



**CAZADERO COMMUNITY SERVICES DISTRICT
REGULAR MEETING**

**Monday, January 14, 2019 6:00PM
Fire Station 1, 5980 Cazadero Highway**

AGENDA

1. Call to Order, Pledge of Allegiance, Roll Call
2. Public Comment
3. Board Member Comment
4. Staff Report
5. New Business: Discussion/Action
 - a. Re-organization of Board- The Board will nominate and elect officers for Calendar Year 2019 in accordance with the Health & Safety Code.
 - b. Fort Ross VFC/Cazadero CSD Agreement
 - c. Speed Display Technology
 - d. Air Quality Sensor Request
 - e. Call/Drill/Stipend Pay Increase
6. Chief Report
 - a. Fire
 - b. Maintenance
7. Correspondence Discussion/Action
 - a. Email:
 1. Email: Letter to Charlotte Berry (July 4th celebration)
 2. Email: Cazadero Evacuation
 3. Email: Workshop on Impacts from de-energization
 4. Letter: Thank you to Herman G. Hernandez
 5. Email: Posting on Nextdoor Austin Creek
 6. Email: FEMA contract delays on CCSD; Letter to HR Huffman & follow up letter to Jenny Callaway
 7. Email: Parmeter Park playground bench repair
 8. Email: Parmeter Park rackets and balls installed
8. Approval of Minutes: Discussion/Action
 - a. Regular Meeting of December 10, 2018
9. Approval of Financials Discussion/Action
 - a. Presentation & Payment of Operating Expenses

- | | | |
|------------|---|--------------------------|
| 10. | Old Business:
a. CCSD Facilities Use Agreement
b. Cazadero Event/Announcement Sign (LED) Update
c. MSR Update
d. 4 th of July event | Discussion/Action |
| 11. | Public Comment | |
| 12. | Board Member Comment | |
| 13. | Adjournment | |

Disabled Accommodations: If you have a disability, which requires an interpreter or other person to assist you while attending the meeting, please call the District at 707-632-5960

**Standard Professional Services Agreement (“PSA”)
Revision G – June 2016**

AGREEMENT FOR FIRE PROTECTION SERVICES

This agreement ("Agreement"), dated as of _____, 20__ (“Effective Date”) is by and between the County of Sonoma, a political subdivision of the State of California (hereinafter "County"), and Cazadero Community Services District (hereinafter "CCSD").

R E C I T A L S

WHEREAS, CCSD is a community services district that manages and operates a volunteer fire department that provides fire services within the district and provides mutual aid to nearby fire departments; and

WHEREAS, CCSD has expressed a willingness to extend support services to the Fort Ross Volunteer Fire Department that are currently provided by the Sonoma County Fire and Emergency Services Department; and

WHEREAS, in the judgment of the Board of Supervisors, it is necessary and desirable to employ the services of CCSD to provide support services to the Fort Ross Volunteer Fire Department; and

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants contained herein, the parties hereto agree as follows:

A G R E E M E N T

I. Scope of Services.

1.1 CCSD's Specified Services. CCSD shall perform the services described in Exhibit “A,” attached hereto and incorporated herein by this reference (hereinafter "Scope of Work"), and within the times or by the dates provided for in Exhibit “A” and pursuant to Article 7, Prosecution of Work. In the event of a conflict between the body of this Agreement and Exhibit “A”, the provisions in the body of this Agreement shall control.

1.2 County's Responsibilities. County shall perform the services described in Exhibit “B” attached hereto and incorporated herein by this reference.

1.3 Cooperation With County. CCSD shall cooperate with County and County staff in the performance of all work hereunder.

1.4 Performance Standard. CCSD shall perform all work hereunder in a manner consistent with the level of competency and standard of care normally observed by a person practicing in CCSD's profession. County has relied upon the professional ability and training of CCSD as a material inducement to enter into this Agreement. CCSD hereby agrees to provide all services under this Agreement in accordance with generally accepted professional practices and standards of care, as well as the requirements of applicable federal, state and local laws and regulations, including all occupational safety and health laws and regulations, it being understood that acceptance of CCSD's work by County shall not operate as a waiver or

release. If County determines that any of CCSD's work is not in accordance with such level of competency and standard of care, County, in its sole discretion, shall have the right to do any or all of the following: (a) require CCSD to meet with County to review the quality of the work and resolve matters of concern; (b) require CCSD to repeat the work at no additional charge until it is satisfactory; (c) terminate this Agreement pursuant to the provisions of Article 4; or (d) pursue any and all other remedies at law or in equity.

1.5 Assigned Personnel.

- a. CCSD shall assign only competent personnel to perform work hereunder. In the event that at any time County, in its sole discretion, desires the removal of any person or persons assigned by CCSD to perform work hereunder, CCSD shall remove such person or persons immediately upon receiving written notice from County.
- b. Any and all persons identified in this Agreement or any exhibit hereto as the project manager, project team, or other professional performing work hereunder are deemed by County to be key personnel whose services were a material inducement to County to enter into this Agreement, and without whose services County would not have entered into this Agreement. CCSD shall not remove, replace, substitute, or otherwise change any key personnel without the prior written consent of County. With respect to performance under this Agreement, CCSD shall employ the following key personnel: _____.
- c. In the event that any of CCSD's personnel assigned to perform services under this Agreement become unavailable due to resignation, sickness or other factors outside of CCSD's control, CCSD shall be responsible for timely provision of adequately qualified replacements.

CCSD shall be paid a lump sum amount of \$ _____ per year, regardless of the number of hours or length of time necessary for CCSD to complete the services. CCSD shall not be entitled to any additional payment for any expenses incurred in completion of the services. CCSD shall be paid \$xxxxxxx on or by January 30th and \$xxxxxxx on or before July 30th of each year during the term of this Agreement. Total costs for this Agreement shall not exceed \$ _____ without written amendment to this Agreement.

A breakdown of costs used to derive the lump sum amount, including but not limited to hourly rates, estimated travel expenses and other applicable rates, is specified in Exhibit C, attached hereto and incorporated herein by this reference.

Pursuant to California Revenue and Taxation code (R&TC) Section 18662, the County shall withhold seven percent of the income paid to CCSD for services performed within the State of California under this agreement, for payment and reporting to the California Franchise Tax Board, if CCSD does not qualify as: (1) a corporation with its principal place of business in California, (2) an LLC or Partnership with a permanent place of business in California, (3) a corporation/LLC or Partnership qualified to do business in California by the Secretary of State, or (4) an individual with a permanent residence in the State of California.

If CCSD does not qualify, County requires that a completed and signed Form 587 be provided by the CCSD in order for payments to be made. If CCSD is qualified, then the County requires a completed Form 590. Forms 587 and 590 remain valid for the duration of the Agreement provided there is no material change in facts. By signing either form, the CCSD agrees to

promptly notify the County of any changes in the facts. Forms should be sent to the County pursuant to Article 12. To reduce the amount withheld, CCSD has the option to provide County with either a full or partial waiver from the State of California.

3. Term of Agreement. The term of this Agreement shall be from _____ to _____ unless terminated earlier in accordance with the provisions of Article 4 below.

4. Termination.

4.1 Termination Without Cause. Notwithstanding any other provision of this Agreement, at any time and without cause, County shall have the right, in its sole discretion, to terminate this Agreement by giving 5 days written notice to CCSD.

4.2 Termination for Cause. Notwithstanding any other provision of this Agreement, should CCSD fail to perform any of its obligations hereunder, within the time and in the manner herein provided, or otherwise violate any of the terms of this Agreement, County may immediately terminate this Agreement by giving CCSD written notice of such termination, stating the reason for termination.

4.3 Delivery of Work Product and Final Payment Upon Termination.

In the event of termination, CCSD, within 14 days following the date of termination, shall deliver to County all reports, original drawings, graphics, plans, studies, and other data or documents, in whatever form or format, assembled or prepared by CCSD or CCSD's subcontractors, CCSDs, and other agents in connection with this Agreement and shall submit to County an invoice showing the services performed, hours worked, and copies of receipts for reimbursable expenses up to the date of termination.

4.4 Payment Upon Termination. Upon termination of this Agreement by County, CCSD shall be entitled to receive as full payment for all services satisfactorily rendered and reimbursable expenses properly incurred hereunder, an amount which bears the same ratio to the total payment specified in the Agreement as the services satisfactorily rendered hereunder by CCSD bear to the total services otherwise required to be performed for such total payment; provided, however, that if services which have been satisfactorily rendered are to be paid on a per-hour or per-day basis, CCSD shall be entitled to receive as full payment an amount equal to the number of hours or days actually worked prior to the termination times the applicable hourly or daily rate; and further provided, however, that if County terminates the Agreement for cause pursuant to Section 4.2, County shall deduct from such amount the amount of damage, if any, sustained by County by virtue of the breach of the Agreement by CCSD.

4.5 Authority to Terminate. The Board of Supervisors has the authority to terminate this Agreement on behalf of the County. In addition, the Purchasing Agent or the Fire and Emergency Services Department Head, in consultation with County Counsel, shall have the authority to terminate this Agreement on behalf of the County.

5. Indemnification. CCSD agrees to accept all responsibility for loss or damage to any person or entity, including County or Fort Ross Volunteer Fire Department, and to indemnify, hold harmless, and release County and Fort Ross Volunteer Fire Department, their officers, agents, and employees, from and against any actions, claims, damages, liabilities, disabilities, or expenses, that may be asserted by any person or entity, including CCSD, that arise out of, pertain to, or relate to CCSD's or its agents', employees', contractors', subcontractors', or invitees'

performance or obligations under this Agreement. CCSD agrees to provide a complete defense for any claim or action brought against County or Fort Ross Volunteer Fire Department based upon a claim relating to such CCSD's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. CCSD's obligations under this Section apply whether or not there is concurrent or contributory negligence on County's or Fort Ross Volunteer Fire Department's part, but to the extent required by law, excluding liability due to County's or Fort Ross Volunteer Fire Department's conduct. County and Fort Ross Volunteer Fire Department shall have the right to select their legal counsel at CCSD's expense, subject to CCSD's approval, which shall not be unreasonably withheld. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for CCSD or its agents under workers' compensation acts, disability benefits acts, or other employee benefit acts.

6. Insurance. With respect to performance of work under this Agreement, CCSD shall maintain and shall require all of its subcontractors, and other agents to maintain, insurance as described in Exhibit D, which is attached hereto and incorporated herein by this reference. The County shall maintain insurance for vehicles owned by the County or by Fort Ross Volunteer Fire Department. The County shall provide worker's compensation insurance for the volunteers of Fort Ross Volunteer Fire Department when the volunteers are acting in their capacity as volunteer fire fighters for the Fort Ross Volunteer Fire Department.

7. Prosecution of Work. The execution of this Agreement shall constitute CCSD's authority to proceed immediately with the performance of this Agreement. Performance of the services hereunder shall be completed within the time required herein, provided, however, that if the performance is delayed by earthquake, flood, high water, or other Act of God or by strike, lockout, or similar labor disturbances, the time for CCSD's performance of this Agreement shall be extended by a number of days equal to the number of days CCSD has been delayed.

8. Extra or Changed Work. Extra or changed work or other changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties. Minor changes, which do not exceed the delegated signature authority of the Department Head and which do not significantly change the scope of work or significantly lengthen time schedules may be executed by the Department Head in a form approved by County Counsel. The Board of Supervisors must authorize all other extra or changed work. The parties expressly recognize that, pursuant to Sonoma County Code Section 1-11, County personnel are without authorization to order extra or changed work or waive Agreement requirements. Failure of CCSD to secure such written authorization for extra or changed work shall constitute a waiver of any and all right to adjustment in the Agreement price or Agreement time due to such unauthorized work and thereafter CCSD shall be entitled to no compensation whatsoever for the performance of such work. CCSD further expressly waives any and all right or remedy by way of restitution and quantum meruit for any and all extra work performed without such express and prior written authorization of the County.

9. Representations of CCSD.

9.1 Standard of Care. County has relied upon the professional ability and training of CCSD as a material inducement to enter into this Agreement. CCSD hereby agrees that all its work will be performed and that its operations shall be conducted in accordance with generally accepted and applicable professional practices and standards as well as the requirements of applicable federal, state and local laws, it being understood that acceptance of CCSD's work by County shall not operate as a waiver or release.

9.2 Status of CCSD. The parties intend that CCSD, in performing the services specified herein, shall act as an independent contractor and shall control the work and the manner in which it is performed. CCSD is not to be considered an agent or employee of County and is not entitled to participate in any pension plan, worker's compensation plan, insurance, bonus, or similar benefits County provides its employees. In the event County exercises its right to terminate this Agreement pursuant to Article 4, above, CCSD expressly agrees that it shall have no recourse or right of appeal under rules, regulations, ordinances, or laws applicable to employees.

9.3 No Suspension or Debarment. CCSD warrants that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any federal department or agency. CCSD also warrants that it is not suspended or debarred from receiving federal funds as listed in the List of Parties Excluded from Federal Procurement or Non-procurement Programs issued by the General Services Administration. If the CCSD becomes debarred, CCSD has the obligation to inform the County

9.4 Taxes. CCSD agrees to file federal and state tax returns and pay all applicable taxes on amounts paid pursuant to this Agreement and shall be solely liable and responsible to pay such taxes and other obligations, including, but not limited to, state and federal income and FICA taxes. CCSD agrees to indemnify and hold County harmless from any liability which it may incur to the United States or to the State of California as a consequence of CCSD's failure to pay, when due, all such taxes and obligations. In case County is audited for compliance regarding any withholding or other applicable taxes, CCSD agrees to furnish County with proof of payment of taxes on these earnings.

9.5 Records Maintenance. CCSD shall keep and maintain full and complete documentation and accounting records concerning all services performed that are compensable under this Agreement and shall make such documents and records available to County for inspection at any reasonable time. CCSD shall maintain such records for a period of four (4) years following completion of work hereunder.

9.6 Conflict of Interest. CCSD covenants that it presently has no interest and that it will not acquire any interest, direct or indirect, that represents a financial conflict of interest under state law or that would otherwise conflict in any manner or degree with the performance of its services hereunder. CCSD further covenants that in the performance of this Agreement no person having any such interests shall be employed. In addition, if requested to do so by County, CCSD shall complete and file and shall require any other person doing work under this Agreement to complete and file a "Statement of Economic Interest" with County disclosing CCSD's or such other person's financial interests.

9.7 Statutory Compliance/Living Wage Ordinance. CCSD agrees to comply with all applicable federal, state and local laws, regulations, statutes and policies, including but not limited to the County of Sonoma Living Wage Ordinance, applicable to the services provided under this Agreement as they exist now and as they are changed, amended or modified during the term of this Agreement. Without limiting the generality of the foregoing, CCSD expressly acknowledges and agrees that this Agreement may be subject to the provisions of Article XXVI of Chapter 2 of the Sonoma County Code, requiring payment of a living wage to covered employees. Noncompliance during the term of the Agreement will be considered

a material breach and may result in termination of the Agreement or pursuit of other legal or administrative remedies.

9.8 Nondiscrimination. Without limiting any other provision hereunder, CCSD shall comply with all applicable federal, state, and local laws, rules, and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, pregnancy, disability, sexual orientation or other prohibited basis, including without limitation, the County's Non-Discrimination Policy. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated herein by this reference.

9.9 AIDS Discrimination. CCSD agrees to comply with the provisions of Chapter 19, Article II, of the Sonoma County Code prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection during the term of this Agreement and any extensions of the term.

9.10 Assignment of Rights. CCSD assigns to County all rights throughout the world in perpetuity in the nature of copyright, trademark, patent, right to ideas, in and to all versions of the plans and specifications, if any, now or later prepared by CCSD in connection with this Agreement. CCSD agrees to take such actions as are necessary to protect the rights assigned to County in this Agreement, and to refrain from taking any action which would impair those rights. CCSD's responsibilities under this provision include, but are not limited to, placing proper notice of copyright on all versions of the plans and specifications as County may direct, and refraining from disclosing any versions of the plans and specifications to any third party without first obtaining written permission of County. CCSD shall not use or permit another to use the plans and specifications in connection with this or any other project without first obtaining written permission of County.

9.11 Ownership of Work Product. All reports, drawings, graphics, plans, and studies, in their final form and format, assembled or prepared by CCSD or CCSD's subcontractors, CCSDs, and other agents in connection with this Agreement, shall be the property of County. CCSD shall deliver such materials to County upon request in their final form and format. Such materials shall be and will remain the property of County without restriction or limitation. Document drafts, notes, and emails of the CCSD and CCSD's subcontractors, CCSDs, and other agents shall remain the property of those persons or entities.

9.12 Authority. The undersigned hereby represents and warrants that he or she has authority to execute and deliver this Agreement on behalf of CCSD.

10. Demand for Assurance. Each party to this Agreement undertakes the obligation that the other's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other may in writing demand adequate assurance of due performance and until such assurance is received may, if commercially reasonable, suspend any performance for which the agreed return has not been received. "Commercially reasonable" includes not only the conduct of a party with respect to performance under this Agreement, but also conduct with respect to other agreements with parties to this Agreement or others. After receipt of a justified demand, failure to provide within a reasonable time, but not exceeding thirty (30) days, such assurance of due performance as is adequate under the circumstances of the particular case is a repudiation of this Agreement. Acceptance of any improper delivery, service, or payment does not prejudice the aggrieved

party's right to demand adequate assurance of future performance. Nothing in this Article limits County's right to terminate this Agreement pursuant to Article 4.

11. Assignment and Delegation. Neither party hereto shall assign, delegate, sublet, or transfer any interest in or duty under this Agreement without the prior written consent of the other, and no such transfer shall be of any force or effect whatsoever unless and until the other party shall have so consented.

12. Method and Place of Giving Notice, Submitting Bills and Making Payments. All notices, bills, and payments shall be made in writing and shall be given by personal delivery or by U.S. Mail or courier service. Notices, bills, and payments shall be addressed as follows:

TO: COUNTY:

**[Department name, address, and email
Facsimile number may be included]**

TO: CCSD:

**[CCSD name, address and email
Facsimile Number may be included]**

When a notice, bill or payment is given by a generally recognized overnight courier service, the notice, bill or payment shall be deemed received on the next business day. When a copy of a notice, bill or payment is sent by facsimile or email, the notice, bill or payment shall be deemed received upon transmission as long as (1) the original copy of the notice, bill or payment is promptly deposited in the U.S. mail and postmarked on the date of the facsimile or email (for a payment, on or before the due date), (2) the sender has a written confirmation of the facsimile transmission or email, and (3) the facsimile or email is transmitted before 5 p.m. (recipient's time). In all other instances, notices, bills and payments shall be effective upon receipt by the recipient. Changes may be made in the names and addresses of the person to whom notices are to be given by giving notice pursuant to this paragraph.

13. Miscellaneous Provisions.

13.1 No Waiver of Breach. The waiver by County of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or provision or any subsequent breach of the same or any other term or promise contained in this Agreement.

13.2 Construction. To the fullest extent allowed by law, the provisions of this Agreement shall be construed and given effect in a manner that avoids any violation of statute, ordinance, regulation, or law. The parties covenant and agree that in the event that any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable,

the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby. CCSD and County acknowledge that they have each contributed to the making of this Agreement and that, in the event of a dispute over the interpretation of this Agreement, the language of the Agreement will not be construed against one party in favor of the other. CCSD and County acknowledge that they have each had an adequate opportunity to consult with counsel in the negotiation and preparation of this Agreement.

13.3 Consent. Wherever in this Agreement the consent or approval of one party is required to an act of the other party, such consent or approval shall not be unreasonably withheld or delayed.

13.4 No Third Party Beneficiaries. Nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.

13.5 Applicable Law and Forum. This Agreement shall be construed and interpreted according to the substantive law of California, regardless of the law of conflicts to the contrary in any jurisdiction. Any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in Santa Rosa or the forum nearest to the city of Santa Rosa, in the County of Sonoma.

13.6 Captions. The captions in this Agreement are solely for convenience of reference. They are not a part of this Agreement and shall have no effect on its construction or interpretation.

13.7 Merger. This writing is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to Code of Civil Procedure Section 1856. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.

13.8 Survival of Terms. All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

13.9 Time of Essence. Time is and shall be of the essence of this Agreement and every provision hereof.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Effective Date.

Cazadero Community Services District:

COUNTY:

CERTIFICATES OF INSURANCE REVIEWED AND ON FILE:

By: _____

By: _____

Name: _____

Department Head or Designee

Title: _____

Date: _____

Date: _____

APPROVED AS TO FORM FOR COUNTY:

By: _____
County Counsel

Date: _____

AGREEMENT EXECUTED:

By: _____
Chair,
Board of Supervisors

Date: _____

Date: _____

ATTEST:

Clerk of the Board of Supervisors

DRAFT

Exhibit A

Scope of Work

CCSD shall provide support services to the Fort Ross Volunteer Fire Department during the term of the Agreement, including:

1. Training and equipping the volunteers in accordance with applicable federal and State standards, including all federal, state or local occupational safety and health requirements.
2. Providing usual and routine maintenance of the Fort Ross Volunteer Fire Department apparatus. Repairs that are determined beyond basic maintenance will not be the responsibility of the CCSD, and whether the repair work is completed will be decided by the Fort Ross VFC and the County. All vehicles or apparatuses must meet all federal, state and local requirements for like vehicles or apparatuses.
3. Maintaining the insurance required in Exhibit D.
4. CCSD shall provide monthly reports to the Fire Marshall of:
 - a. All training provided to the volunteer firefighters at Fort Ross Volunteer Fire Department, including the type of training, who performed the training, and any and all certifications received by these volunteers during the training; and
 - b. All maintenance performed on equipment owned by either the Fort Ross Volunteer Fire Department or the County of Sonoma, including reports from the garage or mechanic that performed the maintenance on any vehicles owned by either Fort Ross Volunteer Fire Department or the County of Sonoma.
5. CCSD and County acknowledge and agree that the Scope of Work under this Agreement does not include providing command over the Fort Ross Volunteer Fire Department during an incident response. The Duty Chief designated shall retain command over the Fort Ross Volunteer Fire Department, and its volunteer firefighters, pursuant to the Agreement during an incident response.
6. CCSD and County acknowledge and agree that if CCSD allows any Fort Ross Volunteer Fire Department volunteers to ride with or work under the direction of CCSD, those volunteers shall be considered volunteer firefighters of CCSD, and CCSD shall assume all responsibility and liability for those volunteers, including any and all worker's compensation requirements under the California Labor Code.

Exhibit B

County's Responsibilities:

- The County of Sonoma shall take inventory of the Fort Ross Volunteer Fire Department equipment and replace any article currently damaged, aged, out of compliance or certification, or scheduled for replacement during the contract period. This includes but is not limited to: Personal Protection Equipment (structural and wild land turnout gear), fire hoses, ground ladders, Self Contained Breathing Apparatus, and communication equipment.
- The County of Sonoma shall provide a second set of Personal Protection Equipment (wild land & structure gear) in random sizes to replace contaminated gear while being laundered, and/or, supply CCSD with a specially designed washer designed for laundering soiled Personal Protection Equipment.
- All equipment, including vehicles and Personal Protection Equipment, which is owned by the Fort Ross Volunteer Fire Department or the County, shall remain the property of Fort Ross Volunteer Fire Department and the County, respectively.
- The County shall be responsible for any major maintenance required of apparatuses owned by the Fort Ross Volunteer Fire Department or the County. Major maintenance is defined as any maintenance which costs more to perform than the total value of the apparatus needing maintenance. All major maintenance shall be performed at the discretion of the County.

Exhibit C

Cost Breakdown

FICA, Medicare, U-I	\$3,500
Utilities.	\$5,000
Fuel.	\$10,000
EMS supplies.	\$1,000
Vehicle Maintenance & Repair	\$25,000
PPE, uniform, safety clothing.	\$10,000
Fees, Training, Certificates.	\$12,500
Incentive Pay.	\$4,000
Administrative Assistant.	\$5,000
Total	\$76,000

DRAFT

Exhibit D

Insurance Requirements

With respect to performance of work under this Agreement, CCSD shall maintain and shall require all of its subcontractors, consultants, and other agents to maintain insurance as described below unless such insurance has been expressly waived by the attachment of a *Waiver of Insurance Requirements*. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.

County reserves the right to review any and all of the required insurance policies and/or endorsements, but has no obligation to do so. Failure to demand evidence of full compliance with the insurance requirements set forth in this Agreement or failure to identify any insurance deficiency shall not relieve CCSD from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Agreement.

1. Workers Compensation and Employers Liability Insurance
 - a. Required if CCSD has employees as defined by the Labor Code of the State of California.
 - b. Workers Compensation insurance with statutory limits as required by the Labor Code of the State of California.
 - c. Employers Liability with minimum limits of \$1,000,000 per Accident; \$1,000,000 Disease per employee; \$1,000,000 Disease per policy.
 - d. *Required Evidence of Insurance*: Certificate of Insurance.

If CCSD currently has no employees as defined by the Labor Code of the State of California, CCSD agrees to obtain the above-specified Workers Compensation and Employers Liability insurance should employees be engaged during the term of this Agreement or any extensions of the term.

2. General Liability Insurance
 - a. Commercial General Liability Insurance on a standard occurrence form, no less broad than Insurance Services Office (ISO) form CG 00 01.
 - b. Minimum Limits: \$3,000,000 per Occurrence; \$6,000,000 General Aggregate; 6,000,000 Products/Completed Operations Aggregate. The required limits may be provided by a combination of General Liability Insurance and Commercial Excess or Commercial Umbrella Liability Insurance. If CCSD maintains higher limits than the specified minimum limits, County requires and shall be entitled to coverage for the higher limits maintained by CCSD.
 - c. Any deductible or self-insured retention shall be shown on the Certificate of Insurance. If the deductible or self-insured retention exceeds \$25,000 it must be approved in advance by County. CCSD is responsible for any deductible or self-insured retention and shall fund it upon County's written request, regardless of whether CCSD has a claim against the insurance or is named as a party in any action involving the County.
 - d. The County of Sonoma, its officers, agents and employees and the Fort Ross Volunteer Fire Department shall be endorsed as additional insureds for liability arising out of operations by or on behalf of the CCSD in the performance of this Agreement.
 - e. The insurance provided to the additional insureds shall be primary to, and non-contributory with, any insurance or self-insurance program maintained by them.
 - f. The policy definition of "insured contract" shall include assumptions of liability arising

7. Material Breach

If CCSD fails to maintain insurance which is required pursuant to this Agreement, it shall be deemed a material breach of this Agreement. County, at its sole option, may terminate this Agreement and obtain damages from CCSD resulting from said breach. Alternatively, County may purchase the required insurance, and without further notice to CCSD, County may deduct from sums due to CCSD any premium costs advanced by County for such insurance. These remedies shall be in addition to any other remedies available to County.

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Heidi Flowers

From: Michael Nicholls
Sent: Thursday, December 13, 2018 10:07 AM
To: cazaderoCSD@comcast.net; Heidi Flowers; Paul Barry; Maureen Berry; Michael C. Nicholls; Homer Canelis; Steve Krausmann; Cory Olson
Subject: Speed Display Technology Available to District Upon Request

Heidi - Please add to January 2019 meeting for discussion.

Introduction of Speed Display Technology in Response to Aggressive Driving, Community Concerns

Note final paragraph "...deployments upon request by residents." Released by: Transportation & Public Works
New Radar Trailer Deployed to Address "Trouble Spots" in Sonoma County Santa Rosa, CA – December 11, 2018 – The County of Sonoma Department of Transportation and Public Works (TPW) today announced the implementation of a new traffic calming program in response to community concerns about aggressive and unsafe driving along certain road segments in the unincorporated areas of Sonoma County. The new program involves the strategic placement of a new radar feedback sign trailer alerting drivers to their speed, and includes data collection technology to monitor driver speeds and consistency between drivers and numbers of drivers. The information is valuable for traffic engineers and law enforcement officials to better understand the scope and timing of speeding issues in order to effectively allocate resources. "One of the most frequent concerns from Sonoma County residents relates to speeding cars and aggressive driving," TPW Director, Johannes J. Hoevertsz, said. "While most accidents and fatalities are caused by impaired, distracted, or aggressive driving, the speed trailer is a temporary and visible effort to support law enforcement and bring awareness to trouble spots where motorists are driving beyond a safe and legal limit." "A radar trailer is a valuable educational tool to combat unsafe driving and excessive speed, which is typically the most prevalent factor in injury collisions that we investigate in Sonoma County," California Highway Patrol Sergeant, Allan Capurro, said. "Our officers will be working speed enforcement in conjunction with the radar trailer deployment as yet another way for us to reinforce the importance of being responsible and obeying the rules of the road." The new speed display technology trailer will be placed along road segments for two-week deployments upon request by residents. TPW officials will evaluate the effectiveness of the program and locations on ongoing basis and make adjustments as needed. For more information regarding the new speed display technology and traffic calming program, please contact (707) 565-2231 or email TPW@Sonoma-County.org.

**REQUEST FROM THE RUSSIAN RIVER ALLIANCE ON BEHALF OF RESIDENTS
OF THE AREA FIRE DISTRICTS:**

Russian River Fire Protection District

Monte Rio Fire Protection District

Forestville Fire Protection District

Cazadero Community Services District

January 6, 2019

Dear Sirs,

The Russian River Alliance requests that you place on your monthly board meeting agendas, an action item regarding the installation of air quality sensors at each fire station. This would include the station in Rio Nido, that is part of the Russian River Fire Protection District.

PurpleAir.com is a site that offers such monitors. WeatherUnderground uses these. They aren't expensive.

During the Camp Fire in Butte County, CA in November, 2018, that devastated Paradise, CA, the air quality to the west and southwest, became the worst in the world. The valleys and canyons in our local fire districts trapped the smoke and made breathing difficult for humans, pets, and wildlife. Many people did not know how to find out what the daily count was, and did not take proper precautions. Some are still suffering from the effects of smoke inhalation as we begin the year 2019. In addition, our air quality is very localized especially when it pertains to the particulate matter from wood smoke. Local air sensors are needed to better monitor and address this health risk for our residents.

Please let us know if this request will be on your board agendas in January 2019 and the resulting decisions. We thank you for your consideration and assistance.

Sincerely,

Lois Lebovich, Secretary

Chuck Ramsey, President

Russian River Alliance

PO Box 904

Monte Rio, CA 95462-0904

RussianRiverAlliance@gmail.com

Heidi Flowers

From: Michael Nicholls
Sent: Sunday, December 16, 2018 2:09 PM
To: Heidi Flowers
Subject: Re: Air Quality Monitoring Device

Heidi:

I just learned that we should purchase the PA!! Version with a cost of \$229 after more closely reading the specifications. (The PAII-SD is for areas without WiFi...)

On Dec 15, 2018, at 5:19 PM, Michael Nicholls <mcnicholls@me.com> wrote:

Heidi, please add as a discussion/action item for the January board meeting.

During the recent Camp Fire, due to heavy smoke issues within the CSD, and attempting to monitor the severity of local air quality, it was discovered the nearest public monitoring site was in Sebastopol with a private site in Villa Grande. Since that time a private sensor was installed ¼ mile south of Camp Thayer along Cazadero Hwy.

Air quality readings differ substantially due to geographic area, wind patterns and other local conditions. The Camp Thayer location reports on many occasions less than desirable air quality than the Villa Grande site

I propose the CSD purchase and mount a district air quality monitor at the Fire House in Cazadero. The PAII-SF with microSD sensor can be purchased from <https://www.purpleair.com/sensors> for \$259.00. The addition of an air quality sensor displaying its location and air quality readings can be viewed at <https://www.purpleair.com/map?#11/38.5149/-123.078>

It is important as a public service for district residents, we provide a low cost air quality monitoring device, which can be publicized by first responders, Sonoma County Gazette, as a PSA on the Guerneville radio station, and on our CSD website.

Heidi Flowers

From: Michael Nicholls
Sent: Tuesday, December 11, 2018 10:55 AM
To: Charlotte Berry
Cc: cazaderoCSD@comcast.net; Heidi Flowers; Paul Barry; Maureen Berry; Michael C. Nicholls; Homer Canelis; Steve Krausmann; Cory Olson
Subject: July 4th Celebration
Attachments: 181210 Letter to Charlotte Berry.pdf; Untitled attachment

Hello Charlotte:

I tried contacting you on your cell phone this morning, and leaving a message, hoping to be working. I'd like to discuss the July 4th conversation in more detail with you than just leaving you a formal letter responding to your suggestion. Please let me know when you are available.

Thanks,

Mike



Correspondence



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

December 10, 2018

Ms. Charlotte Berry
Cazadero CA 95421

Dear Charlotte:

I brought your suggestion of a July 4th parade and celebration to the attention of the CSD Board last evening.

Board members, although generally supportive of the concept, didn't feel this subject would come under the purview of the board's authority as a CSD. It was felt a July 4th event would be similar to the Holiday parade. It was noted by board members; the Holiday Parade isn't sponsored by the CSD and the CSD hasn't provided insurance coverage for the event.

It was the consensus of the board and Chief Krausmann, the Holiday parade was sponsored by the Cazadero General Store and perhaps Cazadero Supply (allowing for the parade to use private property for return of vehicles to the start of the route).

I'd like to discuss this conversation further with you at your convenience.

Thank you, Charlotte for your community spirit and involvement,

Michael C. Nicholls, President
Cazadero Community Services District

Cc: CSD Board Members

Heidi Flowers

From: Michael Nicholls
Sent: Tuesday, December 11, 2018 11:22 AM
To: cazaderoCSD@comcast.net; Heidi Flowers; Paul Barry; Maureen Berry; Michael C. Nicholls; Homer Canelis; Steve Krausmann; Cory Olson
Subject: Fwd: Cazadero Evacuation

Supervisor Hopkins will discuss our evacuation situation at today's BOS meeting.

Begin forwarded message:

From: Lynda Hopkins <Lynda.Hopkins@sonoma-county.org>
Subject: Re: Cazadero Evacuation
Date: December 11, 2018 at 10:07:34 AM PST
To: Michael Nicholls <mcnicholls@me.com>

Will do. One way in and one way out evacuation routes will be a topic of conversation, as it's highlighted in our "top 10 priorities" for Recovery and Resilience. I will draw attention to Caz!

Cheers,

Lynda Hopkins
Supervisor, Fifth District
County of Sonoma, Board of Supervisors
575 Administration Dr. 100A
Santa Rosa, CA. 95403

707-565-2241

District Director: Susan Upchurch. Susan.Upchurch@sonoma-county.org

On Dec 11, 2018, at 8:19 AM, Michael Nicholls <mcnicholls@me.com> wrote:

Good Morning Lynda.

As you undertake the discussion on Recovery and Resiliency today, you might for the record, review the fact that slow FEMA response has left Cazadero without a primary evacuation route due to roadway undercutting and washout issues existing since March 2016. Up to 2500 constituents would be stranded due to the bottleneck in the event of evacuation and first responders would be delayed in response;

Something your peers on the Board might not realize. We need to ramp up and draw attention to our plight - our constituents are more aware of the issue since the Paradise Camp Fire Evacuation route failure.

Thanks.

Mike

Heidi Flowers

From: Michael Nicholls
Sent: Tuesday, December 11, 2018 9:02 PM
To: cazaderoCSD@comcast.net; Heidi Flowers; Paul Barry; Maureen Berry; Michael C. Nicholls; Homer Canelis; Steve Krausmann; Cory Olson
Subject: Workshop on Impacts From De-energization
Attachments: PSPS Workshop 1 - Agenda_rev.docx; Untitled attachment 00016.txt

I'm planning on attending this workshop as the information is pertinent to our district. Anyone can join in if interested.

PUBLIC UTILITIES COMMISSION

505 VAN NESS AVENUE
SAN FRANCISCO, CA 94102-3298

**Agenda****Workshop on Impacts from De-Energization: Focus on Vulnerable Populations**

Date: December 14, 2018
9:00 am – 12:30 pm

Location: Santa Rosa Veteran's Memorial Building
Lodge Room
1351 Maple Ave, Santa Rosa, CA 95404

Staff Contact: Dr. Danjel Bout danjel.bout@cpuc.ca.gov

SECTION 1 9:00 am – 9:15 am, Introduction, and Opening Remarks

- Susan Gorin, Supervisor, Sonoma County
- Chris Coursey, Mayor, City of Santa Rosa

SECTION 2 9:15 am – 10:10 am, Discussion: Proactive Safety Power Shut-Off

- Overview of CPUC Requirements, Lee Palmer, Deputy Director, Safety Enforcement Branch, CPUC
- Overview of Utility Practices, Aaron Johnson, Vice President, Pacific Gas & Electric
- Overview of Impacts on Vulnerable Populations, Vance Taylor, Chief, Office of Access and Functional Needs, CalOES

BREAK 10:10 - 10:15**SECTION 3 10:15 am – 11:45: am, Panel Discussion: Current challenges with utility de-energization practices and their impacts on vulnerable populations and Potential Solutions & Mitigations**

- Panel Moderator: Vance Taylor, Chief, Office of Access and Functional Needs, CalOES
- Ana Acton, Executive Director, FREED Independent Living Center
- Barry Atwood, Principal, Accessible Environments
- Diane Dillon, Supervisor, Napa County Board of Supervisors
- Paul Dunaway, Adult & Aging Division Director, Sonoma County Human Services
- Melissa Kasnitz, Legal Director, Center for Accessible Technologies
- Richard Skaff, Executive Director, Designing Accessible Communities

SECTION 4 11:45 pm – 12:30 pm, Public Comment and Conclusion

- Closing Remarks, Leslie Palmer, Deputy Director, Safety Enforcement Branch, CPUC

ADJOURN 12:30 pm

Remote call in and “WebEx” links and information:

Listen-only call-in number: 1-877-820-7831, access code 479881

WebEx: <https://bit.ly/2KdtB61>, Meeting number 710 613 992, Password: Mitigation

Heidi Flowers

From: Michael Nicholls
Sent: Tuesday, December 11, 2018 11:02 AM
To: Herman G Hernandez
Cc: cazaderoCSD@comcast.net; Heidi Flowers; Paul Barry; Maureen Berry; Michael C. Nicholls; Homer Canelis; Steve Krausmann; Cory Olson
Subject: Thank You!
Attachments: 181210 TY Letter to Herman G-PGE.pdf; Untitled attachment 01511.htm

Hello Herman:

I apologize for the tardy thank you. Receipt of the grant award notification missed our November meeting and required board acceptance by motion at our December 10th meeting before I could respond.

Thank you and PG&E again for recognizing our need!

Best,

Mike



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

December 10, 2018

Mr. Herman G Hernandez, Public Affairs Representative
Pacific Gas & Electric Company
Santa Rosa CA

Dear Herman:

Thank you and your PG&E associates for accepting our late grant application for Light Tower funding. Our Board of Directors this evening voted to accept the \$10,000 grant award and begin the quotation and purchase process.

As stated in our grant application, the award will allow the Community Services District to purchase a Light Tower for community and fire department use during periods of service deenergizing due to weather or safety related issues. The new light tower, during said events, will be strategically placed in the center of the community to provide a safe, lighted, gathering place for residents and offer charging for emergency first responder radios, cell phones, tablets and other electronic devices for communication and news updates.

Thank you!

Sincerely,

Michael C. Nicholls, President
Cazadero Community Services District

Cc: CSD Board Members
Supervisor Hopkins
Chief Steve Krausmann

Heidi Flowers

From: Hernandez, Herman
Sent: Wednesday, December 12, 2018 8:14 AM
To: Michael Nicholls
Cc: cazaderoCSD@comcast.net; Heidi Flowers; Paul Barry; Maureen Berry; Homer Canelis; Steve Krausmann; Cory Olson
Subject: RE: Thank You!

Fantastic news! I am so happy to hear that you received the funding for your important effort. Hope you all have a very happy holiday season. And huge congrats Mike on getting elected to MAC – they are lucky to have your wisdom, energy and good looks! 😊

Respectfully,

Herman G. Hernandez
Pacific Gas and Electric Company |
Public Affairs Representative | Sonoma and Lake County
C: 707-888-7168 | O: 707.577.7130 |

www.pge.com

www.pgecurrents.com

From: Michael Nicholls <mcnicholls@me.com>
Sent: Tuesday, December 11, 2018 11:02 AM
To: Hernandez, Herman <HGH8@pge.com>
Cc: cazaderoCSD@comcast.net; Heidi Flowers <hflowers@russianriverfire.org>; Paul Barry <acfd1@comcast.net>; Maureen Berry <maureen@berrysmill.com>; Michael C. Nicholls <mcnicholls@me.com>; Homer Canelis <homer@austincreek.com>; Steve Krausmann <Krausmann4@MSN.com>; Cory Olson <colson@cazadero-csd.org>
Subject: Thank You!

*****CAUTION: This email was sent from an EXTERNAL source. Think before clicking links or opening attachments.*****

Hello Herman:

I apologize for the tardy thank you. Receipt of the grant award notification missed our November meeting and required board acceptance by motion at our December 10th meeting before I could respond.

Thank you and PG&E again for recognizing our need!

Best,

Mike

Heidi Flowers

From: Michael C Nicholls
Sent: Tuesday, December 18, 2018 5:33 PM
To: Maureen Berry
Cc: Steve Krausmann (Krausmann4@MSN.com); mcnicholls@cazadero-csd.org; Homer Canelis; Cory Olson; Paul Barry; Heidi Flowers
Subject: Re: Posted on Nextdoor Austin Creek

Thanks Maureen for passing this along.

Congratulations to the firefighters that responded to the call, evaluated the situation and supported the family until RRFPD ambulance arrived! Similar responses occur many times year round without any recognition. Our residents need to be thankful for our highly trained volunteer staff.


Sent from my iPhone

On Dec 18, 2018, at 3:55 PM, Maureen Berry <Maureen@caz95421.com> wrote:

<image001.jpg>Carmen McKay
, Austin Creek

Big Thanks to Our Amazing Volunteer Fire Department

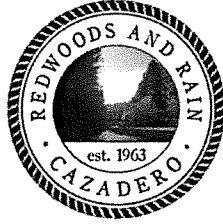
We are fairly new to Cazadero, having just moved in last February. This morning at 4AM we had an emergency with a person in our home who needed an ambulance. Much to our surprise 4 dashing, amazing Cazadero firefighters showed up in about 15 minutes! They came to support us until the Paramedics arrived from Guerneville. They were so professional and caring and supportive. Really impressive! We know that these guys are volunteers and have to get up and go to their day jobs in the morning after suiting up and attending an emergency. We are so grateful for these extraordinary individuals in our community. Big thanks! We plan on making a donation to the Cazadero Fire Department, and send the guys a tasty gift to the station as well.

 1m ago · Austin Creek in Crime & Safety

Heidi Flowers

From: Michael Nicholls
Sent: Friday, December 21, 2018 12:45 PM
To: Jared Huffman
Cc: cazaderoCSD@comcast.net; Heidi Flowers; Paul Barry; Maureen Berry; Michael C. Nicholls; Homer Canelis; Krausmann4@msn.com; Cory Olson; Jenny Callaway; Johannes Hoeverstz; Sheryl Bratton
Subject: FEMA Contract Delays in Cazadero Community Services District
Attachments: 181221 Letter to HR Huffman.pdf; Untitled attachment 00016.htm

Please see attached correspondence.



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

December 15, 2018

Jared Huffman, Congressman 2nd District, CA
US House of Representatives
1630 Longworth Building
Washington DC 20515

Dear Congressman Huffman:

BACKGROUND

In March 2016 during a severe winter storm, Cazadero incurred two major washouts and undercutting of our primary evacuation route due to heavy flows in Austin Creek, rendering Cazadero Hwy reduced to one-lane controlled traffic (photo attached). Sonoma County's Transportation and Public Works Department applied for FEMA funding for repairs in mid 2017 with the following reference numbers:

Caz Hwy 12.94 - PA-09-CA-4301-PW-00267(0)
Caz Hwy 13.27 - PA-09-CA-4301-PW-00194(0)

Our concern rests with the fact one and one-half years have elapsed since the County's initial application for federal funding to repair the road. This primary route serving nearly 2,500 local and part-time vacation residents still has not been granted funding past the geotechnical stage of reconstruction. Our situation in Cazadero is similar to that of Paradise in Butte County – one primary road in and out of the community in the event of an emergency.

Cazadero has been defined as a Tier 3 Very High Threat Fire Zone by CPUC and CalFire, plus we are a mere 12 miles from the San Andreas Fault. Throttling transportation due to one-way traffic blockage at two undercut sites on our major evacuation route severely limits incoming first responders and of course restricts residential evacuees attempting to leave the area.

Page 2

Congressman Huffman

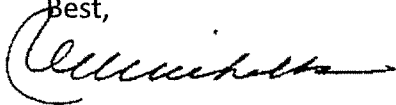
THE ASK

We ask for your assistance in ramping up the Federal funding process and environmental review in order that washout repairs can be completed cost effectively next summer to coordinate with a major 3.25-mile repaving project on Cazadero Hwy by the Sonoma County TPW.

Our situation is dire, and our constituents are becoming increasingly more alarmed regarding continued federal postponements restoring two-way traffic to our community's primary evacuation route.

Thank you!

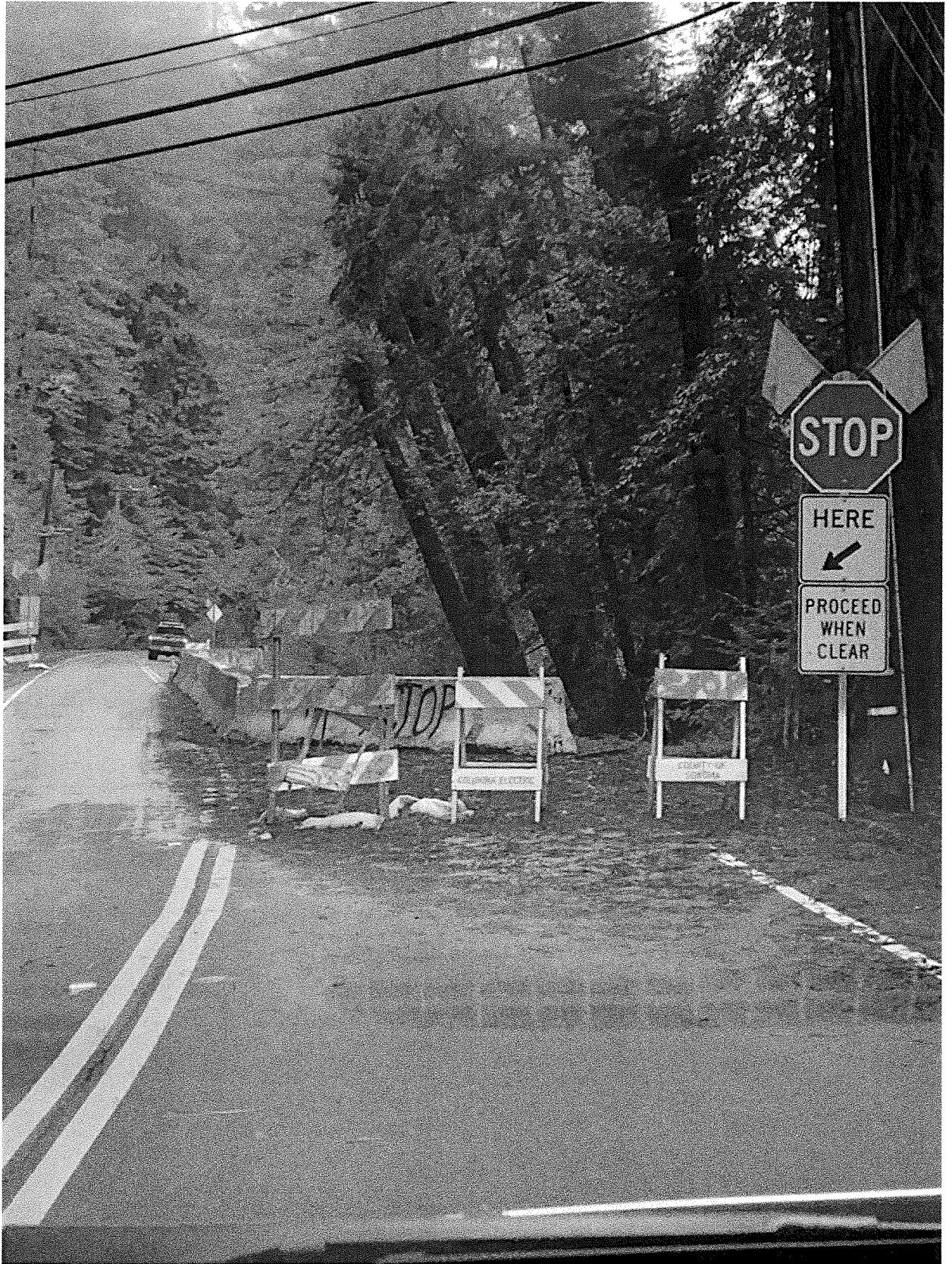
Best,



Michael C. Nicholls, President
Cazadero Community Services District
mcnicholls@cazadero-csd.org

Attachment – Photo Cazadero Hwy Washout

Cc: CSD Board Members
Supervisor Lynda Hopkins
Jenny Calloway – District Director- Congressman Huffman
Johannes Hoevertsz – Manager Sonoma County TPW
Sheryl Bratton – Sonoma County CAO



Heidi Flowers

From: Michael Nicholls
Sent: Thursday, January 03, 2019 3:05 PM
To: Jenny Callaway
Cc: Lynda Hopkins
Subject: Cazadero Hwy Issue
Attachments: 181210 Letter to Huffman.pdf; Untitled attachment 00750.htm

Hello Jenny

Welcome back from time off during the holidays. And congratulations to the Congressman on his swearing in today!

Just prior to the holiday break, I copied you on correspondence regarding a road situation awaiting FEMA funding within the boundaries of the Cazadero Community Services District. As mentioned in my letter to the Congressman, we've been dealing with a one lane controlled access to the road - in the event of a situation requiring evacuation, we would be facing the same situation as the folks in Paradise during the Camp Fire.

As our letter may have been buried in the onslaught of holiday mail, I'll send you a copy again for followup. Sonoma County TPW has a \$3.5 million full depth road restoration project scheduled for the 2019 paving season and it just makes sense to complete both projects at the same time.

Feel free to contact me should you require additional information, photos, or whatever to assist in moving a nearly 2 year old project request toward completion.

Thanks,

Michael Nicholls, President
Cazadero Community Services District
Phone 707-632-5663
Cell 415-297-5500
Email mcnicholls@cazadero-csd.org



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

December 15, 2018

Jared Huffman, Congressman 2nd District, CA
US House of Representatives
1630 Longworth Building
Washington DC 20515

Dear Congressman Huffman:

BACKGROUND

In March 2016 during a severe winter storm, Cazadero incurred two major washouts and undercutting of our primary evacuation route due to heavy flows in Austin Creek, rendering Cazadero Hwy reduced to one-lane controlled traffic. Sonoma County's Transportation and Public Works Department applied for FEMA funding for repairs in mid 2017:

Caz Hwy 12.94 - PA-09-CA-4301-PW-00267(0)
Caz Hwy 13.27 - PA-09-CA-4301-PW-00194(0)

Our concern rests with the fact nearly two years have elapsed since the County's initial application for federal funding. This primary route serving nearly 2,500 local and part-time vacation residents still has not been granted funding past the geotechnical stage of reconstruction. Our situation in Cazadero is similar to that of Paradise in Butte County – one primary road in and out of the community in the event of an emergency.

Cazadero has been defined as a Tier 3 Very High Threat Fire Zone by CPUC and CalFire, plus we are a mere 12 miles from the San Andreas Fault. Throttling transportation due to one-way traffic blockage at two undercut sites on our major evacuation route severely limits incoming first responders and of course restricts residential evacuees attempting to leave the area.

Page 2
Congressman Huffman

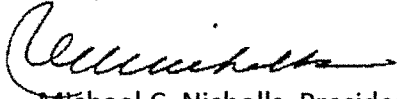
THE ASK

We ask for your assistance in ramping up the Federal funding process and environmental review in order that washout repairs can be completed cost effectively next summer to coordinate with a major 3.25-mile repaving project on Cazadero Hwy by the Sonoma County TPW.

Our situation is dire, and our constituents are becoming increasingly more alarmed regarding continued federal postponements restoring two-way traffic to our community's primary evacuation route.

Thank you!

Best,



Michael C. Nicholls, President
Cazadero Community Services District

Cc: CSD Board Members
Supervisor Lynda Hopkins
Jenny Calloway – District Director- Congressman Huffman
Johannes Hoevertsz – Manager Sonoma County DPW
Sheryl Bratton – Sonoma County CAO

Heidi Flowers

From: Michael Nicholls
Sent: Wednesday, December 19, 2018 5:20 PM
To: Alan Dewart
Cc: cazaderoCSD@comcast.net; Heidi Flowers; Paul Barry; Maureen Berry; Michael C. Nicholls; Homer Canelis; Krausmann4@msn.com; Cory Olson
Subject: Fwd: Parmeter park playground bench found removed board

Thanks Alan and Happy Holidays to you and yours! Nice catch and repair!

Mike

Begin forwarded message:

From: Alan Dewart <aldewart@gmail.com>
Subject: **Parmeter park playground bench found removed board**
Date: December 19, 2018 at 1:25:50 PM PST
To: Michael Nicholls <mcnicholls@me.com>

Found this board on ground. Probably lag bolt failure. Reattached with thru galvanized 1/2 carriage bolts from Caz supply. Al





Heidi Flowers

From: Michael Nicholls
Sent: Sunday, December 23, 2018 7:26 PM
To: Al Dewart
Cc: Cory Olson; Paul Barry; Paul Barry; Heidi Flowers; cazaderoCSD@comcast.net; Steve Krausmann; Steve Krausmann; Michael C. Nicholls; Michael C. Nicholls; Maureen Berry; Maureen Berry; Homer Canelis; Homer Canelis
Subject: Fwd: Parmeter Park Rackets and balls installed

Thanks Al. Nice public service for our community. If we begin losing inventory, in Hawaii at our HOA we painted all "free use" equipment pink. All of a sudden we stopped "losing" equipment
Sent from my iPad

Begin forwarded message:

From: Alan Dewart <aldewart@gmail.com>
Date: December 23, 2018 at 5:07:43 PM PST
To: Michael Nicholls <mcnicholls@me.com>
Subject: **Parmeter Park Rackets and balls installed**



Cazadero Community Services District
Regular Meeting Minutes

December 10, 2018

I. Call to Order and Roll Call

Director Nicholls called to order the regular meeting of the Cazadero Community Services District at 6:01PM on December 10, 2018 at Station #1, Director C. Nicholls led the pledge of allegiance and AA Flowers conducted the roll call. The following were present: Directors' Paul Barry, Maureen Berry (left at 7:19 PM), Cory Olson, Homer Canelis (left at 7:19 PM) and Mike Nicholls. Chief Krausmann, AA Flowers, Chief Williams & Caerleon and Cathy Schezer were also present.

II. Public Comment

None.

III. Board Member Comment

Director Nicholls shared the door hangers that Occidental Fire has been utilizing; cost for hangers: \$1.29-\$1.68/hanger. Suggestion was made to research the availability of a grant to cover the cost of the door hangers. Director Nicholls thanked Director P. Barry for his history presentation at the parade on Saturday.

IV. Staff Report

AA Flowers reported the audit fieldwork has been completed; the auditor is working on a draft report for the Board.

V. New Business

a. James Williams, Fire Marshall-Vegetation Management

Chief Williams discussed the ordinance, number of improved/unimproved parcels in unincorporated Sonoma County, size of parcels to be included, funding allocated, compliance/non-compliance, public education and responsibilities of the County, inspecting District and property owners.

b. Cathy Schezer-Sky Garden MOU

Director M. Berry absent; Cathy Schezer requested modifying the MOU to change the number of days to vacate from 60 to 90. On a motion by Director Olson, seconded by Director P. Barry, the Board moved to modify the language in the MOU to extend from 60 to 90 days. VOTE: 3/0/2 (Directors M. Berry and Canelis absent).

c. Cazadero Agreement-Ft. Ross VFC

Chief Krausmann and Director P. Barry will meet and review the agreement and set a date to meet with Jim Colangelo to finalize the agreement. Item to be placed on the January Agenda.

d. PGE-Resiliency Light Tower project donation

AA Flowers reported the District was awarded \$10,000.00 from PGE for a resiliency light tower. AA Flowers read Attachment A.

e. Sonoma County Recovery and Resiliency Framework

Director Nicholls urged the Directors to read Sonoma County Recovery and Resiliency Framework.

f. Magic Mountain-Facility Use fee waiver request

On a motion by Director Olson, seconded by Director P. Barry, the Board moved to waive the fee for Magic Mountain Property Owners. VOTE: 3/0/2 (Directors M. Berry and Canelis absent).

g. Re-organization of Board

Tabled to the January meeting.

h. Resolution 18/19-02 Setting a location, a day and a time for regular monthly meetings

On a motion by Director Olson, seconded by Director P. Barry, the Board approved Resolution 18/19-02 Setting a location, a day and a time for regular monthly meetings. Roll call vote: Director Olson, aye; Director P. Barry, aye; Director Canelis, absent; Director M. Berry, absent; Director Nicholls, aye. VOTE: 3/0/2 (Directors M. Berry and Canelis absent).

i. Employee Holiday Bonuses

On a motion by Director Olson, seconded by Director P. Barry, the Board moved to provide holiday bonuses to Chief Krausmann, Nancy Caplan and Al Dewart in the amount of \$250.00. VOTE: 3/0/2 (Directors M. Berry and Canelis absent).

VI. Chief's Report

1.1. Call Report – November

Nature of Call	November
Medical Aid	10
Structure Fire	1
Hazardous Condition	1
Vegetation Fire	1
Ft. Ross-Tree down	1
Ft. Ross-Vegetation Fire	1

1.2 Two new volunteers-Juan Cruz and Travis Brooke. One new volunteer will be attending the volunteer fire academy and others will be attending the driver/operator 1B class; classes/tuition funded by recruitment/retention grant.

1.3 Exhaust mount on roof needs was re-mounted. Discussion held regarding remaining bays; Chief Krausmann is working on obtaining quote for additional bays. On a motion by Director P. Barry, seconded by Director Olson, the Board moved to install exhaust vents on remaining three bays. VOTE: 3/0/2 (Directors M. Berry and Canelis absent).

- 1.4 FC33 from CalFire for Bohan Fire will be sent to AA Flowers for submittal.
- 1.5 Chief Krausmann requested an agenda item for January: stipend/call/drill pay increase.
- 1.6 E5266 auxiliary pump needs a new motor; new motor is ~\$8,000.00. Chief Krausmann is working with Ferrara to see if this can be covered by the manufacturer.
- 1.7 Engine filters, etc. have been changed since the fires. Water pipe leak at the park has been fixed.

VII. Correspondence

- a. Email: Cazadero Community Club-use of firehouse for events-information only.
- b. Email: Ft Ross Community Wildfire Protection Plan-information only.
- c. Fire Chief's Strategy Leadership Group Monthly Update-information only.
- d. Letter: Sonoma County Investment Pool Inquiry-information only.
- e. Email: Meeting minutes-Sonoma County Fire Chiefs' Meeting-information only.
- f. Email: FY 18/19 TIF Grant-information only.
- g. Email: FDR Cazadero Highway and FEMA Repairs-Cazadero Highway-information only.
- h. Email: Congratulations to Monte Rio Fire-information only.
- i. 4th of July parade/concession-Director Nicholls received an inquiry from Charlotte Berry regarding a 4th of July parade/concession. Item will be placed on the January agenda.

VIII. Approval of Minutes

On a motion by Director P. Barry, seconded by Director Olson, the Board moved to approve the minutes of the November 12 meeting as presented. VOTE: 3/0/2 (Directors M. Berry and Canelis absent).

IX. Approval of Financials

- 1.1. Financials for December were presented by Administrator Flowers. AA Flowers provided account reconciliations, account balances, Bank of America credit card statement and profit/loss report for December 2018.
- 1.2. OPEX- AA Flowers presented invoices for payment. On a motion by Director Olson, seconded by Director P. Barry the Board moved to approve December operating expenses in the amount of \$9917.49. VOTE: 3/0/2 (Directors M. Berry and Canelis absent). Extraordinary OPEX: Great American Insurance \$1648.00; park insurance premium (annual), Signs Plus \$2871.13 1/3 cost of LED announcement sign, Strike team pay.

X. Old Business

- a. CCSD Facilities Use Agreement-Tabled until January.
- b. Cazadero Event/Announcement Sign-Director M. Berry absent, no report.
- c. MSR Update- Chief Krausmann will set date to meet with Mark Bramfitt of LAFCO for interview.

XI. Adjournment

- 1.1 The meeting adjourned at 8:53PM on motion by Director Olson and seconded by Director P. Barry by a 3/0/2 VOTE. The January meeting is scheduled at Station #1 on January 14, 2019.

Michael Nicholls-President

Maureen Berry-Secretary

Paul Barry

Cory Olson

Homer Canelis

Date

DRAFT

Cazadero CSD

To: Board of Directors
From: Heidi Flowers
Date: January 14, 2019
Re: Financial Report-January 2019

Attached:

Reconciliation-Month ending 12/31/2018

Account Balances

Profit & Loss-December 2018

OPEX:

Bills presented for January 2019 total **\$15,696.81**. This includes payroll for 3 employees for the month of December, strike team pay for 3 for the Bohan Fire, seven EFT payments, two for Frontier Communications, two for PGE Utilities, two for Comcast and one E-pay for payroll taxes.

FASIS-3rd QTR workers compensation insurance \$2,348.00

KME-E5266 aux pump inspection \$1,095.00

LN Curtis-structure boots \$1,768.92

Recology-one year garbage service St. 1 \$1,265.27

Russian River Maintenance-exhaust system reconnect, construction \$1,146.08

3:18 PM

01/12/19

Cazadero Community Services District
Reconciliation Summary
1-Westam Check, Period Ending 12/31/2018

	<u>Dec 31, 18</u>
Beginning Balance	253,682.11
Cleared Transactions	
Checks and Payments - 41 items	-16,464.95
Deposits and Credits - 14 items	250,119.79
Total Cleared Transactions	<u>233,654.84</u>
Cleared Balance	<u>487,336.95</u>
Uncleared Transactions	
Checks and Payments - 6 items	-1,210.57
Total Uncleared Transactions	<u>-1,210.57</u>
Register Balance as of 12/31/2018	<u>486,126.38</u>
New Transactions	
Deposits and Credits - 1 item	0.00
Total New Transactions	<u>0.00</u>
Ending Balance	<u>486,126.38</u>

Cazadero Community Services District
Reconciliation Detail
1-Westam Check, Period Ending 12/31/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						253,682.11
Cleared Transactions						
Checks and Payments - 41 items						
Bill Pmt -Check	11/09/2018	8900	Cazadero Water Co...	X	-1,193.00	-1,193.00
Bill Pmt -Check	11/09/2018	8907	Sonoma County Co...	X	-256.00	-1,449.00
Bill Pmt -Check	11/09/2018	8904	Marin Sonoma Mosq...	X	-59.40	-1,508.40
Bill Pmt -Check	11/12/2018	8910	Russian River Fire P...	X	-480.90	-1,989.30
Check	11/28/2018	EFT	Comcast	X	-109.10	-2,098.40
Paycheck	12/01/2018	8924	Krausmann, Steven M	X	-688.80	-2,787.20
Paycheck	12/01/2018	8923	Dewart, Alan	X	-461.75	-3,248.95
Paycheck	12/01/2018	8922	Caplan, Nancy K.	X	-415.58	-3,664.53
Check	12/03/2018	EFT	P. G. & E.	X	-64.26	-3,728.79
Check	12/05/2018	EFT	P. G. & E.	X	-356.41	-4,085.20
Check	12/06/2018	EFT	Frontier Communica...	X	-59.30	-4,144.50
Bill Pmt -Check	12/07/2018	8921	Signs Plus	X	-2,871.13	-7,015.63
Bill Pmt -Check	12/07/2018	8915	Great American Insu...	X	-1,648.00	-8,663.63
Bill Pmt -Check	12/07/2018	8912	Cascade Fire Equip...	X	-603.53	-9,267.16
Bill Pmt -Check	12/07/2018	8913	Cazadero Supply	X	-555.45	-9,822.61
Bill Pmt -Check	12/07/2018	8917	Life-Assist, Inc	X	-448.39	-10,271.00
Liability Check	12/07/2018	E-pay	EFTPS	X	-292.76	-10,563.76
Bill Pmt -Check	12/07/2018	8918	Opperman & Son, Inc.	X	-275.19	-10,838.95
Bill Pmt -Check	12/07/2018	8920	Russian River Cham...	X	-175.00	-11,013.95
Bill Pmt -Check	12/07/2018	8916	Honey Bucket North ...	X	-171.89	-11,185.84
Bill Pmt -Check	12/07/2018	8911	Bank of America Bu...	X	-147.43	-11,333.27
Bill Pmt -Check	12/07/2018	8914	Complete Welders S...	X	-56.50	-11,389.77
Bill Pmt -Check	12/07/2018	8919	Recology Sonoma ...	X	-41.75	-11,431.52
Bill Pmt -Check	12/10/2018	8940	Russian River Fire P...	X	-865.62	-12,297.14
Paycheck	12/10/2018	8925	Barrio, Gabriel	X	-582.75	-12,879.89
Paycheck	12/10/2018	8936	Olson {Strike Team}...	X	-470.98	-13,350.87
Paycheck	12/10/2018	8938	Steger, Timothy J.	X	-447.90	-13,798.77
Paycheck	12/10/2018	8930	Dahle, Michael	X	-364.02	-14,162.79
Paycheck	12/10/2018	8926	Berry {volunteer}, D...	X	-360.16	-14,522.95
Check	12/10/2018	EFT	Frontier Communica...	X	-355.62	-14,878.57
Paycheck	12/10/2018	8931	Decarly {Strike Tea...	X	-302.76	-15,181.33
Check	12/10/2018	EFT	Frontier Communica...	X	-199.38	-15,380.71
Paycheck	12/10/2018	8933	Krausmann {volunte...	X	-189.32	-15,570.03
Paycheck	12/10/2018	8927	Brooke, Travis	X	-156.99	-15,727.02
Paycheck	12/10/2018	8928	Canelis, Christine T	X	-120.05	-15,847.07
Paycheck	12/10/2018	8929	Cruz, Juan	X	-36.94	-15,884.01
Paycheck	12/10/2018	8934	Miller {volunteer}, R...	X	-36.94	-15,920.95
Bill Pmt -Check	12/10/2018	8939	Al Dewart	X	-31.71	-15,952.66
Check	12/16/2018	EFT	Comcast	X	-152.93	-16,105.59
Check	12/28/2018	EFT	P. G. & E.	X	-250.26	-16,355.85
Check	12/31/2018	EFT	Comcast	X	-109.10	-16,464.95
Total Checks and Payments					-16,464.95	-16,464.95
Deposits and Credits - 14 items						
Deposit	12/14/2018			X	95,691.57	95,691.57
Deposit	12/20/2018			X	154,422.16	250,113.73
Deposit	12/31/2018			X	6.06	250,119.79
Paycheck	01/01/2019		Miller {volunteer}, R...	X	0.00	250,119.79
Paycheck	01/01/2019		Krausmann {volunte...	X	0.00	250,119.79
Paycheck	01/01/2019		Barrio, Gabriel	X	0.00	250,119.79
Paycheck	01/01/2019		Berry {volunteer}, D...	X	0.00	250,119.79
Paycheck	01/01/2019		Horn {volunteer}, Brit	X	0.00	250,119.79
Paycheck	01/01/2019		Cruz, Juan	X	0.00	250,119.79
Paycheck	01/01/2019		Dahle, Michael	X	0.00	250,119.79
Paycheck	01/01/2019		Decarly {Strike Tea...	X	0.00	250,119.79
Paycheck	01/01/2019		Olson {Strike Team}...	X	0.00	250,119.79
Paycheck	01/01/2019		Brooke, Travis	X	0.00	250,119.79
Paycheck	01/01/2019		Nunez {volunteer}, S...	X	0.00	250,119.79
Total Deposits and Credits					250,119.79	250,119.79
Total Cleared Transactions					233,654.84	233,654.84
Cleared Balance					233,654.84	487,336.95

Cazadero Community Services District
Reconciliation Detail
1-Westam Check, Period Ending 12/31/2018

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Uncleared Transactions						
Checks and Payments - 6 items						
Paycheck	12/10/2018	8937	Schanz, Eric E.		-457.13	-457.13
Paycheck	12/10/2018	8932	Horn {volunteer}, Brit		-92.35	-549.48
Paycheck	12/10/2018	8935	Nunez {volunteer}, S...		-18.47	-567.95
Paycheck	12/17/2018	8941	Caplan, Nancy K.		-230.87	-798.82
Paycheck	12/17/2018	8942	Dewart, Alan		-230.87	-1,029.69
Paycheck	12/17/2018	8943	Krausmann, Steven M		-180.88	-1,210.57
Total Checks and Payments					-1,210.57	-1,210.57
Total Uncleared Transactions					-1,210.57	-1,210.57
Register Balance as of 12/31/2018					232,444.27	486,126.38
New Transactions						
Deposits and Credits - 1 item						
Deposit	01/12/2019				0.00	0.00
Total Deposits and Credits					0.00	0.00
Total New Transactions					0.00	0.00
Ending Balance					232,444.27	486,126.38

3:24 PM

01/12/19

Cazadero Community Services District
Reconciliation Summary
L. A. I. F., Period Ending 12/14/2018

	<u>Dec 14, 18</u>
Beginning Balance	146,289.98
Cleared Balance	146,289.98
Register Balance as of 12/14/2018	146,289.98
Ending Balance	146,289.98

3:24 PM

01/12/19

Cazadero Community Services District

Reconciliation Detail

L. A. I. F., Period Ending 12/14/2018

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Beginning Balance						146,289.98
Cleared Balance						146,289.98
Register Balance as of 12/14/2018						146,289.98
Ending Balance						146,289.98

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

Reconciled 1-10-19
H3

www.treasurer.ca.gov/pmia-laif/laif.asp
January 12, 2019

CAZADERO COMMUNITY SERVICES DISTRICT

MANAGER
P.O. BOX 508
CAZADERO, CA 95421

PMIA Average Monthly Yields

Account Number:
16-49-006

Tran Type Definitions

December 2018 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	146,289.98 ✓
Total Withdrawal:	0.00	Ending Balance:	146,289.98 ✓



Account Statement

If you have any questions about your account please call

800-848-1088

CUSTOMER SERVICE

CAZADERO COMMUNITY SERVICES DISTRICT
 PO BOX 508
 CAZADERO CA

95421-0508

*Reconciled H3
 1-12-19*

ACCOUNT NUMBER
 403-01595-1

STATEMENT DATE CYCLE
 12/31/18 31

ITEMS ENCLOSED PAGE
 0 1

YEAR-TO-DATE INTEREST
 62.42

PREVIOUS BALANCE	CHECKS AND WITHDRAWALS	DEPOSITS AND CREDITS	INTEREST MINUS CHARGES	NEW BALANCE
253,682.11 ✓	NUMBER 41 AMOUNT 16,464.95	NUMBER 2 AMOUNT 250,113.73	6.06	487,336.95 ✓

ACCOUNT ACTIVITY

BALANCE SUMMARY

PUBLIC INTEREST CHECKING	- - CURRENT RATE	.02%	DATE	BALANCE	
31 DAYS THIS CYCLE	ANNUAL PERCENTAGE YIELD EARNED	.02%	PREVIOUS BALANCE	11/30 253,682.11	
DATE	DESCRIPTION	AMOUNT	DATE	BALANCE	
12/14	BRANCH DEPOSIT	95,691.57 ✓	12/03	253,508.75	
12/20	OTHER GOVERNMENT - CLAIMS	154,422.16 ✓	12/05	252,315.75	
	RMR*IV*PROP TAX REV DEC 2018**154422.		12/06	251,700.66	
12/31	INTEREST	6.06 ✓	12/10	251,345.04	
			12/11	250,636.70	
			12/12	249,947.90	
DATE	DESCRIPTION	AMOUNT	12/13	248,680.62	
			12/14	344,372.19	
12/03	COMCAST 8155300 - 440284727	109.10 ✓	12/17	342,938.62	
12/03	PACIFIC GAS & EL - PAYMENT	64.26 ✓	12/18	339,927.79	
12/06	PACIFIC GAS & EL - PAYMENT	356.41 ✓	12/19	335,613.75	
12/06	FRONTIER ONLINE - E-BILL	199.38 ✓	12/20	489,078.55	
12/06	FRONTIER ONLINE - E-BILL	59.30 ✓	12/24	488,832.78	
12/10	FRONTIER ONLINE - E-BILL	355.62 ✓	12/26	487,879.57	
12/11	IRS - USATAXPYMT	292.76 ✓	12/31	487,336.95	
12/19	COMCAST 8155300 - 440107647	152.93 ✓			
12/31	PACIFIC GAS & EL - PAYMENT	250.26 ✓	NEW BALANCE		
12/31	COMCAST 8155300 - 440284727	109.10 ✓	12/31	487,336.95	
ITEM	DATE	AMOUNT	ITEM	DATE	AMOUNT
8900	12/05	1,193.00 ✓	8916	12/24	171.89 ✓
8904*	12/13	59.40 ✓	8917	12/18	448.39 ✓
8907*	12/13	256.00 ✓	8918	12/18	275.19 ✓
8910*	12/13	480.90 ✓	8919	12/20	41.75 ✓
8911	12/19	147.43 ✓	8920	12/19	175.00 ✓
8912	12/19	603.53 ✓	8921	12/19	2,871.13 ✓
8913	12/20	555.45 ✓	8922	12/11	415.58 ✓
8914	12/18	56.50 ✓	8923	12/26	461.75 ✓
8915	12/18	1,648.00 ✓	8924	12/12	688.80 ✓

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

PREVIOUS BALANCE	ADVANCES AND DEBITS	PAYMENTS AND CREDITS	INTEREST CHARGED	FEES CHARGED	NEW BALANCE
NUMBER	AMOUNT	NUMBER	AMOUNT		
LINE OF CREDIT	CREDIT AVAILABLE	ANNUAL PERCENTAGE RATE	DAILY PERIODIC RATE	PAYMENT PAST DUE + PAYMENT THIS PERIOD = MINIMUM PAYMENT DUE DATE	YEAR-TO-DATE INTEREST PAID

THANK YOU FOR BANKING WITH US. NOTICE: SEE 'BACK OF STATEMENT' TAB FOR IMPORTANT INFORMATION.



Account Statement

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

If you have any questions about your account please call 800-848-1088
CUSTOMER SERVICE
ACCOUNT NUMBER 403-01595-1
STATEMENT DATE 12/31/18 CYCLE 31
ITEMS ENCLOSED 0 PAGE 2
YEAR-TO-DATE INTEREST 62.42

ACCOUNT ACTIVITY

BALANCE SUMMARY

Table with columns: ITEM, DATE, AMOUNT, CHECKS, ITEM, DATE, AMOUNT. Contains check entries with amounts and dates.

* INDICATES GAP IN CHECK SEQUENCE

USE YOUR WESTAMERICA ATM DEBIT CARD FOR ALL YOUR HOLIDAY PURCHASES. IT'S THE CONVENIENT WAY TO PAY! BEST WISHES FOR A JOYFUL HOLIDAY FROM WESTAMERICA BANK.

8919 12/20/18 \$41.75 8919 12202018

Customers Community Services District
 151014 41000 010 010 111 502014 #111
 12144 04 001 -121440005 000011827
 Credit the account of the above named party
 Within 90 days of the date of this check

Pay to the order of: *Shirley Berg*

MEMO: *Shirley Berg*

8920 12/20/18 \$175.00 8920 12192018

Customers Community Services District
 151014 41000 010 010 111 502014 #111
 12144 04 001 -121440005 000011827
 Credit the account of the above named party
 Within 90 days of the date of this check

Pay to the order of: *Shirley Berg*

MEMO: *Shirley Berg*

8921 12/20/18 \$2,871.13 8921 12192018

Customers Community Services District
 151014 41000 010 010 111 502014 #111
 12144 04 001 -121440005 000011827
 Credit the account of the above named party
 Within 90 days of the date of this check

Pay to the order of: *Shirley Berg*

MEMO: *Shirley Berg*

8922 12/20/18 \$415.56 8922 1212018

Customers Community Services District
 151014 41000 010 010 111 502014 #111
 12144 04 001 -121440005 000011827
 Credit the account of the above named party
 Within 90 days of the date of this check

Pay to the order of: *Shirley Berg*

MEMO: *Shirley Berg*

8923 12/20/18 \$461.75 8923 12262018

Customers Community Services District
 151014 41000 010 010 111 502014 #111
 12144 04 001 -121440005 000011827
 Credit the account of the above named party
 Within 90 days of the date of this check

Pay to the order of: *Shirley Berg*

MEMO: *Shirley Berg*

8924 12/20/18 \$686.80 8924 12122018

Customers Community Services District
 151014 41000 010 010 111 502014 #111
 12144 04 001 -121440005 000011827
 Credit the account of the above named party
 Within 90 days of the date of this check

Pay to the order of: *Shirley Berg*

MEMO: *Shirley Berg*

8925 12/18/2018 \$592.75 8925 12182018

Customers Community Services District
 151014 41000 010 010 111 502014 #111
 12144 04 001 -121440005 000011827
 Credit the account of the above named party
 Within 90 days of the date of this check

Pay to the order of: *Shirley Berg*

MEMO: *Shirley Berg*

8926 12/20/2018 \$360.16 8926 12202018

Customers Community Services District
 151014 41000 010 010 111 502014 #111
 12144 04 001 -121440005 000011827
 Credit the account of the above named party
 Within 90 days of the date of this check

Pay to the order of: *Shirley Berg*

MEMO: *Shirley Berg*

8927 12/26/2018 \$156.99 8927 12262018

Customers Community Services District
 151014 41000 010 010 111 502014 #111
 12144 04 001 -121440005 000011827
 Credit the account of the above named party
 Within 90 days of the date of this check

Pay to the order of: *Shirley Berg*

MEMO: *Shirley Berg*

8928 12/20/18 \$120.05 8928 12172018

Customers Community Services District
 151014 41000 010 010 111 502014 #111
 12144 04 001 -121440005 000011827
 Credit the account of the above named party
 Within 90 days of the date of this check

Pay to the order of: *Shirley Berg*

MEMO: *Shirley Berg*

8929 12/24/2018 \$36.94 8929 12242018

Customers Community Services District
 151014 41000 010 010 111 502014 #111
 12144 04 001 -121440005 000011827
 Credit the account of the above named party
 Within 90 days of the date of this check

Pay to the order of: *Shirley Berg*

MEMO: *Shirley Berg*

8930 12/20/2018 \$364.02 8930 12192018

Customers Community Services District
 151014 41000 010 010 111 502014 #111
 12144 04 001 -121440005 000011827
 Credit the account of the above named party
 Within 90 days of the date of this check

Pay to the order of: *Shirley Berg*

MEMO: *Shirley Berg*

8931
12/26/2018
\$302.76

Customers Community Services District
California Community Services District
California, CA 94134

MEMO: John Deery
John Deery
1150 Long Street Road
Dunsmuir, CA 95923

MEMO: Pay Period: 12/18/2018 - 12/18/2018
008931 012110218C 040305951*

12262018 8931 \$302.76

8933
12/12/2018
\$189.32

Customers Community Services District
California Community Services District
California, CA 94134

MEMO: Thomas Broussard
Thomas Broussard
1150 Long Street Road
Dunsmuir, CA 95923

MEMO: Pay Period: 12/05/2018 - 12/05/2018
008931 012110218C 040305951*

12312018 8933 \$189.32

8934
12/10/2018
\$355.94

Customers Community Services District
California Community Services District
California, CA 94134

MEMO: Richard Miller
Richard Miller
1150 Long Street Road
Dunsmuir, CA 95923

MEMO: Pay Period: 12/03/2018 - 12/03/2018
008931 012110218C 040305951*

12242018 8934 \$355.94

8936
12/13/2018
\$470.98

Customers Community Services District
California Community Services District
California, CA 94134

MEMO: City Clerk
City Clerk
1150 Long Street Road
Dunsmuir, CA 95923

MEMO: Pay Period: 12/06/2018 - 12/06/2018
008931 012110218C 040305951*

12132018 8936 \$470.98

8938
12/17/2018
\$447.90

Customers Community Services District
California Community Services District
California, CA 94134

MEMO: Timothy J. Sharp
Timothy J. Sharp
1150 Long Street Road
Dunsmuir, CA 95923

MEMO: Pay Period: 12/10/2018 - 12/10/2018
008931 012110218C 040305951*

12172018 8938 \$447.90

8939
12/11/2018
\$31.71

Customers Community Services District
California Community Services District
California, CA 94134

MEMO: At Dawn
At Dawn
1150 Long Street Road
Dunsmuir, CA 95923

MEMO: Pay Period: 12/04/2018 - 12/04/2018
008931 012110218C 040305951*

12262018 8939 \$31.71

8940
12/10/2018
\$865.62

Customers Community Services District
California Community Services District
California, CA 94134

MEMO: Richard Miller
Richard Miller
1150 Long Street Road
Dunsmuir, CA 95923

MEMO: Pay Period: 12/03/2018 - 12/03/2018
008931 012110218C 040305951*

12172018 8940 \$865.62

8936
12/13/2018
\$470.98

Customers Community Services District
California Community Services District
California, CA 94134

MEMO: City Clerk
City Clerk
1150 Long Street Road
Dunsmuir, CA 95923

MEMO: Pay Period: 12/06/2018 - 12/06/2018
008931 012110218C 040305951*

12132018 8936 \$470.98

Heidi Flowers

From: Maureen Berry
Sent: Wednesday, January 09, 2019 1:51 PM
To: Heidi Flowers
Subject: RE: WestAmerica statement for review

Looks good, although I had a hard time seeing the detail on the checks. I'm going to lay down now!

From: Heidi Flowers [<mailto:hflowers@russianriverfire.org>]
Sent: Wednesday, January 09, 2019 12:47 PM
To: Maureen Berry <Maureen@caz95421.com>
Subject: WestAmerica statement for review

Hi,
Hope all is well. Attached is the statement for review. Thanks!

Thank you,
Heidi Flowers
Administrative Assistant
Russian River Fire Protection District
707-869-9089 Office
707-869-2811 Fax
hflowers@russianriverfire.org
www.russianriverfire.org
Office Hours: M-F 8:30-2:30

Cazadero Community Services District
Account Balances
As of December 31, 2018

	Dec 31, 18
ASSETS	
Current Assets	
Checking/Savings	486,126.38
1-Westam Check	103,339.98
L. A. I. F.	
Total Checking/Savings	589,466.36
Total Current Assets	589,466.36
TOTAL ASSETS	589,466.36
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
WestAmerica Loan - Brush Truck	181,655.19
Total Long Term Liabilities	181,655.19
Total Liabilities	181,655.19
TOTAL LIABILITIES & EQUITY	181,655.19

Cazadero Community Services District
Profit & Loss Budget Performance
 December 2018

3:59 PM

01/12/2019

Accrual Basis

	Dec 18	Jul - Dec 18	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense					
Income					
10 - Tax Revenue					
1000 - Property Taxes-CY Secured	140,372.69	140,372.69	274,600.00	51.12%	274,600.00
1011 - SB 2557 Prop Tax Admin	0.00	0.00	-3,400.00	0.0%	-3,400.00
1020 - Prop Tax-CY Supplemental	1,311.12	1,311.12	5,000.00	26.22%	5,000.00
1040 - Prop Tax-CY Unsecured	7,707.52	7,707.52	7,300.00	105.58%	7,300.00
1042 - Cost Reim-Coll DEL CY UNS	-123.82	-123.82	-75.00	165.09%	-75.00
1060 - Prop Tax-PY Secured	0.00	0.00	-70.00	0.0%	-70.00
1080 - Supplemental Prop Tax-PY	0.00	0.00	-50.00	0.0%	-50.00
1100 - Prop Taxes-PY Unsecured	0.00	0.00	300.00	0.0%	300.00
1105 - 2017 Wildfire Tax Loss	5,136.81	5,136.81			
Total 10 - Tax Revenue	154,404.32	154,404.32	283,605.00	54.44%	283,605.00
17 - Use of Money/Property					
1700 - Interest on Pooled Cash	11.45	11.45	500.00	2.29%	500.00
1702 - WestAmerica Bank	6.06	24.53	50.00	49.06%	50.00
1703 - LAIF Interest	0.00	1,477.70	1,500.00	98.51%	1,500.00
1801 - Hall Rental	0.00	550.00			
Total 17 - Use of Money/Property	17.51	2,063.68	2,050.00	100.67%	2,050.00
20 - Intergovernmental Revenues					
2080 - Fish & Game in lieu of Prop T	0.00	0.00			
2440 - ST-HOPTR	0.00	0.00	2,000.00	0.0%	2,000.00
2500 - State-Other Funding (ST)	85,697.96	138,276.04	123,730.00	111.76%	123,730.00
Total 20 - Intergovernmental Revenues	85,697.96	138,276.04	125,730.00	109.98%	125,730.00
40 - Miscellaneous Revenues					
4015 - Interest Earned	0.00	4.38			
4040 - Misc. Income	0.00	15,000.00			
4050 - State & Local Grants	10,000.00	10,000.00			
4210 - State of CA EDD Refund	0.00	53.67			
Total 40 - Miscellaneous Revenues	10,000.00	25,058.05			
Total Income	250,119.79	319,802.09	411,385.00	77.74%	411,385.00
Gross Profit	250,119.79	319,802.09	411,385.00	77.74%	411,385.00
Expense					
Maintenance					
Playground	0.00	580.77			
Supplies	0.00	144.81			
Total Maintenance	0.00	725.58			
Misc. Operating					
Firefighter Expenses					
7120 - Training	0.00	0.00	10,500.00	0.0%	10,500.00
Total Firefighter Expenses	0.00	0.00	10,500.00	0.0%	10,500.00
Total Misc. Operating	0.00	0.00	10,500.00	0.0%	10,500.00
50 - Salaries/Employment Benefits					
5910 - Payroll Expenses	3,110.62	19,262.35	21,750.00	88.56%	21,750.00
5911 - Firefighter C & D Reimbursement					
Calls	1,610.00	1,610.00			
Drills	2,380.00	2,380.00			
Strike Team	0.00	82,938.88	76,606.00	108.27%	76,606.00
5911 - Firefighter C & D Reimbursement - Other	0.00	0.00	4,000.00	0.0%	4,000.00
Total 5911 - Firefighter C & D Reimbursement	3,990.00	86,928.88	80,606.00	107.84%	80,606.00
5922 - FICA Retirement	0.00	0.00	6,350.00	0.0%	6,350.00
5924 - Medicare	0.00	0.00	1,500.00	0.0%	1,500.00
5925 - CA Employment Training Tax	0.00	0.00	100.00	0.0%	100.00
5935 - Unemployment Insurance	0.00	0.00	1,100.00	0.0%	1,100.00
5940 - Wrkmm Comp	0.00	4,696.00	9,400.00	49.96%	9,400.00
Total 50 - Salaries/Employment Benefits	7,100.62	110,887.23	120,806.00	91.79%	120,806.00
60 - Services/Supplies					
6021 - Clothing, Uniform, Personal	0.00	0.00	1,180.00	0.0%	1,180.00
6022 - Safety Clothing	0.00	1,188.23	10,000.00	11.88%	10,000.00
6040 - Communications					
Station 1 Emergency Phones	355.62	355.62			
Stn 1 Internet	152.93	731.47	1,800.00	40.64%	1,800.00
Stn 1 Telephone	199.38	951.54	1,800.00	52.86%	1,800.00
Stn 2 Internet	109.10	538.10	1,400.00	38.44%	1,400.00
Stn 2 Telephone	59.30	303.65	850.00	35.72%	850.00
6040 - Communications - Other	2,871.13	2,871.13			

	Dec 18	Jul - Dec 18	YTD Budget	% of Budget	Annual Budget
Total 6040 - Communications	3,747.46	5,751.51	5,850.00	98.32%	5,850.00
6060 - Food	0.00	116.82	500.00	23.36%	500.00
6080 - Household Supplies	0.00	793.52	500.00	158.7%	500.00
6100 - Insurance					
Business	0.00	13,331.00			
6100 - Insurance - Other	1,648.00	1,648.00	14,000.00	11.77%	14,000.00
Total 6100 - Insurance	1,648.00	14,979.00	14,000.00	106.99%	14,000.00
6140 - Equipment	340.58	3,980.01	6,000.00	66.33%	6,000.00
6149 - Maintenance-Radio/Pagers					
Pagers	0.00	176.25			
Radios	0.00	1,054.00			
6149 - Maintenance-Radio/Pagers - Other	0.00	326.78	2,600.00	12.57%	2,600.00
Total 6149 - Maintenance-Radio/Pagers	0.00	1,557.03	2,600.00	59.89%	2,600.00
6180 - Structure					
Bi-Annual Gen Load Test	0.00	0.00	1,300.00	0.0%	1,300.00
Parks	552.82	639.88	6,000.00	10.67%	6,000.00
Station 1	140.84	225.44	10,000.00	2.25%	10,000.00
Station 2	0.00	0.00	1,500.00	0.0%	1,500.00
6180 - Structure - Other	0.00	667.72			
Total 6180 - Structure	693.66	1,533.04	18,800.00	8.15%	18,800.00
6261 - Medical Equip	504.89	1,271.67	3,000.00	42.39%	3,000.00
6280 - Memberships/Certs	175.00	175.00	200.00	87.5%	200.00
6400 - Office expense	0.00	1,120.93	1,500.00	74.73%	1,500.00
6405 - Office Equip & Furnishings	0.00	0.00	1,000.00	0.0%	1,000.00
6457 - Computer Chrgs-Firehouse Softwa	0.00	0.00	7,000.00	0.0%	7,000.00
6500 - Other Professional Svcs	865.62	3,453.97	6,500.00	53.14%	6,500.00
6587 - LAFCO	0.00	613.00	615.00	99.68%	615.00
6610 - Legal	0.00	320.00			
6630 - Audit	0.00	0.00	5,350.00	0.0%	5,350.00
6654 - Medical Exam	0.00	0.00	2,805.00	0.0%	2,805.00
6880 - Minor Equipment/Sm Tools	342.70	623.91	3,000.00	20.8%	3,000.00
6881 - Safety Equip	260.83	260.83	7,800.00	3.34%	7,800.00
6883 - Fire Equip & Testing	0.00	9,383.95	4,000.00	234.6%	4,000.00
7053 - Permits/License/Fees	0.00	0.00	450.00	0.0%	450.00
7131 - Textbooks	0.00	0.00	1,000.00	0.0%	1,000.00
7201 - Gas & Oil	0.00	1,737.71	4,000.00	43.44%	4,000.00
7320 - Utilities					
Park Water	0.00	706.88			
Septic Monitoring Fee	0.00	595.00	1,000.00	59.5%	1,000.00
Siren Electricity	22.09	63.87	250.00	25.55%	250.00
Stn 1 Electricity	180.29	940.47	2,400.00	39.19%	2,400.00
Stn 1 Electricity Outdoor	47.88	154.29	500.00	30.86%	500.00
Stn 1 Garbage	41.75	41.75	1,250.00	3.34%	1,250.00
Stn 1 Propane	0.00	753.98	4,000.00	18.85%	4,000.00
Stn 1 Water	0.00	475.70	250.00	190.28%	250.00
Stn 2 Electricity	64.26	427.51	900.00	47.5%	900.00
Stn 2 Garbage	0.00	213.77	500.00	42.75%	500.00
Stn 2 Propane	0.00	0.00	1,300.00	0.0%	1,300.00
Stn 2 Water	0.00	0.00	700.00	0.0%	700.00
Street Lights Electricity	356.41	1,775.02	4,300.00	41.28%	4,300.00
7320 - Utilities - Other	0.00	51.45			
Total 7320 - Utilities	712.68	6,199.69	17,350.00	35.73%	17,350.00
7330 - Sanitation-Annual Septic Permit	0.00	0.00	420.00	0.0%	420.00
7335 - Park Development	0.00	0.00	10,000.00	0.0%	10,000.00
7910 - Principal Payment	0.00	0.00	29,858.00	0.0%	29,858.00
7930 - Interest Expense	0.00	0.00	5,177.00	0.0%	5,177.00
7950 - E5266 Strike Team	0.00	0.00	47,124.00	0.0%	47,124.00
Total 60 - Services/Supplies	9,291.42	55,059.82	217,579.00	25.31%	217,579.00
85 - Capital-Fixed Asset Expense					
8560 - Building Improvements (Equip)	0.00	0.00	25,500.00	0.0%	25,500.00
8570 - Structure	0.00	0.00	25,000.00	0.0%	25,000.00
Total 85 - Capital-Fixed Asset Expense	0.00	0.00	50,500.00	0.0%	50,500.00
Total Expense	16,392.04	166,672.63	399,385.00	41.73%	399,385.00
Net Ordinary Income	233,727.75	153,129.46	12,000.00	1,276.08%	12,000.00
Net Income	233,727.75	153,129.46	12,000.00	1,276.08%	12,000.00

Cazadero Community Services District
Bills Presented for Payment
January 2019

3:58 PM

01/12/2019

Accrual Basis

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Jan 19	01/16/2019	EFT	Comcast	-152.93
	01/28/2019	EFT	Comcast	-109.10
	01/09/2019	EFT	Frontier Communications	-270.05
	01/09/2019	EFT	Frontier Communications	-198.25
	01/07/2019	EFT	P. G. & E.	-356.52
	01/03/2019	EFT	P. G. & E.	-72.21
	01/27/2019	EFT	Intuit Quickbooks	-650.00
	01/12/2019	E-pay	EFTPS	-1,090.98
	01/01/2019	8944	Barrio, Gabriel	-186.32
	01/01/2019	8945	Caplan, Nancy K.	-415.57
	01/01/2019	8946	Decarly {Strike Team}, John	-229.32
	01/01/2019	8947	Dewart, Alan	-461.75
	01/01/2019	8948	Krausmann, Steven M	-688.80
	01/01/2019	8949	Olson {Strike Team}, Cory	-186.32
	01/12/2019	8950	Al Dewart	-16.78
	01/12/2019	8951	Bank of America Business Mastercard	-328.25
	01/12/2019	8952	Cazadero Supply	-7.97
	01/12/2019	8953	Charlotte J. Berry	-69.99
	01/12/2019	8954	Complete Welders Supply	-58.10
	01/12/2019	8955	Fire Agencies Self Insurance System	-2,348.00
	01/12/2019	8956	KME Fire Apparatus	-1,095.00
	01/12/2019	8957	L. N. Curtis & Sons	-1,768.92
	01/12/2019	8958	McPhail Fuel Co.	-852.32
	01/12/2019	8959	Paul Barry	-49.18
	01/12/2019	8960	Recology Sonoma Marin	-1,265.27
	01/12/2019	8961	Russian River Maintenance	-1,146.08
	01/12/2019	8962	Sonoma County Counsel	-64.00
	01/12/2019	8963	Sonoma County Fire Districts' Association	-50.00
	01/12/2019	8964	Westgate Petroleum Co., Inc.	-1,508.83
Jan 19				<u><u>-15,696.81</u></u>



CAZADERO COMMUNITY SERVICES DISTRICT

WorldPoints

November 28, 2018 - December 27, 2018

Company Statement

Account Information:
www.bankofamerica.com

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

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

Customer Service:
1.800.673.1044, 24 Hours

TTY Hearing Impaired:
1.888.500.6267, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$305.75
Minimum Payment Due \$305.75
Payment Due Date 01/23/19

Late Payment Warning: If we do not receive your
minimum payment by the date listed above. You may
have to pay a fee based on the outstanding balance
on the fee assessment date:
\$19.00 for balance less than \$100.01
\$29.00 for balance less than \$1,000.01
\$39.00 for balance less than \$5,000.01
\$49.00 for balance equal to or greater than \$5,000.01

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

Account Summary

Previous Balance \$124.93
Payments and Other Credits -\$147.43
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$328.25
Fees Charged \$0.00
Finance Charge \$0.00
New Balance Total \$305.75

Credit Limit \$10,000
Credit Available \$9,694.25
Statement Closing Date 12/27/18
Days in Billing Cycle 30

Cardholder Activity Summary

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

0014743 0030575 0030575 5588464997813883

BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

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

Account Number:
November 28, 2018 - December 27, 2018

New Balance Total \$305.75
Minimum Payment Due \$305.75
Payment Due Date 01/23/19

Enter payment amount

\$ [Handwritten amount]

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

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

5499900 1 1: 16 1 749978 13883

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
CAZADERO COMMUNITY SERVICES DISTRICT				
Account Number:				
Payments and Other Credits				
12/18	12/17	PAYMENT - THANK YOU	35215300000000506598128	- 147.43
TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD				-\$147.43
KRAUSMANN, STEVE				
Account Number:				
Purchases and Other Charges				
12/03	11/29	OFFICE DEPOT #2256 ROHNERT PARK CA	05436848334100089038814	328.25
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$328.25

Finance Charge Calculation

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

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	17.24% V	\$0.00	\$0.00
CASH	26.24% V	\$0.00	\$0.00


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

WorldPoints Rewards for Business™ Summary

Beginning Balance	51,809.50	Other Bonuses	.00
Earned	328.25		
Redeemed	.00		
Adjustments	.00	Ending Balance	51,869.75

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

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¹ Mobile Banking requires that you download the Mobile Banking app and is only available for select mobile devices. Message and data rates may apply.
² For J.D. Power award information, visit jdpower.com.
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