



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

Board Meeting Agenda  
August 12, 2019 ~ 6:00PM  
Location ~ Fire Station #1  
5980 Cazadero Hwy, Cazadero Ca 95421

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

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

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

President Nicholls

Director Barry

Director Canelis

Director Berry

Director Olson

**OPEN TIME FOR PUBLIC EXPRESSION** (Three-minute time limit)

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

**AGENDA ADJUSTMENTS**

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

## **DIRECTOR REPORTS**

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

## **FIRE CHIEF'S REPORT/STAFF REPORT**

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

## **CONSENT CALENDAR ITEMS**

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

1. Financial Information for July 2019
2. Financial Information for June 2019
3. Minutes of the July 8 & 11, 2019 Meetings

## **ACTION ITEMS**

1. **Registration Expense Reimbursement** -- Fire District Leadership Program \$400 Registration Fee - Director Paul Barry.
2. **Board Policy Handbook** – Establish an Ad Hoc to explore, evaluate, develop and present a Board Policy Handbook for approval by the board.
3. **2019-2020 FY Final Budget** – Establish an Ad Hoc to develop final budget with AA Kulczewski and Chief Krausmann for presentation at the September 8, 2019 Board Meeting.
4. **Park Improvement** – Directors Barry, Canelis and Staff Member Dewart to review and request approval for Park Improvement Plan.
5. **West County Fire and Emergency Services MSR**– Review, comment and accept the document ( <http://sonomalafco.org/Projects-and-Proposals/West-County-Fire-Municipal-Service-Review/> )

## **COMMITTEE REPORTS**

1. Consolidation Ad Hoc
2. Auxiliary Pumping during PSPS

## **FINANCIAL REPORTS**

## **COMMUNICATIONS**

## **ADJOURNMENT**

**Cazadero Community Services District**  
**Bills Presented for Payment**  
**August 1 - 16, 2019**

08/09/19

Accrual Basis

Date	Num	Name	Amount
<b>Aug 1 - 16, 19</b>			
08/16/2019	EFT	Comcast	-153.00
08/09/2019	EFT	Frontier Communications	-206.21
08/01/2019	EFT	P. G. & E.	-78.29
08/06/2019	EFT	P. G. & E.	-377.98
08/09/2019	E-pay	EFTPS	-292.75
08/01/2019	9046	Caplan, Nancy K.	0.00
08/01/2019	9047	Dewart, Alan	0.00
08/01/2019	9048	Krausmann, Steven M	0.00
08/01/2019	9049	Kulczewski, Sharon	0.00
08/09/2019	9050	Air Exchange, Inc.	0.00
08/09/2019	9051	Cazadero Supply	0.00
08/09/2019	9052	Complete Welders Supply	0.00
08/09/2019	9053	Leete Generators	0.00
08/09/2019	9054	McPhail Fuel Co.	0.00
08/09/2019	9055	Merrill, Arnone & Jones, LLP	0.00
08/09/2019	9056	Michael Nicholls	0.00
08/09/2019	9057	North Coast Truck Inspectio...	0.00
08/09/2019	9058	Paul Barry	0.00
08/09/2019	9059	Recology Sonoma Marin	0.00
08/09/2019	9060	Risk Strategies	0.00
08/01/2019	9084	Caplan, Nancy K.	-415.57
08/01/2019	9085	Dewart, Alan	-461.75
08/01/2019	9086	Krausmann, Steven M	-688.80
08/01/2019	9087	Kulczewski, Sharon	-733.13
08/09/2019	9088	Air Exchange, Inc.	-27,410.86
08/09/2019	9089	Cazadero Supply	-359.58
08/09/2019	9090	Complete Welders Supply	-58.10
08/09/2019	9091	Leete Generators	-894.95
08/09/2019	9092	McPhail Fuel Co.	-453.11
08/09/2019	9093	Merrill, Arnone & Jones, LLP	-2,184.70
08/09/2019	9094	Michael Nicholls	-160.21
08/09/2019	9095	North Coast Truck Inspectio...	-880.00
08/09/2019	9096	Paul Barry	-400.00
08/09/2019	9097	Recology Sonoma Marin	-90.94
08/09/2019	9098	Risk Strategies	-11,911.00
08/09/2019	9100	Bank of America Business ...	-1,893.13
<b>Aug 1 - 16, 19</b>			<b>-50,104.06</b>

10:37 PM

08/09/19

Accrual Basis

**Cazadero Community Services District**  
**Bills Presented for Payment**  
**July 2019**

---

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
<b>Jul 19</b>				
	07/10/2019	EFT	Comcast	-153.00
	07/10/2019	EFT	Frontier Communications	-200.23
	07/01/2019	EFT	P. G. & E.	-324.40
	07/02/2019	EFT	P. G. & E.	-78.80
	07/05/2019	EFT	P. G. & E.	-369.69
	07/28/2019	EFT	Comcast	-109.16
	07/31/2019	EFT	P. G. & E.	-311.89
	07/09/2019	E-pay	EFTPS	-292.74
	07/09/2019	E-pay	EDD	-75.00
	07/09/2019	E-pay	EDD	-84.00
	07/09/2019	E-pay	EFTPS	-9.00
	07/01/2019	9043	Caplan, Nancy K.	-415.58
	07/01/2019	9044	Dewart, Alan	-461.75
	07/01/2019	9045	Krausmann, Steven M	-688.80
	07/27/2019	9099	Bank of America Business ...	0.00
<b>Jul 19</b>				<hr/> <b>-3,574.04</b> <hr/>



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

[www.treasurer.ca.gov/pmia-laif/laif.asp](http://www.treasurer.ca.gov/pmia-laif/laif.asp)  
August 09, 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

July 2019 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
7/15/2019	7/12/2019	QRD	1611180	SYSTEM	1,041.17

Account Summary

Total Deposit:	1,041.17	Beginning Balance:	219,097.18
Total Withdrawal:	0.00	Ending Balance:	220,138.35



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 CYCLE  
 07/31/19 31  
 ITEMS ENCLOSED PAGE  
 0 1  
 YEAR-TO-DATE INTEREST  
 56.50

PREVIOUS BALANCE	CHECKS AND WITHDRAWALS	DEPOSITS AND CREDITS	INTEREST MINUS CHARGES	NEW BALANCE
420,384.06	NUMBER 32 AMOUNT 15,041.49	NUMBER 1 AMOUNT 11,627.15	7.66	416,977.38

ACCOUNT ACTIVITY

BALANCE SUMMARY

PUBLIC INTEREST CHECKING	- - CURRENT RATE	.02%
33 DAYS THIS CYCLE	ANNUAL PERCENTAGE YIELD EARNED	.02%
- - - - - DEPOSITS - - - - -		
DATE	DESCRIPTION	AMOUNT
07/18	COUNTY OF SONOMA - CLAIMS	11,627.15
	RMR*IV*PROP TAX REV FINAL 18-19**1162	
07/31	INTEREST	7.66
- - - - - WITHDRAWALS-FEES-CHARGES- - - - -		
DATE	DESCRIPTION	AMOUNT
07/01	COMCAST 8155300 - 440284727	109.16
07/02	PACIFIC GAS & EL - PAYMENT	324.40
07/03	PACIFIC GAS & EL - PAYMENT	78.80
07/08	PACIFIC GAS & EL - PAYMENT	369.69
07/08	FRONTIER ONLINE - E-BILL	200.23
07/08	FRONTIER ONLINE - E-BILL	59.23
07/09	FRONTIER ONLINE - E-BILL	154.65
07/11	IRS - USATAXPYMT	292.74
07/11	EMPLOYMENT DEVEL - EDD EFTPMT	84.00
07/11	EMPLOYMENT DEVEL - EDD EFTPMT	75.00
07/11	IRS - USATAXPYMT	9.00
07/19	COMCAST 8155300 - 440107647	153.00
07/31	COMCAST 8155300 - 440284727	109.16

PREVIOUS BALANCE	06/28	420,384.06
	07/01	420,274.90
	07/02	419,950.50
	07/03	419,451.70
	07/08	418,822.55
	07/09	418,667.90
	07/11	418,207.16
	07/12	417,468.39
	07/16	411,763.10
	07/17	411,661.13
	07/18	420,547.92
	07/19	418,064.92
	07/23	417,603.17
	07/24	417,428.88
	07/29	417,078.88
	07/31	416,977.38
NEW BALANCE	07/31	416,977.38

- - - - - CHECKS - - - - -					
ITEM	DATE	AMOUNT	ITEM	DATE	AMOUNT
9033	07/24	174.29	9065	07/16	14.79
9035*	07/03	420.00	9066	07/18	2,028.64
9043*	07/16	415.58	9068*	07/17	56.50
9044	07/23	461.75	9069	07/16	2,329.00
9045	07/12	688.80	9071*	07/16	43.28
9063*	07/16	1,297.61	9072	07/19	1,800.00
9064	07/18	103.05	9073	07/12	49.97

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	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 CYCLE 07/31/19 31
ITEMS ENCLOSED PAGE 0 2
YEAR-TO-DATE INTEREST 56.50

ACCOUNT ACTIVITY

BALANCE SUMMARY

Table with columns: ITEM, DATE, AMOUNT, ITEM, DATE, AMOUNT. Rows include check numbers 9074, 9076\*, 9077 and 9078, 9079 with their respective dates and amounts.

\* INDICATES GAP IN CHECK SEQUENCE

ASK ABOUT WESTAMERICA VISA AND AMERICAN EXPRESS CREDIT CARDS WITH A GREAT INTRODUCTORY OFFER, REWARDS AND MORE! THE CREDITOR AND ISSUER IS ELAN FINANCIAL SERVICES.



Cazadero Community Services District  
Post Office Box 503  
Cazadero, CA 95421-0503

WESTAMERICA BANK  
Dumbarton, CA 95448  
9033

6/8/2019

PAY TO THE ORDER OF Markell, Inc. \$ 174.29

One Hundred Seventy-Four and 28/100

Markell, Inc.  
1520 Mark West Springs Road  
Santa Rosa, CA 95404

MEMO INV 172416

For Deposit Only  
Initial the  
Amount

Exchange Bank - Santa Rosa, CA  
20190723 0102 00004 00071  
@121101985<<

\$174.29 9033 07242019

Cazadero Community Services District  
Post Office Box 503  
Cazadero, CA 95421-0503

WESTAMERICA BANK  
Dumbarton, CA 95448  
9035

8/8/2019

PAY TO THE ORDER OF PRMD. \$ 420.00

Four Hundred Twenty and 00/100

PRMD Attn: Accounting  
2550 Ventura Avenue  
Santa Rosa, CA 95403

MEMO Operational Premis # OPR06-4267 INV 351841

6/28/2019 09017592

PAY TO THE ORDER OF  
SONOMA COUNTY TREASURER  
SONOMA COUNTY  
PROPERTY TAX  
MANAGEMENT DEPARTMENT

\$420.00 9035 07032019

Cazadero Community Services District  
Post Office Box 503  
Cazadero, CA 95421-0503

WESTAMERICA BANK  
Dumbarton, CA 95448  
9043

July 1, 2019

PAY TO THE ORDER OF Nancy K. Caplan \$ 415.58

Four hundred fifteen and 58/100

Nancy K. Caplan  
5835 Austin Creek Road  
MEMO P. O. Box 112  
Cazadero, CA 95421-0112

For Deposit Only  
Initial the  
Amount

0235 0770 0710011 > @121140218 < 071619 WAB

\$415.58 9043 07162019

Cazadero Community Services District  
Post Office Box 503  
Cazadero, CA 95421-0503

WESTAMERICA BANK  
Dumbarton, CA 95448  
9044

July 1, 2019

PAY TO THE ORDER OF Alan Dewert \$ 461.75

Four hundred sixty one and 75/100

Alan Dewert  
P. O. Box 503  
MEMO Cazadero, CA 95421-0503

021101985< 15017533 20190722

\$461.75 9044 07232019

Cazadero Community Services District  
Post Office Box 503  
Cazadero, CA 95421-0503

WESTAMERICA BANK  
Dumbarton, CA 95448  
9045

July 1, 2019

PAY TO THE ORDER OF Steven M. Krausmann \$ 688.80

Six hundred eighty eight and 80/100

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

For deposit only  
403010234

0517.6792 0469818 > @121140218 < 071219 WAB

\$688.80 9045 07122019

Cazadero Community Services District  
Post Office Box 503  
Cazadero, CA 95421-0503

WESTAMERICA BANK  
Dumbarton, CA 95448  
9063

8/18/2019

PAY TO THE ORDER OF Bank of America Business Mastercard \$ 1,297.61

One Thousand Two Hundred Ninety-Seven and 61/100

Bank of America Business Mastercard  
P. O. Box 15796  
Wilmington, DE 19880-5796

MEMO 0000-0000-0000-3063

Checks 258251 07/15/2019 73 16013 Sm Bus 15796 NBK0040\_03

\$1,297.61 9063 07162019



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

WESTAMERICA BANK  
Cazadero, CA 95421  
954212111

9064  
8/18/2019

PAY TO THE ORDER OF Cascade Fire Equipment Company \$103.05

One Hundred Three and 05/100

Cascade Fire Equipment Company  
P. O. Box 4248  
Medford, OR 97501

MEMO 003128

\*009064\* 1211402180 0403015951\*

*Allyson Canale*  
Allyson Canale

\$103.05

9064

07182019

FOR DEPOSIT ONLY  
CASCADIA FIRE EQUIPMENT CO  
15307 543787

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

WESTAMERICA BANK  
Cazadero, CA 95421  
954212111

9065  
8/18/2019

PAY TO THE ORDER OF Cazadero Supply \$14.79

Fourteen and 79/100

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

MEMO INV 107819

\*009065\* 1211402180 0403015951\*

*Allyson Canale*  
Allyson Canale

\$14.79

9065

07162019

FOR DEPOSIT ONLY  
WESTAMERICA BANK  
1211402180  
0403015951

03816778 0719164 > 1211402180 < 071619 WAR

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

WESTAMERICA BANK  
Cazadero, CA 95421  
954212111

9066  
8/18/2019

PAY TO THE ORDER OF Cazadero Water Company \$2,028.64

Two Thousand Twenty-Eight and 64/100

Cazadero Water Company  
Post Office Box 423  
Cazadero, CA 95421-0423

MEMO

\*009066\* 1211402180 0403015951\*

*Allyson Canale*  
Allyson Canale

\$2,028.64

9066

07182019

FOR DEPOSIT ONLY  
Cazadero Water Co, Inc  
15307 543786

0243 6778 071877 51211402180 071819 WAR

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

WESTAMERICA BANK  
Cazadero, CA 95421  
954212111

9068  
8/18/2019

PAY TO THE ORDER OF Complete Welders Supply \$56.50

Fifty-Six and 50/100

Complete Welders Supply  
P. O. Box 2616  
Hape, CA 94938

MEMO 04630

\*009068\* 1211402180 0403015951\*

*Allyson Canale*  
Allyson Canale

\$56.50

9068

07172019

For Deposit Only - JPMC

Cazadero Community Services District  
Post Office Box 509  
Cazadero, CA 95421-0509

WESTAMERICA BANK  
Gardena, CA 90248  
90-4211211

8059

8/18/2019

PAY TO THE ORDER OF: FASIS \$ 2,329.00

Two Thousand Three Hundred Twenty-Nine and 00/100

Fire Agencies Self Insurance System  
c/o California Bank & Trust  
Fiscal Services  
520 Capital Mall, Suite 100  
Sacramento, CA 95814-4714  
CA2001

MEMO

Signature: *Maureen Berry*

CAUTION: THE ORDER OF THIS CHECK IS VOID UNLESS IT IS CASHED AT THE BANK OF CALIFORNIA BANK & TRUST FROM THE ACCOUNT LISTED BELOW.  
121000042  
FOR DEPOSIT ONLY  
General Account  
10000098411

\$2,329.00 9069 07162019

Cazadero Community Services District  
Post Office Box 509  
Cazadero, CA 95421-0509

WESTAMERICA BANK  
Gardena, CA 90248  
90-4211211

8071

8/18/2019

PAY TO THE ORDER OF: Maureen Berry \$ 43.28

Forty-Three and 28/100

Maureen Berry

MEMO: For Hold

Signature: *Maureen Berry*

Schwab Bank >121002211+ 2019-07-13 653080010

Maureen Berry for deposit only

\$43.28 9071 07162019

Cazadero Community Services District  
Post Office Box 509  
Cazadero, CA 95421-0509

WESTAMERICA BANK  
Gardena, CA 90248  
90-4211211

8072

8/18/2019

PAY TO THE ORDER OF: Merrill, Amore & Jones, LLP \$ 1,800.00

One Thousand Eight Hundred and 00/100

Merrill, Amore & Jones, LLP  
3554 Round Barn Blvd., STE 303  
Santa Rosa, CA 95405

MEMO: INV 909221

Signature: *Maureen Berry*

\$1,800.00 9072 07192019

Cazadero Community Services District  
Post Office Box 509  
Cazadero, CA 95421-0509

WESTAMERICA BANK  
Gardena, CA 90248  
90-4211211

8073

8/18/2019

PAY TO THE ORDER OF: Michael Nicholas \$ 49.97

Forty-Nine and 07/100

Michael Nicholas  
4300 Cazadero Hwy.  
Cazadero, CA 95421

MEMO: Regies 5 mtg food/postage

Signature: *Maureen Berry*

\$49.97 9073 07122019

Cazadero Community Services District  
Post Office Box 509  
Cazadero, CA 95421-0509

WESTAMERICA BANK  
Gardena, CA 90248  
90-4211211

8074

8/18/2019

PAY TO THE ORDER OF: North Coast Truck Inspections \$ 350.00

Three Hundred Fifty and 00/100

North Coast Truck Inspections  
P. O. Box 1542  
Forestville, CA 95436

MEMO: INV 8592

Signature: *Maureen Berry*

SF Fire Credit Union >321078506<

2/2/2019 JLN

\$350.00 9074 07292019

Cazadero Community Services District  
Post Office Box 509  
Cazadero, CA 95421-0509

WESTAMERICA BANK  
Gardena, CA 90248  
90-4211211

8076

8/18/2019

PAY TO THE ORDER OF: Recology Sonoma Marin \$ 45.47

Forty-Five and 47/100

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

MEMO: 1810136527

Signature: *Maureen Berry*

07/16/19 628509 041 084 18| SONOMA #181  
123456 04 001 +124187097+ 0000139527  
Credit the account of the within named payee  
Without prejudice PEG-REGULUS LA

\$45.47 9076 07172019



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

WESTAMERICA BANK  
Cazadero, CA 95421  
9077

8/18/2019

PAY TO THE ORDER OF: Santa Rosa Uniform & Career Apparel, Inc. \$608.67

Six Hundred Eight and 67/100

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

MEMO INV 1412793

\*009079\* 1211402180 0403015951\*

\$608.67

9077

07182019

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

WESTAMERICA BANK  
Cazadero, CA 95421  
9078

8/18/2019

PAY TO THE ORDER OF: Sonoma County ADTTC Office \$530.00

Five Hundred Thirty and 00/100

Sonoma County ADTTC  
Attn: Janet Jerosa  
585 Fiscal Drive, Room 100  
Santa Rosa, Ca 95403

MEMO FY 2019-20 appropriation LAFCO

\*009078\* 1211402180 0403015951\*

\$530.00

9078

07192019

7/18/2019 09017623

CLIENT ACCOUNTING  
PAY TO THE ORDER OF  
SONOMA COUNTY  
ALISON COMPTON  
TREASURER 585 FISCAL DRIVE

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

WESTAMERICA BANK  
Cazadero, CA 95421  
9079

8/18/2019

PAY TO THE ORDER OF: Westgate Petroleum Co., Inc. \$1,605.03

One Thousand Six Hundred Five and 03/100

Westgate Petroleum Co., Inc.  
3740 Highland Springs Road  
Lakeport, CA 95453

MEMO INV 232033 74610

\*009079\* 1211402180 0403015951\*

\$1,605.03

9079

07162019

STATION THE RECEIPT IS VALID ONLY WHEN  
THE CHECK IS DEPOSITED AT THE  
WESTAMERICA BANK  
Cazadero, CA 95421

## Cazadero Community Services District

## Account Balances

08/09/19

As of June 30, 2019

Accrual Basis

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	<u>Jun 30, 19</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1-Westam Check	421,857.14
L. A. I. F.	176,147.18
Total Checking/Savings	<u>598,004.32</u>
Total Current Assets	<u>598,004.32</u>
<b>TOTAL ASSETS</b>	<u><u>598,004.32</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Long Term Liabilities	
WestAmerica Loan - Brush Truck	161,796.88
Total Long Term Liabilities	<u>161,796.88</u>
Total Liabilities	<u>161,796.88</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>161,796.88</u></u>



7:13 PM

08/09/19

**Cazadero Community Services District**  
**Reconciliation Detail**  
**L. A. I. F., Period Ending 06/14/2019**

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Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						148,097.18
<b>Cleared Transactions</b>						
<b>Deposits and Credits - 1 item</b>						
Transfer	06/11/2019			X	71,000.00	71,000.00
<b>Total Deposits and Credits</b>					71,000.00	71,000.00
<b>Total Cleared Transactions</b>					71,000.00	71,000.00
<b>Cleared Balance</b>					71,000.00	219,097.18
<b>Register Balance as of 06/14/2019</b>					71,000.00	219,097.18
<b>Ending Balance</b>					<u>71,000.00</u>	<u>219,097.18</u>

7:13 PM

08/09/19

**Cazadero Community Services District**  
**Reconciliation Summary**  
L. A. I. F., Period Ending 06/14/2019

---

	<u>Jun 14, 19</u>
Beginning Balance	148,097.18
Cleared Transactions	
Deposits and Credits - 1 item	<u>71,000.00</u>
Total Cleared Transactions	<u>71,000.00</u>
Cleared Balance	<u>219,097.18</u>
Register Balance as of 06/14/2019	219,097.18
Ending Balance	219,097.18

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

[www.treasurer.ca.gov/pmia-laif/laif.asp](http://www.treasurer.ca.gov/pmia-laif/laif.asp)  
July 11, 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](#)

June 2019 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
6/12/2019	6/11/2019	RD	1608253	MIKE NICHOLLS	71,000.00

**Account Summary:**

Total Deposit:	71,000.00	Beginning Balance:	148,097.18
Total Withdrawal:	0.00	Ending Balance:	219,097.18

7:00 PM

08/09/19

**Cazadero Community Services District**  
**Reconciliation Summary**  
**1-Westam Check, Period Ending 06/30/2019**

---

	<u>Jun 30, 19</u>
<b>Beginning Balance</b>	533,607.34
<b>Cleared Transactions</b>	
Checks and Payments - 26 items	-114,005.56
Deposits and Credits - 3 items	782.28
<b>Total Cleared Transactions</b>	<u>-113,223.28</u>
<b>Cleared Balance</b>	<u>420,384.06</u>
<b>Uncleared Transactions</b>	
Checks and Payments - 17 items	-11,985.29
Deposits and Credits - 1 item	13,458.37
<b>Total Uncleared Transactions</b>	<u>1,473.08</u>
<b>Register Balance as of 06/30/2019</b>	<u>421,857.14</u>
<b>New Transactions</b>	
Checks and Payments - 7 items	-2,026.87
<b>Total New Transactions</b>	<u>-2,026.87</u>
<b>Ending Balance</b>	<u>419,830.27</u>



**Cazadero Community Services District**  
**Reconciliation Detail**  
**1-Westam Check, Period Ending 06/30/2019**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						533,607.34
<b>Cleared Transactions</b>						
<b>Checks and Payments - 26 items</b>						
Paycheck	12/10/2018	8935	Nunez {volunteer}, S...	X	-18.47	-18.47
Paycheck	05/01/2019	9007	Caplan, Nancy K.	X	-415.57	-434.04
Bill Pmt -Check	05/08/2019	9021	Pat's Equipment	X	-609.00	-1,043.04
Bill Pmt -Check	05/08/2019	9023	Russian River Fire P...	X	-528.99	-1,572.03
Paycheck	06/01/2019	9027	Krausmann, Steven M	X	-688.80	-2,260.83
Paycheck	06/01/2019	9026	Dewart, Alan	X	-461.75	-2,722.58
Paycheck	06/01/2019	9025	Caplan, Nancy K.	X	-415.58	-3,138.16
Bill Pmt -Check	06/08/2019	9041	WestAmerica Bank	X	-35,033.85	-38,172.01
Bill Pmt -Check	06/08/2019	9029	Bank of America Bu...	X	-1,681.17	-39,853.18
Bill Pmt -Check	06/08/2019	9032	Heiman Fire Equipm...	X	-438.75	-40,291.93
Bill Pmt -Check	06/08/2019	9038	Russian River Fire P...	X	-384.72	-40,676.65
Bill Pmt -Check	06/08/2019	9034	Merrill, Arnone & Jo...	X	-360.00	-41,036.65
Liability Check	06/08/2019	E-pay	EFTPS	X	-292.76	-41,329.41
Bill Pmt -Check	06/08/2019	9031	Fire Agencies Self I...	X	-198.00	-41,527.41
Bill Pmt -Check	06/08/2019	9040	USPS	X	-150.00	-41,677.41
Bill Pmt -Check	06/08/2019	9037	River Valley Radio, I...	X	-144.53	-41,821.94
Bill Pmt -Check	06/08/2019	9039	Sonoma County Ass...	X	-127.70	-41,949.64
Bill Pmt -Check	06/08/2019	9030	Complete Welders S...	X	-58.10	-42,007.74
Bill Pmt -Check	06/08/2019	9036	Recology Sonoma ...	X	-45.47	-42,053.21
Bill Pmt -Check	06/08/2019	9028	Al Dewart	X	-16.38	-42,069.59
Check	06/10/2019	EFT	P. G. & E.	X	-369.36	-42,438.95
Check	06/10/2019	EFT	Frontier Communica...	X	-199.78	-42,638.73
Check	06/10/2019	EFT	Frontier Communica...	X	-154.65	-42,793.38
Check	06/10/2019	EFT	Frontier Communica...	X	-59.18	-42,852.56
Transfer	06/11/2019			X	-71,000.00	-113,852.56
Check	06/17/2019	EFT	Comcast	X	-153.00	-114,005.56
<b>Total Checks and Payments</b>					<b>-114,005.56</b>	<b>-114,005.56</b>
<b>Deposits and Credits - 3 items</b>						
Deposit	06/11/2019			X	775.00	775.00
Bill Pmt -Check	06/18/2019	9067	Comcast	X	0.00	775.00
Deposit	06/28/2019			X	7.28	782.28
<b>Total Deposits and Credits</b>					<b>782.28</b>	<b>782.28</b>
<b>Total Cleared Transactions</b>					<b>-113,223.28</b>	<b>-113,223.28</b>
<b>Cleared Balance</b>					<b>-113,223.28</b>	<b>420,384.06</b>
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 17 items</b>						
Bill Pmt -Check	06/08/2019	9035	PRMD.		-420.00	-420.00
Bill Pmt -Check	06/08/2019	9033	Markell, Inc.		-174.29	-594.29
Bill Pmt -Check	06/18/2019	9069	Fire Agencies Self I...		-2,329.00	-2,923.29
Bill Pmt -Check	06/18/2019	9066	Cazadero Water Co...		-2,028.64	-4,951.93
Bill Pmt -Check	06/18/2019	9072	Merrill, Arnone & Jo...		-1,800.00	-6,751.93
Bill Pmt -Check	06/18/2019	9079	Westgate Petroleum...		-1,605.03	-8,356.96
Bill Pmt -Check	06/18/2019	9063	Bank of America Bu...		-1,297.61	-9,654.57
Bill Pmt -Check	06/18/2019	9077	Santa Rosa Uniform...		-608.67	-10,263.24
Bill Pmt -Check	06/18/2019	9078	Sonoma County AC...		-530.00	-10,793.24
Bill Pmt -Check	06/18/2019	9070	Heidi Flowers		-528.99	-11,322.23
Bill Pmt -Check	06/18/2019	9074	North Coast Truck I...		-350.00	-11,672.23
Bill Pmt -Check	06/18/2019	9064	Cascade Fire Equip...		-103.05	-11,775.28
Bill Pmt -Check	06/18/2019	9068	Complete Welders S...		-56.50	-11,831.78
Bill Pmt -Check	06/18/2019	9073	Michael Nicholls		-49.97	-11,881.75
Bill Pmt -Check	06/18/2019	9076	Recology Sonoma ...		-45.47	-11,927.22
Bill Pmt -Check	06/18/2019	9071	Maureen Berry		-43.28	-11,970.50
Bill Pmt -Check	06/18/2019	9065	Cazadero Supply		-14.79	-11,985.29
<b>Total Checks and Payments</b>					<b>-11,985.29</b>	<b>-11,985.29</b>

7:00 PM

08/09/19

**Cazadero Community Services District**  
**Reconciliation Detail**  
**1-Westam Check, Period Ending 06/30/2019**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Deposits and Credits - 1 item</b>						
General Journal	06/30/2018	AJE6			13,458.37	13,458.37
Total Deposits and Credits					13,458.37	13,458.37
Total Uncleared Transactions					1,473.08	1,473.08
Register Balance as of 06/30/2019					-111,750.20	421,857.14
<b>New Transactions</b>						
<b>Checks and Payments - 7 items</b>						
Paycheck	07/01/2019	9045	Krausmann, Steven M		-688.80	-688.80
Paycheck	07/01/2019	9044	Dewart, Alan		-461.75	-1,150.55
Paycheck	07/01/2019	9043	Caplan, Nancy K.		-415.58	-1,566.13
Liability Check	07/09/2019	E-pay	EFTPS		-292.74	-1,858.87
Liability Check	07/09/2019	E-pay	EDD		-84.00	-1,942.87
Liability Check	07/09/2019	E-pay	EDD		-75.00	-2,017.87
Liability Check	07/09/2019	E-pay	EFTPS		-9.00	-2,026.87
Total Checks and Payments					-2,026.87	-2,026.87
Total New Transactions					-2,026.87	-2,026.87
<b>Ending Balance</b>					<b>-113,777.07</b>	<b>419,830.27</b>





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 CYCLE  
 06/28/19 31  
 ITEMS ENCLOSED PAGE  
 0 1  
 YEAR-TO-DATE INTEREST  
 48.84

PREVIOUS BALANCE	CHECKS AND WITHDRAWALS NUMBER	AMOUNT	DEPOSITS AND CREDITS NUMBER	AMOUNT	INTEREST MINUS CHARGES	NEW BALANCE
533,607.34	26	114,005.56	1	775.00	7.28	420,384.06

ACCOUNT ACTIVITY

BALANCE SUMMARY

DATE	DESCRIPTION	AMOUNT	DATE	BALANCE
PUBLIC INTEREST CHECKING - - CURRENT RATE .02%				
28 DAYS THIS CYCLE ANNUAL PERCENTAGE YIELD EARNED .02%				
----- DEPOSITS -----				
05/31			PREVIOUS BALANCE	533,607.34
06/11	BRANCH DEPOSIT	775.00	06/05	532,998.34
06/28	INTEREST	7.28	06/06	532,370.02
----- WITHDRAWALS-FEES-CHARGES-----				
06/10			06/10	532,215.37
06/11			06/11	532,282.04
06/12			06/12	460,337.47
06/13			06/13	459,648.67
06/14			06/14	424,614.82
06/17			06/17	422,690.18
06/18			06/18	422,125.91
06/19			06/19	421,534.16
06/21			06/21	421,239.63
06/24			06/24	420,393.16
06/27			06/27	420,376.78
06/28			06/28	420,384.06
----- CHECKS -----				
06/18			NEW BALANCE	06/28 420,384.06
8935	06/18	18.47	9031	06/17 198.00
9007*	06/11	415.57	9032	06/19 438.75
9021*	06/05	609.00	9034*	06/18 360.00
9023*	06/12	528.99	9036*	06/17 45.47
9025*	06/12	415.58	9037	06/21 144.53
9026	06/24	461.75	9038	06/24 384.72
9027	06/13	688.80	9039	06/18 127.70
9028	06/27	16.38	9040	06/21 150.00
9029	06/17	1,681.17	9041	06/14 35,033.85
9030	06/18	58.10		

\* INDICATES GAP IN CHECK SEQUENCE

AUTO LOANS OVER THE PHONE FROM WESTAMERICA  
 DRIVE AWAY WITH COMPETITIVE RATES AND AN EASY APPLICATION  
 CALL LOAN EXPRESS AT 1-800-514-1460 TODAY!

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 NUMBER	AMOUNT	PAYMENTS AND CREDITS NUMBER	AMOUNT	INTEREST CHARGED	FEES CHARGED	NEW BALANCE
------------------	-------------------------------	--------	--------------------------------	--------	------------------	--------------	-------------

LINE OF CREDIT	CREDIT AVAILABLE	ANNUAL PERCENTAGE RATE	DAILY PERIODIC RATE	PAYMENT PAST DUE +	PAYMENT THIS PERIOD =	MINIMUM PAYMENT DUE	PAYMENT DUE DATE	YEAR-TO-DATE INTEREST PAID
----------------	------------------	------------------------	---------------------	--------------------	-----------------------	---------------------	------------------	----------------------------

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





Cazadero Community Services District  
Post Office Box 503  
Cazadero, CA 95421-0503

WESTAMERICA BANK  
Cazadero, CA 95421  
9026

6/12/2019

Pay TO THE ORDER OF: Alan Dewart \$ 461.75

Four Hundred Sixty-One and 75/100 DOLLARS

Alan Dewart  
PO BOX 503  
Cazadero, CA 95421

MEMO: Pay Period: 05/01/2019 - 05/31/2019

121101985< 15011712 20190621

\$461.75 9026 06242019

Cazadero Community Services District  
Post Office Box 503  
Cazadero, CA 95421-0503

WESTAMERICA BANK  
Cazadero, CA 95421  
9027

6/12/2019

Pay TO THE ORDER OF: Steven M. Krausmann \$ 688.80

Six Hundred Eighty-Eight and 80/100 DOLLARS

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

MEMO: Pay Period: 05/01/2019 - 05/31/2019

0493 6792 0484378 >121140218< 061319, WAB

\$688.80 9027 06132019

Cazadero Community Services District  
Post Office Box 503  
Cazadero, CA 95421-0503

WESTAMERICA BANK  
Cazadero, CA 95421  
9028

8/8/2019

Pay TO THE ORDER OF: Al Dewart \$ 16.38

Sixteen and 38/100 DOLLARS

Al Dewart

MEMO: Reimbursement-Casiri Ranch (Propane)

121101985< 15003502 20190626

\$16.38 9028 06272019

Cazadero Community Services District  
Post Office Box 503  
Cazadero, CA 95421-0503

WESTAMERICA BANK  
Cazadero, CA 95421  
9029

8/8/2019

Pay TO THE ORDER OF: Bank of America Business Mastercard \$ 1,681.17

One Thousand Six Hundred Eighty-One and 17/100 DOLLARS

Bank of America Business Mastercard  
P. O. Box 15796  
Wilmington, DE 19886-5796

MEMO: XXXX-XXXX-XXXX-3883

0002 44230 06142019 1 5 0064  
153152 35284649711393 HMK1CB  
FOR DEPOSIT ONLY BANK OF AMERICA NA  
@3110263C

Checks 272699 06/14/2019 64 186 B3 Sm Bus 15796 NBK41CS 71

\$1,681.17 9029 06172019

Cazadero Community Services District  
Post Office Box 500  
Cazadero, CA 95421-0500

WESTAMERICA BANK  
Gustavus, CA 95446  
95-4211211

9030  
8/8/2019

Complete Welders Supply  
Fifty-Eight and 10/100

\$ 58.10

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

MEMO 04636

For Deposit Only - JPMC

\$58.10 9030 06182019

Cazadero Community Services District  
Post Office Box 500  
Cazadero, CA 95421-0500

WESTAMERICA BANK  
Gustavus, CA 95446  
95-4211211

9031  
8/8/2019

FASIS  
One Hundred Ninety-Eight and 00/100

\$ 198.00

Fis Agencies Self Insurance System  
c/o California Bank & Trust  
Fiscal Services  
520 Capital Mall, Suite 100  
Sacramento, CA 95814-4714  
CA 95801

MEMO

FOR DEPOSIT ONLY  
FOR CALIFORNIA BANK & TRUST  
FISCAL SERVICES ASSOCIATION  
GENERAL ACCOUNT  
10/25/2019

\$198.00 9031 06172019

Cazadero Community Services District  
Post Office Box 500  
Cazadero, CA 95421-0500

WESTAMERICA BANK  
Gustavus, CA 95446  
95-4211211

9032  
8/8/2019

Helman Fire Equipment, Inc.  
Four Hundred Thirty-Eight and 75/100

\$ 438.75

Helman Fire Equipment, Inc.  
2320 NW Blvd  
P.O. Box 248  
Ashton, IA 51232-0248

MEMO 0010565

\$438.75 9032 06192019

Cazadero Community Services District  
Post Office Box 500  
Cazadero, CA 95421-0500

WESTAMERICA BANK  
Gustavus, CA 95446  
95-4211211

9034  
8/8/2019

Merrill, Arnone & Jones, LLP  
Three Hundred Sixty and 00/100

\$ 360.00

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

MEMO 00V 818-115

\$360.00 9034 06182019

Cazadero Community Services District  
Post Office Box 500  
Cazadero, CA 95421-0500

WESTAMERICA BANK  
Gustavus, CA 95446  
95-4211211

9036  
8/8/2019

Rocology Sonoma Marin  
Forty-Five and 47/100

\$ 45.47

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

MEMO

06/16/19 800507 029 178 181 SONOMA #181  
123456 04 001 #4124187097# 0000139527  
Credit the account if the within named payee  
Without prejudice PEG-REGULUS LA

\$45.47 9036 06172019

Cazadero Community Services District  
Post Office Box 500  
Cazadero, CA 95421-0500

WESTAMERICA BANK  
Gustavus, CA 95446  
95-4211211

9037  
8/8/2019

River Valley Radio, Inc.  
One Hundred Forty-Four and 03/100

\$ 144.53

River Valley Radio, Inc.  
PO BOX 82  
Westerlo, NY 12183

MEMO BVV 21141

Credit to the account of  
The Within Named Payee  
River Valley Radio, Inc.  
The Bank of America  
Castell, NY  
08-05-2019 \*21212048#  
19175000 050481073

\$144.53 9037 06212019



Cazadero Community Services District  
Post Office Box 503  
Cazadero, CA 95421-0503

WESTAMERICA BANK  
Cazadero, CA 95421  
95421-0511

9038  
6/8/2019

PAY TO THE ORDER OF: Russian River Fire Protection  
Three Hundred Eighty-Four and 72/100 \$ 384.72 DOLLARS

Russian River Fire Protection  
14105 Armadong Woods Road  
P.O. Box 357  
Gornerville, CA 95448

MEMO: May 8-May 31, 2019 Shared Admin Svcs

\*009038\* 12118782185 0403015951\*

607H >12118782< 65/21/2819 89178218578568

WESTAMERICA BANK  
Cazadero, CA 95421  
95421-0511

\$384.72 9038 06242019

Cazadero Community Services District  
Post Office Box 503  
Cazadero, CA 95421-0503

WESTAMERICA BANK  
Cazadero, CA 95421  
95421-0511

9039  
6/8/2019

PAY TO THE ORDER OF: Sonoma County Assessor  
One Hundred Twenty-Seven and 70/100 \$ 127.70 DOLLARS

Sonoma County Assessor  
685 Fiscal Drive, RM 104F  
Santa Rosa, CA 95403-2872

MEMO: INVAR 13375

\*009039\* 12118782185 0403015951\*

6/17/2019 09017528

WESTAMERICA BANK  
Cazadero, CA 95421  
95421-0511

\$127.70 9039 06182019

Cazadero Community Services District  
Post Office Box 503  
Cazadero, CA 95421-0503

WESTAMERICA BANK  
Cazadero, CA 95421  
95421-0511

9040  
6/8/2019

PAY TO THE ORDER OF: USPS  
One Hundred Fifty and 00/100 \$ 150.00 DOLLARS

USPS

MEMO: PO BOX 503 Annual fee

\*009040\* 12118782185 0403015951\*

WESTAMERICA BANK  
Cazadero, CA 95421  
95421-0511

\$150.00 9040 06212019

Cazadero Community Services District  
Post Office Box 503  
Cazadero, CA 95421-0503

WESTAMERICA BANK  
Cazadero, CA 95421  
95421-0511

9041  
6/8/2019

PAY TO THE ORDER OF: WestAmerica Bank  
Thirty-Five Thousand Thirty-Three and 62/100 \$ 35,033.85 DOLLARS

WestAmerica Bank  
P. O. Box 1200  
MFC A-13  
Suisun City, CA 94585-1200

MEMO: Payment & Lease/Note #. 628-01177

\*009041\* 12118782185 0403015951\*

\$35,033.85 9041 06142019



*Cazadero Community Services District  
Regular Meeting Minutes – July 8, 2019*

**1. Call to Order and Roll Call**

Director Nicholls called to order this regular meeting of the Cazadero CSD Board meeting at 6:10PM on July 8, 2019 at Station #1. Director Olson lead the Pledge of Allegiance. The following Directors were present, Nicholls, Olson, Paul Barry, Canelis and Maureen Berry. Chief Krausmann, Sherry Kulczewski and a member of the public, Tony Goodwin were also present.

**2. Public Comment**

Tony Goodwin commented on the formation of a neighborhood group within the E Austin Creek neighborhood to study congestion, parking, park and sanitation issues. As the designated park area is county owned, it was suggested issues raised be brought to the attention of the Lower Russian River MAC

**3. Board Member Comment**

Director Nicholls commented on challenging transition to Station #1 for Administrative duties. New QuickBooks software needed to be purchased, ink for printer and the fact final reports were unable to be printed for the meeting. Board will be updated at the August meeting once the office equipment and software issues are corrected. A special meeting will be required to approve financials, generate resolution on tax, approve Notice of Final Budget Meeting and will be called for July 11, 2019.

**4. Staff Report**

Director Nicholls will coordinate transition with AA Kulczewski and former AA Flowers

**5. New Business**

- a. **Park Maintenance** – Director Barry will assume supervision of park employee. Deferred maintenance will be addressed, and job description will be reviewed. Additional funding may be necessary which can be adopted in the final 19/20FY budget.
- b. **Hiring/Training of New Administrative Officer/Clerk** – Sherry Kulczewski was introduced. Director Maureen Berry moved and Director Paul Barry seconded a motion to hire Sherry Kulczewski in a temporary capacity as Administrative Officer/Clerk at \$45/hr. Salary range for permanent employee was reviewed (\$50/\$60/hour). The motion was approved unanimously 5/0/0.

- c. **Maintenance** – Chief Krausmann reported pump testing has been scheduled at Monte Rio during August. Bill Foche will conduct annual equipment inspection. Electronic sign installation work is underway and will complete following the Fireman’s BBQ and Dance. Firehouse requires pressure washing and painting and board consensus was to move forward with ‘in-house’ volunteer labor.
- d. **Sonoma County Evacuation Plan Overview** – information was included in board packet. Re Incident Command would be handled locally and if necessary additional command support would be brought into the area
- e. **Austin Creek/E Austin Creek Convergence Park** – item tabled until park ownership can be determined.
- f. **Cazadero Water Co Bill** – will be set up for payment at 6/11/19 Special Board Meeting
- g. **Cazadero Hwy FDR Update/King Ridge Rd Update** – Continued delays on Caz Hwy due to CalTrans involvement in bridge engineering. UCCC Camp loss of revenue (Economic Hardship) due to King Ridge Road slipout – busses will not traverse route with passengers. Further degradation of roadway apparent in a number of locations.

**6. Chief’s Report**

**a. Call Report – June**

<b>Nature of Call</b>	<b>June</b>
Medical Aid	4
Hazardous Condition	2
Vegetation	1
Smoke Investigation	2

- b. **Fire – Maintenance** – Still working on 5266 Auxiliary motor

**7. Correspondence** – Reviewed Correspondence

**8. Approval of Minutes**

On a motion by Director Olson, Seconded by Director Barry, the board moved to approve the minutes of the June 10, 2019. VOTE 5/0/0.

**9. Approval of Financials**

On a motion by Director M. Berry, seconded by Director Olson, the Board moved to approve the payment of payroll for the month of June. VOTE 5/0/0

**10. Old Business**

- a. **MSR Update** – Chief Krausmann reported the MSR should be published within the next several weeks.
- b. **Consolidation/Annexation Ad Hoc Committee Report** -- Director Barry updated Directors on 6/18/19 Ad Hoc meeting.
- c. **Solar Presentation** – Due to length of payback, Director M. Berry moved and Director Canelis seconded a motion to table further discussion on the subject until



grant funding can be found to cover cost of materials and installation. VOTE  
5/0/0

**11. Public Comment.** -- Tony Goodwin suggested additional volunteers could be recruited if new businesses were brought into the community.

**12. Board Member Comment** – Director M. Barry suggested Caz #1 and 5266 be displayed at the Old Time BBQ with signage

**13. Adjournment**

On a motion by Director M. Barry, seconded by Director Canelis, the Board moved to adjourn the meeting at 8:59PM

\_\_\_\_\_  
Michael Nicholls

\_\_\_\_\_  
Maureen Barry

\_\_\_\_\_  
Paul Barry

\_\_\_\_\_  
Cory Olson

\_\_\_\_\_  
Homer Canelis

Date: \_\_\_\_\_





*Cazadero Community Services District  
Special Meeting Minutes – July 11, 2019*

**1. Call to Order and Roll Call**

Director Nicholls called to order this regular meeting of the Cazadero CSD Board meeting at 6:30PM on July 11, 2019 at Station #1. Director P Barry lead the Pledge of Allegiance. The following Directors were present, Nicholls, Olson, Paul Barry, Canelis and Maureen Berry. Chief Krausmann and Sherry Kulczewski were also present.

**2. Public Comment**

None

**3. Agenda Adjustments**

Director Nicholls requested Resolution 19/20-02 be handled as the first order of business in conjunction with presentation by counsel William Adams.

- a. **William Adams** – Annexation process will take 4-6 months, which includes negotiation of property tax agreement, petition to LAFCO for approval, process will move as fast as slowest partner. Interim management agreement can be contracted with North Bay Fire and Cazadero CSD. Chief Krausmann to present estimate of costs to Chief Akre. Resolution 19/20-02 is the first step of many steps in the process. Mapping may be required. A letter of concurrence and support from Ft Ross is requested to collaborate the process.
- b. **RESOLUTION 19/20-02 INITIATING PROCEEDINGS WITH THE LOCAL AGENCY FORMATION COMMISSION OF THE COUNTY OF SONOMA FOR AMENDMENT OF DISTRICT SPHERE OF INFLUENCE AND REORGANIZATION OF CERTAIN TERRITORY CURRENTLY WITHIN COUNTY SERVICE AREA#40 (FIRE SERVICES)** – A motion was made by Paul Barry and seconded by Maureen Berry to approve Resolution 19/20-02. VOTE 5/0/0 by roll call vote.

**4. Director Reports**

- a. **Director Nicholls** -- reported he and Director P Barry attended the MRFPD Board Meeting on July 10, 2019. New Agenda format will be used for future meetings. Cazadero will be hosting the Joint Coastal and LRR MAC meeting on August 15<sup>th</sup> with Senator Mike McGuire as a program presenter.
- b. **Director M. Berry** – commented on the upcoming Fireman’s Dance/BBQ and the bi-annual Old Time BBQ Labor Day Weekend.



# George Petersen Insurance Agency

Santa Rosa

July 22, 2019

Eureka

Redding

Cazadero Community Services District  
P.O. Box 508  
Cazadero, CA 95421-0508

Ukiah

Auburn

Re: American Alternative Insurance Corp  
Commercial Package Policy #VFIS-TR-2056190-11  
Business Auto Policy #VFIS-CM-1053783-11  
Expiration Date of Coverage: 7/1/2019

Fort Bragg

Dear Heidi,

Fortuna

Thank you for letting us know you will not be renewing your policies this year. This letter is to confirm that all coverage provided by the above policies ceased effective 12:01 a.m. on 7/1/2019.

Gualala

San Rafael

If you have any questions or wish to have the policies re-written, please contact Jeff Okrepkie. We have enjoyed working with you to meet your insurance needs and would be happy to assist you again in the future.

Sincerely,

Ocdaliz Torres for,  
George Petersen Insurance Agency, Inc.

GREAT AMERICAN INSURANCE COMPANY  
301 E 4TH STREET  
CINCINNATI OH 45202-4201

## NOTICE OF NONRENEWAL OF INSURANCE

Named Insured & Mailing Address:

CAZADERO COMMUNITY  
SERVICES DISTRICT  
PO BOX 508  
CAZADERO CA 95421

Producer: 178209

GEORGE PETERSEN INS AGENCY  
PO BOX 3539  
SANTA ROSA CA 95402-3539

Policy No.: PAC 2897573 00  
Type of Policy: PACKAGE  
Date of Expiration: 10/26/2019; 12:01 A.M. Local Time at the mailing address of the Named Insured.

We will not renew this policy when it expires. Your insurance will cease on the Expiration Date shown above.

The reason for nonrenewal is Risk does not fit our social service appetite

This policy provides fire and extended coverage insurance on your property. You should contact your agent concerning coverage through another insurer, or your eligibility for coverage through the California Fair Plan, P.O. Box 76924, Los Angeles, CA 90076, Phone: (800) 339-4099 or [www.cfpnet.com](http://www.cfpnet.com).

Named Insured

CAZADERO COMMUNITY  
SERVICES DISTRICT  
PO BOX 508  
CAZADERO CA 95421

Date Mailed:  
26th day of July, 2019

*Carrie Little*

CARRIE LITTLE



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

[www.cazadero-csd.org](http://www.cazadero-csd.org)

July 12, 2019

RE: Cazadero Community Service District: Great American Insurance Company  
Policy Number: PAC 2897573

Dear Great American Insurance Company:

This will confirm that we have appointed RSC Insurance Brokerage, Inc. as our exclusive insurance broker with respect to the above referenced policy(ies). This appointment rescinds all previous appointments and the authority contained herein shall remain in full force until cancelled in writing.

RSC Insurance Brokerage, Inc. is hereby authorized to negotiate directly with you as respects changes in existing insurance policies and in closing, changing, increasing, or cancelling insurance carried under temporary binders of cover notes. We understand; however, they have no responsibility for any deficiencies in any program to which this letter applies until they have a reasonable opportunity to make a review and to provide us with their recommendations.

This letter constitutes your authority to furnish RSC Insurance Brokerage, Inc. and their representatives with all information they may request as it pertains to our insurance contracts, rates, rating schedules, surveys, reserves, retention levels and all other financial data they may wish to obtain for their study of our present and future requirements in connection with the insurance program to which this letter applies.

Sincerely,

Michael Nicholls, President  
Cazadero Community Services District  
[mcnicholls@cazadero-csd.org](mailto:mcnicholls@cazadero-csd.org)



**From:** Michael Nicholls mcnicholls@me.com  
**Subject:** Re: Additional Cazadero Input - Ft Ross  
**Date:** July 12, 2019 at 12:04 PM  
**To:** William R Adams WAdams@majlaw.com



Double thumbs up. 👍👍 on the email to Akre et al. Please cc me on the correspondence.

I'd prefer you send the resolution directly to LAFCO unless there is a specific benefit in our case for me to be sending...

On Jul 12, 2019, at 11:37 AM, William L. Adams <WAdams@majlaw.com> wrote:

Mike -

I suggest that I send an email to Chief Akre, copying Chief Krausmann, Chief Ginessi, and Chief Mickelsen of North Bay Fire, to get those four in direct contact regarding the terms and conditions of a potential shared services agreement between Cazadero CSD and North Bay Fire on behalf of Ft. Ross VFC.

Please give me a thumbs up for this approach, and I will send out the email today.

Also, recommend you send the Resolution directly to Mark Bramfitt at LAFCO, unless you would like me to do that as well.

Bill

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

From: Michael Nicholls [mailto:mcnicholls@me.com]  
Sent: Thursday, July 11, 2019 9:26 PM  
To: William L. Adams  
Subject: Additional Cazadero Input - Ft Ross

Bill ~

Following up on tonight's conference call/Special Board Meeting it is our understanding you will notify North Bay Fire/Gold Ridge of Cazadero CSD's formal request to initiate proceedings with LAFCO to annex Ft Ross CSA40. Feel free to send them a copy of our Resolution for their records.

A matter was brought to my attention by Chief Krausmann following the conference call is the request we notify Steve Akre on the estimated costs (once calculated) associated with the takeover. I know you work with Steve closely and may want to contact him to determine exactly the required information he needs for the SFWG group.

Thanks again for your professional input - our meeting in front of the Administration Building in March was fortuitous for sure!

Best,

Mike

**From:** Michael Nicholls mcnicholls@me.com  
**Subject:** Re: Contact info  
**Date:** July 12, 2019 at 12:41 PM  
**To:** district5 district5@sonoma-county.org  
**Cc:** Steve Warden scwarden50@aol.com, Bill Desmond billd38@gmail.com



Susan, prior to Amie leaving, we met just prior to the MAC agenda setting meeting, I requested a meeting between myself, Supervisor Hopkins, management at UCC Camp and Johannes regarding the 1 ½ year delay on any repairs to King Ridge Road, other than pothole repair which seems to occur each Friday. Has the appointment been confirmed?

UCCC is suffering an economic loss due to the fact one of their bus contractors refuses to use the road because of the continued roadway failure at the primary slip out site. (Additionally the primary slip out site is beginning to fail along the perimeter of the slip). The camp has lost over \$15,000 in revenue this season due to cancelled bookings.

King Ridge Rd is necessary for commerce by residents, camps, ranchers and wineries, all constituents of the Cazadero CSD. There is continued ground shifting and settling occurring along the road at secondary sites and those more expert in the field of engineering are advising me the road will possibly fail this winter. Emergency funding and TWP assets need to focus on priority repairs, especially in Tier 3 High Fire Threat Areas utilized for evacuation as indicated on evacuation mapping.

A 1 ½ year proposed repair timeline doesn't cut it.

Thanks,

Mike

Michael Nicholls, Board President  
Cazadero Community Services District



4300 Cazadero Hwy.  
Cazadero CA 95421  
707-632-5663 - Home  
415-297-5500 - Cell  
707-632-4411 - Fax  
[mcnicholls@cazadero-csd.org](mailto:mcnicholls@cazadero-csd.org)

On Jul 12, 2019, at 11:03 AM, district5 <[district5@sonoma-county.org](mailto:district5@sonoma-county.org)> wrote:

Hello Bill:

Thanks for your email. Amie has left our office for another position. Mike Nicholls is copied here.

Best regards,

Susan Upchurch  
District Director to  
Supervisor Lynda Hopkins  
575 Administration Drive 100A  
Santa Rosa, CA 95403  
707.565.2241

Sign up for our newsletter!

You can also double click on the county symbol to reach Lynda's webpage or click on the MAC logos below to be connected to our Municipal Advisory Councils (MAC)...

Aide: Irene Hays [District5@Sonoma-County.org](mailto:District5@Sonoma-County.org)

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

From: Bill Desmond <[billd38@gmail.com](mailto:billd38@gmail.com)>

Sent: Friday, July 12, 2019 10:16 AM

To: Amie Windsor <[Amie.Windsor@sonoma-county.org](mailto:Amie.Windsor@sonoma-county.org)>

Subject: Contact info

Hello Ms Windsor, will you please provide me with the contact info for Mike Nichols, MAC for Cazadero. If possible, his phone number as well as his email information.

Thank you,

Bill Desmond  
22349 King Ridge Rd

Sent from my iPhone

THIS EMAIL ORIGINATED OUTSIDE OF THE SONOMA COUNTY EMAIL SYSTEM.

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



**From:** Olivan, Amber aolivan@risk-strategies.com  
**Subject:** FW: Cazadero Community Services District - Request for evidence of insurance  
**Date:** July 22, 2019 at 12:58 PM  
**To:** mcnicholls@me.com, hflowers@russianriverfire.org  
**Cc:** Harrison, Paul PHarrison@risk-strategies.com

Hello All,

Attached please find the certificate for Westamerica Bank. The policy is not yet in, so the loss payee endorsement is not available, but I will send it once we receive the policy. I have noted it in the description field for now.

Thanks and be sure to let me know if you need anything further.

Best Regards,

**Amber Olivan | Account Executive**  
 P: 916-367-4303 | M: 530-559-7810 | E: aolivan@risk-strategies.com

**From:** Harrison, Paul  
**Sent:** Friday, July 19, 2019 10:23 AM  
**To:** Olivan, Amber <aolivan@risk-strategies.com>  
**Subject:** FW: Cazadero Community Services District - Request for evidence of insurance

Amber, please assist – send to Michael Nicholls and Heidi.

Paul Harrison | Producer  
 Benefits  
**Risk Strategies Company**  
 E: PHarrison@risk-strategies.com  
 A: 2270 Douglas Blvd., Suite 220, Roseville, CA 95661  
 P: 916-367-4295 | M: 916-955-3568 | F: 916-265-5849  
 W: www.risk-strategies.com  
 License # 0F06675



The information contained in this electronic message and any attachments hereto are intended for the exclusive use of the addressee(s) and may contain confidential, proprietary and/or privileged information. If you are not the intended recipient please notify the sender immediately, do not copy or disclose the information to anyone and destroy all copies of this message and any attachments.

**From:** Heidi Flowers [mailto:hflowers@russianriverfire.org]  
**Sent:** Friday, July 19, 2019 9:01 AM  
**To:** Harrison, Paul <PHarrison@risk-strategies.com>; Michael C Nicholls <mcnicholls@me.com>  
**Subject:** Fwd: Cazadero Community Services District - Request for evidence of insurance

Good morning Paul,  
 Can you please assist Cazadero with getting an evidence of insurance for the truck listed below to WestAmerica Bank?

Thank you,  
 Heidi Flowers

----- Forwarded message -----  
**From:** Susan Berte <Susan.Berte@westamerica.com>  
**Date:** Thu, Jul 18, 2019 at 2:22 PM  
**Subject:** Cazadero Community Services District - Request for evidence of insurance  
**To:** hflowers@russianriverfire.org <hflowers@russianriverfire.org>

Good afternoon,

George Petersen Insurance Agency indicated that they are no longer the insurance agent for Cazadero Community Services District. Westamerica Bank is requesting evidence of insurance for:





**From:** Jim Schaefer jim@sonomawest.com  
**Subject:** CONFIRM & PROOF: Legal Notice  
**Date:** July 30, 2019 at 11:17 AM  
**To:** Michael Nicholls mcnicholls@me.com



This email is to confirm that your legal notice will run on 8-8-19 and 8-15-19 in Sonoma West Times & News.

Please review your proof and contact ASAP with approval or corrections.

Best Regards,

**Jim Schaefer**

Graphics Dept.  
Sonoma West Times & News  
The Healdsburg Tribune  
The Windsor Times  
Cloverdale Reveille  
707-433-4451 EXT. 213  
jim@sonomawest.com

---

**From:** Michael Nicholls <mcnicholls@me.com>  
**Date:** Monday, July 29, 2019 4:40 PM  
**To:** Jim Schaefer <jim@sonomawest.com>  
**Subject:** Legal Notice

Hello Jim:

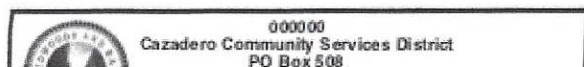
Confirming my voicemail message we are required to publish this notice twice during the month of August. The last publication must be 14 days in advance of September 9, 2019.

Can you please confirm dates you will publish.

Thanks,

Michael Nicholls, Board President  
Cazadero Community Services District

4300 Cazadero Hwy.  
Cazadero CA 95421  
707-632-5663 - Home  
415-297-5500 - Cell  
707-632-4411 - Fax  
[mcnicholls@cazadero-csd.org](mailto:mcnicholls@cazadero-csd.org)



**LEGAL PROOF**



Cazadero CA 95421-0508

**PUBLIC NOTICE**

NOTICE IS HEREBY GIVEN, by the Board of Directors of the Cazadero Community Services District of Sonoma County, State of California, that pursuant to Section 13890 of the Health and Safety Code, The Board of Directors has adopted a preliminary budget for the 2019-2020 fiscal year.

The preliminary budget is available for public review on our website by clicking:  
<https://cazadero.csd.specialdistrict.org/files/6b6366b02/190705+Public+Notice+-+Prelim+Budget+FY+2019-2020.pdf> and can also be viewed at the district office, 5980 Cazadero Hwy, Cazadero CA 95421 by appointment.

The Board of Directors will hold a Public Hearing on Monday, September 9, 2019 at 6:00PM at the Cazadero Community Services District, Fire Station #1, 5980 Cazadero Hwy, Cazadero, CA. The Public Hearing will be held for the purpose of adopting the final budget for the 2019-2020 fiscal year and adopting the 2019-2020 Appropriations Limit (Prop 4) as part of the 2019-2020 Fiscal Budget Package. Any person may appear and be heard regarding any item on the budget, or the Appropriations Limit, or the addition of any other items.

Dated: July 11, 2019

/s/ Michael Nicholls, President, Cazadero Community Services District

PUBLISHED: August 8, 15, 2019  
Sonoma West Times & News

Please review ASAP your legal notice to run in:  
Sonoma West Times & News  
On 8-8-19 & 8-15-19

2 columns X 4" X \$16.25 X 2 run(s)  
The cost will be: \$260.00

Thank you, Jim  
433-4451, ext. 213

Cazadero Community Services District (CCSD)  
Post Office Box 508, Cazadero, CA 95421

Facilities Use Agreement  
Cazadero Fire House  
5985 Cazadero Highway  
Cazadero, CA 95421

Desired Date of Use: August 15, 2019 Time: 4 PM - 8 PM  
Name and Title of Applicant: County of Sonoma  
Organization Name: Crest + Lower Russian River Mac  
Address: 575 Administration Dr. Santa Rosa CA 95403  
Phone Number: 707-565-2866 Fax Number: \_\_\_\_\_  
Email Address: Elise.Vandyne@sonoma-county.org

Will alcohol be served? No Will alcohol be sold? No

1. Responsible Party: This agreement is to be completed and signed by the responsible party ("Applicant") of each and every group or organization contracting for use of the facilities.

If the applicant is reserving the facilities for an organization, the applicant must be authorized by said organization to obligate and bind it to the terms of this Facilities Use Agreement.

2. Cleaning Deposit & Administration Fees: Applicant shall not be charged for the use of the facilities but shall pay CCSD an administrative fee as set forth below.

Facility	Cleaning Deposit (refundable)	Administration Fee (non-refundable)
Small Meeting Room only	\$75.00	\$75.00
Main Hall (trucks left on site)	\$225.00	\$225.00
Main Hall (trucks removed)	\$275.00	\$275.00

Administration fees are based upon a single day of use.

Use of the Main Hall includes use of the kitchen and small meeting room.



1. The cleaning deposit and administration fees shall be paid at least twenty-one (21) days prior to the scheduled use.
2. Payments shall be made payable to "Cazadero Community Services District" and mailed to P.O. Box 508, Cazadero, CA 95421.
3. Removal of Trucks from Site: If the Applicant requests the fire trucks to be removed from the premises, they will be removed by 6:00 p.m. the evening prior to the scheduled event.
4. Hours of Use: Applicant understands and acknowledges that the use of the facilities terminates at midnight. Applicant is responsible for enforcing time limits. CCSD reserves the right to terminate the use of the facilities at any time that the event becomes a public nuisance or violates the use agreement.
5. Portable Toilets: Applicant is required to provide an appropriate number of portable toilets based upon the size of the crowd and duration of the event, including any units required under the ADA (Americans With Disabilities Act).
6. Clean-up: At the completion of the function or event, Applicant shall leave the facilities in as good condition and repair as before Applicant's use thereof. Applicant shall remove all trash and garbage from the premises. Otherwise, the Cleaning Deposit, or a portion of it, will be forfeited. The refundable portion of the Cleaning Deposit will be mailed to the applicant within forty-five (45) days of the event. Applicant shall reimburse CCSD for any equipment damage, facilities damage, and cleaning that exceeds the amount of the Cleaning Deposit.
7. Commercial Functions: The undersigned Applicant hereby understands and agrees that the function to be held cannot be a commercial or money-raising function unless all proceeds go to benefit a non-profit organization.
8. Flammables/hazardous materials: No fireworks, explosives, open flame, hazardous materials, nor device prohibited by local police or fire jurisdictions shall be permitted on the premises.
9. Compliance with Laws: Applicant, its agents, employees, and guests shall comply with all rules and regulations prescribed by CCSD for the use and occupancy of the facility and comply with all applicable laws, ordinances and regulations adopted or established from time to time by any governmental agency or department thereof. Applicant shall obtain and comply with all permits or licenses required by the law, ordinances, rules, and regulations.
10. Access: CCSDS shall have the absolute right to enter the premises, or any portion thereof, at all times.

11. Control: Applicant understands that CCSD does not relinquish the right to control the management of the premises and to enforce all necessary laws, rules and regulations. The decision of CCSD's representatives, as to required staffing and the number of persons that can safely and freely move about on the premises, shall be final.

12. Objectionable persons: CCSD reserves the right to eject or cause to be ejected from the premises any objectionable person or persons; and neither CCSD nor any of its officers, agents, or employees shall be liable to Applicant for any damages that may be sustained by Applicant through the exercise of such right.

13. If Alcohol Is Being Served:

- a. Applicant is responsible for obtaining all necessary permits and licenses from the California Department of Alcohol Beverage Control (ABC), a copy of which shall be given to the CCSD five (5) days prior to the scheduled event.
- b. For events where alcohol is to be served (but not sold), Applicant shall obtain a special event liability insurance policy with a minimum coverage of one million dollars, naming "Cazadero Community Services District" as additional insured and referencing the event name and date, and provide proof of insurance to CCSD no later than five (5) days prior to the scheduled event.
- c. For events where alcohol is to be sold, Applicant shall obtain a separate Liquor Liability insurance Policy with a minimum coverage of at least one million dollars, naming "Cazadero Community Services District" as additional insured and referencing the event name and date, and provide proof of insurance to CCSD no later than five (5) days prior to the scheduled event.
- d. Applicant's indemnity and other obligations shall not be limited by the foregoing insurance requirements.
- e. Applicant has represented to CCSD and hereby warrants that Applicant has complied with all laws applicable to the acceptance and use of the facilities herein granted.

14. As-Is Condition: Applicant is using the premises in "as-is" physical condition and "as-is" state of repair. Neither CCSD nor anyone acting for or on behalf of CCSD has made any representation, warranty or promise to Applicant concerning the condition of the premises or the suitability of the premises for Applicant's intended use.

15. Liability for Loss or Damage to CCSD Property: Applicant shall be liable to CCSD for any loss or damage to the premises arising from or in connection with Applicant's performance hereunder or that of any of its officers, agents, employees, and



guests. Applicant shall reimburse CCSD for the cost of any repairs that are needed to the premises as a result of Applicant's negligence or willful acts. Reimbursements due to CCSD for the cost of any repair that is needed as a result of Applicant's negligence or willful acts shall be paid to CCSD within thirty (30) days of receipt of an invoice by Applicant for said repairs.

16. Non-Liability of CCSD: CCSD, its officers, agents, and employees shall not be liable to Applicant for any loss or damage to Applicant or Applicant's property from any cause. Applicant expressly waives all claims against CCSD, its officers, agents, and employees unless such injury or damage is caused by or due to the sole active negligence or sole willful misconduct of CCSD, its officers, agents or employees.

17. Indemnification: Applicant agrees to accept all responsibility for loss or damage to any person or entity, and to defend, indemnify, hold harmless and release CCSD, its board members, agents, employees and volunteers from and against any and all actions, claims, damages, liabilities and expenses that may be asserted by any person or entity, including Applicant, arising out of, or in connection with, the actions or inactions or performance of Applicant or its agents, employees, contractors, subcontractors or invitees, whether or not there is concurrent negligence on the part of CCSD, but excluding liability due to the sole active negligence or sole willful misconduct of CCSD. If there is a possible obligation to indemnify, Applicant's duty to defend exists regardless of whether it is ultimately determined that there is not a duty to indemnify. CCSD shall have the right to select its own legal counsel at the expense of Applicant, subject to Applicant's approval, which approval 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 Applicant or its agents under workers' compensation acts, disability benefits acts, or other employee benefit acts.

18. Cancellation by CCSD: CCSD shall have the right to terminate this agreement upon Applicant's default of any terms of this agreement. In addition, CCSD shall have the right to terminate part or all of this agreement at any time, in the following circumstances:

- a. Immediately without notice if a local, state, or federal official determines that the facility is required for public necessity or emergency use, or major disaster including but not limited to flood, earthquake or pandemic health emergency.
- b. Immediately without notice if the facility is destroyed or damaged or should a strike occur.
- c. Neither CCSD nor any of its officers, agents or employees shall be liable to Applicant for any damages that may be sustained by Applicant though exercise by CCSD of any of its rights to cancellation pursuant to this section.

19. Assignment: No assignment of this Use Agreement or any duty or interest hereunder shall be made by Applicant without the prior written consent of CCSD.

20. Attorney's Fees: If either party undertakes litigation or arbitration against the other party arising out of or in connection with this agreement, the prevailing party shall be entitled to recover from the other party reasonable attorney fees, arbitration costs, and court costs incurred. The prevailing party shall be determined under Civil Code Section 1717(b)(1) or any successor statute.

21. No Continuing Waiver: The waiver by CCSD of any breach of any of the provisions of this Agreement shall not constitute a continuing waiver of any subsequent breach of the same, or of any other provisions of this Agreement.

By signing this Agreement, Applicant attests that: 1) Applicant has read and understood the terms as set forth herein; 2) Applicant is legally authorized to represent and enter into a contract on behalf of the above-named group or organization; and 3) the above-named group or organization that Applicant represents is hereby bound by the terms of this Agreement. Applicant attests that the information supplied herein by Applicant is accurate and correct to the best of his or her knowledge.

Date: 8/9/2019

Applicant's Signature:

Gene Hays for  
Elise Van Dyne

Applicant's  
Address

575 Administration Dr. Rm  
100A  
Santa Rosa, CA  
95403



**ERICK ROESER**  
AUDITOR-CONTROLLER  
TREASURER-TAX COLLECTOR

**AUDITOR-CONTROLLER**  
**TREASURER-TAX COLLECTOR**  
585 FISCAL DRIVE, SUITE 100  
SANTA ROSA, CA 95403  
PHONE (707) 565-2631  
FAX (707) 565-3489



**JONATHAN KADLEC**  
ASSISTANT AUDITOR-CONTROLLER  
TREASURER-TAX COLLECTOR

**AMANDA RUCH**  
ASSISTANT AUDITOR-CONTROLLER  
TREASURER-TAX COLLECTOR

August 1, 2019

Cazadero Community Services District  
Charlotte Berry  
PO Box 508  
Cazadero, CA 95421-

Dear Charlotte Berry,

The Internal Audit Division of the Auditor-Controller Treasurer Tax-Collector's (ACTTC) office is currently reviewing its files to determine compliance by various local Special Districts and other public agencies in filing their annual audit reports pursuant to Section 26909 or 6505 of the Government Code.

The management of the Cazadero Community Services District has not yet sent a copy of its annual audit report to the audit division for the fiscal year ended June 30, 2018, we respectfully request that you do so at this time. Although you may have sent audit reports to other County departments, they have separate needs for those reports and do not forward them to us. In the future, we request that you add us to your list for electronic audit report distribution.

If you have not already done so, please e-mail a copy of your report directly to the County of Sonoma ACTTC Internal Audit Division at [acttc-audit@sonoma-county.org](mailto:acttc-audit@sonoma-county.org).

We request that all reports be submitted electronically, however if you cannot provide your report electronically, please send a hard copy to the County of Sonoma ACTTC Internal Audit Division at, 585 Fiscal Drive, Suite 100, Santa Rosa, CA 95403-1039, Attention: Melissa Osso. Please feel free to contact me if you have any questions or concerns regarding this letter. I can be reached at the address and email provided, or by phone at (707) 565-8301.

Sincerely,

Melissa Osso, CIA  
Sr. Internal Auditor