020	9247	Cazadero Communit...	X	-124,808.30	-125,396.42
Bill Pmt -Check	05/11/2020	9245	Rosenbauer South ...	X	-147,240.57	-272,636.99
Bill Pmt -Check	05/11/2020	EFT	Frontier Communica...	X	-217.80	-272,854.79
Total Checks and Payments					-272,854.79	-272,854.79
Deposits and Credits - 2 items						
Bill Pmt -Check	05/09/2020	9246	Community First Cre...	X	0.00	0.00
Deposit	05/29/2020			X	6.36	6.36
Total Deposits and Credits					6.36	6.36
Total Cleared Transactions					-272,848.43	-272,848.43
Cleared Balance					-272,848.43	263,409.39
Uncleared Transactions						
Checks and Payments - 3 items						
Paycheck	12/01/2019	9205	Horn {volunteer}, Brit		-392.49	-392.49
Paycheck	12/01/2019	9210	Mercieca, Stephan J.		-64.64	-457.13
Paycheck	12/01/2019	9201	Dahle, Michael		-60.03	-517.16
Total Checks and Payments					-517.16	-517.16
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					13,982.38	13,982.38
Register Balance as of 05/29/2020					-258,866.05	277,391.77
New Transactions						
Checks and Payments - 1 item						
Liability Check	06/06/2020	E-pay	EFTPS		-397.38	-397.38
Total Checks and Payments					-397.38	-397.38
Total New Transactions					-397.38	-397.38
Ending Balance					-259,263.43	276,994.39

8:56 PM

06/06/20

Cazadero Community Services District
Reconciliation Summary
L. A. I. F., Period Ending 05/31/2020

	<u>May 31, 20</u>
Beginning Balance	
Cleared Balance	223,888.25
Register Balance as of 05/31/2020	223,888.25
Ending Balance	223,888.25

Cazadero Community Services District
Reconciliation Summary
1-Community First CU -Checking, Period Ending 05/31/2020

	<u>May 31, 20</u>
Beginning Balance	59,295.28
Cleared Transactions	
Checks and Payments - 20 items	-11,357.33
Deposits and Credits - 3 items	165,975.54
Total Cleared Transactions	<u>154,618.21</u>
Cleared Balance	<u><u>213,913.49</u></u>
Uncleared Transactions	
Deposits and Credits - 1 item	<u>0.00</u>
Total Uncleared Transactions	<u>0.00</u>
Register Balance as of 05/31/2020	<u><u>213,913.49</u></u>
New Transactions	
Checks and Payments - 4 items	<u>-2,478.12</u>
Total New Transactions	<u>-2,478.12</u>
Ending Balance	<u><u>211,435.37</u></u>

(Initials)

I reject Bodily Injury Uninsured Motorists Coverage at limits equal to my Bodily Injury Liability Coverage (split limits) or Combined Single Limit for Liability Coverage and I select the following lower limits.

(Choose one):

(Initials)	Split Limits	OR	(Initials)	Combined Single Limit
_____	\$ 15,000/30,000		_____	\$ 30,000
_____	20,000/40,000		_____	40,000
_____	25,000/50,000		_____	50,000
_____	30,000/60,000		_____	60,000
_____	50,000/100,000		_____	100,000
_____	100,000/300,000		_____	250,000
_____	250,000/500,000		_____	300,000
_____	500,000/1,000,000		_____	500,000
_____	\$ _____		_____	1,000,000
	(Other)		_____	\$ _____
				(Other)

B. Mandatory Offer Of Property Damage Uninsured Motorists Coverage

Uninsured Motorists Coverage may also include Property Damage Uninsured Motorists Coverage. Property Damage Uninsured Motorists Coverage provides insurance protection to an insured for compensatory damages for injury to or destruction of a covered auto caused by an automobile accident which an insured is legally entitled to recover from the owner or operator of certain types of uninsured motor vehicles. However, Property Damage Uninsured Motorists Coverage is available only:

1. If you have not rejected Bodily Injury Uninsured Motorists Coverage; and
2. For autos for which you have not purchased Collision Coverage.

Please indicate your choices by initialing next to the appropriate item(s) below.

(Initials)	I select Property Damage Uninsured Motorists Coverage at a limit of \$3,500 for each accident for the following vehicle(s):

	(Specify Year/Make/Model)

(Initials)	I reject Property Damage Uninsured Motorists Coverage entirely.

	I delete Property Damage Uninsured Motorists Coverage only with respect to the following individuals:

	(Name of Excluded Driver(s))

Applicant's/Named Insured's Signature

Date

**INSURANCE SUPPLEMENT - TERRORISM
POLICYHOLDER DISCLOSURE
NOTICE OF TERRORISM
INSURANCE COVERAGE**

You are hereby notified that under the Terrorism Risk Insurance Act, as amended, that you have a right to purchase insurance coverage for losses resulting from acts of terrorism, as defined in Section 102(1) of the Act: The term "act of terrorism" means any act that is certified by the Secretary of the Treasury—in consultation with the Secretary of the Homeland Security, and the Attorney General of the United States—to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of an air carrier or vessel or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

YOU SHOULD KNOW THAT WHERE COVERAGE IS PROVIDED BY THIS POLICY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM SUCH LOSSES MAY BE PARTIALLY REIMBURSED BY THE UNITED STATES GOVERNMENT UNDER A FORMULA ESTABLISHED BY FEDERAL LAW. HOWEVER, YOUR POLICY MAY CONTAIN OTHER EXCLUSIONS WHICH MIGHT AFFECT YOUR COVERAGE, SUCH AS EXCLUSION FOR NUCLEAR EVENTS. UNDER THIS FORMULA, THE UNITED STATES GOVERNMENT GENERALLY REIMBURSES [85% THROUGH 2015; 84% BEGINNING ON JANUARY 1, 2016; 83% BEGINNING ON JANUARY 1, 2017; 82% BEGINNING ON JANUARY 1, 2018; 81% BEGINNING ON JANUARY 1, 2019 AND 80% BEGINNING ON JANUARY 1, 2020] OF COVERED TERRORISM LOSSES EXCEEDING THE STATUTORILY ESTABLISHED DEDUCTIBLE PAID BY THE INSURANCE COMPANY PROVIDING THE COVERAGE. THE PREMIUM CHARGED FOR THIS COVERAGE IS PROVIDED BELOW AND DOES NOT INCLUDE ANY CHARGES FOR THE PORTION OF LOSS COVERED BY THE FEDERAL GOVERNMENT UNDER THE ACT.

YOU SHOULD ALSO KNOW THAT THE TERRORISM RISK INSURANCE ACT, AS AMENDED, CONTAINS A \$100 BILLION CAP THAT LIMITS U.S. GOVERNMENT REIMBURSEMENT AS WELL AS INSURERS' LIABILITY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM WHEN THE AMOUNT OF SUCH LOSSES IN ANY ONE CALENDAR YEAR EXCEEDS \$100 BILLION. IF THE AGGREGATE INSURED LOSSES FOR ALL INSURERS EXCEED \$100 BILLION, YOUR COVERAGE MAY BE REDUCED.

Acceptance or Rejection of Terrorism Insurance Coverage

<input type="checkbox"/>	I hereby elect to purchase terrorism coverage for a prospective premium of \$51.00.
<input type="checkbox"/>	I hereby decline to purchase terrorism coverage. I understand that I will have no coverage for losses resulting from acts of terrorism

Policyholder/Applicant's Signature	Insurance Company
	<u>Allied World Insurance Company (AWIC)</u>
Print Name	Policy Number
Date	



INVOICE

Customer	Cazadero Community Services District
Acct #	209507
Date	06/03/2020
Customer Service	Paul Harrison Amber Olivan
Page	1 of 1

Cazadero Community Services District
4300 Cazadero Hwy
Cazadero, CA 95421

Payment Information	
Invoice Summary	\$ 8,219.00
Payment Amount	
Payment for:	Invoice#2778903 63000402

Thank You

Please detach and return with payment

Customer: Cazadero Community Services District

Invoice	Effective	Transaction	Description	Amount
2778903	07/01/2020	Renew policy	Policy #63000402 07/01/2020-07/01/2021 Allied World Assurance Co (U.S.) Inc. 2020 Package renewal - Renew policy Company Fee - Renew policy	8,119.00 100.00
				Total
				\$ 8,219.00

Thank You

Please make check payable to: Risk Strategies Company - PO Box 970069 Boston, MA 02297 or to overnight a payment please mail a check to CheckAlt Attn: Batching Department Lockbox #970069 711 Executive Blvd Suite H Valley Cottage, NY 10989. Should you wish to wire the payment, the wire information is: First Republic BK, 160 Federal Street, Boston, MA 02110 ABA No.: 321081669, Insured's Pmnt: RSC Insurance Brokerage, Inc., Premium Trust Acct. Account # 80000453408.

Please make sure to include the Invoice number on your check & all foreign checks require mailing to RSC 160 Federal St Boston, MA 02110

Risk Strategies Company	(617)330-5700	Date
PO Box 970069		06/03/2020
Boston, MA 02297		



INVOICE

Customer	Cazadero Community Services District
Acct #	209507
Date	06/03/2020
Customer Service	Paul Harrison Amber Olivan
Page	1 of 1

Cazadero Community Services District
4300 Cazadero Hwy
Cazadero, CA 95421

Payment Information	
Invoice Summary	\$ 3,259.32
Payment Amount	
Payment for:	Invoice#2778919 64000402

Thank You

Please detach and return with payment

Customer: Cazadero Community Services District

Invoice	Effective	Transaction	Description	Amount
2778919	07/01/2020	Renew policy	Policy #64000402 07/01/2020-07/01/2021 Allied World Insurance Co 2020 Auto Renewal - Renew policy State Tax - Renew policy	3,247.00 12.32
				Total
				\$ 3,259.32

Thank You

Please make check payable to: Risk Strategies Company - PO Box 970069 Boston, MA 02297 or to overnight a payment please mail a check to CheckAll Attn: Batching Department Lockbox #970069 711 Executive Blvd Suite H Valley Cottage, NY 10989. Should you wish to wire the payment, the wire information is: First Republic BK, 160 Federal Street, Boston, MA 02110 ABA No.: 321081669, Insured's Prmt: RSC Insurance Brokerage, Inc., Premium Trust Acct. Account # 80000453408.

Please make sure to include the Invoice number on your check & all foreign checks require mailing to RSC 160 Federal St Boston, MA 02110

Risk Strategies Company	(617)330-5700	Date
PO Box 970069 Boston, MA 02297		06/03/2020



INVOICE

Customer	Cazadero Community Services District
Acct #	209507
Date	06/03/2020
Customer Service	Paul Harrison Amber Olivan
Page	1 of 1

Cazadero Community Services District
4300 Cazadero Hwy
Cazadero, CA 95421

Payment Information	
Invoice Summary	\$ 918.00
Payment Amount	
Payment for:	Invoice#2778940 65000402

Thank You

Please detach and return with payment

Customer: Cazadero Community Services District

Invoice	Effective	Transaction	Description	Amount
2778940	07/01/2020	Renew policy	Policy #65000402 07/01/2020-07/01/2021 Allied World Assurance Co (U.S.) Inc. 2020 Excess Liability Renewal - Renew policy	918.00
				Total
				\$ 918.00

Thank You

Please make check payable to: Risk Strategies Company- PO Box 970069 Boston, MA 02297 or to overnight a payment please mail a check to CheckAlt Attn: Batching Department Lockbox #970069 711 Executive Blvd Suite H Valley Cottage, NY 10989. Should you wish to wire the payment, the wire information is: First Republic BK, 160 Federal Street. Boston, MA 02110 ABA No.: 321081669, Insured's Pmnt: RSC Insurance Brokerage, Inc., Premium Trust Acct. Account # 80000453408.

Please make sure to include the Invoice number on your check & all foreign checks require mailing to RSC 160 Federal St Boston, MA 02110

Risk Strategies Company	(617)330-5700	Date
PO Box 970069		06/03/2020
Boston, MA 02297		

CazaderoCSD

From: Michael C Nicholls <mcnicholls@me.com>
Sent: Friday, June 5, 2020 8:19 PM
To: cazaderoCSD@comcast.net; Sherry Kulczewski
Subject: Fwd: CAPRI: Guidance Document Updates from State
Attachments: image001.jpg; Untitled attachment 00010.html; guidance-childcare.pdf; Untitled attachment 00013.html; guidance-daycamps.pdf; Untitled attachment 00016.html; guidance-fitness.pdf; Untitled attachment 00019.html; guidance-campgrounds.pdf; Untitled attachment 00022.html

Sent from my iPhone

Begin forwarded message:

From: Matthew Duarte <mduarte@capri-jpa.org>
Date: June 5, 2020 at 5:24:19 PM PDT
To: Undisclosed recipients: ;
Subject: CAPRI: Guidance Document Updates from State

Hello CAPRI Members:

Attached please find updated Guidance Documents released this afternoon by the State and the California Department of Public Health(CDPH) for the following relevant services:

- Child Care
- Day Camps (recommended effective date 6/12/2020)
- Fitness Facilities (recommended effective date 6/12/2020)
- Campgrounds/Outdoor Recreation (recommended effective date 6/12/2020)
 - Note→ this Guidance appears applicable to our Districts as “outdoor recreation areas and operators/providers” and includes reference to, among other things certain recreation programs and pools.

Please note that the State is not encouraging reopening of these services at this time, instead they are “simply providing guidance” should your County determine it is safe to expand its reopening plans. Once your County permits the operating of these services, these guidance documents will serve as important risk management tools in order to best protect your District from liability -- so please review them closely. Also, continue to maintain contact with your respective counties for public health updates and monitor the State’s [Resiliency Roadmap](#) website as it changes regularly.

As always, should you have any further questions or concerns on this or anything related to CAPRI, please do not hesitate to reach out.

Have a nice weekend,

Matthew Duarte
Executive Director

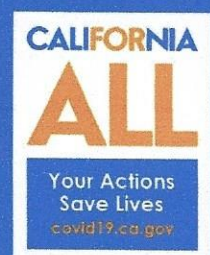


COVID-19 INDUSTRY GUIDANCE: Campgrounds, RV Parks, and Outdoor Recreation

Release date: **June 5, 2020**

Recommended effective date
no sooner than: **June 12, 2020**

All guidance should be implemented only with county health officer approval following their review of local epidemiological data including cases per 100,000 population, rate of test positivity, and local preparedness to support a health care surge, vulnerable populations, contact tracing, and testing.



OVERVIEW

On March 19, 2020, the State Public Health Officer and Director of the California Department of Public Health issued an order requiring most Californians to stay at home to disrupt the spread of COVID-19 among the population.

The impact of COVID-19 on the health of Californians is not yet fully known. Reported illness ranges from very mild (some people have no symptoms) to severe illness that may result in death. Certain groups, including people aged 65 or older and those with serious underlying medical conditions, such as heart or lung disease or diabetes, are at higher risk of hospitalization and serious complications. Transmission is most likely when people are in close contact with an infected person, even if that person does not have any symptoms or has not yet developed symptoms.

Precise information about the number and rates of COVID-19 by industry or occupational groups, including among critical infrastructure workers, is not available at this time. There have been multiple outbreaks in a range of workplaces, indicating that workers are at risk of acquiring or transmitting COVID-19 infection. Examples of these workplaces include long-term care facilities, prisons, food production, warehouses, meat processing plants, and grocery stores.

As stay-at-home orders are modified, it is essential that all possible steps be taken to ensure the safety of workers and the public.

Key prevention practices include:

- ✓ physical distancing to the maximum extent possible,
- ✓ use of face coverings by employees (where respiratory protection is not required) and customers/clients,
- ✓ frequent handwashing and regular cleaning and disinfection,
- ✓ training employees on these and other elements of the COVID-19 prevention plan.

In addition, it will be critical to have in place appropriate processes to identify new cases of illness in workplaces and, when they are identified, to intervene quickly and work with public health authorities to halt the spread of the virus.

PURPOSE

This document provides guidance for campgrounds, RV parks, and outdoor recreation areas and operators/providers to support a safe, clean environment for the public, employees, interns and trainees, volunteers, and all other types of workers (referred to collectively as "staff").

NOTE: Campgrounds with playgrounds, conference spaces, or meeting rooms should keep those areas closed until each of those types of establishments are allowed to resume modified or full operation. When allowed to reopen to modified or full operation, campgrounds and RV parks with these establishments should refer to guidance on such industries as it becomes available on the

[COVID-19 Resilience Roadmap website](#). The guidance does not apply to youth camps, team or contact sports, school and educational activities, and other public gatherings. For guidance on summer camps, refer to the guidance on the [COVID-19 Resilience Roadmap website](#). All public events or concentrated gatherings at campgrounds or RV parks, including group bonfires, group campsites, presentations at outdoor amphitheaters, musical or other performances, or other events must be cancelled or postponed. Most organized activities and sports such as basketball, baseball, soccer, and football that are held on park fields, open areas, and courts are not permitted to the extent that they require coaches and athletes who are not from the same household or living unit to be in close proximity, which increases their potential for exposure to COVID-19. Members of the same household may engage in such activities and sports together.

The guidance is not intended to revoke or repeal any employee rights, either statutory, regulatory or collectively bargained, and is not exhaustive, as it does not include county health orders, nor is it a substitute for any existing safety and health-related regulatory requirements such as those of Cal/OSHA.¹ Stay current on changes to public health guidance and state/local orders, as the COVID-19 situation continues. Cal/OSHA has more safety and health guidance on their [Cal/OSHA Guidance on Requirements to Protect Workers from Coronavirus webpage](#). The California Department of Parks and Recreation has an [online resource center for state parks](#) and operational updates, including safety information, are available for national parks on the [National Park Service webpage](#). CDC has additional guidance [for parks and recreational facilities administrators](#).



Worksite Specific Plan

- Establish a written, worksite-specific COVID-19 prevention plan at every location and/or facility, perform a comprehensive risk assessment of all work areas, and designate a person at each area to implement the plan. House all worksite-specific COVID-19 prevention plans on a centralized database for reference and centralized access.
- Identify contact information for the local health department where the facility is located for communicating information about COVID-19 outbreaks among workers and employees.
- Train and communicate with workers, employees, and employee representatives on the plan.
- Regularly evaluate all areas for compliance with the plan and document and correct deficiencies identified.
- Investigate any COVID-19 illness and determine if any work-related factors could have contributed to risk of infection. Update the plan as needed to prevent further cases.
- Develop a process to implement quarantine measures for any campground or RV park staff that live on-site.
- Identify close contacts (within six feet for 15 minutes or more) of an infected worker or employee and take steps to isolate COVID-19 positive employee(s) and close contacts.
- Adhere to the guidelines below. Failure to do so could result in workplace illnesses that may cause a facility to be temporarily impacted or closed.



Topics for Worker Training

- Information on [COVID-19](#), how to prevent it from spreading, and which underlying health conditions may make individuals more susceptible to contracting the virus.
- Self-screening at home, including temperature and/or symptom checks using [CDC guidelines](#).
- The importance of not coming to work if employees have symptoms of COVID-19 as [described by the CDC](#) such as a frequent cough, fever, difficulty breathing, chills, muscle pain, sore throat, recent loss of taste or

smell, or if they or someone they live with have been diagnosed with COVID-19.

- To seek medical attention if their symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or face. Updates and further details are available on [CDC's webpage](#).
- The importance of frequent handwashing with soap and water, including scrubbing with soap for 20 seconds (or using hand sanitizer with at least 60% ethanol (preferred) or 70% isopropanol (if the product is inaccessible to unsupervised children) when employees cannot get to a sink or handwashing station, per [CDC guidelines](#)).
- The importance of physical distancing, both at work and off work time (see Physical Distancing section below).
- Proper use of face coverings, including:
 - Face coverings do not protect the wearer and are not personal protective equipment (PPE).
 - Face coverings can help protect people near the wearer, but do not replace the need for physical distancing and frequent handwashing.
 - Face coverings must cover the nose and mouth.
 - Employees should wash or sanitize hands before and after using or adjusting face coverings.
 - Avoid touching eyes, nose, and mouth.
 - Face coverings should be washed or discarded after each shift.
- Ensure temporary or contract workers or volunteers, including camp hosts, are also properly trained in COVID-19 prevention policies and have necessary supplies and PPE. Discuss these responsibilities ahead of time with organizations supplying temporary and/or contract workers or volunteers.
- Information on employer or government-sponsored leave benefits the employee may be entitled to receive that would make it financially easier to stay at home. See additional information on [government programs supporting sick leave and worker's compensation for COVID-19](#), including employee's sick leave rights under the [Families First Coronavirus Response Act](#) and employee's rights to workers' compensation benefits and presumption of the work-relatedness of COVID-19 pursuant to the Governor's [Executive Order N-62-20](#).



Individual Control Measures and Screening

- Provide temperature and/or symptom screenings for all workers at the beginning of their shift and any vendors, contractors, or other workers entering the campground, RV park, or outdoor recreation facility. Make sure the temperature/symptom screener avoids close contact with workers to the extent possible. Both screeners and employees should wear face coverings for the screening.
- If requiring self-screening at home, which is an appropriate alternative to providing it at the establishment, ensure that screening was performed prior to the worker leaving the home for their shift and follows [CDC guidelines](#), as described in the Topics for Employee Training section above.
- Encourage workers who are sick or exhibiting symptoms of COVID-19 to stay home.
- Employers should provide and ensure workers all required protective equipment, including eye protection and gloves where necessary.
- Employers should consider where disposable glove use may be helpful to supplement frequent handwashing or use of hand sanitizer; examples are for workers who are screening others for symptoms or handling commonly touched items.
- Face coverings are strongly recommended when workers are in the vicinity of others. Workers should have face coverings available and wear them when in close proximity to visitors and other staff, in the office or reception area, or in a vehicle during work-related travel with others. Face coverings must not be shared. Employers are generally encouraged to provide face coverings but must provide them when required by employer rules or these guidelines.
- Employers must take reasonable measures to remind workers that they should use face coverings and frequently wash their hands with soap and water or use hand sanitizer.
- Contact visitors with reservations at campgrounds and RV parks before their scheduled arrival to confirm the reservation and ask if they or someone in their household is exhibiting any COVID-19 symptoms. If the visitor answers in the affirmative reschedule or cancel the reservation.
- Campground and RV park operators should take steps to ensure visitors are fully aware of the park's new policies and procedures prior to their arrival. Such policies should include the right for campground and RV park operators to cancel reservations for parties with symptomatic visitors;

new check-in procedures; physical distancing requirements; and cleaning and disinfecting schedules for accommodations, amenities, and common areas like the check-in/registration area and the park general store or visitor center.

- Outdoor recreation operators should take steps to make the public aware of new protocols at the facilities. This could include using social media, website, texts, email, newsletters, etc., to communicate the steps being taken to protect visitors and staff so that they are familiar with updated policies (e.g. the use of face coverings and physical distancing requirements) before arriving at the facility.



Cleaning and Disinfecting Protocols

- Perform thorough cleaning on all high traffic areas such as guest check-in areas and lobbies, visitor centers, staff break rooms, restrooms, and areas of ingress and egress, including stairways and handrails, throughout the day.
- Frequently disinfect commonly used surfaces and items including golf cart or vehicle steering wheels and gear shifts, keys, tools, water spigots, trash receptacles, lounge chairs, shared equipment, doorknobs, countertops, toilets, and handwashing facilities.
- Outdoor recreation operators should consult with equipment manufacturers to determine the appropriate disinfection steps, particularly for soft, porous surfaces. Encourage visitors to bring and use their own equipment wherever possible.
- Equip guest reception and check-in areas and staff workstations with proper sanitation products, including hand sanitizer and disinfectant wipes.
- Amenities, including trail maps, books, magazines, coffee, water, self-serve stations (unless touchless), and other items for visitors, must be removed from reception areas to help reduce touch points and visitor interactions. Trail maps and other printed informational materials may be distributed to visitors on arrival for their individual use.
- Difficult to clean and commonly-touched items, including shared board games or books, should not be loaned out to visitors, if possible. If loaning out such items, consider placing returned items in a storage container for at least three days before loaning to a different visitor.
- Follow [CDC guidelines](#) to ensure that all water systems are safe to use after a prolonged facility shutdown to minimize the risk of [Legionnaires' disease](#) and other diseases associated with water.

- Oftentimes restroom facilities without running water, such as portable toilets and vault toilets, are not stocked with hand hygiene products. Encourage visitors to be prepared to bring their own hand sanitizer with at least 60% ethanoyl or 70% isopropyl alcohol for use in these facilities. If provided, make sure portable handwashing stations are maintained and soap, towel, and water supplies are kept full.
- Clean restroom facilities on an accelerated schedule to keep them clean and encourage campers and visitors to use them, thereby avoiding campers rejecting dirty and unsanitary restrooms and using the outdoors instead. Where possible, provide disposable seat covers in restrooms.
- Encourage visitors to pack out what they pack in, wherever possible, to minimize the amount of trash staff must dispose of at the campsite, park, trailhead, or other facility.
- Water filling stations, RV dump stations, and propane filling stations must be cleaned and disinfected each day and staff should wipe down the equipment after each use. If possible, place hand sanitizer near these facilities for visitor and staff use.
- Staff should avoid sharing tools, phones, electronics, and office supplies as much as possible and, where feasible, ensure workers have dedicated workstations for their personal use. Never share PPE.
- When choosing cleaning chemicals, employers should use product approved for use against COVID-19 on the [Environmental Protection Agency \(EPA\)-approved](#) list and follow product instructions. Use disinfectants labeled to be effective against emerging viral pathogens, diluted household bleach solutions (5 tablespoons per gallon of water), or alcohol solutions with at least 70% alcohol that are appropriate for the surface. Provide employees training on manufacturer's directions and Cal/OSHA requirements for safe use. Workers using cleaners or disinfectants should wear gloves and other protective equipment as required by the product. Follow the [asthma-safer cleaning methods](#) recommended by the California Department of Public Health.
- Provide time for staff to implement cleaning practices during their shift. Cleaning assignments should be assigned during working hours as part of the staff's job duties. Consider procuring third-party cleaning services where feasible and appropriate.
- Consider installing portable high-efficiency air cleaners for offices or other workspaces, upgrading the building's air filters to the highest efficiency possible, and making other modifications to increase the quantity of outside air and ventilation in offices and other spaces.

- After each visitor stay, amenities at each site should be properly wiped down, cleaned, and disinfected. This includes BBQ grills, chairs, all secondary seating (e.g. swings or benches), water spigots, and RV electrical and water hook-ups.



Physical Distancing Guidelines

- Implement measures to ensure physical distancing of at least six feet between and among workers and visitors. This could include installing a Plexiglas barrier between staff and visitors in stores, lobbies, reception areas, or visitor centers or using visual cues to guide visitors where to stand or queue. Visitors should also be directed where to stand, using visual and/or verbal cues as appropriate, when waiting to use water filling stations, RV dump stations, propane filling stations, and other similar service locations.
- Wherever possible, implement staggered employee shifts, work in assigned teams, vary arrival and departure, and stagger breaks in compliance with wage and hour regulations to avoid interaction or grouping among staff.
- Avoid shaking hands, bumping fists or elbows, and other physical contact.
- Consider offering staff who request modified duties options that minimize their contact with visitors, customers, and other staff (e.g., managing inventory or managing administrative needs through telework).
- Operators should monitor areas where people are likely to gather and ensure that physical distancing and other guidelines are followed. These areas might include sports fields, skateparks, basketball courts, tennis courts, trail heads, popular day use areas, and picnic areas. Post signs on physical distancing requirements and discourage groups from gathering in larger numbers than are currently recommended or allowed by the local county.
- For facilities that provide paid, controlled outdoor activities, consider implementing a reservation system to limit the number of visitors at the facility.
- Consider implementing remote check-in options for new arrivals at campgrounds or RV parks wherever possible. Post signs at the park's entrance to communicate with visitors what they need to do upon arrival. List a phone number, for example, for visitors to contact rather than entering the registration area. Encourage the use of online

payments, on-site pay stations, credit card payment, or payment over the phone, where possible.

- If remote check-in is not feasible, check-in visitors outside, if possible, and email receipts. Where necessary, escort or direct visitors directly to their site upon arrival following physical distancing requirements. Only one household should occupy each campsite or rental unit and non-registered visitors should not be permitted entry to the campground or RV park.
- Consider implementing a process for visitors to pre-purchase items from the general store, including firewood, food items, or other goods, and have staff deliver items to the visitor's campsite or RV.
- Outdoor spaces intended for gatherings and group functions, including pavilions, communal fire rings, public-use camp kitchens, and amphitheaters should remain closed. Remove, separate, post closure signs, or tape-off all benches, common area picnic tables, and multi-person seating (including seating around fire pits) to discourage visitors from congregating. Playgrounds should also remain closed.
- All public events and/or concentrated gatherings, including group bonfires, group campsites, presentations at outdoor amphitheaters, musical or other performances, or other events must be cancelled or postponed.
- Smaller picnic shelters, such as those that typically accommodate only household groups, can remain open with posted physical distancing-related restrictions (e.g., limit use to one household at a time).
- Review campground and RV park sites to determine if the park needs to operate at a decreased capacity in order to maintain physical distancing.
- Adjust any staff meetings to ensure physical distancing and use smaller individual meetings at facilities to maintain physical distancing guidelines. Hold meetings with workers over the phone, via webinar, or outdoors wherever possible. Consider virtual interviewing and on-boarding for new staff when possible.



Additional Considerations for Outdoor Recreation

- Campground, RV park, and outdoor recreation operators should take steps to assess the risk inherent in the recreational activities that take place at their facilities. There are a number of actions operators can take to help lower the risk of COVID-19 exposure and reduce the spread during activity. The more person-to-person interaction, the closer the physical interaction, the more sharing of equipment there is by multiple participants, and the longer that interaction, the higher the risk of COVID-19 spread. Therefore, risk of COVID-19 spread can be different, depending on the type of activity. Operators should take steps to ensure that higher risk activities, including those not yet recommended by CDC guidelines, are not occurring on their properties.
- Evaluate the processes for renting and loaning recreational equipment and determine whether there is adequate staff capacity and available cleaning and disinfecting supplies to reopen such operations. All rented or shared equipment and items must be cleaned and disinfected between visitor use, including sports equipment, kayaks, surf or paddle boards, canoes, bikes, fishing gear, helmets, life vests, and other items.
- Modify outdoor recreational activities, where necessary, to ensure proper cleaning and disinfecting protocols can be implemented. Such measures will be specific for the type of activity and the capacity of the facility but some examples include:
 - Encourage visitors to bring all of their own equipment, wherever possible, to minimize sharing of equipment.
 - Individual campsites should be occupied by members of the same household.
 - Remove all shared, on-site equipment that cannot be cleaned and disinfected between uses, where possible. This could include removing the rakes from golf courses or chalk or writing utensils for posted scoreboards. Facility-provided games and equipment that are intended for communal use, e.g. horseshoe or cornhole sets at campgrounds or RV parks, should be removed.
 - At equine facilities, clean and disinfect gate latches, spray nozzles, cross tie snaps, pitchforks, wheelbarrows, and other frequently used items regularly or after contact with personnel.

- For-hire fishing and small group charter operations must ensure customers have access to handwashing facilities or proper hand sanitizer on the vessel.
- Clean and sanitize arrows before and after use at archery ranges.
- Remove all score tenders at tennis and volleyball courts to prevent touching. Facilities should consider restricting tennis or volley balls to a particular group, court, or day of the week. This could include labeling them with a permanent marker.
- Cleaning and disinfecting “soft goods,” such as life jackets, wetsuits, cotton lead ropes, saddle bags, or backpacks, poses particular challenges. Such equipment requires an effective cleaning procedure or sufficient equipment inventory to allow for sufficient “down time” of at least three days between uses to minimize risk of COVID-19 transmission.
- High contact programs and sports that require close contact of less than six feet in distance between members of different households should be suspended. This includes activities such as group sporting events, pick-up basketball, intermural sports activities, races, or dances.
- Limit high or close contact outdoor recreation activities to household units. This includes boat rentals, basketball and volleyball games, rope courses, and climbing walls. At campgrounds and RV parks, consider whether nature walks, movie nights, mini-golf, geocaching, scavenger hunts, or other activities can be developed for household units in a way that maintains physical distancing.
- Modify outdoor recreational activities, where necessary, to allow for multiple households to utilize the facility or the equipment while maintaining physical distancing. Such modifications will be specific for each activity and depend on the capacity of the facility but some examples include:
 - Stagger tee times at golf courses and require one household per golf cart.
 - Limit the capacity on small group guided fishing, hunting, or chartered boat trips or reconfigure seating on boats or other vehicles.
 - Set up a schedule of access times to limit the capacity of people in a barn or equine facility if demand requires scheduling to maintain physical distancing.
- When outfitting people with helmets, gear, protective clothing, lifejackets, or other items, staff should maintain physical distance. Where possible, staff should demonstrate how to properly don and doff equipment rather than breaking physical distance to assist.

- Campground, RV park, and outdoor recreation operators should review additional guidance on Family Entertainment Centers on the [COVID-19 Resilience Roadmap website](#).



Additional Considerations for Communal Restroom and Shower Facilities

- Campground, RV park, and outdoor recreation operators should consider staffing and other capacity and resource needs to ensure that shared, public restrooms can be cleaned and disinfected throughout the day. Maximum occupancy for the campground, RV park, or recreation area should be based on the number of fully-operational restrooms that the park operator can maintain and which can support physical distancing requirements.
- Shared restroom facilities should be cleaned regularly using [EPA-registered disinfectants](#) throughout the day. High-touch surfaces such as faucets, toilets, doorknobs, and light switches must be frequently cleaned and disinfected. Employees should be trained on the hazards and proper use of new products per Ca/OSHA requirements, and be provided with any required protective equipment for the specific cleaning products in use, such as eye protection or gloves.
- Create and post a cleaning schedule in every open restroom facility. Post the cleaning schedule on the front of the door so visitors know when they can/cannot use the restroom. Make sure to close the restroom during the cleaning and disinfecting process.
- Consider using a checklist or audit system to track how often cleaning is conducted.
- Only allow shower room use if partitions are in place or signs have been posted to specify physical distancing requirements. If partitions or proper distancing are not possible, these facilities should remain closed.
- Ensure that sanitary facilities stay operational and are continuously stocked at all times. Provide additional soap, paper towels, and hand sanitizer when needed. Install hands-free devices, if possible, including motion sensor sinks, faucets, soap dispensers, sanitizer dispensers, and paper towel dispensers.
- Doors to multi-stall restrooms should be able to be opened and closed without touching the handles, opening-devices, or powered door operators with the hand, whenever possible. If the door cannot be opened without touching the handle or door-operator with the hand, prop the door open and/or place a trash-receptacle by the door to

ensure a paper towel can be readily disposed of when operating the door. The location and positioning of waste receptacles should not interfere with egress, evacuation, emergency equipment, or any reasonable accommodations provided under the Americans with Disabilities Act. Make sure trash cans are emptied regularly.

- Campground, RV park, and outdoor recreation visitors should be instructed that sinks could be an infection source and should avoid placing toothbrushes and other items directly on counter surfaces. Totes could also be used for personal items to limit their contact with other surfaces in the restroom.
- Campground and RV park management should encourage guests staying in vehicles with toilets and showers/bathing equipment to use their own facilities rather than shared ones, if possible.
- Provide information on how to wash hands properly, including hanging signs in restrooms.



Additional Considerations for Swimming Pools and Aquatic Venues

- Campground, RV park, and outdoor recreation operators with swimming pools and splash pads should take additional steps to ensure those facilities are properly cleaned and disinfected for visitor use, according to [CDC guidelines](#).
- Please note that saunas, steam rooms, and hot tubs should remain closed.
- Maintain proper disinfectant levels (1-10 parts per million free chlorine or 3-8 ppm bromine) and pH (7.2-8).
- Consult with the company or engineer that designed the aquatic venue to decide which [List N disinfectants approved by the EPA](#) are best for the aquatic venue. Ensure the [safe and correct use](#) and storage of disinfectants, including storing products securely away from children.
- Set up a system so that furniture and equipment (e.g., lounge chairs) that need to be cleaned and disinfected are kept separate from furniture that has already been cleaned and disinfected. Label containers for used equipment that has not yet been cleaned and disinfected and containers for cleaned and disinfected equipment.

- Encourage visitors to bring and use their own towels. If towels are provided, launder them and clothing according to the manufacturer's instructions. Use the warmest appropriate water temperature and dry items completely. Handle towels with disposable gloves and minimal disturbance, i.e., do not shake them.
- Discourage people from sharing items, particularly those that are difficult to clean and disinfect or those that are meant to come in contact with the face (e.g., goggles, nose clips, and snorkels).
- Ensure that the facility has adequate equipment for patrons, such as kick boards, pool noodles, and other flotation devices, to minimize sharing wherever possible. Limit the use of the equipment to one patron at a time and clean and disinfect the items after each use.
- For indoor aquatic venues, introduce and circulate outdoor air as much as possible by opening windows and doors, using fans, or other methods. However, do not open windows and doors if doing so poses a safety risk to staff, visitors, or swimmers.
- Change the deck layout and other areas surrounding the pool to ensure that the standing and seating areas can support physical distancing requirements. This could include removing lounge chairs or taping off areas to discourage use.
- Provide physical cues or guides (e.g., lane lines in the water or chairs and tables on the deck) and visual cues (e.g., tape on the decks, floors, or sidewalks) and signs to ensure that staff, visitors, and swimmers stay at least six feet apart from one another, both in and out of the water.
- Where feasible, install impermeable physical barriers such as Plexiglas where staff and patrons must interact and physical distancing is difficult.
- Consider implementing reservations for pool use or implementing other mechanisms to support physical distancing. This could include reserving full-lanes for individual lap swimming and half-lanes for individual household use.
- Ensure that lifeguards who are actively lifeguarding are not also expected to monitor handwashing, use of cloth face coverings, or physical distancing. Assign this monitoring responsibility to another staff member.
- Aquatic venues should avoid activities that promote group gatherings and should be aware of local policies on gathering requirements to determine if aquatic fitness classes, swim lessons, swim team practices, swim meets, or pool parties can be held.
- CDC's [Model Aquatic Health Code](#) has more recommendations to prevent illness and injuries at public pools in parks.



Additional Considerations for Cabins and Rental Units

- Campgrounds and RV parks with cabins or other rental units should take the proper steps to clean and disinfect those areas after each use. This includes wiping down and cleaning bed rails, tables, TV remotes, headboards, countertops, kitchen appliances, refrigerator handles, stove knobs, mirrors, and other items.
- All linens must be removed and laundered between each visitor stay, including items that appear to not have been used. When cleaning bedding, towels, or other laundered items in rental units, ensure staff wear disposable gloves when handling dirty laundry and then discard after each use. Wash hands with soap or use hand sanitizer immediately after gloves are removed. Do not store extra linens in the rental unit. Provide such items only on request.
- Do not shake dirty laundry. This will minimize the possibility of dispersing virus through the air. Launder items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely. Clean and disinfect laundry hampers according to guidance above for surfaces. If possible, consider placing a bag liner that is either disposable and thrown away after each use or can be laundered after each use.
- Kitchen items, including pots, pans, and utensils, must be thoroughly cleaned with soap and hot water, preferably in a dishwasher, between each visitor stay. Provide adequate dish soap and new, unused sponges for each visitor upon arrival. Consider replacing utensils with one-time use dinnerware, if feasible.
- Consider instituting a 24-hour waiting period after a visitor checks out before cleaning any campground-owned accommodations, including rental units.
- Any rental unit intended for large gatherings, including conferences or meetings, should not be opened until such operations can resume.
- Additional guidance for the Hotel and Lodging industry is available on the [COVID-19 Resilience Roadmap website](#).



Additional Considerations for Food and Dining

- Dine-in restaurants, bars, snack bars, and other concessions must be run in accordance with current orders and guidelines for such establishments on the [COVID-19 Resilience Roadmap website](#). All self-service food stations should be closed, including coffee machines, soda fountains, or toasters.
- Where possible, visitors should order food items online or over the phone and food should be available for pick-up. Walk-up snack bars or concession services should be available for pick-up of pre-ordered items. Visitors are strongly recommended to wear face coverings when picking up pre-ordered items from the snack bar or concessionaire. If pre-ordering is not available, ensure visitors maintain physical distancing when ordering food items.
- Snack bars and concessionaires should sell pre-packed and individually wrapped food wherever possible. Wrap silverware or plasticware individually within a napkin so people are not picking them out of a group of utensils in a basket, cup, or box.
- Encourage the use of credit cards or accept payment over the phone, if possible, for food items.
- Outdoor recreation operators should not hold potlucks or similar family-style eating and drinking events that increase the risk of cross contamination. If food and beverages must be served or shared, provide items in single-serve, disposable containers whenever possible. Staff or volunteers serving food should wash hands frequently and wear disposable gloves and face coverings.



Additional Considerations for Campground and RV Park Laundry Facilities

- If necessary, adjust the operating hours for laundry room facilities to ensure that staff have adequate time to frequently clean and disinfect the laundry machine lids and doors, lint screens, tabletops and counters, chairs or benches, soap dispensers, vending machines, change machines, sinks, and other areas.
- Consider placing hand sanitizer and disinfecting wipes in the laundry room so visitors can wipe down the area before/after they use the machines.

- Remove all games, books, brochures, or other items from the laundry facilities. Remove laundry baskets or bins, if provided.
- Consider developing an appointment-type system for the laundry facilities so that staff know when the facilities are being used and visitors can avoid unnecessary interaction. Keep the laundry facilities locked between scheduled appointments to ensure adequate time for cleaning.
- If not possible to implement an appointment-type system, maintain physical distancing by closing every other machine so the six-feet of physical distance can be maintained between visitors. Encourage visitors to wait outdoors while laundry is being washed/dried. Alternatively, use visual cues to direct visitors where to stand and limit access so individual visitors can use multiple machines that are together. Determine what the maximum capacity should be for the room size and post a sign on the door that states how many individuals can be in the room at one time, along with the cleaning and disinfecting schedules.



Additional Considerations for Ground and Building Maintenance

- Make sure all workers have been trained to use and have an adequate supply of all-purpose cleaners and disinfectants, when needed. Follow the complete [CDC guidelines for cleaning and disinfection](#).
- Clean touchable surfaces between shifts or between users, whichever is more frequent, including but not limited to working surfaces, tools, handles and latches, and controls on stationary and mobile equipment, including surfaces in the cabs of all vehicles.
- Minimize or eliminate use of shared equipment and tools. If tools are shared, sanitize between each use, according to [CDC guidelines](#). Sanitize all tools at the end of the work day.
- Require workers to wash hands or use hand sanitizer between the use of shared equipment, such as workstation tools, radios, mobilized carts, and other items.
- Janitorial or custodial workers must be told if they are going to be working in a location where an infected person has been. Qualified third-party qualified cleaning services are recommended for decontamination of affected areas.
- Any area where an infected person has been must be closed and ventilated for 24 hours, if possible, before workers can enter for cleaning.

If not possible, ventilate the area for the maximum time possible, but never less than 3 hours. Alternatively, any contaminated area where access can be effectively restricted can be closed for seven days to let the virus die.

- If janitorial or custodial workers are asked to disinfect an area with known COVID-19 cases, they must not start operations until the campground or RV operator has provided the proper protective equipment and hazard training, or a refresher training. Janitorial or custodial staff must wear disposable gloves for all tasks in the cleaning process, including handling trash. Workers should be reminded to wash hands with soap and water immediately after taking off the gloves, or use hand sanitizer. Additional PPE might be required, including eye goggles, based on the cleaning/disinfectant products being used and whether there is a risk of splash. Janitorial staff must be provided training and information on the hazards of cleaners and disinfectants used, the availability of the safety data sheets, PPE required, and ventilation required.
- Workers should have enough ventilation (air flow) in areas where they are cleaning. If cleaning in a bathroom or other small space, make sure the door and windows are propped open.
- To reduce the risk of asthma related to disinfecting, programs should aim to select disinfectant products on the N list with asthma-safer ingredients (hydrogen peroxide, citric acid or lactic acid). Avoid products that mix these ingredients with peroxyacetic acid, sodium hypochlorite (bleach) or quaternary ammonium compounds, which can cause asthma. Follow the [asthma-safer cleaning methods](#) recommended by the California Department of Public Health.
- Workers conducting cleaning should be supplied with first aid supplies, including bandages or other items to cover any cuts, scratches, or open wounds on skin and have sufficient supply to change the bandages often.
- Campground and RV park visitors must be reminded to maintain six-feet of distance from maintenance, janitorial, or custodial staff on the maintenance team. Implement a process to regularly check in with workers to ensure visitors are following this protocol. Ensure workers are able to share such information without fear of reprisal or retaliation.
- Campground and RV park operations should evaluate if the dog park on the grounds is large enough to accommodate visitors and their animals while maintaining proper physical distancing. If the space is not sufficient, dog parks must be expanded, occupancy-limited, or closed.

- Ground crews and building workers should refer to additional guidance on limited services available on the [COVID-19 Resilience Roadmap website](#).



Additional Considerations for Visitors

- When camping or engaging in outdoor recreation, visitors should make sure they plan ahead. When possible, visitors should make reservations and purchase permits, firewood, ice and other items online or by phone before arriving on site. Cash-less and minimal-contact transactions are becoming a common operating procedure in many establishments to avoid lines and person-to-person interactions. This will help protect visitors and staff.
- Visitors should be prepared to be as self-contained and self-sufficient as possible. For example, arrive prepared with your own soap, surface disinfectant supplies, hand sanitizer, paper towels/hand towels, and toilet paper. It is also advisable to bring disinfecting wipes to clean up before and after use of common facilities. Bring your own sports equipment, towels, first aid supplies, and other items needed for outdoor recreation whenever possible. Visitors should bring plastic table cloths for picnic tables that can be disposed of or taken back home for washing.
- To ensure physical distancing can be maintained, visitors should set up their campsite or picnic areas to maximize distance from adjacent campsites and picnic sites that host people from different households.
- Visitors should be prepared to follow all rules and updated policies at campgrounds, RV parks, and other outdoor recreational areas, including public parks, walking trails, and marinas. These new rules and policies could include:
 - Come to the park or facility prepared. Many programs and facilities will be canceled or closed, so visitors should check online resources for updated information about rule changes and closures to know what to expect upon arrival. For example, some outdoor recreation areas may not open immediately due to the time required for gates to be unlocked, sites to be serviced, and potential for crowding.
 - Observe all cleaning protocols for self-service facilities and amenities before using them.
 - Leave furniture, such as picnic tables and chairs, as they were found as park staff may have appropriately spaced these items to encourage physical distancing.

- Follow directional signage – e.g., wait your turn and abide by capacity limits – that will promote physical distancing in buildings, at overlooks, and around other confining spaces.
- Plan your travel in a safe and responsible way. Be mindful that backcountry and rescue operations require many emergency responders and extra demands on those healthcare resources puts everyone at risk.

¹Additional requirements must be considered for vulnerable populations. Campgrounds, RV parks, and outdoor recreation operators must comply with all [Cal/OSHA](#) standards and be prepared to adhere to its guidance as well as guidance from the [Centers for Disease Control and Prevention \(CDC\)](#) and the [California Department of Public Health \(CDPH\)](#). Additionally, employers must be prepared to alter their operations as those guidelines change.





Coronavirus Disease 2019

Guidance for Administrators in Parks and Recreational Facilities

Parks, trails, and open spaces can provide opportunities for physical activity while also providing opportunities for respite, health, and wellness. Individuals are encouraged to use parks, trails, and open spaces safely as they are able while following current guidance to prevent the spread of COVID-19.

The following offers guidance for the use and administration of local, state, and national parks.

Post information to promote everyday preventive actions.

Park administrators should consider displaying posters and signs throughout the park to frequently remind visitors to take steps to prevent the spread of COVID-19. These messages may include information about:

- Staying home if you are sick or do not feel well, and what to do if you're sick or feel ill.
- Using social distancing and maintaining at least six feet between individuals in all areas of the park.
- Covering coughs and sneezes with a tissue, then throwing the tissue in the trash.
- Washing hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, and after blowing your nose, coughing, or sneezing.
- Using hand sanitizer that contains at least 60% alcohol if soap and water are not available.
- Avoiding touching eyes, nose, and mouth with unwashed hands.

Maintain restrooms that remain open. Ensure they have functional toilets, clean and disinfected surfaces, and handwashing supplies.

If possible, restrooms should remain open if a park remains open for public visitation. If restrooms will be closed, notify visitors ahead of time so they can prepare appropriately. Ensure that open restrooms are:

- **Operational with functional toilets.**
- **Cleaned and disinfected regularly**, particularly high-touch surfaces such as faucets, toilets, doorknobs, and light switches. Clean and disinfect restrooms daily or more often if possible. The EPA-registered household disinfectants listed here are recommended. Ensure safe and correct application of disinfectants and keep products away from children.
- **Regularly stocked with supplies for handwashing**, including soap and materials for drying hands or hand sanitizer with at least 60% alcohol.

Oftentimes restroom facilities without running water, such as portable toilets and vault toilets, are not stocked with hand hygiene products. Encourage visitors to be prepared to bring their own hand sanitizer with at least 60% alcohol for use in these facilities.

Keep swimming pools properly cleaned and disinfected.

Proper operation, maintenance, and disinfection (with chlorine or bromine) of swimming pools should kill the virus that causes COVID-19.

- Maintain proper disinfectant levels (1–10 parts per million free chlorine or 3–8 ppm bromine) and pH (7.2–8).
- CDC's Model Aquatic Health Code has more recommendations to prevent illness and injuries at public pools in parks.

Be prepared to cancel or postpone large events and gatherings.

- Monitor and adhere to guidelines issued at the national, state, and local levels related to limiting the size of gatherings.
- Continually assess current conditions and engage with the National Park Service, state, and local public health officials when deciding whether to postpone, cancel, or significantly reduce the number of attendees (if possible) for mass gatherings.
- Consider CDC guidance and White House guidance [\[link\]](#) as you make decisions about whether to proceed with, postpone, or cancel an event.

Make sure people are social distancing in popular areas of the park.

During periods of sustained community transmission, park administrators should:

- Monitor areas where people are likely to gather and consider temporary closure to support social distancing practices. These areas might include sports fields, playgrounds, skateparks, basketball courts, tennis courts, and picnic areas. In the event of facility closures, park administrators might want to place physical barriers in these areas and post signs communicating that the area is closed.
- Post signs discouraging groups from gathering in larger numbers than are currently recommended or allowed.

If organized sports activity has been suspended within the park, communicate with sports team coaches that unofficial sports practices are also prohibited within the park.

Postpone or cancel organized activities and sports.

In general, most organized activities and sports such as basketball, baseball, soccer, and football that are held on park fields, open areas, and courts are not recommended during times in which individuals are encouraged or required to practice social distancing. These activities and sports typically require coaches and athletes who are not from the same household or living unit to be in close proximity, which increases their potential for exposure to COVID-19.

Park administrators should monitor directives issued at the national, state, and local levels related to limiting the size of gatherings. These directives can inform decisions about limiting participation for those sports and activities that exceed the maximum number allowed. Until local public health officials have coordinated with organizers to determine if/when it is safe to participate in such activities, all should be postponed or canceled.

Use flexible sick-leave and telework policies, especially for staff at higher risk for severe illness.

- Be as flexible as possible with staff attendance and sick-leave policies.
- Remind staff to stay at home if they are sick.
- Identify staff whose duties would allow them to work from home and encourage teleworking when possible.
- Consider offering revised duties to staff who are at higher risk of severe illness with COVID-19.

Keep your park staff informed about COVID-19 and preventive actions.

When there is ongoing transmission of COVID-19 in the community where the park is located, consider implementing the following strategies:

- Provide staff with up-to-date information about COVID-19 and park policies on a regular basis.
- Communicate to park staff the importance of practicing healthy hygiene habits such as washing hands often, covering coughs and sneezes, and social distancing to prevent the spread of COVID-19.
- If staff develop a fever, cough, or shortness of breath while at work, have them immediately put on a face mask (if available), isolate them, and have them return home from the park as soon as possible, and ask them to follow CDC-recommended steps for persons who are ill with COVID-19 symptoms.
- If a staff member has a confirmed COVID-19 infection, inform other staff about their possible exposure to the virus, while maintaining confidentiality as required by the Americans with Disabilities Act; see Public Health Recommendations for People in U.S. Communities Exposed to a Person with Known or Suspected COVID-19, other than Health Workers or other Critical Infrastructure Workers.

Review CDC's guidance for businesses and employers.

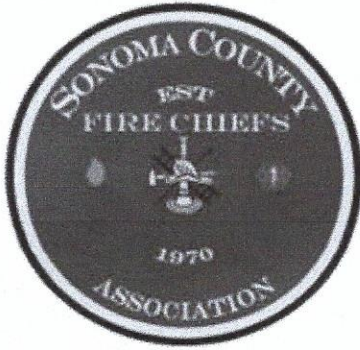
- Review CDC's guidance for businesses and employers to identify additional strategies to protect park staff during an outbreak of COVID-19.
- For additional questions or guidance, contact your state or local health department public health officials and in the case of the National Park Service, contact public health officials in the Office of Public Health.

Page last reviewed: April 10, 2020

Cazadero Community Services District
Reconciliation Detail
1-Community First CU -Checking, Period Ending 05/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						59,295.28
Cleared Transactions						
Checks and Payments - 20 items						
Paycheck	05/01/2020	9530	Krausmann, Steven M	X	-688.80	-688.80
Paycheck	05/01/2020	9531	Kulczewski, Sharon	X	-476.69	-1,165.49
Paycheck	05/01/2020	9529	Dewart, Alan	X	-461.75	-1,627.24
Paycheck	05/01/2020	9528	Caplan, Nancy K.	X	-415.57	-2,042.81
Bill Pmt -Check	05/04/2020	EFT	P. G. & E.	X	-217.35	-2,260.16
Bill Pmt -Check	05/04/2020	EFT	P. G. & E.	X	-70.85	-2,331.01
Bill Pmt -Check	05/09/2020	EFT	McPhail Fuel Co.	X	-641.03	-2,972.04
Bill Pmt -Check	05/11/2020	9533	Bank of America Bu...	X	-2,912.69	-5,884.73
Bill Pmt -Check	05/11/2020	9534	Cazadero Supply	X	-530.77	-6,415.50
Bill Pmt -Check	05/11/2020	9532	Accredited Septic	X	-175.00	-6,590.50
Bill Pmt -Check	05/11/2020	EFT	Frontier Communica...	X	-163.13	-6,753.63
Bill Pmt -Check	05/11/2020	9536	Merrill, Arnone & Jo...	X	-120.00	-6,873.63
Bill Pmt -Check	05/11/2020	EFT	Frontier Communica...	X	-62.56	-6,936.19
Bill Pmt -Check	05/11/2020	9538	Recology Sonoma ...	X	-45.47	-6,981.66
Bill Pmt -Check	05/11/2020	9537	Michael Nicholls	X	-14.99	-6,996.65
Bill Pmt -Check	05/11/2020	9535	Cazadero Water Co...	X	-11.53	-7,008.18
Bill Pmt -Check	05/12/2020	9539	John C. Schubert	X	-3,750.00	-10,758.18
Bill Pmt -Check	05/14/2020	EFT	P. G. & E.	X	-348.38	-11,106.56
Bill Pmt -Check	05/16/2020	EFT	Comcast	X	-159.83	-11,266.39
Bill Pmt -Check	05/18/2020	ACH	Recology Sonoma ...	X	-90.94	-11,357.33
Total Checks and Payments					-11,357.33	-11,357.33
Deposits and Credits - 3 items						
Bill	05/09/2020		Community First Cre...	X	0.00	0.00
Check	05/09/2020	9247	Cazadero Communit...	X	124,808.30	124,808.30
Deposit	05/14/2020			X	41,167.24	165,975.54
Total Deposits and Credits					165,975.54	165,975.54
Total Cleared Transactions					154,618.21	154,618.21
Cleared Balance					154,618.21	213,913.49
Uncleared Transactions						
Deposits and Credits - 1 item						
Bill Pmt -Check	05/12/2020		Silverado Avionics, Inc		0.00	0.00
Total Deposits and Credits					0.00	0.00
Total Uncleared Transactions					0.00	0.00
Register Balance as of 05/31/2020					154,618.21	213,913.49
New Transactions						
Checks and Payments - 4 items						
Paycheck	06/01/2020	9543	Kulczewski, Sharon		-911.99	-911.99
Paycheck	06/01/2020	9542	Krausmann, Steven M		-688.80	-1,600.79
Paycheck	06/01/2020	9541	Dewart, Alan		-461.75	-2,062.54
Paycheck	06/01/2020	9540	Caplan, Nancy K.		-415.58	-2,478.12
Total Checks and Payments					-2,478.12	-2,478.12
Total New Transactions					-2,478.12	-2,478.12
Ending Balance					152,140.09	211,435.37

CORRESPONDENCE



**SONOMA COUNTY FIRE CHIEFS
ASSOCIATION MEETING
ANNUAL MEETING MINUTES**
May 13, 2020 at 9:30 AM
Conference Call In

ATTENDANCE

Daren Bellach	Kenwood	Mark Heine	Sonoma County Fire District
Bill Bullard	Graton	Spencer Andreis	Sonoma Valley Fire & Rescue
Leonard Thompson	Petaluma	Ken Reese	REDCOM
Jeff Schach	Petaluma	Shepley Schroth-Cary	NBF/Gold Ridge
Ben Nicholls	CALFIRE	James Williams	Sonoma County
Ron Busch	Sonoma County Fire District	Steve Akre	Sonoma Valley Fire & Rescue
Matt Epstein	DCRFD	Mike Mickelson	North Bay Fire
Dave Franceschi	Forestville	KT McNulty	REDCOM
Jason Boaz	Healdsburg	Tony Gossner	Santa Rosa
Doug Williams	SMART	Brian Henricksen	AMR
Sean Grinnell	Bodega Bay	Steve Herzberg	Bodega Bay
Jason Jenkins	Cloverdale	Mike Bates	RPPS
Ron Lunardi	Occidental	Mark Dunn	Sonoma County Fire District
Cyndi Foreman	Sonoma County Fire District	Bill Braga	Sebastopol
Kemplen Robbins	Santa Rosa	Mark Courson	OES

Call to Order: Chief Boaz began the meeting at 0934 and led the pledge.

Pledge of Allegiance: Chief Boaz

Host Chief Introduction: Chief Boaz welcomed everyone

Presidents Report: None

Changes to the Agenda: None

Approval of Minutes: Motion to approve the minutes. Motion by Sean Grinnell, 2nd; Mark Heine All AYE

Treasurer's Report: Submitted by Hans reported the following:

Chiefs General Fund:	\$2,951.88
Survivors Fund:	\$105,896.31
OP's/TO's Fund:	\$5,207.92
TO's Command Grant	\$25,000.00
FPO Safety Trailer:	\$10,231.90
Career Succession:	\$875.64
FPO General Fund:	\$2898.20
Youth Fire Setter Fund	\$1,041.53
FITF	\$1,838.49
Safety Pals Gen. Fund:	\$34,620.47
Safety Pals Trailer:	\$2,500.00
	<hr/>
	\$193,062.34

Correspondence: None

Presentation:

Chief Gossner COVID-19 Sonoma County: 333 cases with 4 deaths. Must have a 14 day period without a death to move to the next phase of re-opening. Pressure from all Counties with-in the State to the Governor to speed up the re-opening. Parks opening up so people can drive there. All mask orders are still in place. Changes are happening every day. First responder testing opened last week for all with or with-out symptoms.

Old Business: None

New Business:

Ambulance RFP Process-Chief Heine: Very large stake holders group working on the EMS ordinance. The group is made up of field, private and public providers, hospital admin. ER doctors, County Admin and EMS agencies. Last couple of weeks a letter was sent out to the stake holders advising them on direction for the RFP development. Due to the COVID-19 outbreak the stake holder group would not be able to meet. It was decided to issue an electronic Survey Monkey to all service providers with 7-8 questions that would be used to help form the continued development of the RFP. There was great value in the stake holders approach, rather than having a survey done Chief Heine suggested to the Chiefs group working on a letter of discontent with the process and sharing our concerns and having ALS agencies collectively get together and respond. Chief Boas stated he would work on getting a letter drafted and sent out. Chief Thompson stated that he agreed with Chief Heine's request for the letter. Chief Akre also agreed that the survey would be a fall back and not effective. Chief Boaz stated that he would craft the letter with Chief Heine and Chief Akre that we could send on behalf of the Chiefs Association. Bodega Bay and Santa Rosa are also in agreement. Chief Schach asked since the survey is due tomorrow, should we complete it? Chief Heine stated that all the stake holders should respond to the survey and have a group meeting this afternoon to discuss it.

LAFCO Sphere of Influence Study-Chief Heine: The Board of Supervisors last year asked the fire service with the Working Group for recommendations for Sphere of Influences to LAFCO. Due to COVID-19 there was no meeting and the Board of Supervisors had tabled the item for their meeting. Due to the restrictions in the electronic public meetings with public comments the group decided to push this back in hoping some COVID restrictions are lifted and be able to make comments in a public set meeting. The Fire Service Working Group has submitted the recommendations to the commission.

Standing Committee Reports:

Fire Service Working Group: The group has not met since COVID-19 outbreak.

SMART: Doug Williams reported issues due to lack of revenues will cause extensive cuts. Anyone that knows of any potential projects on the right away to please let SMART know early on.

Regional Zone Reports: Chief Boaz asked for and received the following reports

CALFIRE: Chief Nicholls reported they will hiring the next wave of firefighters next week to staff one engine per battalion. Level 3 staffing will be starting May 25th. Aircraft will be on base June 1st. Copter 901 bucket only in place of 104. Attack crew will be available in early June. Defensible space inspections will be starting May 25th at the engine Co. level.

Zone 3: No report

Zone 4: No report

Zone 5: Chief Lunardi reported Occidental will be losing Falk Ambulance on June 3rd. Chief Heine reported LAFCO approved Russian River annexation and goes live July 1. Bodega Bay was removed from the application process due to funding short falls.

Zone 6: No report

Zone 7: No report

Zone 8: Chief Grinnell stated that Bodega Bay is committed to be annexed by Sonoma County Fire District.

Zone 9: No report

OES: Chief Courson reported tomorrow is the Region 2 virtual meeting. If anyone had anything for the meeting to please contact him.

Training OP's: Chief Williams advised HazMat training will be offered sometime later in 2020. Chief Andreis reported the TO's did not meet yesterday. Biggest issue with Tablet Command is the one way communication issues with the CAD. The apparatus renumbering has been put on hold due to the COVID-19. Overhead refresher class will be next Wednesday. This will be a WebEx format. If you have not registered/RSVP please contact Spencer since this will be an invite only class.

FPO's: Kemplen reported they had a Zoom meeting last month. Safety Pals working on PSA videos for kids. Productions will be put out through YouTube and other means. Currently working on a COVID-19 PSA skit. Cyndi Foreman reported Safety Pals is also working on Water Safety, Ready Set Go, Cyber Safety, Distracted Walking and 911 skits. All will be ADA compliant as well in Spanish.

Fire Districts: Chief Akre reported that the scheduled April meeting was not held. Planning on what can be done for the July meeting due to current COVID restrictions. Possible WebEx or Zoom type meeting. The Glen Ellen Fire District's application to LAFCO was approved. The new District will be Mayacamas, Sonoma Valley, Glen Ellen and Valley of the Moon.

Volunteer Fire Companies: Chief Mickelson reported Two Rock will be moving in to the new station on May 2nd.

Vegetation Management: Chief Williams reported the Board has asked for ordinance amendments which now has been pushed back until June. This will not affect the season getting started this year. Focus will be in the LRA this year, Chipper program started on May 4th with already over 260 applications. Chief Jenkins asked a question in regards to last year's inspections in the SRA, will we be still doing those in addition the this year's inspections? Chief Williams stated we will only be doing the LRA this year.

Ad-Hoc Committee Reports:

Fire/EMS: No report

County Alerting System: No report

Sonoma OP Area Up-Staffing Plan: Chief Gossner reported today Linda Hopkins will be putting on a virtual town meeting that he will be attending along with Dr. Mace, Sam Wallace, Ben Nicholls and Roberta McIntire to discuss in a town hall environment vegetation management and fire preparedness. Funding for up staffing, we have around \$300,000.00 left in funding. We spent \$389,000.00 last year and just over \$300,000.00 the year before. Last year we had 12 up staffing events. We have the potential to run out of funding this year. Region 2 meeting tomorrow at 10AM. Mutual Aid will be one of the discussion points. May 25th we will be moving from winter veg mode to summer veg mode in REDCOM. Mutual Aid this season may be diminished this year due to the COVID-19. Chief Gossner asked the group if they will be able to provide the same amount of Mutual Aid as last year or less due to the current conditions. Chief Jenkins stated that Zone 6 should be able to provide the same as last year. Any Chief Officer in your District, if you have a fast moving fire, you have the ability to ask for any of those resources. Remember when asking for these resources, this is Mutual Aid and there is no reimbursement unless the incident turns into a large scale event. Chief Nichols stated that when asking for the resources it must be done in conjunction with the unified command structure and Cal Fire needs to be notified. Fire Camps this year will look different due to COVID-19. Camps may be broken up into 3 to 4 smaller camps. Sleep trailers may not be considered. Looking into pushing out a directive for all of our crews in the County for hotels and not having to sleep in tents on the ground. This would be an additional expense, Chief Gossner asked the group on their thoughts on this. Chief Akre agreed and supported this. Chief Jenkins also supported this as well and added to try and continue to sleep crews locally at their respective stations. Chief Bellach asked if there were agencies that could not afford a hotel, could money be used from the County up staffing to help fund the hotels. Chief Nicholls added that hotels may not be cleaned to the standard and need to be treated as a contaminated area. A plan (unified) will be put together for all County agencies involved on ST/TF to utilize hotels. REDCOM Duty Chief, asking that the Duty Chief be put

inside REDCOM during REDFLAG warnings to work for the entire event. Anyone who would like to be a REDCOM Duty Chief please contact Spencer Andreis, Mark Heine or Tony Gossner. Training takes a few hours to get started. Chief Bellach asked for the REDCOM Duty officer work station be updated with all the information needed to make the job easier.

REDCOM: KT McNulty reported REDCOM is continuing to screen calls for COVID-19 symptoms. Dept. of Health approached REDCOM to help a COV-19 negative results call out center. Ken Reese reported that ROSS is now gone and IROC is up and running for this wildland season. The maintenance agreement with tablet command/CAD vendor does not allow for third parties to do work on it. The cost for this vendor agreement was very high. New CAD and phone upgrades will allow remote phone a radios to be used outside the dispatch center. Asking agencies for Beta testing with iPads using Mobile Responder. This may be something that could replace the MDC in the future.

Closed Session: None

Good of the Order: Chief Bellach received the donation check for the Survivors Reunion and had asked if anyone had the address to send it out. Doug Williams stated he would contact him. Chief Bellach also asked if he should be putting the conference call meeting connection information on the agenda for future reference. Chief Boaz thought we should keep this information off the agenda. Chief Bates stated Rohnert Park had the ground breaking on the West Side station last week. Chief Heine stated that the Forestville Fire District Board voted to pursue consolidation with Sonoma County Fire District. Sonoma County Fire District is looking into staffing ALS services in the Occidental area.

Adjournment: @ 11:01AM

Next Meeting: June 10th at Sonoma Valley Fire

Respectfully Submitted,

Daren Bellach
SCFCA Secretary

Doug Nickles
Thousand Oaks, CA
dnickles@crpd.org

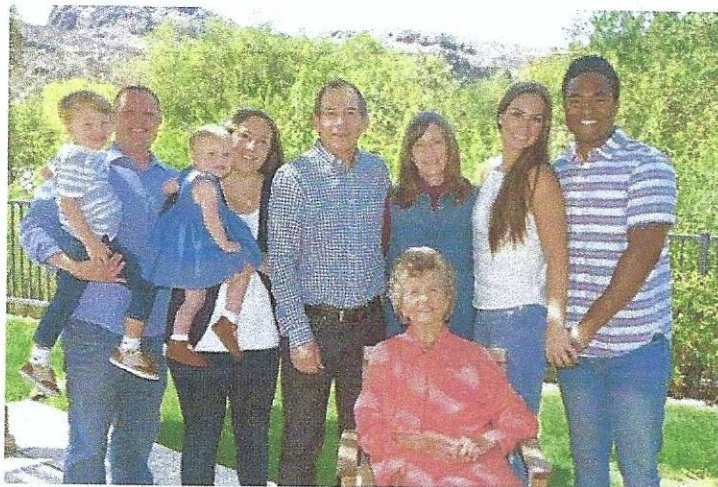
I would like to serve the CARPD Board as a Director-at Large to represent all special recreation and park districts, throughout the State of California. While many districts have encountered both devastating economic damages and property damages in recent years, I believe the experience I have gained firsthand with the Conejo Recreation and Park District, can benefit the Board and the CARPD as a whole.

I am currently serving as a Director on the Conejo Recreation and Park District (CRPD) Board of Directors, having been elected in November 2018. I also serve on the Conejo Open Space Conservation Agency Board of Directors, which is an appointed position by the CRPD Board. In addition, I regularly attend the Ventura County Special Districts Association monthly meetings.

I have over 30 years of experience in local government and public service. My experience includes fire prevention, land use planning and open space conservation. Tracking legislation has been a necessary and integral part of these roles. For six years I served on the Thousand Oaks Planning Commission, which included two terms as Chair.

I am a proud native Californian who has lived in the state my entire life. I was born and raised in the Bay Area, received my Bachelor's degree from Humboldt State University, lived in Shasta County for five years and worked throughout the rural, north state. My family and I moved to Thousand Oaks in 1984. I received my Master's degree in Business Administration, from California Lutheran University, two years later.

Along with my professional experience, my community involvement, as well as having resided in both northern and southern California, I have a unique perspective on the issues facing the state, special districts and its residents. This will allow me to contribute significantly, as a Director on the CARPD Board.



Douglas V. Nickles

Thousand Oaks, CA
dnickles@crpd.org

Education

M.B.A. Business Administration, California Lutheran University, Thousand Oaks, CA
B.S. Forestry, Humboldt State University, Arcata, CA

Professional Experience (partial listing)

City of Glendale, Glendale, CA (1991–2019).

Responsible for administration of all personnel and programs undertaken by the Glendale Fire Department Fire Prevention Bureau including personnel management, training and career development, organizational planning and development, intra- and interdepartmental and agency coordination, revenue and budget management, and development of policies and procedures. Held positions of Assistant Fire Marshal, Fire Prevention Coordinator and Urban Fire Forester.

City of Thousand Oaks, Thousand Oaks, CA (1988–1991).

Program manager for the Conejo Open Space Conservation Agency, a Joint Powers Authority between the City and the Conejo Recreation and Park District. Responsibilities included daily administration of the agency and coordinating administrative support for public meetings.

Interface Management Services (owner), Thousand Oaks, CA (ongoing; part-time)

Consulting in resource management, land use planning, fire prevention, fire protection plan preparation, wildland fire safety, vegetation management, oak woodland management, and urban forestry, with an emphasis in wildland-urban interface settings throughout southern California.

W.M. Beaty and Associates, Redding, CA.

Consulting in natural resource and forest management including timber harvesting, wildland fire protection, plantation management, and forest management plans throughout northern California.

Professional Memberships (partial listing)

Advisory Council, California Polytechnic State University, San Luis Obispo. Served on the committee responsible for curriculum development, recruitment, strategic planning and advancement for the Natural Resources and Environmental Management Department.

Southern California Association of Governments, Environmental Task Force. Served on the Task Force tasked with forecasting trends affecting the environmental and open space issues for the next 20 to 50 years.

Credentials, Licenses and Certifications

Community College Instructor Credential
Registered Professional Forester
Incident Information Officer

Community Service (partial listing)

Director/Board Member, Conejo Recreation and Park District (elected official, 2018-present)

Director/Board Member, Conejo Open Space Conservation Agency (2018-present)

Planning Commissioner, City of Thousand Oaks (2013-2018)

Merit Badge Counselor, Ventura County Council Boy Scouts of America

Elder and Greeter, Calvary Chapel Church

Fitness Instructor, Conejo Valley Adult School

Conejo Valley School Site Councils

Tree and Landscape Advisory Committee, City of Thousand Oaks

Board Member, Coach and Referee, AYSO Soccer

Environmental Task Force, Southern California Association of Governments

SONOMA LOCAL AGENCY FORMATION COMMISSION

111 SANTA ROSA AVENUE, SUITE 240, SANTA ROSA, CA 95404
(707) 565-2577
www.sonomalafco.org

May 13, 2020

TO: County Administrator, County of Sonoma
City Managers
Clerks to Boards of Directors of Independent Special Districts

FROM: Mark Bramfitt, Executive Officer

SUBJECT: Sonoma LAFCO Approved Fiscal Year 2020-21 Proposed Budget

At its meeting on May 6, 2020, the Sonoma Local Agency Formation Commission (LAFCO or Commission) adopted its Fiscal Year 2020-21 Proposed Budget, after a noticed public hearing and upon recommendation of the Commission's Budget Committee and staff. The Commission's consideration of the Proposed Budget, which typically occurs at the April meeting, was changed to May, due to the Orders of the Governor and Sonoma County Health Officer to shelter in place.

The Commission directed staff to circulate the approved Proposed Budget to our funding agencies: the County, cities, and independent special districts. Comments are welcome at any time, either to Commissioners or staff.

The Commission's consideration of the 2020-21 Final Budget will take place on June 3, 2020, after a public hearing, as required by state law. The Final Budget will become effective on July 1.

Overall Budget

The 2020-21 approved Proposed Budget projects expenditures at \$845,510, an increase of \$83,215, or about 11 percent over the current-year Adopted Budget of \$762,295. Apportionments from the County, the cities and the independent special districts, interest from invested cash, and revenue from processing fees fund LAFCO operations. For 2020-21, the Commission approved an overall increase of three percent in overall agency apportionments. To reduce the impact on agencies, more than \$115,000 of the Commission's Fund Balance will be used to balance expenditures.

Expenditures

LAFCO staff are County employees under a Memorandum of Understanding between the Commission and the County. The current level of 3.2 Full-Time Equivalent staff is continued for Fiscal Year 2020-21; an organizational assessment, anticipated to be completed after the beginning of the fiscal year, will inform future staffing levels. Increases in benefits amounts reflect projected additional costs.

Changes in services and supplies reflect increased costs associated with a bi-annual audit of Commission operations; consulting fees for Municipal Service Reviews and other studies; and professional organizational memberships.

Revenues and Fund Balance

Revenues to fund Commission operations come largely from apportionments from funding agencies. The County and the cities, as a whole, each pay 40 percent of the operational cost, and independent special districts, as a whole, contribute 20 percent. A small amount of funding accrues from interest on invested cash. Commission staff tracks processing fee revenues but does not budget for them due to the difficulty of projecting the number and type of applications that could be submitted in a future year.

The Commission also maintains a Fund Balance to meet unexpected or unforeseen needs or, at the Commission's discretion, to reduce the cost of agency apportionments.

In its deliberations on the 2020-21 Proposed Budget, the Commission determined to apply \$115,236 of its Fund Balance to reduce agency apportionments for next year.

As noted, apportionments for the upcoming year are projected to increase by 3.0 percent, reflected as follows:

- County \$ 288,110
- Cities, as a whole \$ 288,110
- Independent Special Districts, as a whole \$ 144,055

Agency apportionments, which are based, for 2020-21 on revenues reported to the State Controller's Office for 2017-18, the most recent available, may vary from one year to another.

A listing of apportionments by agency – as projected based on the Proposed Budget – is attached for information, with a comparison to apportionments for the current year. Final apportionments will be determined subsequent to the Commission's approval of the 2020-21 Final Budget. The Auditor's Office will bill agencies after the beginning of the new fiscal year.

A staff report providing more information about the Sonoma LAFCO Fiscal Year 2020-21 Proposed Budget is available on the Commission's website at <http://sonomalafco.org/Calendar/20200506-Budget-Staff-Report-4-1/>. A spreadsheet of the 2020-21 Proposed Budget is attached.

If your agency has comments or questions about the Commission's Fiscal Year 2020-21 Proposed Budget, please contact me at (707) 565-3765 or at mark.bramfitt@sonoma-county.org or contact Carole Cooper, Assistant Executive Officer, at (707) 565-3780 or carole.cooper@sonoma-county.org prior to the Commission's June 3, 2020, hearing.

Should you wish to comment at the public hearing on June 3, the Commission's meeting begins at 2:00 p.m. in the County Board of Supervisors Chambers, 575 Administration Drive, Santa Rosa, CA. Should the shelter-in-place orders remain in effect, the Commission will conduct the meeting entirely by teleconference. Comments may be submitted by mail or email prior to the meeting. Access to the meeting can be gained by following the guidelines that will be included on the agenda notice, which will be available on or around May 27, 2020.

Attachments

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Sonoma Local Agency Formation Commission will hold a public hearing on June 3, 2020, at or after 2:00 p.m., in the Sonoma County Administration Building, 575 Administration Drive, Room 102A, Santa Rosa, California, on the following:

Fiscal Year 2020-21 Sonoma LAFCO Final Budget and Fee Schedule

Depending on circumstances pursuant to the Governor's Executive Orders N-25-20 and N-29-20, which suspend certain provisions of the Ralph M. Brown Act, and the directive of the Health Officer of the County of Sonoma to shelter in place due to the COVID-19 pandemic, the Commission may conduct this meeting entirely by teleconference. In such circumstances, no physical location for the meeting will be available, and members of the public will be unable to attend the meeting in person. Anyone wishing access to meeting information should consult the meeting agenda which will be posted on the Commission's website at least 72 hours before the scheduled start time of the meeting.

At the hearing, the Commission will hear and receive any relevant oral and written testimony and evidence presented or filed concerning the Fiscal Year 2020-21 Final Budget and Fee Schedule. The Commission will consider the report of the Executive Officer and may accept or amend the Fiscal Year 2020-21 Final Budget and Fee Schedule.

Copies of documents relating to the Fiscal Year 2020-21 Final Budget and Fee Schedule will be available for review on the Sonoma Local Agency Formation Commission website: www.sonomalafco.org on or after May 27, 2020. Should the hearing be conducted virtually, written comments must be received by Sonoma LAFCO by Wednesday June 3, 2020, at 10:00 a.m. in order to be distributed to Commissioners. Please direct mailed comments to the Sonoma Local Agency Formation Commission, 111 Santa Rosa Avenue, Suite 240, Santa Rosa, CA 95404 and emails to lafco@sonoma-county.org. For questions, please call the Commission office at (707) 565-2577.

If you challenge the actions of the Sonoma Local Agency Formation Commission in court on the Fiscal Year 2020-21 Final Budget and Fee Schedule, you may be limited to raising only those issues raised at the public hearing described in this notice or in written correspondence delivered to the Sonoma Local Agency Formation Commission at, or prior to, the hearing.

ALL INTERESTED PERSONS ARE HEREBY INVITED TO BE PRESENT AND HEARD ON THE MATTERS DESCRIBED IN THIS NOTICE. SHOULD CIRCUMSTANCES DICTATE A VIRTUAL MEETING, THERE WILL BE NO PHYSICAL LOCATION FOR THE MEETING.

By: Mark Bramfitt, Executive Officer

Date: May 13, 2020

Sonoma LAFCO Adopted FY 2020-21 Proposed Budget

Sonoma LAFCO ADOPTED FISCAL YEAR 2020-21 PROPOSED BUDGET, WITH 2019-21 COMPARISONS

EXPENDITURES		2020-21					
Account	Title	2019-20 Adopted	Actuals Thru Qtr 2	Year-End Projected	2020-21 Adopted	Change fr. Adopted	% Change
50101	Regular Wages	\$ 354,315	\$ 161,178	\$ 349,000	\$ 362,200	\$ 7,885	2.23%
	Vacation Payoff/Retiremnt			\$ 25,000			
50110	Cash Allowance	\$ 23,140	\$ 10,719	\$ 23,175	\$ 23,050	\$ (90)	-0.39%
50114	Bds & Commissions	\$ 9,600	\$ 4,100	\$ 8,900	\$ 9,600	\$ -	0.00%
50201/04	County Retirement	\$ 141,840	\$ 58,372	\$ 130,000	\$ 152,280	\$ 10,440	7.36%
50205	FICA/Medicare	\$ 27,000	\$ 12,065	\$ 27,000	\$ 28,000	\$ 1,000	3.70%
50301	Health Insurance	\$ 29,680	\$ 15,344	\$ 38,100	\$ 41,590	\$ 11,910	40.13%
50502	Deferred Compensation	\$ 13,300	\$ 5,978	\$ 14,000	\$ 13,870	\$ 570	4.29%
50304	HRA	\$ 1,825	\$ 1,126	\$ 2,450	\$ 1,815	\$ (10)	-0.55%
50306	Disability	\$ 2,190	\$ 984	\$ 2,190	\$ 2,225	\$ 35	1.60%
50307	Dental Insurance	\$ 4,975	\$ 2,374	\$ 5,400	\$ 3,790	\$ (1,185)	-23.82%
50308	Life Insurance	\$ 530	\$ 237	\$ 530	\$ 540	\$ 10	1.89%
50309	Vision Insurance	\$ 660	\$ 305	\$ 700	\$ 700	\$ 40	6.06%
50310	Unemploy. Insurance	\$ 90	\$ 38	\$ 90	\$ 90	\$ -	0.00%
50401	Workers Compensation	\$ 3,385	\$ 1,575	\$ 3,400	\$ 4,520	\$ 1,135	33.53%
	Unfunded Liability			\$ 1,000	\$ 7,935		
50501	Other Expenses	\$ 100	\$ 50	\$ 115	\$ 90	\$ (10)	-10.00%
Total Salaries and Benefits		\$ 612,630	\$ 274,445	\$ 631,050	\$ 652,295	\$ 39,665	6.47%
51206	Auditing Services	\$ -	\$ 6,570	\$ 6,570	\$ 9,000	\$ 9,000	
51207	Auditor Accting Svces	\$ 5,000	\$ 2,272	\$ 5,000	\$ 7,000	\$ 2,000	40.00%
51211	Legal Services	\$ 20,000	\$ 12,075	\$ 20,000	\$ 20,000	\$ -	0.00%
51249	Professional Services	\$ 10,000	\$ 11,300	\$ 40,000	\$ 35,000	\$ 25,000	250.00%
51301	Legal Notices	\$ 5,000	\$ 371	\$ 6,000	\$ 5,000	\$ -	0.00%
51421	Rents & Leases	\$ 42,000	\$ 20,922	\$ 42,000	\$ 43,000	\$ 1,000	2.38%
51602	Travel Expense	\$ 10,000	\$ 4,342	\$ 6,100	\$ 10,000	\$ -	0.00%
51605	Private Car Expense	\$ 1,000	\$ 180	\$ 260	\$ 1,000	\$ -	0.00%
51901/02	Communications	\$ 2,600	\$ 1,267	\$ 2,600	\$ 3,100	\$ 500	19.23%
51904	ISD-Data Processing	\$ 22,100	\$ 10,815	\$ 22,100	\$ 25,000	\$ 2,900	13.12%
51905	Info Systems -Develop.	\$ 3,000	\$ 199	\$ 1,000	\$ 3,000	\$ -	0.00%
51906	ISD-Supp. Website	\$ 2,000	\$ 75	\$ 750	\$ 2,000	\$ -	0.00%
51911	Postage	\$ 1,500	\$ 383	\$ 1,500	\$ 1,500	\$ -	0.00%
51915	Printing	\$ 500	\$ -	\$ 5,000	\$ 500	\$ -	0.00%
51916	County Services	\$ 12,200	\$ 2,931	\$ 12,200	\$ 12,200	\$ -	0.00%
52091	Memberships	\$ 4,965	\$ 4,965	\$ 4,965	\$ 8,115	\$ 3,150	63.44%
52111	Office Expense	\$ 6,000	\$ 2,674	\$ 6,000	\$ 6,000	\$ -	0.00%
57015	Major Equip. Replace.	\$ 1,800	\$ -	\$ 1,800	\$ 1,800	\$ -	0.00%
Total Services & Supplies		\$ 149,665	\$ 81,341	\$ 183,845	\$ 193,215	\$ 43,550	29.10%
Total Expenditures		\$ 762,295	\$ 355,786	\$ 814,895	\$ 845,510	\$ 83,215	10.92%

Sonoma LAFCO Adopted FY 2020-21 Proposed Budget

SONOMA LAFCO ADOPTED FISCAL YEAR 2020-21 PROPOSED BUDGET, WITH 2019-20 COMPARISONS

REVENUES

Account	Revenue Source	2019-20	Actuals	Year-End	2020-21	Change fr.	% Change
		Adopted	Thru Qtr 2	Projected	Adopted Proposed	Adopted	
42601	County	\$ 279,718	\$ 279,718	\$ 279,718	\$ 288,110	\$ 8,392	3.000%
42627	Special Districts	\$ 139,859	\$ 139,859	\$ 139,859	\$ 144,055	\$ 4,196	3.000%
42628	Cities	\$ 279,718	\$ 279,718	\$ 279,718	\$ 288,110	\$ 8,392	3.000%
Total Intergovernmental Revenues		\$ 699,295	\$ 699,295	\$ 699,295	\$ 720,274	\$ 20,979	3.000%
44002	Interest on Invested Cash	\$ 8,000	\$ 11,476	\$ 18,000	\$ 10,000	\$ 2,000	25%
Total Use of Money/Property		\$ 8,000	\$ 11,476	\$ 18,000	\$ 10,000	\$ 2,000	25.00%
45061	Fees for Services		\$ 34,187	\$ 60,000	\$ -	\$ -	-
Total Charges for Services		\$ -	\$ 34,187	\$ 60,000	\$ -	\$ -	\$ -
Projected Revenues		\$ 707,295	\$ 744,958	\$ 777,295	\$ 730,274	\$ 22,979	3.25%
Use of Fund Balance		\$ 55,000	0	\$ 37,600	\$ 115,236	\$ 60,236	109.52%
Total Revenue Sources		\$ 762,295	\$ 744,958	\$ 814,895	\$ 845,510	\$ 83,215	10.92%
Revenues Less Expenditures		\$ -	\$ 389,172	\$ -	\$ -	\$ -	
FUND BALANCE							
2018-19 Beginning Fund Balance		\$ 497,958					
Used to Balance 2018-19 Expenditures		\$ (10,274)					
Ending 2018-19 Fund Balance/							
Beginning 2019-20 Fund Balance		\$ 487,684					
Projected to Balance 2019-20		\$ (37,600)					
		\$ 450,084					
Projected Need to Balance 2020-21 with 3% apportionment increase		\$ (115,736)					
Projected Available Fund Balance		\$ 334,348					

SONOMA LAFCO FY 2020-21 FUNDING AGENCY APPORTIONMENTS ¹

Description	Total Revenues	Allocation Factors	2020-21 Apportionment	2019-20 Apportionment	Change
<u>COUNTY</u>					
County General Fund	N/A	0.40000	\$ 288,110	\$ 279,718	\$ 8,392
Total County		0.40000	\$ 288,110	\$ 279,718	\$ 8,392
<u>CITIES</u>					
Cloverdale	\$ 14,328,407	0.01791	\$ 5,159	\$ 4,610	\$ 549
Cotati	\$ 12,803,776	0.01600	\$ 4,610	\$ 4,413	\$ 197
Healdsburg	\$ 52,376,975	0.06545	\$ 18,857	\$ 19,360	\$ (503)
Petaluma	\$ 123,989,222	0.15494	\$ 44,640	\$ 44,591	\$ 49
Rohnert Park	\$ 100,858,603	0.12604	\$ 36,312	\$ 31,036	\$ 5,276
Santa Rosa	\$ 397,276,542	0.49645	\$ 143,033	\$ 145,982	\$ (2,949)
Sebastopol	\$ 17,473,207	0.02184	\$ 6,291	\$ 6,927	\$ (636)
Sonoma	\$ 25,552,994	0.03193	\$ 9,200	\$ 8,721	\$ 479
Windsor ²	\$ 55,571,648	0.06944	\$ 20,008	\$ 14,078	\$ 5,930
Total Cities	\$ 800,231,374	0.40000	\$ 288,110	\$ 279,718	\$ 8,392
<u>INDEPENDENT DISTRICTS</u>					
<u>Ambulance Service:</u>					
Cloverdale Health Care	\$ 632,581	0.00860	\$ 1,239	\$ 1,208	\$ 31
Coast Life Support	\$ 2,443,571	0.03321	\$ 4,784	\$ 5,489	\$ (705)
Subtotal	\$ 3,076,152	0.00352	\$ 6,023	\$ 6,697	\$ (674)
<u>Cemetery:</u>					
Green Valley	\$ 20,441	0.00028	\$ 40	\$ 31	\$ 9
Shiloh	\$ 580,564	0.00789	\$ 1,137	\$ 882	\$ 255
Subtotal	\$ 601,005	0.00817	\$ 1,177	\$ 913	\$ 264
<u>Fire Protection:</u>					
Bennett Valley ³	\$ 875,377	0.01190	\$ -	\$ -	\$ -
Bodega Bay	\$ 2,021,675	0.02748	\$ 3,958	\$ 4,017	\$ (59)
Cazadero CSD ^{4 5}	\$ 288,793	0.00393	\$ 565	\$ 479	\$ 86
Cloverdale	\$ 1,219,541	0.01658	\$ 2,387	\$ 2,394	\$ (7)
Forestville	\$ 1,651,095	0.02244	\$ 3,233	\$ 3,285	\$ (52)
Geyserville	\$ 1,155,567	0.01571	\$ 2,262	\$ 2,663	\$ (401)
Glen Ellen	\$ 1,081,622	0.01470	\$ 2,118	\$ 2,113	\$ 5

SONOMA LAFCO FY 2020-21 FUNDING AGENCY APPORTIONMENTS 1

Description	Total Revenues	Allocation Factors	2020-21 Apportionment	2019-20 Apportionment	Change
Gold Ridge	\$ 1,975,037	0.02684	\$ 3,867	\$ 3,667	\$ 200
Graton	\$ 877,697	0.01193	\$ 1,718	\$ 1,803	\$ (85)
Kenwood	\$ 936,595	0.01273	\$ 1,834	\$ 1,869	\$ (35)
Monte Rio	\$ 469,741	0.00638	\$ 920	\$ 992	\$ (72)
No. Sonoma Coast	\$ 1,300,132	0.01767	\$ 2,546		
Occidental CSD ⁵	\$ 434,876	0.00591	\$ 851	\$ 939	\$ (88)
Rancho Adobe	\$ 3,711,689	0.05045	\$ 7,267	\$ 7,555	\$ (288)
Rincon Valley ³	\$ 6,281,697	0.08538	-	-	-
Roseland ³	\$ 812,914	0.01105	-	-	-
Russian River Fire	\$ 2,932,181	0.03985	\$ 5,741	\$ 5,379	\$ 362
Schell-Vista	\$ 947,792	0.01288	\$ 1,856	\$ 1,829	\$ 27
Sonoma County Fire ³	\$ -		\$ 23,594	\$ 22,540	\$ 1,054
Timber Cove	\$ 256,561	0.00349	\$ 502	\$ 362	\$ 140
Valley of the Moon	\$ 4,594,830	0.06245	\$ 8,996	\$ 9,135	\$ (139)
Windsor ³	\$ 4,080,389	0.05546	-	-	-
Subtotal	\$ 37,905,801	0.51519	\$ 74,216	\$ 71,021	\$ 3,195
<u>Pest Control</u>					
Marin/Sonoma Mosq & Vector Control Dist	\$ 9,341,764	0.12697	\$ 18,290	\$ 18,706	\$ (416)
Subtotal	\$ 9,341,764	0.12697	\$ 18,290	\$ 18,706	\$ (416)
<u>Recreation & Park:</u>					
Camp Meeker ⁵	\$ 85,102	0.00116	\$ 167	\$ 174	\$ (7)
Cazadero CSD ⁵	\$ 25,000	0.00034	\$ 49	\$ 51	\$ (2)
Monte Rio	\$ 389,821	0.00530	\$ 763	\$ 823	\$ (60)
Russian River	\$ 396,046	0.00538	\$ 775	\$ 798	\$ (23)
Subtotal	\$ 895,969	0.01218	\$ 1,754	\$ 1,846	\$ (92)
<u>Resource Conservation:</u>					
Gold Ridge RCD	\$ 643,577	0.00875	\$ 1,260	\$ 1,336	\$ (76)
Sonoma RCD	\$ 759,941	0.01033	\$ 1,488	\$ 1,330	\$ 158
Subtotal	\$ 1,403,518	0.01908	\$ 2,748	\$ 2,666	\$ 82
<u>Waste Disposal:</u>					
Bodega Bay PUD ⁵	\$ 2,034,340	0.02765	\$ 3,983	\$ 4,114	\$ (131)
Forestville Water District ⁵	\$ 1,040,631	0.01414	\$ 2,037	\$ 2,134	\$ (97)
Graton CSD	\$ 1,017,346	0.01383	\$ 1,992	\$ 2,166	\$ (174)
Subtotal	\$ 4,092,317	0.0556198	\$ 8,012	\$ 8,414	\$ (402)

SONOMA LAFCO FY 2020-21 FUNDING AGENCY APPORTIONMENTS ¹

Description	Total Revenues	Allocation Factors	2020-21 Apportionment	2019-20 Apportionment	Change
<u>Water Utility:</u>					
Bodega Bay PUD ⁵	\$ 1,225,680	0.01666	\$ 2,400	\$ 2,380	\$ 20
Camp Meeker Rec & Park ⁵	\$ 326,347	0.00444	\$ 639	\$ 690	\$ (51)
Forestville Water ⁵	\$ 1,099,044	0.0149374	\$ 2,152	\$ 2,150	\$ 2
North Bay Water	\$ -	-	\$ -	\$ 0	\$ -
Occidental CSD ⁵	\$ 171,833	0.00234	\$ 336	\$ 323	\$ 13
Rains Creek Water	\$ 109,759	0.00149	\$ 215	\$ 228	\$ (13)
Russian River Water	\$ 504,196	0.00685	\$ 987	\$ 1,063	\$ (76)
Sonoma Mtn Water	\$ 86,088	0.00117	\$ 169	\$ 161	\$ 8
Sweetwater Springs Water	\$ 3,366,018	0.04575	\$ 6,590	\$ 6,786	\$ (196)
Timber Cove Water	\$ 537,854	0.00731	\$ 1,053	\$ 990	\$ 63
Valley of the Moon Water	\$ 5,935,497	0.08067	\$ 11,621	\$ 10,673	\$ 948
Subtotal	\$ 13,362,316	0.18161	\$ 26,162	\$ 25,444	\$ 718
<u>Health/Hospital:</u>					
No. Sonoma County HCD ⁶			-	\$ -	\$ -
Palm Drive HCD ⁶			-	\$ -	\$ -
Petaluma Health Care	\$ 2,897,732	0.03938	\$ 5,673	\$ 4,152	\$ 1,521
Sonoma Valley HCD ⁶				\$ -	\$ -
Subtotal ⁷	\$ 2,897,732	0.03938	\$ 5,673	\$ 4,152	\$ 1,521
Total Independent Dists	\$ 73,576,574	0.20000	\$ 144,055	\$ 139,859	\$ 4,196
GRAND TOTALS	\$ 873,807,948	1.00000	\$ 720,274	\$ 139,859	\$ 580,415

1 Pending Commission approval of 2020-21 Final Budget. Unless otherwise indicated, agency apportionments are based on revenues reported to the State Controller's Office for FY 2017-18.

2 Town of Windsor revenues include revenues from Windsor Water District.

3 Bennett Valley, Rincon Valley, Roseland, and Windsor Fire Protection Districts have, since 2017-18, reorganized into the Sonoma County Fire District. The districts' revenues are combined into a single apportionment reported for the Sonoma County Fire District.

4 As of 2016-17 Cazadero CSD Lighting/Landscape Maintenance revenues are combined with fire revenues.

5 District revenues are reported in multiple categories. Apportionment amounts are consolidated before billing.

6 No apportionment due to "net from operations" in report to OSHPD as a negative number

7 Includes revenues from only Petaluma HCD

5/14/2020



June 5, 2020

Michael Nicholls
Cazadero Community Services District
4300 Cazadero Hwy
Cazadero, CA 95421

RE: Provident FirePlus Renewal Policy N# 64000402

Dear Michael,

I hope you and your firefighters' families are doing well during these trying times. Enclosed is your renewal for the Property and Casualty Insurance through Provident FirePlus program. The Property Insurance Industry has seen tremendous spikes in renewal premiums, especially in Northern California will the number of mass wildfires that have destroyed thousands of properties in the past few years.

We are pleased with the modest increase of 3.6% for your July 1, 2020 renewal. Your current rate is \$11,963, and your renewal rate is \$12,396.32.

The attached document contains your invoices and renewal proposal from Provident FirePlus. We will need your signature on the last two pages of the Provident FirePlus Documents.

Attachments:

1. FirePlus Renewal
2. Invoice Excess Liability
3. Invoice Property Package
4. Invoice for Auto*

*Please note the FirePlus Proposal does not include the \$12.32 state tax which is included on the auto invoice.

I would be happy to discuss your renewal over the phone, please call my cell at your convenience, cell (916) 955 – 3568.

Sincerely,

A handwritten signature in black ink, appearing to read 'Paul M. Harrison', with a stylized flourish at the end.

Paul M. Harrison



**INSURANCE PROPOSAL
PREPARED FOR:**

Cazadero Community Services District

**PROPOSED
EFFECTIVE DATE:**

7/1/2020

PRESENTED BY:

RSC Insurance Brokerage, Inc. DBA: Risk Strategies Company

PROGRAM MANAGER

www.providentfireplus.com
Allied Community Insurance Services, LLC
CA License Number: 0L01269
National Producer Number: 17536322

Provident Agency, Inc.
CA License Number: OF74424
National Producer Number: 2007953

(800) 447-0360
info@providentfireplus.com

PREMIUM SUMMARY

NOTE: This proposal is prepared from information supplied to us on the application submitted by your insurance broker. It may or may not contain all terms requested on the application. Proposed coverages are provided by the FirePlus policy forms and are subject to the terms, exclusions, conditions and limitations of those policy forms. Actual policies should be reviewed for specific details. Specimen policies are available from your insurance broker.

SECTION	COVERAGE		PREMIUM
1	PROPERTY (Including Equipment Breakdown, Portable Equipment & Mobile Equipment)	\$	4,793.00
2	COMMERCIAL CRIME (Including Faithful Performance)	\$	620.00
3	COMMERCIAL GENERAL LIABILITY (Including Professional Healthcare Liability)	\$	1,305.00
4	PUBLIC OFFICIALS & MANAGEMENT LIABILITY (Including Wrongful Acts, Employment Practices, Employee Benefits, Privacy & Network Risk)	\$	1,350.00
5	BUSINESS AUTO (Including Primary Member Auto Liability and Physical Damage)	\$	3,247.00
6	COMMERCIAL EXCESS LIABILITY (Including Commercial General Liability, Professional Healthcare Liability, Wrongful Acts, Employment Practices, Employee Benefits, Business Auto, and Employers Liability)	\$	918.00
	Total Annual Premium (excludes state-imposed taxes, surcharges, and fees)	\$	12,233.00
	Terrorism Premium	\$	51.00
	Fully Earned Policy Fee	\$	100.00
	State-Imposed Taxes, Surcharges, & Fees	\$	N/A
	TOTAL AMOUNT DUE*	\$	12,384.00
	*Payment is due in accordance with the producer agreement.		

NOTES: Terms are subject to a Signed TRIA form, UM/UIM, and SOV all due at binding

INSURED: Cazadero Community Services District
EFFECTIVE DATE: 7/1/2020

DISCLAIMER: Actual coverage is subject to the language of the policies as issued. Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.



Section 1. PROPERTY - Yes

CARRIER: Allied World Insurance Company or affiliate
A XV (Excellent) A.M. Best Rating

FORM: Proprietary

LIMITS

Total Insured Values: (Real Property & Business Personal Property)	\$2,427,680
Blanket Coverage Extension: A separate blanket limit that applies to the following coverages: Business Income; Extended Business Income; Civil Authority; Extra Expense; Tenant Leasehold Interest; Electronic Data; Preservation of Property	\$750,000
Equipment Breakdown:	Included
Blanket Portable Equipment (emergency services):	Included
Blanket Mobile Equipment (<i>scheduled</i>):	N/A
Blanket Mobile Equipment (unscheduled, maximum \$10,000 any one item):	\$25,000
Blanket Mobile Equipment (borrowed, rented & leased):	\$50,000
Earthquake & Earthmovement:	N/A
Flood Zone X (shaded/unshaded):	\$1,000,000
Flood Zone AE:	N/A

DEDUCTIBLES

\$1,000 Property Deductible	\$1,000 Flood Zone X (per structure / per premises)
\$1,000 Equipment Breakdown Deductible	N/A Flood Zone AE ¹ (per structure / per premises)
\$1,000 Blanket Portable Equipment (emergency services)	N/A Flood Zone AE ¹ (per damaged structure)
\$1,000 Blanket Mobile Equipment	Full Wind/Hail ² (per occurrence)
N/A Earthquake & Earth movement ¹ (\$)	Full Wind/Hail ² (per damaged structure / per occurrence)
N/A Earthquake & Earth movement ¹ (%)	

¹The greater of the deductibles will be applied. ²N/A for Wind/Hail deductible means no special deductible applies.

POLICY HIGHLIGHTS:

- ◆ Blanket Coverage Extension, Portable Equipment & Mobile Equipment
- ◆ No Coinsurance Penalty
- ◆ Glass Deductible Waiver
- ◆ Broad Definition of Covered Property

VALUATION:

- ◆ Guaranteed Replacement Cost: Real Property & Business Personal Property (*All Buildings subject to Property Valuation**)
- ◆ Guaranteed Replacement Cost: Portable Equipment (emergency services)
- ◆ Replacement Cost: Commandeered Equipment
- ◆ Actual Loss Sustained: Business Income, Extended Business Income & Extra Expense (24 months)
- ◆ Market Price: Fine Arts

*RC and ACV are available for older and lower valued buildings

INSURED: Cazadero Community Services District

EFFECTIVE DATE: 7/1/2020

DISCLAIMER: Actual coverage is subject to the language of the policies as issued. Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.



SPECIAL COVERAGES

New Locations or Newly Constructed Property: Pays up to \$1M for your new real property while being built on or off described premises as well as real property you acquire, lease or operate at locations other than the described premises; and business personal property located at new premises.

Utility Services – Direct Damage, Business Income & Expense: Pays up to \$250,000 for covered property damaged by an interruption in utility service to the described premises. The interruption in utility service must result from direct physical loss or damage by a Covered Cause of Loss and does not apply to loss or damage to electronic data, including destruction or corruption of electronic data. Separate limits apply to Direct Damage and Business Income/Extra Expense.

Pollution Remediation Expenses: Pays up to \$100,000 or \$250,000 for remediation expenses resulting from a Covered Causes of Loss or Specified Cause of Loss occurring during the policy period and reported within 180 days. Covered Causes of Loss means risks of direct physical loss unless the loss is excluded or limited by the Property Coverage Form. Specified Cause of Loss means the following: fire; lightning; explosion; windstorm or hail; smoke; aircraft or vehicles; riot or civil commotion; vandalism; leakage from fire extinguishing equipment; sinkhole collapse; falling objects; weight of snow; ice or sleet; water damage; and equipment breakdown.

Contract Penalties: Pays up to \$100,000 for contract penalties you are required to pay due to your failure to deliver your product according to contract terms solely as a result of direct physical loss or damage by a Covered Cause of Loss to Covered Property.

Property In Transit: Pays up to \$100,000 for direct physical loss or damage to covered property while in transit more than 1,000 feet from the described premises. Shipments by mail must be registered for coverage to apply. Electronic data processing property and fine arts are excluded.

Unintentional Errors: Pays up to \$250,000 for any unintentional error or omission you make in determining or reporting values or in describing the covered property or covered locations.

Tools and Portable Equipment Owned by Your Employees: Pays up to \$5,000 for direct physical loss or damage to tools and portable equipment owned by your employees or volunteers while at any premises or in transit, caused by or resulting from a Covered Cause of Loss provided the loss or damage occurs during the course of your operations.

Portable Equipment and Mobile Equipment: Your portable equipment and mobile equipment include coverage for earth movement (*including earthquake*), water (*including flood*), changes in or extremes of temperatures, and neglect during an emergency condition.

Lock & Key Replacement: Pays up to \$25,000 to reimburse you for lock & key replacement after theft at insured premises. No deductible applies.

Member's Property: Pays up to \$25,000 for member's property (*including computers, all-terrain vehicles, personal watercraft, snowmobiles, golf carts, and miscellaneous tools*) while at described premises or while member is engaged in any work related function. No deductible applies.

Member's Residence – Property Damage: Pays up to \$5,000 for damage to member's residence while responding to an emergency on your behalf. No deductible applies.

Member's Residence – Deductible Reimbursement: Pays up to \$1,000 deductible reimbursement for damage to member's residence while responding to an emergency on your behalf. No deductible applies.

Personal Effects and Property of Others: Pays up to \$5,000 for loss or damage to personal effects owned by your officers, your partners, members, managers or employees; and personal property of others in your care, custody or control.

Sirens and Antennas: Your real property, business income, and extra expense coverages are extended to include sirens, antennas, towers and similar structures located on a described premise.

Foundations: Your real property includes foundations located on a described premise.



KEY DEFINITIONS

Pollution Conditions: The discharge, dispersal, release, seepage, migration, or escape of any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapor, soot, fumes, acids, alkalis, chemicals, minerals, chemical elements and waste. Waste includes materials to be recycled, reconditioned or reclaimed.

Remediation Expenses: Expenses incurred for or in connection with the investigation, monitoring, removal, disposal, treatment, or neutralization of pollution conditions to the extent required by: (1) federal, state or local laws, regulations or statutes, or any subsequent amendments thereof enacted to address pollution conditions; and (2) a legally executed state voluntary program governing the cleanup of pollution conditions.

Mobile Equipment: Mobile equipment means machinery or equipment, including accessories and spare parts for machinery or equipment, usual to your business. These items include, but are not limited to: forklifts; tractors; backhoes; draglines; excavators; ATVs; tools; and watercraft less than 50 feet in length.

Portable Equipment: Portable equipment means portable firefighting, ambulance, or rescue related equipment and portable communications equipment commonly used in the fire and rescue operations away from your premises. Portable equipment also includes equipment specific to firefighting and rescue related activities, such as training videos, manuals, and mannequins, and any trailer whose primary purpose is to transport covered portable equipment. But portable equipment does not include vehicles, watercraft, money & securities, and fine arts.

Real Property: The buildings, items or structures described in the Declarations that you own or that you have leased or rented from others in which you have an insurable interest. This includes:

- ✦ Aboveground piping;
- ✦ Additions under construction;
- ✦ Alterations and repairs to the buildings or structures; business personal property owned by you that is used to maintain or service the real property or structure or its premises, including fire-extinguishing equipment; outdoor furniture, floor coverings and appliances used for refrigerating, ventilating, cooking, dishwashing or laundering;
- ✦ Completed additions;
- ✦ Exterior signs, meaning neon, automatic, mechanical, electric or other signs either attached to the outside of a building or structure, or standing free in the open;
- ✦ Fixtures, including outdoor fixtures;
- ✦ Glass which is part of a building or structure;
- ✦ Light standards;
- ✦ Materials, equipment, supplies and temporary structures you own or for which you are responsible, on the premises or in the open (including property inside vehicles) within 1,000 feet of the premises, used for making additions, alterations or repairs to buildings or structures at the premises;
- ✦ Paved surfaces such as sidewalks, patios or parking lots;
- ✦ Permanently installed machinery and equipment;
- ✦ Permanent storage tanks;
- ✦ Sirens, antennas, towers and similar structures associated with a premises;
- ✦ Solar panels;
- ✦ Submersible pumps, pump motors and engines;
- ✦ Underground piping located on or within 1,000 feet of premises described in the Declarations;
- ✦ Underground vaults and machinery.

Business Personal Property: The property you own that is used in your business including:

- ✦ Furniture and fixtures;
- ✦ Machinery and equipment;
- ✦ Computer equipment;
- ✦ Communication equipment;
- ✦ Labor materials or services furnished or arranged by you on personal property of others;
- ✦ Stock;
- ✦ Your use interest as tenant in improvements and betterments.
- ✦ Leased personal property for which you have a contractual responsibility to insure.

Outdoor Property: Fixed or permanent structures that are outside covered real property including but not limited to:

- ✦ historical markers or flagpoles;
- ✦ sirens, antennas, towers, satellite dishes, or similar structures and their associated equipment;
- ✦ exterior signs not located at a premises;
- ✦ fences or retaining walls;
- ✦ storage sheds, garages, pavilions or other similar buildings or structures not located at a premises;
- ✦ dumpsters, concrete trash containers, or permanent recycling bins;
- ✦ hydrants; or
- ✦ electric utility power transmission and distribution lines and related equipment owned by the insured.

Equipment Breakdown: Direct damage to mechanical, electrical or pressure systems as follows:

- ✦ mechanical breakdown including rupture or bursting caused by centrifugal force;
- ✦ artificially generated electrical current, including electrical arcing, that disturbs electrical devices, appliances or wires;
- ✦ explosion of steam boilers, steam piping, steam engines or steam turbines owned or leased by you, or operated under your control;
- ✦ loss or damage to steam boilers, steam pipes, steam engines or steam turbines; or
- ✦ loss or damage to hot water boilers or other water heating equipment;
- ✦ If covered electrical equipment requires drying out as a result of a flood, we will pay for the direct expenses for such drying out.

INSURED: Cazadero Community Services District

EFFECTIVE DATE: 7/1/2020

DISCLAIMER: Actual coverage is subject to the language of the policies as issued. Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.



PROPERTY SUBLIMITS

Coverage	Limit					
Accounts Receivable	X	\$500,000	<input type="checkbox"/>	\$1,000,000	<input type="checkbox"/>	\$2,000,000
Valuable Papers and Records	X	\$500,000	<input type="checkbox"/>	\$1,000,000	<input type="checkbox"/>	\$2,000,000
Tools & Portable Equipment Owned by Your Employees	X	\$5,000	<input type="checkbox"/>	\$10,000	<input type="checkbox"/>	\$25,000
Personal Effects and Property of Others	X	\$5,000	<input type="checkbox"/>	\$10,000	<input type="checkbox"/>	\$25,000
New Locations or Newly Constructed Property	X	\$1,000,000				
Business Personal Property at New Locations	X	\$1,000,000				
Blanket Commandeered Equipment	X	\$500,000				
Outdoor Property (unscheduled)	X	\$300,000				
Contamination, Spoilage & Refrigerant	X	\$100,000				
Backup/Overflow of Water from Sewer, Drain, Sump	X	\$250,000				
Utility Services - Direct Damage	X	\$250,000				
Utility Services – Business Income and Extra Expense	X	\$250,000				
Dependent Business Premises	X	\$250,000				
Property at Other Locations	X	\$250,000				
Unintentional Errors	X	\$250,000				
Pollution Remediation Expense (specified cause of loss)	X	\$250,000				
Pollution Remediation Expense (covered cause of loss)	X	\$100,000				
Contract Penalties	X	\$100,000				
Property in Transit	X	\$100,000				
Limited Coverage for "Fungus", Wet Rot or Dry Rot	X	\$50,000				
Fine Arts	X	\$25,000				
Trees, Shrubs & Plants (maximum \$1,000 any one item)	X	\$25,000				
Indoor and Outdoor Signs (unscheduled)	X	\$25,000				
Lock and Key Replacement	X	\$25,000				
Arson Reward	X	\$25,000				
Member's Property	X	\$25,000				
Fire Department Service Charge	X	\$5,000				
Non-Owned Detached Trailers	X	\$5,000				
Cost of Inventory or Adjustment	X	\$5,000				
Fire Protection Devices	X	\$5,000				
Patterns, Dies, Molds, Forms	X	\$2,500				
Debris Removal	X	25% of scheduled limit plus \$50,000				
Ordinance or Law Provision	X	25% of scheduled limit				

NOTES:

Premium is calculated from application's property schedule; please review property schedule for coverage and limit adequacy.

- **All Flood Zones A & V are EXCLUDED**
- **Earthquake Coverage is EXCLUDED**

INSURED: Cazadero Community Services District
EFFECTIVE DATE: 7/1/2020

DISCLAIMER: Actual coverage is subject to the language of the policies as issued. Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.



Section 2. COMMERCIAL CRIME - Yes

CARRIER: Allied World Insurance Company or affiliate
A XV (Excellent) A.M. Best Rating

FORM: Proprietary

LIMITS

Coverage Group	Employee Theft	Forgery or Alteration	Theft of Money & Securities	Robbery or Safe Burglary or Other Property	Outside the Premises	Computer Fraud	Funds Transfer Fraud	Money Orders & Counterfeit Paper Currency
	\$100,000	\$100,000	\$100,000	\$5,000	\$100,000	\$100,000	\$10,000	\$100,000
X	\$250,000	\$250,000	\$250,000	\$5,000	\$250,000	\$100,000	\$25,000	\$100,000
	\$500,000	\$250,000	\$250,000	\$5,000	\$250,000	\$100,000	\$50,000	\$100,000
	\$1,000,000	\$250,000	\$250,000	\$5,000	\$250,000	\$100,000	\$100,000	\$100,000
	\$2,000,000	\$250,000	\$250,000	\$5,000	\$250,000	\$100,000	\$100,000	\$100,000

DEDUCTIBLE

\$500 each claim

DESIGNATED EMPLOYEE BENEFIT PLAN(S):

POLICY HIGHLIGHTS:

- ◆ Separate Limits Apply to Each Coverage
- ◆ Faithful Performance of Duty
- ◆ Broad Definition of Employee

NOTES:



Section 3. COMMERCIAL GENERAL LIABILITY - Yes

CARRIER: Allied World Insurance Company or affiliate
A XV (Excellent) A.M. Best Rating

FORM: Proprietary

LIMITS

General Aggregate	\$3,000,000
Products & Completed Operations Aggregate	\$3,000,000
Per Occurrence	\$1,000,000
Per Medical Incident	\$1,000,000
Personal & Advertising Injury Limit	\$1,000,000
Damage to Premises Rented to You	\$1,000,000
Medical Payments	\$5,000
Line of Duty Reimbursement – Accidental Death Benefit	N/A

DEDUCTIBLE

None

OPTIONAL COVERAGES

Liquor Liability

POLICY HIGHLIGHTS:

- ◆ Duty to Defend w/ Defense Costs In Addition to Limits
- ◆ Broad Definition of Insured
- ◆ Pollution & Asbestos Liability
- ◆ Healthcare Professional Liability
- ◆ Fellow Employee/Member
- ◆ Liquor Liability
- ◆ Nonowned Aircraft
- ◆ Owned & Nonowned Watercraft
- ◆ Contractual Liability
- ◆ Blanket Additional Insured
- ◆ Nonauditable

NOTES:

INSURED: Cazadero Community Services District
EFFECTIVE DATE: 7/1/2020

DISCLAIMER: Actual coverage is subject to the language of the policies as issued. Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.



SPECIAL COVERAGES

Professional Healthcare Services: We will pay those sums that the insured becomes legally obligated to pay as damages because of injury to a person arising out of a medical incident, which includes any act, error or omission by the insured in the rendering of or failure to render professional healthcare services.

Damage to Property: We will pay for property damage to personal property belonging to anyone receiving service from any insured because of loss by theft, physical damage or disappearance of such property during the period when volunteers or employees of the insured arrive on the scene or while they are rendering service to others and ending when they either leave the scene, complete their service, or transfer care of a transported patient to others.

Asbestos: Coverage is provided for bodily injury to a person, provided such person is not the insured's former or current employee and eligible to receive workers' compensation, disability benefits or any similar benefits; or property damage arising from or the costs of abatement, removal or disposal of asbestos released; as a result of emergency operations or training operations away from premises which are either owned by, rented to, or occupied by any insured.

Pollution: Coverage is provided for bodily injury or property damage which occurs or takes place as a result of your operations and arises out of the following:

- Emergency operations conducted away from premises owned by or rented to you or any fire department, hazardous materials unit, first aid squad, ambulance squad or rescue squad qualifying as an insured under this coverage part;
- Training operations;
- Water runoff from the cleaning of equipment used in emergency operations;
- Urgent response for the protection of property, human life, health or safety conducted away from premises occupied by you;
- Fuels, lubricants or other operating fluids needed to perform the normal electrical, hydraulic or mechanical functions necessary for the operation of mobile equipment or its parts

Who is Insured: Coverage is extended to Scheduled Named Insureds comprising individuals, spouses, partnerships, joint ventures, corporations, trusts, limited liability companies, public entities, operating authorities, boards, commissions, districts, governmental units, nonprofit entities, and other organizations. Insureds also include: elected or appointed officials; volunteer workers or employees; medical directors; real estate managers; temporary custodians; legal representatives; mutual aid agreements; good Samaritans; owners of commandeered equipment; lessors of equipment; blanket additional insureds; permissible operators of mobile equipment; and newly acquired or formed entities.

KEY DEFINITIONS

Emergency Operations: Emergency operations means actions:

- Which are urgent responses for protection of property, human life, health or safety; and
- Which result from the performing or attempting to perform firefighting services, hazardous materials unit services, first aid, ambulance or rescue squad services, or related services, including the stabilizing or securing of an emergency scene; and
- Which are sanctioned or authorized by the chief or other senior officer or other officially authorized individual, committee, board or counsel of the fire department, hazardous materials unit, or first aid, ambulance or rescue squad qualifying as an insured.

Medical Incident: Medical incident means any act, error or omission by the insured in the rendering of or failure to render professional healthcare services. Any act, error or omission, together with all related acts, errors or omissions in the provision of "professional healthcare services" to any one person, shall be considered one medical incident.

Professional Healthcare Services: Professional healthcare services means the following services provided to a person by an insured, on behalf of the Named Insured, in the course and scope of emergency operations:

- Medical, surgical, dental or nursing services;
- Other healthcare professional services provided by any healthcare professional;
- Furnishing or dispensing of drugs, blood, blood products or medical, surgical or dental supplies, equipment or appliances;
- Handling of patients:
 - From the place where they are accepted for movement into or onto the means of transport, during transport, and from the means of transport to the place where they are finally delivered;
- Handling of post-mortem human bodies;
- Dispatching of, including the failure or refusal to dispatch personnel to provide any of the above services;
- Serving on, or carrying out the orders of, a healthcare accreditation board or similar professional board or committee; and
- Establishing medical protocols, creating medical training curricula, providing medical training, and carrying out similar duties.

Training Operations: Training operations means activities used to prepare, train, or instruct members of a fire department, hazardous materials unit, or a first aid, ambulance or rescue squad in accepted and recognized emergency procedures, including municipal, state and federal standards.



Section 4. PUBLIC OFFICIALS & MANAGEMENT LIABILITY - Yes

CARRIER: Allied World Insurance Company or affiliate
A XV (Excellent) A.M. Best Rating

FORM: **Claims Made**
Defense Costs Outside the Limits of Liability

LIMITS

X	Wrongful Acts	\$	1,000,000	Per Act
X	Employment Practices (including third party discrimination)	\$	1,000,000	Per Offense
X	Employee Benefit Plans	\$	1,000,000	Per Act
X	HIPAA Fines and Penalty	\$	100,000	Per Act
	Wage and Hour Laws – Defense Expenses	\$	N/A	Per Act
X	Injunctive Relief	\$	25,000	Per Act
		\$	3,000,000	Aggregate Limit

SPECIAL COVERAGE - PRIVACY LIABILITY AND NETWORK RISK¹

X	Privacy & Network Security Wrongful Acts	\$	1,000,000	Per act
X	Breach Consultation Services	\$	50,000	Per Act
X	Breach Response Services	\$	50,000	Per Act
X	Public Relations & Data Forensics	\$	50,000	Per Act

¹Coverage provided for Privacy Liability & Network Risk Coverage is issued on a claims made basis with defense inside the limit of liability. Privacy Retroactive Date is **7/1/2019**

DEDUCTIBLE

\$1,000 per occurrence excluding expenses

POML RETROACTIVE DATE: 7/1/2015

POLICY HIGHLIGHTS:

- ◆ Duty To Defend
- ◆ Inverse Condemnation
- ◆ Broad Definition of Named Insured
- ◆ Outside Directorship (not restricted to nonprofit entities only)
- ◆ Nonauditable
- ◆ Punitive Damages are Covered Where Insurable by Law

NOTES:

- **Wage & Hour is Excluded**
- **All laptops must be encrypted**

INSURED: Cazadero Community Services District
EFFECTIVE DATE: 7/1/2020

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DISCLAIMER: Actual coverage is subject to the language of the policies as issued. Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.



Section 5. BUSINESS AUTO - Yes

CARRIER: Allied World Assurance Company or affiliate
A XV (Excellent) A.M. Best Rating

FORM: Proprietary

PORTFOLIO		
Coverage	Symbol	Limit
Combined Single Limit for Bodily Injury & Property Damage <i>(each accident)</i>	1	*
Hired Auto Liability	8	*
Non-Owned Auto Liability	9	*
"No-Fault" or Statutory Personal Injury Protection <i>(each person)</i>	No Coverage	N/A
Medical Payments	2	*
Uninsured / Underinsured Motorists	2	*
Hired Physical Damage	8	*
Owned Physical Damage – Comprehensive	2	*
Owned Physical Damage – Collision	2	*

DEDUCTIBLE

Liability: **None**

Comprehensive: *

Collision: *

**Refer to Attached Auto Proposal Summary*

COVERAGE EXTENSIONS

- | | |
|--|--|
| <ul style="list-style-type: none"> ▸ Primary Auto Liability (members) ▸ Fellow Employee ▸ Commandeered Auto as Covered Auto ▸ Sound Receiving Equipment ▸ Glass Repair Deductible Waiver ▸ Care, Custody or Control ▸ Airbag Repair ▸ Customized Accessories & Equipment ▸ Broadened Named Insured ▸ Additional Insured – Automatic Status | <ul style="list-style-type: none"> ▸ Primary Physical Damage (members) ▸ Extra Expense for Stolen Autos ▸ Temporary Vehicle Substitute ▸ Garage Liability @ \$1,000,000 ▸ Garage Keepers @ \$50,000 ▸ Towing & Disablement Repairs @ \$2,500 ▸ Rental Reimbursement @ \$100 per day (non-firefighting) and \$250 per day (firefighting) up to 40 days ▸ Personal Effects @ \$1,000 ▸ Loss of Earnings @ \$300 a day |
|--|--|

NOTES:

Please refer to the Auto Proposal Worksheet for details on valuation (i.e. actual cash or agreed value for your vehicles). Coverage includes sudden & accidental mechanical breakdown of your specialized equipment and apparatus.

INSURED: Cazadero Community Services District
EFFECTIVE DATE: 7/1/2020

DISCLAIMER: Actual coverage is subject to the language of the policies as issued. Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.



Section 6. COMMERCIAL EXCESS LIABILITY - Yes

CARRIER: Allied World Insurance Company or affiliate
A XV (Excellent) A.M. Best Rating

FORM: Following Form

LIMITS

\$1,000,000/\$1,000,000

SCHEDULED UNDERLYING POLICIES

- Commercial General Liability including Professional Healthcare Liability - Yes
- Hired and Non-Owned Auto Liability - Yes
- Owned Auto Liability - Yes
- Public Officials & Management Liability - Yes
- Wrongful Acts - Yes
- Employment Practices - Yes
- Employee Benefit Plans - Yes
- Employers' Liability: *(minimum underlying limit requirement of \$500,000 / \$500,000 / \$500,000)* - No
- Other:

RATING BASIS:

- On file with underwriter; Non auditable

NOTABLE EXCLUSION:

- Workers' Compensation

NOTES:

Employers' Liability subject to Allied World security requirements.

CALIFORNIA UNINSURED MOTORISTS COVERAGE SELECTION/REJECTION

Applicant/Named Insured: Cazadero Community Services District
Company: Allied World Insurance Company

California law permits you to make certain decisions regarding Uninsured Motorists Coverage. This document describes this coverage and the options available.

You should read this document carefully and contact us or your agent if you have any questions regarding Uninsured Motorists Coverage and your options with respect to this coverage.

This document includes general descriptions of coverage. However, no coverage is provided by this document. You should read your policy and review your Declarations Page(s) and/or Schedule(s) for complete information on the coverages you are provided.

A. Mandatory Offer Of Bodily Injury Uninsured Motorists Coverage

Please indicate your choices by initialing next to the appropriate item(s) below.

1. Selection Of Bodily Injury Uninsured Motorists Coverage

(Initials) _____	I select Bodily Injury Uninsured Motorists Coverage at limits equal to the limits of my Bodily Injury Liability Coverage (split limits) or Combined Single Limit for Liability Coverage.
-------------------------	--

2. Rejection Of Bodily Injury Uninsured Motorists Coverage

The California Insurance Code requires that we provide you with the following information:

"The California Insurance Code requires an insurer to provide uninsured motorists coverage in each bodily injury liability insurance policy it issues covering liability arising out of the ownership, maintenance, or use of a motor vehicle. Those provisions also permit the insurer and the applicant to delete the coverage completely or to delete the coverage when a motor vehicle is operated by a natural person or persons designated by name. Uninsured motorists coverage insures the insured, his or her heirs, or legal representatives for all sums within the limits established by law, which the person or persons are legally entitled to recover as damages for bodily injury, including any resulting sickness, disease, or death, to the insured from the owner or operator of an uninsured motor vehicle not owned or operated by the insured or a resident of the same household. An uninsured motor vehicle includes an underinsured motor vehicle as defined in subdivision (p) of Section 11580.2 of the Insurance Code".

(Initials)	
_____	I reject Bodily Injury Uninsured Motorists Coverage entirely.
_____	I delete Bodily Injury Uninsured Motorists Coverage only with respect to the following individuals:
	(Name of Excluded Driver(s))

3. Lower Limit(s) For Bodily Injury Uninsured Motorists Coverage

The California Insurance Code requires that we provide you with the following information:

"The California Insurance Code requires an insurer to provide uninsured motorists coverage in each bodily injury liability insurance policy it issues covering liability arising out of the ownership, maintenance, or use of a motor vehicle. Those provisions also permit the insurer and the applicant to agree to provide the coverage in an amount less than that required by subdivision (m) of Section 11580.2 of the Insurance Code but not less than the financial responsibility requirements. Uninsured motorists coverage insures the insured, his or her heirs, or legal representatives for all sums within the limits established by law, which the person or persons are legally entitled to recover as damages for bodily injury, including any resulting sickness, disease, or death, to the insured from the owner or operator of an uninsured motor vehicle not owned or operated by the insured or a resident of the same household. An uninsured motor vehicle includes an underinsured motor vehicle as defined in subdivision (p) of Section 11580.2 of the Insurance Code".