



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

Board Meeting Agenda
October 14, 2019 ~ 6:00PM
Location ~ Fire Station #1
5980 Cazadero Hwy, Cazadero Ca 95421

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

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

President Nicholls

Director Barry

Director Canelis

Director Berry

Director Olson

OPEN TIME FOR PUBLIC EXPRESSION (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 September 2019
2. Minutes of the September 9, 2019 Meeting

ACTION ITEMS

1. **Sky Garden** – Citizen Cathy Schezer requests an opportunity to address the board on the Sky Garden project
2. **Park Improvement** – Directors Barry and Canelis to update Board on the Park Improvement Plan.
3. **Park Insurance** – Review, comment and accept a proposal from the California Association of Parks and Recreation Indemnity.
4. **Amador Contract Status** – Recommendation from FSWG to County to fund 2019/2020 contract for Cazadero.
5. **Acknowledge Fire House Painting Volunteers** – Board acknowledgement and thanks to volunteers that painted Fire House #1.

COMMITTEE REPORTS

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

FINANCIAL REPORTS

COMMUNICATIONS

ADJOURN FROM OPEN SESSION

CONVENE CLOSED SESSION

1. Pursuant to California Government Code §54957(b): Employee(s) -- To consider the appointment, employment, evaluation of performance, discipline, or dismissal of a public employee.

RECONVENE OPEN SESSION AND ANNOUNCE ANY ACTION TAKEN

ADJOURNMENT



Account Statement

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

Reconciled
10-6-19
SJK

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

ACCOUNT NUMBER
403-01595-1
STATEMENT DATE CYCLE
09/30/19 31
ITEMS ENCLOSED PAGE
0 1
YEAR-TO-DATE INTEREST
69.34

Summary table with columns: PREVIOUS BALANCE, CHECKS AND WITHDRAWALS (NUMBER, AMOUNT), DEPOSITS AND CREDITS (NUMBER, AMOUNT), INTEREST MINUS CHARGES, NEW BALANCE.

ACCOUNT ACTIVITY

BALANCE SUMMARY

Main activity table with columns: DATE, DESCRIPTION, AMOUNT, DATE, BALANCE. Includes sections for DEPOSITS and WITHDRAWALS-FEES-CHARGES.

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

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

Summary table with columns: PREVIOUS BALANCE, ADVANCES AND DEBITS (NUMBER, AMOUNT), PAYMENTS AND CREDITS (NUMBER, AMOUNT), INTEREST CHARGED, FEES CHARGED, NEW BALANCE.

Table with columns: 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.

WESTAMERICA BANK
Cazadero, CA 95421

9101

8/1/2019

Cazadero Community Services District
Post Office Box 529
Cazadero, CA 95421-0529

PAY TO THE ORDER OF: Nancy K. Caplan \$415.57

Four Hundred Fifteen and 57/100

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

MEMO
Pay Period: 08/01/2019 - 08/31/2019

1097 6779 0742854 > 121140218 < 0403015951*

9101 09172019 \$415.57

Nancy K. Caplan

WESTAMERICA BANK
Cazadero, CA 95421

9102

9/1/2019

Cazadero Community Services District
Post Office Box 529
Cazadero, CA 95421-0529

PAY TO THE ORDER OF: Alan Dewart \$461.75

Four Hundred Sixty-One and 75/100

Alan Dewart
PO BOX 503
Cazadero, CA 95421

MEMO
Pay Period: 08/01/2019 - 08/31/2019

28159515 9102 00018 9102

Exchange Bank - Santa Rosa, CA
20190916 0107 00010 00018
>>121101885<<

9102 09172019 \$461.75

Alan Dewart

WESTAMERICA BANK
Cazadero, CA 95421

9103

9/1/2019

Cazadero Community Services District
Post Office Box 529
Cazadero, CA 95421-0529

PAY TO THE ORDER OF: Steven M. Krausman \$688.80

Six Hundred Eighty-Eight and 89/100

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

MEMO
Pay Period: 08/01/2019 - 08/31/2019

0955 8702 0480911 > 121140218 < 0403015951*

9103 09132019 \$688.80

Steven M. Krausman

*For deposit only
403015951*

WESTAMERICA BANK
Cazadero, CA 95421

9104

9/1/2019

Cazadero Community Services District
Post Office Box 529
Cazadero, CA 95421-0529

PAY TO THE ORDER OF: Sharon Kutczewski \$720.27

Seven Hundred Twenty and 27/100

Sharon Kutczewski
PO Box 371
Monte Rio, CA 95482

MEMO
Pay Period: 08/01/2019 - 08/31/2019

Community First 80238
Union Ave., Ste 10
13 State Pl. Rd. Ste A
95915
2276
909104808
87/10/17-15:17:21
0000021175880000

9104 09112019 \$720.27

*Sharon Kutczewski
10/8/19-10*

WESTAMERICA BANK
Cazadero, CA 95421

9105

9/7/2019

Cazadero Community Services District
Post Office Box 529
Cazadero, CA 95421-0529

PAY TO THE ORDER OF: Bank of America Business Mastercard \$1,367.36

One Thousand Three Hundred Sixty-Seven and 36/100

Bank of America Business Mastercard
P. O. Box 15768
Wilmington, DE 19888-6795

MEMO
3000-0000-0000-3883

002 332813 09132019 1 0 065
323891 55816459781093 88KAL03
FOR DEPOSIT ONLY BANK OF AMERICA NA
30011081800

9105 09162019 \$1,367.36

Bank of America Business Mastercard

Checks: 273235 09/13/2019 66.202 R. Sm. Bus. 15796 NRKALCS.71

WESTAMERICA BANK
Cazadero, CA 95421

9106

9/7/2019

Cazadero Community Services District
Post Office Box 529
Cazadero, CA 95421-0529

PAY TO THE ORDER OF: Berry's Saw Mill \$125.26

One Hundred Twenty-Five and 26/100

Berry's Saw Mill
P. O. Box 106
Cazadero, CA 95421-0106

MEMO

0154 6779 0742297 > 121140218 < 0403015951*

9106 09162019 \$125.26

Berry's Saw Mill

PAY TO THE ORDER OF: WESTAMERICA BANK N.A.
CASH ON HAND
P. O. BOX 529
Cazadero, CA 95421
0403015951

Cazadero Community Services District
Post Office Box 502
Cazadero, CA 95421-0502

WESTAMERICA BANK
Guatemala, CA 95442
954212011

9107

9/7/2019

PAY TO THE ORDER OF: Burton's Fire Inc. \$ 606.00

Six Hundred Six and 00/100

Burton's Fire Inc.
1301 Deller Dr.
Madera, CA 95061-1669

MEMO: 25290 & E 5302 Pump tests

#009107# 421140218 0403015951#

0314 6435298 < 121140218 < 091319 WAS

FOR DEPOSIT ONLY
MEMO
BURTON'S FIRE INC
1301 DELLER DR
MADERA, CA 95061

\$606.00 9107 09132019

Cazadero Community Services District
Post Office Box 502
Cazadero, CA 95421-0502

WESTAMERICA BANK
Guatemala, CA 95442
954212011

9108

9/7/2019

PAY TO THE ORDER OF: Cazadero Supply \$ 82.17

Eighty-Two and 17/100

Cazadero Supply
P. O. Box 59
Cazadero, CA 95421

MEMO

#009108# 421140218 0403015951#

0191 6779 0746525 < 121140218 < 092719 WAS

FOR DEPOSIT ONLY
MEMO
CAZADERO SUPPLY
P.O. BOX 59
CAZADERO, CA 95421

\$82.17 9108 09272019

Cazadero Community Services District
Post Office Box 502
Cazadero, CA 95421-0502

WESTAMERICA BANK
Guatemala, CA 95442
954212011

9109

9/7/2019

PAY TO THE ORDER OF: Cazadero Water Company \$ 1,489.31

One Thousand Four Hundred Eighty-Nine and 31/100

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

MEMO

#009109# 421140218 0403015951#

0133 6779 0744889 < 121140218 < 092319 WAS

FOR DEPOSIT ONLY
MEMO
CAZADERO WATER CO, INC
POST OFFICE BOX 423
CAZADERO, CA 95421

\$1,489.31 9109 09232019

Cazadero Community Services District
Post Office Box 502
Cazadero, CA 95421-0502

WESTAMERICA BANK
Guatemala, CA 95442
954212011

9110

9/7/2019

PAY TO THE ORDER OF: Complete Welders Supply \$ 117.20

One Hundred Seventeen and 20/100

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

MEMO: 04538

#009110# 421140218 0403015951#

For Deposit Only - JPMC

\$117.20 9110 09132019

Cazadero Community Services District
Post Office Box 928
Cazadero, CA 95421-0928

WESTAMERICA BANK
Guarantees, CA 95448
954210211

9/7/2019

9111

FOR DEPOSIT ONLY
To Bank of America 12141487

FOR DEPOSIT ONLY
Firmen Supply Co
907122019

MEMO: Amazon - New printer HP Officejet Pro 8740

Pay to the order of: Fishman Supply Company \$148.90

One Hundred Forty-Eight and 60/100 DOLLARS

Fishman Supply Company
P. O. Box 750279
Petaluma, CA 94975-0279

MEMO: Azct 13245

#009113# 0121140218# 0403015951#

\$148.90 9111 09132019

Cazadero Community Services District
Post Office Box 928
Cazadero, CA 95421-0928

WESTAMERICA BANK
Guarantees, CA 95448
954210211

9/7/2019

9112

FOR DEPOSIT ONLY
To Bank of America 12141487

FOR DEPOSIT ONLY
Firmen Supply Co
907122019

MEMO: Amazon - New printer HP Officejet Pro 8740

Pay to the order of: Michael Nichols \$433.98

Four Hundred Thirty-Three and 98/100 DOLLARS

Michael Nichols
4300 Cazadero Hwy.
Cazadero, CA 95421

MEMO: Amazon - New printer HP Officejet Pro 8740

#009112# 0121140218# 0403015951#

\$433.98 9112 09102019

Cazadero Community Services District
Post Office Box 928
Cazadero, CA 95421-0928

WESTAMERICA BANK
Guarantees, CA 95448
954210211

9/7/2019

9113

FOR DEPOSIT ONLY
To Bank of America 12141487

FOR DEPOSIT ONLY
Firmen Supply Co
907122019

MEMO: Public notice

Pay to the order of: Sonoma West Publishers, Inc \$260.00

Two Hundred Sixty and 00/100 DOLLARS

Sonoma West Publishers, Inc
Post Office Box 616
Healdsburg, CA 95448-0516

MEMO: Public notice

#009113# 0121140218# 0403015951#

\$260.00 9113 09162019

6:57 PM

10/06/19

Cazadero Community Services District
Reconciliation Summary
1-Westam Check, Period Ending 09/30/2019

	<u>Sep 30, 19</u>
Beginning Balance	366,217.39
Cleared Transactions	
Checks and Payments - 22 items	-8,870.91
Deposits and Credits - 2 items	5,021.90
	<u>-3,849.01</u>
Total Cleared Transactions	-3,849.01
Cleared Balance	<u>362,368.38</u>
Uncleared Transactions	
Checks and Payments - 2 items	-509.16
Deposits and Credits - 2 items	14,499.54
	<u>13,990.38</u>
Total Uncleared Transactions	13,990.38
Register Balance as of 09/30/2019	<u>376,358.76</u>
New Transactions	
Checks and Payments - 8 items	-1,871.00
	<u>-1,871.00</u>
Total New Transactions	-1,871.00
Ending Balance	<u>374,487.76</u>

Cazadero Community Services District
Reconciliation Detail
1-Westam Check, Period Ending 09/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						366,217.39
Cleared Transactions						
Checks and Payments - 22 items						
Bill Pmt -Check	08/30/2019	EFT	P. G. & E.	X	-328.96	-328.96
Bill Pmt -Check	08/30/2019	EFT	P. G. & E.	X	-74.29	-403.25
Paycheck	09/01/2019	9104	Kulczewski, Sharon	X	-720.27	-1,123.52
Paycheck	09/01/2019	9103	Krausmann, Steven M	X	-688.80	-1,812.32
Paycheck	09/01/2019	9102	Dewart, Alan	X	-461.75	-2,274.07
Paycheck	09/01/2019	9101	Caplan, Nancy K.	X	-415.57	-2,689.64
Bill Pmt -Check	09/05/2019	EFT	P. G. & E.	X	-384.10	-3,073.74
Bill Pmt -Check	09/07/2019	9109	Cazadero Water Co...	X	-1,489.31	-4,563.05
Bill Pmt -Check	09/07/2019	9105	Bank of America Bu...	X	-1,367.36	-5,930.41
Bill Pmt -Check	09/07/2019	9107	Burton's Fire Inc.	X	-606.00	-6,536.41
Liability Check	09/07/2019	E-pay	EFTPS	X	-475.99	-7,012.40
Bill Pmt -Check	09/07/2019	9112	Michael Nicholls	X	-433.98	-7,446.38
Bill Pmt -Check	09/07/2019	9113	Sonoma West Publi...	X	-260.00	-7,706.38
Bill Pmt -Check	09/07/2019	9111	Fishman Supply Co...	X	-148.90	-7,855.28
Bill Pmt -Check	09/07/2019	9106	Berry's Saw Mill	X	-125.26	-7,980.54
Bill Pmt -Check	09/07/2019	9110	Complete Welders S...	X	-117.20	-8,097.74
Bill Pmt -Check	09/07/2019	9108	Cazadero Supply	X	-82.17	-8,179.91
Bill Pmt -Check	09/09/2019	EFT	Frontier Communica...	X	-206.90	-8,386.81
Bill Pmt -Check	09/09/2019	EFT	Frontier Communica...	X	-159.91	-8,546.72
Bill Pmt -Check	09/09/2019	EFT	Frontier Communica...	X	-62.03	-8,608.75
Bill Pmt -Check	09/16/2019	EFT	Comcast	X	-153.00	-8,761.75
Bill Pmt -Check	09/28/2019	EFT	Comcast	X	-109.16	-8,870.91
Total Checks and Payments					-8,870.91	-8,870.91
Deposits and Credits - 2 items						
Deposit	09/25/2019			X	5,015.66	5,015.66
Deposit	09/30/2019			X	6.24	5,021.90
Total Deposits and Credits					5,021.90	5,021.90
Total Cleared Transactions					-3,849.01	-3,849.01
Cleared Balance					-3,849.01	362,368.38
Uncleared Transactions						
Checks and Payments - 2 items						
Bill Pmt -Check	08/09/2019	9096	Paul Barry		-400.00	-400.00
Bill Pmt -Check	08/28/2019	EFT	Comcast		-109.16	-509.16
Total Checks and Payments					-509.16	-509.16
Deposits and Credits - 2 items						
General Journal	06/30/2018	AJE6			13,458.37	13,458.37
Deposit	08/27/2019				1,041.17	14,499.54
Total Deposits and Credits					14,499.54	14,499.54
Total Uncleared Transactions					13,990.38	13,990.38
Register Balance as of 09/30/2019					10,141.37	376,358.76
New Transactions						
Checks and Payments - 8 items						
Bill Pmt -Check	10/01/2019	EFT	P. G. & E.		-345.93	-345.93
Bill Pmt -Check	10/01/2019	EFT	P. G. & E.		-91.69	-437.62
Liability Check	10/06/2019	E-pay	EFTPS		-472.72	-910.34
Bill Pmt -Check	10/07/2019	EFT	P. G. & E.		-379.07	-1,289.41
Bill Pmt -Check	10/10/2019	EFT	Frontier Communica...		-206.62	-1,496.03
Bill Pmt -Check	10/10/2019	EFT	Frontier Communica...		-159.91	-1,655.94

6:57 PM
10/06/19

Cazadero Community Services District
Reconciliation Detail
1-Westam Check, Period Ending 09/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	10/10/2019	EFT	Frontier Communica...		-62.06	-1,718.00
Bill Pmt -Check	10/16/2019	EFT	Comcast		-153.00	-1,871.00
Total Checks and Payments					-1,871.00	-1,871.00
Total New Transactions					-1,871.00	-1,871.00
Ending Balance					8,270.37	374,487.76

California State Treasurer **Fiona Ma, CPA**



*Reconciled
10-6-19
SKK*

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

October 06, 2019

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

CAZADERO COMMUNITY SERVICES DISTRICT

MANAGER
P.O. BOX 508
CAZADERO, CA 95421

[Tran Type Definitions](#)

Account Number: 16-49-006

September 2019 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	220,138.35
Total Withdrawal:	0.00	Ending Balance:	220,138.35

6:49 PM

10/06/19

Cazadero Community Services District
Reconciliation Summary
L. A. I. F., Period Ending 09/30/2019

	<u>Sep 30, 19</u>
Beginning Balance	220,138.35
Cleared Balance	220,138.35
Register Balance as of 09/30/2019	220,138.35
Ending Balance	220,138.35

6:49 PM

10/06/19

Cazadero Community Services District
Reconciliation Detail
L. A. I. F., Period Ending 09/30/2019

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Beginning Balance						220,138.35
Cleared Balance						220,138.35
Register Balance as of 09/30/2019						220,138.35
Ending Balance						220,138.35



Posted 5/2/20

CAZADERO COMMUNITY SERVICES DISTRICT

WorldPoints

August 28, 2019 - September 27, 2019

Company Statement

Account Information:
www.bankofamerica.com

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

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

Customer Service:
1.800.673.1044, 24 Hours

TTY Hearing Impaired:
1.888.500.6267, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Cardholder Activity Summary

Account Number	Total Activity	Payments and Other Credits	Balance Transfer Activity	Cash Advance Activity	Purchases and Other Charges	Fees Charged
Credit Limit KRAUSMANN, STEVE [REDACTED]						
10,000	2,014.35	0.00	0.00	0.00	2,014.35	0.00

Payment Information

New Balance Total \$2,014.35
Minimum Payment Due \$2,014.35
Payment Due Date 10/24/19

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 \$1,367.36
Payments and Other Credits -\$1,367.36
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$2,014.35
Fees Charged \$0.00
Finance Charge \$0.00
New Balance Total \$2,014.35

Credit Limit \$10,000
Credit Available \$7,985.65
Statement Closing Date 09/27/19
Days in Billing Cycle 31

0136736 0201435 0201435 [REDACTED]



BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796



CAZADERO COMMUNITY SERVICES DISTRICT **N0003882
PO BOX 508
CAZADERO, CA 95421-0508

Account Number: [REDACTED]
August 28, 2019 - September 27, 2019

New Balance Total \$2,014.35
Minimum Payment Due \$2,014.35
Payment Due Date 10/24/19

Enter payment 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

CAZADERO COMMUNITY SERVICES DISTRICT

August 28, 2019 - September 27, 2019

Page 3 of 4

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
CAZADERO COMMUNITY SERVICES DISTRICT				
Account Number: [REDACTED]				
Payments and Other Credits				
09/13	09/13	PAYMENT - THANK YOU	2561530000000525001846	- 1,367.36
TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD				-\$1,367.36
KRAUSMANN, STEVE				
Account Number: [REDACTED]				
Purchases and Other Charges				
08/28	08/26	SHELL OIL 57444481204 SANTA ROSA CA	55308769239547722001225	71.36
09/12	09/11	HAIX 859-281-1011 KY	05436849255000324875223	858.95
09/16	09/12	THE HOME DEPOT 6667 WINDSOR CA	55432869256200839649925	367.45
09/16	09/13	THE HOME DEPOT 641 ROHNERT PARK CA	55432869257200085107205	490.14
09/16	09/14	CAZADERO GENERAL STORE CAZADERO CA	85197019258700055569741	126.45
09/17	09/16	INT*IN *DIGITAL DEPLOY 916-2080903 CA	55432869259200575937333	100.00
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$2,014.35

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	56,604.83	Other Bonuses	.00
Earned	2,014.35		
Redeemed	.00		
Adjustments	.00	Ending Balance	56,398.18

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

Cazadero Community Services District
Account Balances
 As of September 30, 2019

	Sep 30, 19
ASSETS	
Current Assets	
Checking/Savings	376,358.76
1-Westam Check	177,188.35
L. A. I. F.	
Total Checking/Savings	553,547.11
Total Current Assets	553,547.11
TOTAL ASSETS	553,547.11
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
WestAmerica Loan - Brush Truck	161,796.88
Total Long Term Liabilities	161,796.88
Total Liabilities	161,796.88
TOTAL LIABILITIES & EQUITY	161,796.88

**Cazadero Community Services District
Profit & Loss Budget Performance
September 2019**

9:36 PM

10/09/2019

Accrual Basis

	Sep 19	Jul - Sep 19	% of Budget	Annual Budget
Ordinary Income/Expense				
Income				
10 · Tax Revenue				
1000 · Property Taxes-CY Secured	0.00	0.00	0.0%	277,025.00
1011 · SB 2557 Prop Tax Admin	0.00	0.00	0.0%	-3,325.00
1020 · Prop Tax-CY Supplemental	0.00	0.00	0.0%	5,700.00
1040 · Prop Tax-CY Unsecured	0.00	0.00	0.0%	7,500.00
1042 · Cost Reim-Coll DEL CY UNS	0.00	0.00	0.0%	-80.00
1060 · Prop Tax-PY Secured	0.00	0.00	0.0%	-60.00
1080 · Supplemental Prop Tax-PY	0.00	0.00	0.0%	-30.00
1100 · Prop Taxes-PY Unsecured	0.00	0.00	0.0%	150.00
1105 · 2017 Wildfire Tax Loss	0.00	0.00	0.0%	0.00
Total 10 · Tax Revenue	0.00	0.00	0.0%	286,880.00
17 · Use of Money/Property				
1700	0.00	0.00	0.0%	530.00
1700 · Interest on Pooled Cash	0.00	0.00		
1702 · WestAmerica Bank	6.24	20.50	29.29%	70.00
1703 · LAIF Interest	0.00	1,041.17	32.54%	3,200.00
1801 · Hall Use	0.00	0.00	0.0%	450.00
Total 17 · Use of Money/Property	6.24	1,061.67	24.98%	4,250.00
20 · Intergovernmental Revenues				
2440 · ST-HOPTR	0.00	0.00	0.0%	1,750.00
2500 · State-Other Funding (ST)	0.00	0.00	0.0%	0.00
Total 20 · Intergovernmental Revenues	0.00	0.00	0.0%	1,750.00
40 · Miscellaneous Revenues				
4040 · Misc. Income				
4040 A · Recruitment/Retention-Region 5	5,000.00	5,000.00	100.0%	5,000.00
Total 4040 · Misc. Income	5,000.00	5,000.00	100.0%	5,000.00
Total 40 · Miscellaneous Revenues	5,000.00	5,000.00	100.0%	5,000.00
Total Income	5,006.24	6,061.67	2.04%	297,880.00
Gross Profit	5,006.24	6,061.67	2.04%	297,880.00
Expense				
50 · Salaries/Employment Benefits				
5910 · Payroll Expenses	2,825.29	7,585.03	20.93%	36,235.00
5911 · Firefighter C & D Reimbursement				
Strike Team	0.00	0.00		
5911 · Firefighter C & D Reimbursement - Other	0.00	0.00	0.0%	15,000.00
Total 5911 · Firefighter C & D Reimbursement	0.00	0.00	0.0%	15,000.00
5940 · Wrkmm Comp	0.00	2,329.00	24.99%	9,320.00
Total 50 · Salaries/Employment Benefits	2,825.29	9,914.03	16.37%	60,555.00
60 · Services/Supplies				
6021 · Clothing, Uniform, Personal	1,310.73	1,310.73	59.58%	2,200.00
6022 · Safety Clothing	0.00	0.00	0.0%	15,000.00
6040 · Communications				
Station 1 Emergency Phones	159.91	479.73	47.97%	1,000.00
Stn 1 Internet	153.00	459.00	24.81%	1,850.00
Stn 1 Telephone	206.62	619.73	24.3%	2,550.00
Stn 2 Internet	109.16	327.48	26.73%	1,225.00
Stn 2 Telephone	62.06	185.83	19.36%	960.00
Total 6040 · Communications	690.75	2,071.77	27.31%	7,585.00
6060 · Food	0.00	0.00	0.0%	500.00
6080 · Household Supplies	3.44	3.44	0.43%	800.00
6100 · Insurance	0.00	11,911.00	82.6%	14,420.00
6140 · Equipment	0.00	1,486.00	24.77%	6,000.00
6149 · Maintenance-Radio/Pagers	0.00	0.00	0.0%	3,600.00

	Sep 19	Jul - Sep 19	% of Budget	Annual Budget
6180 · Maintenance-Bldg & Imp.				
Station 1	126.45	1,393.81	27.88%	5,000.00
Station 2	0.00	0.00	0.0%	1,500.00
Parks Maintenance-Playground	854.34	1,239.92	49.6%	2,500.00
Bi-Annual Gen Load Test	0.00	894.95	68.84%	1,300.00
6180 · Maintenance-Bldg & Imp. - Other	0.00	125.26		
Total 6180 · Maintenance-Bldg & Imp.	980.79	3,653.94	35.48%	10,300.00
6261 · Medical Equip	56.50	173.70	4.96%	3,500.00
6280 · Memberships/Certs	0.00	400.00	177.78%	225.00
6400 · Office expense	2,752.46	3,862.44	193.12%	2,000.00
6405 · Office Equip & Furnishings	0.00	0.00	0.0%	2,600.00
6410 · Mail and Postage Supplies	0.00	0.00	0.0%	300.00
6457 · Computer Chrgs-Firehouse Softwa	0.00	299.95	4.29%	7,000.00
6500 · Other Professional Svcs	0.00	0.00	0.0%	8,500.00
6510 · Recruitment/Retention	0.00	0.00	0.0%	5,000.00
6587 · LAFCO	0.00	0.00	0.0%	530.00
6610 · Legal	120.00	2,304.70	28.81%	8,000.00
6630 · Audit	0.00	0.00	0.0%	5,300.00
6654 · Medical Exam	0.00	0.00	0.0%	3,000.00
6800 · Publications and Legal Notices	0.00	0.00	0.0%	550.00
6880 · Minor Equipment/Sm Tools	0.00	0.00	0.0%	4,000.00
6881 · Safety Equip	0.00	0.00	0.0%	9,000.00
6883 · Fire Equip & Testing	0.00	205.07	5.13%	4,000.00
7053 · Permits/License/Fees	0.00	0.00	0.0%	700.00
7120 · Training	0.00	0.00	0.0%	12,000.00
7131 · Textbooks	0.00	0.00	0.0%	1,200.00
7201 · Gas & Oil	2,135.28	2,206.64	43.27%	5,100.00
7320 · Utilities				
Park Water	0.00	1,461.61	97.44%	1,500.00
Septic Monitoring Fee	0.00	0.00	0.0%	400.00
Siren Electricity	20.47	62.91	25.16%	250.00
Stn 1 Electricity	277.05	772.68	35.94%	2,150.00
Stn 1 Electricity Outdoor	48.41	151.19	33.6%	450.00
Stn 1 Garbage	0.00	45.47	3.5%	1,300.00
Stn 1 Propane	183.51	183.51	6.55%	2,800.00
Stn 1 Water	0.00	12.07	2.01%	600.00
Stn 2 Electricity	91.69	244.27	31.32%	780.00
Stn 2 Garbage	0.00	45.47	8.27%	550.00
Stn 2 Propane	0.00	0.00	0.0%	1,775.00
Stn 2 Water	0.00	0.00	0.0%	400.00
Street Lights Electricity	379.07	1,141.15	25.94%	4,400.00
7320 · Utilities - Other	0.00	15.63		
Total 7320 · Utilities	1,000.20	4,135.96	23.83%	17,355.00
7330 · Sanitation-Annual Septic Permit	0.00	0.00	0.0%	500.00
7335 · Park Development	0.00	0.00	0.0%	10,000.00
7910 · Principal Payment	0.00	0.00	0.0%	31,492.00
7930 · Interest Expense	0.00	6.70	0.19%	3,541.00
Total 60 · Services/Supplies	9,050.15	34,032.04	16.54%	205,798.00
85 · Capital-Fixed Asset Expense				
8570 · Structure	0.00	0.00	0.0%	20,000.00
Total 85 · Capital-Fixed Asset Expense	0.00	0.00	0.0%	20,000.00
Total Expense	11,875.44	43,946.07	15.35%	286,353.00
Net Ordinary Income	-6,869.20	-37,884.40	-328.66%	11,527.00
Net Income	-6,869.20	-37,884.40	-328.66%	11,527.00



Cazadero Community Services District Meeting Minutes – September 9, 2019

1. Call to Order and Roll Call

The regular meeting of the Cazadero CSD Board was called to order at 6:06PM on September 9, 2019 at Station #1. Director P Barry led the Pledge of Allegiance. The following Directors were present: Nicholls, P. Barry, Canelis and M. Berry, Olson. Chief Krausmann, AA Kulczewski, Staff Dewart, and five members of the public were also present.

2. Public Comment

None

3. Agenda Adjustments

None

4. Director Reports

None

5. Fire Chief's Report/Staff Report

Chief Krausmann reported on volunteers attending the Volunteer Academy, staffing of fire personnel, bathroom remodel, painting of station, and truck maintenance. Call Report for August:

Nature of Call	Number of Calls
Medical Aid	5
Smoke Investigation	1

AA Kulczewski requested direction on records retention. Board consensus authorized AA Kulczewski to proceed in boxing and labeling historical records which will be stored in the Park Shed.

6. Consent Calendar Items –On a motion by Director M. Berry, Seconded by Director Canelis, the Board moved to approve the financials for the months of July and August, 2019, and the minutes of the August 12, 2019, meeting. VOTE 5/0/0

7. Action Items

- a. **Russian River FPD Annexation & SCFD Overview** – Presentation by Chief Mark Heine, Sonoma County Fire Department – no action
- b. **Park Improvement** – Staff Dewart and Director P. Barry reported on park maintenance and needed improvements.
- c. **Park Insurance** –Director Nicholls to research companies for insurance.

- d. **West County Fire and Emergency Services MSR**– On a motion by Director Canelis, seconded by Director Olson, the Board moved to acknowledge receipt of the MSR. VOTE 5/0/0.
- e. **Cazadero Christmas Festival** – It was determined the festival did not fall under the District’s jurisdiction.
- f. **Fire District Leadership Program** - tabled to October Board meeting.
- g. **2019-2020 FY Final Budget** – On a motion by Director Canelis, Seconded by Director Olson, the Board moved to approve the 2019-2020 FY final budget by Resolution 19-20-03 with a roll call vote. On motion by Director M. Berry, Seconded by Director Canelis, the Board moved to purchase a new computer/monitor for the CSD office.

8. Committee Reports

- a. **Consolidation Ad Hoc** – Director Barry - nothing to report.
- b. **Auxiliary Pumping During PSPS** – Director Barry – apparatus from Ft Ross/Black Mountain station has been transferred in for auxiliary creek pumping during PSPS events.
- c. **Board Policy Handbook Ad Hoc** – Research and review process is underway.

9. Financial Reports

AA Kulczewski presented bills to be paid in the amount of \$50,838.12

10. Communications

Communications referenced in the board packet were reviewed.

11. Adjournment

Upon motion by Director P. Barry and seconded by Director Olson, the Board moved to adjourn the meeting at 8:52PM. VOTE 5/0/0

Michael Nicholls

Maureen Barry

Paul Barry

Cory Olson

Homer Canelis

Date: _____



September 23, 2019

Mr. Michael Nicholls
Cazadero Community Services District
Post Office Box 508
Cazadero, CA 94018
Email: mcnicholls@cazadero-csd.org

VIA U.S. MAIL AND EMAIL

RE: CAPRI New Member Inquiry

Dear Mr. Nicholls:

On behalf of the California Association for Park & Recreation Indemnity ("CAPRI") Board of Directors, thank you for your interest in our organization and the opportunity to provide the Cazadero Community Services District with a quotation for our General Liability & Property program.

After review of your application, I am happy to present the District with a quote in the amount of **\$2,851.00** for the remainder of the 2019-2020 fiscal year. Coverage would be subject to approval by the CAPRI Board of Directors with an effective date as early as October 14, 2019. This quote is based upon an estimated total insured value of \$200,000 in property and \$24,000 in payroll.

In our conversation about potential coverage, you mentioned that the District already has property coverage for equipment related to fire services provided by the District. As such, our quote—as it relates to property—only relates to those "park properties" at the community park. This includes the basketball court, tennis court, children's playground, and restrooms as identified in your application. My assumption, then, is that the District would like to have its general liability coverage (i.e. personal injury, employment practices, etc.) with CAPRI contain similar limitations. Accordingly, this quote assumes that CAPRI's coverage will extend to only parks and recreation activities – not any claim related to the other components of the District (i.e. fire services). The District would receive a Memorandum of Coverage with an endorsement that clarifies the scope of coverage consistent with this understanding. If this is not your understanding, please so advise.

This quotation will remain open for ninety (90) days. If you have any questions about this or any of CAPRI's coverages, please let me know. I look forward to hearing back from you and thank you again for the opportunity to provide your District with a quote to join our program.

Sincerely,

A handwritten signature in blue ink that reads "Matthew Duarte". The signature is written in a cursive style.

Matthew Duarte
Executive Director



September 9, 2019

Mr. Michael Nicholls
Cazadero Community Services District
Post Office Box 508
Cazadero, CA 94018
Email: mcnicholls@cazadero-csd.org

VIA U.S. MAIL AND EMAIL

RE: CAPRI New Member Inquiry

On behalf of the California Association for Park & Recreation Indemnity (“CAPRI”) Board of Directors, thank you for your interest in our organization and the opportunity to provide the Cazadero Community Services District with a quotation for our General Liability & Property program. For over thirty years, CAPRI has provided our members with excellent customer service at the lowest possible cost. With our singular focus on parks and recreation, we believe we are uniquely suited to serve you and the District.

In order to provide the District with an estimated quote, I would request that you please complete the enclosed Ratings Questionnaire and return to my attention at mduarte@capri-jpa.org. This questionnaire is filled out by our members on an annual basis and allows us to properly account for all exposures within our risk pool. If you have any questions about this, please do not hesitate to call or email me at your convenience.

With respect to the requirements for membership, any district (including community services districts) or Joint Powers Authority organized under the laws of California that (1) provides recreation and park services and (2) is a member in the not for profit California Association of Recreation and Park Districts (“CARPD”) is eligible for membership in CAPRI. For information regarding CARPD, please check out <https://caparkdistricts.org/> or give me a call to further discuss. The annual dues for CARPD membership are dependent upon your District’s annual budget and range from \$400-\$2,500 per year. Please also note the CAPRI Board of Directors must approve all applications for membership before participation and coverage may begin.

Please note that CAPRI provides for “Safety Credits” representing up to a 15% discount towards the general liability contribution if the District participates in certain risk management and training programs offered by CAPRI. Additionally, CAPRI also offers its members several free risk management services including training and no-cost attorney consultations with respect to HR matters. For your convenience, enclosed please find a brochure detailing our member offerings.

Mr. Michael Nicholls
Cazadero Community Services District
September 9, 2019
Page 2 of 2

Upon receipt of the completed Questionnaire, we will review and provide the District with an estimated premium for membership in CAPRI's General Liability & Property Program effective for the FY19-20. I look forward to hearing back from you and thank you again for the opportunity to provide your District with a quote to join our program.

Sincerely,

A handwritten signature in blue ink that reads "Matthew Duarte". The signature is written in a cursive style with a large initial "M".

Matthew Duarte
Executive Director

enclosures



RATINGS QUESTIONNAIRE 2019-2020

Please answer all questions. Enter N/A if it does not apply.

PLEASE VERIFY / CORRECT INFORMATION SHOWN
INCLUDING ADDITIONAL RENEWAL QUOTATIONS REQUESTED

APPLICANT/INSURED: Cazadero Community Services District
MAILING ADDRESS: P.O. Box 508
Cazadero CA 95421
INS. STREET ADDRESS: 4300 Cazadero Hwy
(For overnight mailings) Cazadero CA 95421
(Must be street no.-not P.O. Box)
CONTACT NAME/TITLE: Michael Nicholls
Board President

PHONE: 707-632-5663

6. FAX: 707-632-4411

E-MAIL: mcnicholls@cazadero-csd.org

COMPLETE NAMED INSURED (*QUALIFIED SELF-INSURED'S ONLY):

**A Certificate of Consent to Self-Insure naming that "Insured" as a "Qualified Self-Insurer" issued by the State of California Department of Industrial Relations Office of the director. The "Insured" also includes any DBA's or Departments of that entity; however, any "Legal Districts" must obtain their own certificate to become a "Qualified Self-Insurer".*

DESCRIPTION OF OPERATIONS: Community park consists of basketball court, tennis court, children's playground, rest rooms

10. FEDERAL TAX ID NUMBER: 68-0065153

11. IS THE PUBLIC ENTITY AFFORDED ANY JUDICIAL OR STATUTORY TORT IMMUNITIES OR TORT CAPS? YES

IF YES, DESCRIBE AND GIVE THE STATUTE CITATION: _____

12. DOES THE PURCHASE OF LIABILITY INSURANCE WAIVE ANY APPLICABLE TORT IMMUNITIES/CAPS? YES

PERSON COMPLETING APPLICATION: Michael Nicholls

TITLE: Board President

DATE APPLICATION COMPLETED: 9/10/19

A. GENERAL EXPOSURE INFORMATION

NAMES OF OFFICIALS / EMAIL:

Paul Barry – Board VP. pbarry@cazadero-csd.org
 Maureen Berry – Board Secretary. mberry@cazadero-csd.org
 Homer Canelis – Director hcanelis@cazadero-csd.org
 Corey Olson – Director colsonj@cazadero-csd.org

ELECTED: 0 APPOINTED: 5

1. POPULATION: 400 AREA (SQ MILES): 8

2. NUMBER OF EMPLOYEES:

FULL-TIME: 0
 PART-TIME: 4
 VOLUNTEERS: 8
 FULL-TIME EQUIVALENT: 0

3. PAYROLL INFORMATION:
 PROVIDE TOTAL GROSS PAYROLL

	<u>2019-2020</u> <u>PROJECTED</u>	<u>2018-2019</u> <u>CURRENT FY</u>	<u>2017-2018</u> <u>1ST PRIOR FY</u>
TOTAL	\$3,000 <u> </u>	\$2,600 <u> </u>	\$2,100 <u> </u>

4. TOTAL PROJECTED BUDGET:

<u>NEXT FISCAL YEAR</u>	<u>CURRENT FISCAL YEAR</u>	<u>LAST FISCAL YEAR</u>
\$24,000 <u> </u>	\$24,000 <u> </u>	\$24,000 <u> </u>

B. SPECIFIC EXPOSURE INFORMATION

1. BEACH OR WATER FRONT PROPERTY: YES NO
 A) FRONTAGE AREA: YES NO FT MI
2. WHARVES/PIERS/DOCKS/MARINAS: YES NO
 LAKES OR RESERVOIRS: YES NO
3. SWIMMING POOLS: YES NO NUMBER:
 DIVING BOARDS: # AND # OF BOARDS EXCEEDING 3 METERS IN HEIGHT
 10 METER PLATFORMS: #
 LIFEGUARDS: #
 WATER SLIDES: #
4. GOLF COURSES: YES NO
5. SUMMER CAMPS: YES NO
6. ZOOS: YES NO NUMBER:
7. AMUSEMENT PARKS: YES NO NUMBER:
8. MECHANICAL RIDES: YES NO NUMBER:
9. ANY OTHER RIDES: YES NO
 IF YES, DESCRIBE:
10. SKATEBOARD PARKS: YES NO NUMBER:
11. WATER PARKS: YES NO NUMBER:
12. STADIUMS & GRANDSTANDS OR BLEACHERS (OVER 5,000 SEATING CAPACITY): YES NO
 NUMBER CAPACITY

14. RECREATIONAL WATER FACILITIES: YES NO

DESCRIBE: _____

15. PARKS: YES NO

NUMBER AND AREA OF EACH IN ACRES: 2 acres - 1 park

16. FAIRGROUNDS: YES NO AREA: _____

DESCRIBE: _____

17. RACE TRACKS: YES NO

DESCRIBE: _____

18. SPECIAL EVENTS SPONSORED BY INSURED: YES NO

(FESTIVALS, EXHIBITIONS, ETC.)

DESCRIBE: _____

19. EXHIBITION HALL/AUDITORIUM/CONVENTION CENTER: YES NO

20. LANDFILLS OR DUMP SITES: YES NO NUMBER: _____

21. DAMS/RESERVOIRS: YES NO NUMBER: _____

LEVEES/DIKES: YES NO NUMBER: _____

IF YES AND COVERAGE IS REQUESTED, PLEASE PROVIDE SUPPLEMENTAL WATERWAYS QUESTIONNAIRE FORM AND LATEST INSPECTION REPORT FOR EACH

22. WATERCRAFT (OWNED OR LEASED) OVER 25 FEET: YES NO

NUMBER: _____

23. MILEAGE OF CITY STREETS OR ROADS:

PAVED: 3

UNPAVED: <1

24. FIRE DEPARTMENT:

NUMBER OF PAID FIREMEN: PART TIME: _____

FULL TIME: _____

VOLUNTEERS: 15

NUMBER OF PARAMEDICS/EMT'S: 3

25. LAW ENFORCEMENT:

NUMBER OF OFFICERS AUTHORIZED TO CARRY FIREARMS: 0

NUMBER OF SWORN OFFICERS: FULL TIME: 0

PART TIME: 0

NUMBER OF RESERVES: CLASS I: 0

CLASS II: 0

NUMBER OF SHERIFF/POLICE STATIONS: 0

NUMBER OF POLICE DOGS: 0

NUMBER OF JAILS: 0 TOTAL SQ.FT. _____

NUMBER OF HOLDING CELLS: 0 TOTAL SQ.FT. _____

NUMBER OF BEDS: 0

NUMBER OF INMATES: 0

MAXIMUM LENGTH OF DETENTION: 0

NUMBER OF OTHER PERSONNEL: 0

- A. TOTAL NUMBER OF VISITS PER YEAR _____
- B. MENTAL HEALTH – SERVICES NOT INSURED UNDER OUTSIDE CONTRACT
- | | | |
|----------------------------|------------------------------|-----------------------------|
| SENIOR OUTREACH PROGRAM | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| CRIMINAL JUSTICE SCREENING | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| OUTPATIENT CENTERS | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| CHILDREN'S CENTERS | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| ALCOHOL TREATMENT | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| CRISIS SERVICE | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
- C. ARE THERE ANY IN-PATIENT FACILITIES? YES NO
 IF YES, PLEASE DESCRIBE (NUMBER OF BEDS AND SERVICES PROVIDED) _____

- D. MENTAL HEALTH STAFF (PROVIDE NUMBER)
- | | | | |
|--|-------|--------------------------|-------|
| FULL-TIME MD | _____ | PART-TIME MD | _____ |
| CLINICAL NURSE SPECIALIST | _____ | OCCUPATIONAL THERAPIST | _____ |
| PARAPROFESSIONAL | _____ | MENTAL TECHNICIAN | _____ |
| PSYCHIATRIC SOCIAL WORKER | _____ | CLINICAL PSYCHOLOGIST | _____ |
| PSYCHOLOGIST | _____ | REHABILITATION COUNSELOR | _____ |
| OTHER MENTAL HEALTH PROFESSIONAL STAFF: DESCRIBE _____ | | | |

31. PARKING AUTHORITY: YES NO
 NUMBER STRUCTURES/LOTS: _____
32. ANIMAL CONTROL DEPT.: YES NO BUDGET: \$ _____
33. REDEVELOPMENT AGENCY: YES NO
34. HOUSING AUTHORITY: YES NO BUDGET: \$ _____
- A. NUMBER OF BUILDINGS _____
- B. NUMBER OF UNITS _____
- C. NUMBER OF BUILDINGS MORE THAN (3) STORIES _____
35. CHEMICAL SPRAYING: YES NO
36. RADIO OR TELEVISION BROADCASTING: YES NO
37. GARBAGE COLLECTION: YES NO
38. TRAIN STATIONS/BUS TERMINALS: YES NO
- A. IF YES, DESCRIBE: _____
- B. WHO IS RESPONSIBLE FOR THE OPERATIONS? _____

C. MISCELLANEOUS

4. DOES THE APPLICANT HAVE A:
- | | | |
|---|---|--|
| A. FULL TIME RISK MANAGER | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| B. PART TIME RISK MANAGER | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| C. FULL TIME SAFETY OFFICER | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| D. PART TIME SAFETY OFFICER | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| E. WRITTEN RISK MANAGEMENT OR SAFETY POLICY | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
- DESCRIBE: _____ Lexipol Policy and Safety Manual _____

PLEASE INDICATE TOTAL NUMBER OF EACH TYPE OF VEHICLE BELOW.

PLEASE DO NOT INCLUDE ANY NON-LICENSED MOBILE EQUIPMENT OR TRAILERS:

- 1. LICENSED POLICE AND FIRE PRIVATE PASSENGER 0
MOTORCYCLES/SCOOTERS: 0
- 2. LICENSED OTHER PRIVATE PASSENGER: 0
- 3. LICENSED LIGHT COMMERCIAL (10,000 LBS. OR LESS GVW):
PICKUPS OR VANS: _____
AMBULANCE OR RESCUE: _____
- 4. LICENSED MEDIUM 1
- 5. LICENSED HEAVY COMMERCIAL (20,001 OR MORE GVW):
REFUSE _____ TRUCKS _____
FIRE PUMPER 3 *BUSES _____
*IF NOT TRANSIT, PLEASE DESCRIBE USE: _____

FIRE OTHER 2
 OTHER LICENSED VEHICLES 1 (VEHICLES FOR HIGHWAY USE ONLY-NO TRAILERS)

- 6. TRANSIT SYSTEM: YES NO
 DESCRIBE: NUMBER OF VEHICLES AND PASSENGERS PER VEHICLE: (*PASSENGER CAPACITY)
 *0-20 _____ *20-40 _____ *40-60 _____ *60+ _____
 FIXED ROUTE NON-FIXED ROUTE
 RAIL EXPOSURE: YES NO
 IF YES, NUMBER OF RAIL MILES: _____
 NUMBER OF PASSENGERS: _____
 PASSENGER REVENUE: _____
 RAIL VEHICLES: (I.E. LOCOMOTIVES, RAIL CARS, ETC) _____

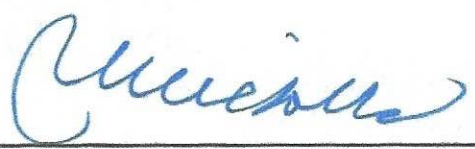
IF ANY TRANSIT OPERATIONS CONTRACTED OUT, PROVIDE LIMITS OF INSURANCE
 CARRIED BY CONTRACTOR not applicable - no transit

- 7. MINI BUSES: YES NO NUMBER: _____
- 8. DIAL-A-RIDE OR SIMILAR PROGRAMS: YES NO
- 9. AIRPORT OWNED BY CITY: YES NO
- 10. SCHOOLS OPERATED BY INSURED: YES NO
 (IF YES, SUBMIT A SEPARATE SCHOOL SUPPLEMENTAL APPLICATION IF COVERAGE IS DESIRED)

REPRESENTATION:

IT IS REPRESENTED THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND THAT IT SHALL BE BASIS OF THE POLICY OF INSURANCE, SHOULD ANY INSURER EVIDENCE ITS ACCEPTANCE OF APPLICATION BY ISSUANCE OF A POLICY.

CITY OR
 PUBLIC
 ENTITY
 OFFICIAL'S
 SIGNATURE



DATE: 9-10-19

TITLE: Board President - Cazadero CSD PHONE NUMBER (707) 632-5663 Ext.

Member

Coverages Available:

Liability Program. The Liability Program provides coverage to **\$25 million** per occurrence for general liability, auto liability and public officials errors and omission.

Workers' Compensation Program. The Workers' Compensation Program is experience-rated, meaning member contributions are adjusted based on loss experience. Statutory coverage limits.

Property Program. The risk-sharing Property Program provides for the first \$150,000 of coverage, subject to a \$2,000 member deductible, and then CAPRI provides a group purchased commercial insurance policy through the Public Entity Property Insurance Program (PEPIP) that is specifically designed for public entities. Includes EQ, Flood, Boiler & Machinery and Auto Physical Damage.

Crime Program. This program offers protection for our members from loss of money and securities as a result of employee dishonesty, embezzlement, forgery and other criminal acts. The Crime Coverage Program provides \$1,000,000 in limits for employee theft, forgery or alteration, theft of money and securities, robbery and burglary, computer fraud, funds transfer fraud and money orders and counterfeit paper currency.

Identity Fraud Expense Reimbursement Program. This program provides our member's full-time employees and Board Members along with their families (residents of the same household limited to spouse, children under the age of 18 and parents) with identity fraud coverage. This coverage provides each full-time employee with a limit of liability for one loss of \$25,000 and a \$0 deductible.

Special Events Program. An optional program for members, allows easy access for transferring risk to individuals or groups using public facilities for events such as weddings, athletic events, fairs or parades being held on member's premises.

Health Benefits. Through the EIA, members can have group purchase health benefits such as: Health, Dental, Vision, Life, AD&D, EAP and other health related benefits.



Contact Information:

6341 Auburn Blvd., Suite A
Citrus Heights, CA 95621-5203
Phone (916) 722-5550
Fax (916) 722-5715



Menu of Services and Coverages

6341 AUBURN BLVD., SUITE A
CITRUS HEIGHTS, CA 95621-5203



CAPRI

Member Services

Contract Review^{aa}

CAPRI offers contract review services to assist members with insurance requirements, hold harmless agreements, and Certificates of Insurance. Also, Alliant Insurance Services provides access to their Insurance Requirements in Contracts (IRIC) Manual to assist member with questions related to professional service providers, tenants, contractors and vendor contracts.

Risk Management Legal Advice^{aa}

Through our excess insurer, Excess Insurance Authority (EIA), the EIA's General Counsel is available to member districts for assistance and/or consultation on a variety of legal matters, such as: contracts, Brown Act, Public Records Act, litigated matters and other general governmental issues.

Employment/Labor Law Legal Services^{aa}

Members of CAPRI have access to the EIA's contract labor law attorneys for employment related legal services and are able to benefit from the library of webinars recorded and housed on EIA TV.

Classroom / On-site Training^{aa}

Through CAPRI and the EIA, members have access to instructor led training programs on a variety of health and safety topics.

Toolbox^{aa}

Members have access to the Best Practices Library • Essential Job Duties • Job Safety Analyses • Information Sheets Library.

DMV Employer Pull Notice (EPN)^{aa}

Through the EIA, the EPN allows members to monitor employee driving records using a DMV approved EPN Agent, A Check Global, all with just a few clicks of your mouse.

Online Safety/Risk Management Training^{aa}

Member Districts have access to a comprehensive online training platform through TargetSolutions. Training includes risk management, loss prevention, customer service, etc. Also, members can access the law enforcement training portal for your park rangers.

Risk Assessment Tool^{aa}

Through the EIA, members can evaluate their risk with a series of online self-assessment questionnaires, created in partnership with In2vate.

Direct Consultation^{aa}

Through CAPRI and the EIA, our members have access to experienced team of consultants who are familiar with regulatory requirements put forth by Cal/OSHA and can help identify your organization's risks and provide customized, cost-efficient solutions.

Certificate of Insurance Requests^{aa}

Members can request through CAPRI and Alliant Insurance Services evidence of insurance and additional insured endorsements for various events, rentals, etc.

Crisis Incident Consulting (CIC) Services^{aa}

Through the EIA, members have access to CIC Services for employees following an unexpected work related death of a co-worker.

Background Check Services[§]

Through the EIA, Plexus Global provides members preferred pricing and value-added packages for your Employee Background Screening needs.

Body Worn Cameras[§]

Access to turn-key body-worn camera, software and secure cloud services, which include everything to get your own agency up and running, provided through out partnership with LensLock.

Protective Footwear[§]

The EIA has partnered with Shoes for Crews (SFC) to offer an option for protective and slip resistant footwear at discounted rates.



Drug and Alcohol Testing Consortium[§]

Through the EIA, members have access to in-network pricing for drug and alcohol tests through e-screen and Alere Toxicology for both DOT regulated and non-DOT drivers. Includes Medical Review Officer (MRO) and Substance Abuse Professional (SAP) access.

Enterprise Risk Consultants (ERC)[§]

Through the EIA, members have access to a pool of highly experienced risk management professionals in several areas of expertise, such as Accounting/Finance, Claims Management, Human Resources, IT, Risk Control and Risk Management for various staff transitions, special project work and many other scenarios.

Crisis Incident Management (CIM) Services[§]

Through the EIA, pre and post crisis incident services including webinars, situation assessments, media consulting, as well as communications and message management through Mainstream Unlimited.

Certificates of Insurance Management[§]

The EIA had contracted with Exigis LLC, an online certificate insurance tracking and management company to obtain and record proper evidence of insurance coverage from each organization with whom the members contract.

Safety Data Sheet (SDS) Management[§]

Efficiently customize and automate Safety Data Sheet libraries across your entire organization. Users have access to a comprehensive database of SDS documents to assist in library creation through EIA's partnership with Safe Tec.

TO ACCESS ANY OF THE SERVICES MENTIONED ABOVE, CONTACT CAPRI.

^{aa} No Cost § Negotiated/Hybrid Rates

**CALIFORNIA ASSOCIATION FOR PARK AND RECREATION
INDEMNITY (CAPRI)**

General Liability Program

Memorandum of Coverage

Form No. CAPRI 2018-19 GL

7/1/2018



DECLARATIONS

1. *Coverage Provider*

California Association for Park and Recreation Indemnity (CAPRI) as now or may be hereafter constituted.

2. *Member Districts*

As per the "Schedule of Member Districts"

3. California Association for Park and Recreation Indemnity (CAPRI) mailing address:

6341 Auburn Boulevard, Suite A
Citrus Heights, California 95621

4. *Coverage Period*

July 1, 2018 to July 1, 2019, beginning and ending at 12:01 A.M. standard time.

5. *Territory*

This Memorandum of Coverage applies to bodily injury, personal injury, advertising injury, property damage, or public officials and employee liability which occurs anywhere in the world during the coverage period.

6. *Limits of Liability/Deductible/Occurrence*

Regardless of the number of (a) member districts, persons or entities covered under this Memorandum of Coverage, (b) persons or organizations who sustain injury or damage, or (c) claims made or suit brought on account of personal injury or property damage, CAPRI's liability is limited as follows:

For all Bodily Injury, Property Damage, Personal Injury, Public Officials Errors and Omissions Liability and Employment Practices Liability:

\$750,000 each "occurrence."

For the purpose of determining the limit of CAPRI's liability, all damages arising out of continuous or repeated exposure to substantially the same general conditions, or series of related acts or omissions, shall be considered as arising out of one occurrence taking place during the first coverage period to which CAPRI's coverage applies.

All claims arising out of subsidence of land or earth are subject to a sublimit. The limit of liability for any claim arising out of subsidence will be \$750,000 per occurrence. Subsidence as used herein shall include subsidence, settling,

sinking, slipping, falling away, caving in, shifting, eroding, mud flow, rising, tilting, or any other land or earth movement, including earthquake.

All claims by any person for employment practices liability or claims for sexual injury shall constitute a single occurrence as respects the per occurrence limit and all claims regarding one employee alleged to have caused sexual injury to multiple claimants shall constitute one occurrence as respects the occurrence limit.

Each covered claim for employment practices liability is subject to a \$20,000 deductible payable by the member district or other covered party that shall be applied to any payment for judgment or settlement and to payments for defense costs as they are incurred. If the Member District consults with its general counsel if such counsel has experience with labor and employment law, or with its labor and employment counsel, or CAPRI – recommended labor and employment counsel prior to termination, layoffs, downsizing or other employment related matter, the deductible will be reduced to \$5,000 for any employment liability lawsuit brought by that employee.

7. *Persons or Entities Covered*

For occurrences covered by this Memorandum of Coverage, the following are covered parties:

- A. California Association for Park and Recreation Indemnity (CAPRI), a joint powers authority;
- B. The member districts;
- C. Those individuals who at the time of the occurrence were elected or appointed officials of any member district or other covered party, including members of its governing body, or any committee, board, or commission of the member district or other covered party, while acting for or on behalf of the member district or other covered party;
- D. Past and present employees of (A) and (B) above while acting for or on behalf of the member district or other covered party at the time of the occurrence;
- E. Volunteers of (A) and (B) above while acting on behalf of and under the direction and control of (A) or (B) at the time of the occurrence;
- F. The estate of any person in (A) through (D) above; or
- G. Any person or entity named in an Attachment to Coverage form issued by CAPRI, for the activity and time period described in the form.

SCHEDULE OF MEMBER DISTRICTS

The California Association for Park and Recreation Indemnity (CAPRI) and the following self-insured public entities are included as Member Districts:

Almanor Recreation and Park District	Livermore Area Recreation and Park District
Ambrose Recreation and Park District	McFarland Recreation and Park District
Arcade Creek Recreation and Park District	Mendocino Coast Recreation and Park District
Arden Manor Recreation and Park District	Mission Oaks Recreation and Park District
Arden Park Recreation and Park District	Monte Rio Recreation and Park District
Auburn Area Recreation and Park District	Mt. Shasta Recreation and Parks District
Bear Mountain Recreation and Park District	North of the River Recreation and Park District
Bear River Recreation and Park District	North County Recreation District
Beaumont-Cherry Valley Recreation and Park District	North Highlands Recreation and Park District
Belvedere Tiburon Recreation	Orangevale Recreation and Park District
Boulder Creek Recreation and Park District	Paradise Recreation and Park District
Buttonwillow Recreation and Park District	Pleasant Hill Recreation and Park District
Carmichael Recreation and Park District	Pleasant Valley Recreation and Park District
Central Plumas Recreation District	Rancho Simi Recreation and Park District
Coalinga-Huron Recreation and Park District	Rim of the World Recreation and Park District
Conejo Recreation and Park District	Rio Linda-Elverta Recreation and Park District
Cordova Recreation and Park District	Russian River Recreation and Park District
Dunsmuir Recreation and Parks District	Shafter Recreation and Park District
Durham Recreation and Park District	Silverado-Modjeska Recreation and Park District
Fulton-El Camino Recreation and Park District	Soledad Mission Recreation District
Greater Vallejo Recreation District	Strawberry Recreation District
Hayward Recreation and Park District	Sunrise Recreation and Park District
Hesperia Recreation and Park District	Tehachapi Valley Recreation and Park District
Highlands Recreation District	Truckee-Donner Recreation and Park District
Honey Lake Valley Recreation Authority	Tuolumne Park and Recreation District
Isla Vista Recreation and Park District	Valley-Wide Recreation and Park District
Jurupa Area Recreation and Park District	Wasco Recreation and Park District
Ladera Recreation District	Weed Recreation and Park District
Lake Cuyamaca Recreation and Park District	West Side Recreation and Park District
La Selva Beach Recreation and Park District	Western Gateway Recreation and Park District
Fair Oaks Recreation and Park District	

COVERAGE

The California Association for Park and Recreation Indemnity ("CAPRI"), a joint powers authority comprised of California special districts, in return for the payment of member contributions as they become due, and in reliance upon the statements in the Declaration made a part hereof and subject to all the terms and conditions of this Memorandum of Coverage, the Joint Powers Agreement and Bylaws, agrees to indemnify a member district or other covered party for the ultimate net loss for which the member district or other covered party becomes legally obligated to pay as damages because of bodily injury, personal injury, advertising injury or property damage to which this coverage applies.

1. Coverage is provided according to the terms, conditions, definitions and exclusions in the following:

"CSAC EXCESS INSURANCE AUTHORITY GENERAL LIABILITY I PROGRAM MEMORANDUM OF COVERAGE"

effective 7/1/18, referred to herein as the "CSAC Excess Form," which is incorporated by reference. Coverage is provided through pooled self-insurance by the members in the Liability Program. Coverage is provided on a primary basis, except as indicated in the Other Coverage clause, and includes a duty of defense as set for the below. Should any term in this Memorandum of Coverage conflict with the CSAC Excess form, including additional Exclusions or deletions of Exclusions set forth below, the language in this Memorandum of Coverage will prevail.

2. Defense Costs

CAPRI shall have the right and duty to defend any government claim or suit against a member district or other covered party seeking damages within the scope of the coverage afforded hereunder caused by an occurrence, or a wrongful act and CAPRI may make such investigation and settlement of any claim or suit it deems expedient. However, CAPRI shall have no duty to defend a member district or other covered party against any suit that does not seek damages to which this coverage applies. Defense costs are included in the coverage and are subject to the limits of liability. CAPRI's right and duty to defend ends when its limit of liability has been used up in payment for the covered ultimate net loss.

Notwithstanding the paragraph above, the defense and indemnity coverage afforded by this Memorandum to a past or present official, employee or volunteer of a Member District is no broader than the Member District's duty to defend and indemnify its official, employee or volunteer pursuant to California Government Code sections 815 to 815.3, 825 to 825.6, and 995 to 996.6, inclusive and any

amendments thereof. If the Member District which employs the official, employee or volunteer is not obligated under the Government Code to provide a defense, or to provide indemnity, for a claim, or if said member entity refuses to provide such defense and/or indemnity to said official, employee or volunteer, then this agreement shall not provide for any such defense or indemnity coverage to said official, employee or volunteer. All immunities, defenses, rights and privileges afforded to a member entity under Government Code sections 815 to 815.3, 825 to 825.6, and 995 to 996.6, inclusive and any amendments thereof, shall be afforded to the Authority to bar any defense or indemnity

3. Automobile

This Memorandum of Coverage does not provide coverage for uninsured or underinsured motorist. Coverage is provided with respect to any automobile or mobile equipment owned, rented or leased by a member district or other covered party, or loaned or hired for use by or on behalf of a member district or other covered party, any person while using such automobile, including anyone legally responsible for the use, provided the actual use is with the permission of the member district or covered party; but this does not apply to any person or organization or any agent or employee thereof, operating an automobile sales agency, repair shop, service station, storage garage, or public parking place; nor does this apply to the owner or lessee, other than the covered party, of any automobile hired by or loaned to a member district or other covered party or to any agent or employee of such owner or lessee.

4. Emotional Distress.

The definition of "bodily injury" in the CSAC Excess form is amended to delete the words "if resulting directly from bodily injury." Emotional distress is considered "bodily injury" for purposes of this form whether or not resulting from physical injury.

5. Partnership, Joint Venture or Joint Powers Authority

No person or entity is a covered party with respect to the conduct of any current or past partnership, joint venture, or joint powers authority not named in the declarations unless all members are covered parties under the language set forth above. However, where any covered individual participates in the activities of a partnership, joint venture, or joint powers authority while acting for or on behalf of the member district or other covered party at the time of the occurrence, coverage is afforded by this agreement.

6. Negotiated Agreement

This Memorandum of Coverage does not provide insurance, but instead provides for an understanding of the shared risk of the CAPRI member districts. This Memorandum of Coverage is a negotiated agreement among the members of CAPRI and none of the parties is entitled to rely on any contract interpretation principles that require interpretation of ambiguous language against the drafter of such agreement. This Memorandum of Coverage shall be applied according to the principles of contract law, giving full effect to the intent of the CAPRI members, acting through the Board of Directors in adopting this document. As CAPRI is not an insurer, it has no obligation to provide "Cumis" counsel in disputed coverage situations under Civil Code section 2860. Failure to provide notice to any member district or other covered party of any coverage dispute shall not operate to waive any of the provision of this Memorandum of Coverage.

EXCLUSIONS

CSAC Exclusion language deleted

CSAC Exclusion I, relating to subsidence of land, is deleted for this Memorandum. (See also Section 6 of the Declarations, above, relating to a sublimit for subsidence claims.)

CSAC Exclusion U-6, "Investment Risk Amendatory Endorsement," is deleted in its entirety, except for the first paragraph, which provides: "As respects ultimate net loss, this Memorandum does not apply: To liability arising, in any way, from any act, error, omission or breach of duty, whether in a covered party's capacity as a trustee or fiduciary or otherwise, in connection with any investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing any public funds."

Additional Exclusions

In addition to the Exclusions in the CSAC Excess form, the following exclusions apply under this Memorandum of Coverage, and coverage does not apply to:

1. Any injury or damage sustained by any person arising out of or resulting from participation in boxing or any martial arts which involve full speed, full contact fighting.
2. Any injury or damage sustained by any person arising out of or resulting from participation in hang gliding.
3. Any injury or damage sustained by any person arising out of or resulting from the use of a trampoline.
4. Any injury or damage sustained by any person arising out of or resulting from member district conducted or sponsored tackle football.
5. Any injury or damage sustained by any person arising out of or resulting from any participation in white water rafting on any portion of a river or stream which is rated IV or higher on the International Scale of River Difficulty.
6. Any liability resulting from the ownership or operation by member district or other covered party of a motor vehicle that has a seating capacity for 20 passengers or more.
7. Any injury or damage sustained by any person arising out of or resulting from the operation of a locomotive, railroad car, speeder and/or any other motorized vehicle on any railroad track where the distance between the rails of the railway tracks is more than 24 inches.
8. Any claim arising out of any motorized speed contest, including automobile, motorcycle, watercraft, or aircraft drag racing, motor track racing, burn-outs, or

any other motorized speed contests sponsored, controlled, or participated in by a member district or other covered party; but this does not apply to go cart races.

9. Liability arising out of any:
 - A. Activities in any other fiduciary capacity related to any retirement plan or pension system; or
 - B. Administration of any self-insured benefits fund, or employee benefit program.
10. Any claim arising out of or related to any claims by a member district or other covered party against any other member district or other covered party, including claims by a member district or covered party against its own past or present elected or appointed officials, employees or volunteers. This exclusion does not apply to Employment Practices Liability claims.
11. Any claim for back wages, fringe benefits, retirement benefits, educational expenses, overtime, prospective wages or salary resulting from promotion or reinstatement, severance payments, or similar damages, even if designated as liquidated damages.
12. Under Public Officials Errors and Omissions, liability arising out of or related to construction, architectural, or engineering contracts or to any other contract for the purchase of goods or services.
13. Under Public Officials Errors and Omissions, liability arising out of:
 - A. The assessment of any general or special tax, benefit assessment or property related fee or charge;
 - B. The collection, refund, disbursement, adjustment or application of any general or special taxes, benefit assessment or property related fee or charge; or
 - C. Failure to anticipate revenue shortfalls with respect to general or special taxes, benefit assessments or property related fees and/or charges.
14. Under Public Officials Errors and Omissions, liability arising out of failure of investments, including but not limited to stocks, bonds, or mutual funds, to perform as represented by a member district or other covered party.

DEFINITIONS

1. **“Deductible”** means the amount which a member district or other covered party is obligated to pay at the direction of CAPRI to satisfy the ultimate net loss attributable to a claim covered by this Memorandum of Coverage. For each occurrence, there shall be only one deductible regardless of the number of claimants or covered parties involved; if more than one member district or covered party is involved, the deductible will be apportioned among them as determined by the CAPRI Board of Directors.
2. **“Trampoline”** shall mean any rebounding or tumbling device larger than four feet (4') in diameter.
3. **“Ultimate Net Loss”** means the total amount of damages for which the member district or other covered party is legally liable because of bodily injury, personal injury, advertising injury or property damage, or public officials and employee liability to which this coverage applies, and defense costs. Ultimate net loss may be established by adjudication, arbitration or a compromise settlement to which CAPRI has agreed to prior to settlement.

CONDITIONS

All Coverage Parts included in this Memorandum of Coverage are subject to the following:

- A. Duties in the Event of an Occurrence, Wrongful Act, Claim or Suit
 1. Member district or other covered party must see to it that California Association for Park and Recreation Indemnity (CAPRI) is notified as soon as practicable of an occurrence or wrongful act which appears likely to involve indemnification or result in a claim or suit under this Memorandum of Coverage. Written notice should be as complete as possible, and must at least include:
 - a. How, when, and where the occurrence or wrongful act took place;
 - b. Member district's or other covered party's name and address;
 - c. The names and addresses of any persons seeking damages and/or any injured persons or witnesses; and
 - d. A description outlining the nature of any wrongful act or of any injury or damage arising out of any occurrence.

2. Notice of an occurrence or wrongful act is not notice of a claim or suit.

If a claim is made or notice of suit is received by any member district or other covered party which appears likely to involve indemnification by this Memorandum of Coverage, member district or other covered party must immediately record the specifics of the claim or suit and the date received and notify CAPRI as soon as practicable. Notice shall be deemed given as soon as practicable if it is given to CAPRI by the department or person to whom member district or other covered party has delegated such responsibility as soon as practicable after they become aware of a claim or suit.

3. Member district or any other covered party involved in such claim or suit must:

- a. Immediately send CAPRI copies of any demands, notices, summons, or legal papers received in connection with the claim or suit;
- b. Authorize CAPRI to obtain records and other information;
- c. Cooperate with CAPRI in the investigation, settlement or defense of the claim or suit;
- d. Assist, upon CAPRI's request, in the enforcement of any right against any person or organization which may be liable to the member district or other covered party because of injury or damage to which this Memorandum of Coverage may also apply; and
- e. In no way jeopardize CAPRI's rights after an occurrence or wrongful act.

No member district or other covered party will, except at their own cost, voluntarily make a payment, assume any obligation, or incur any expense without CAPRI's consent. Member district's or other covered party's duties in the event of an occurrence, wrongful act, claim, or suit, apply irrespective of the application of the relevant retained limit(s).

The member district's or other covered party's legal obligation to pay damages must be evidenced either by a judgment against the member district or other covered party after actual trial or by a written settlement agreement executed by the member district or other covered party and the claimant. The member district or other covered party must obtain the prior consent of CAPRI before offering or agreeing to pay an amount in order to settle any claim or suit seeking damages to which this coverage applies.

CAPRI shall not be required to contribute to any settlement to which it has not consented.

CAPRI shall have the exclusive right to negotiate settlement of any covered claim. The member district or other covered party, upon notification of any amounts paid by CAPRI for settlement or damages relating to any such claim, shall promptly pay to CAPRI the remainder of the member district's or other covered party's deductible.

4. In any event member district or other covered party must notify CAPRI in the manner specified above of any occurrence, wrongful act, claim, or suit which involves any of the following injuries:
 - i. Death;
 - ii. An amputation or loss of use of a major extremity;
 - iii. Brain damage affecting mentality or central nervous system - such as permanent disorientation, behavior disorder, personality change, seizures, motor deficit, inability to speak (aphasia), hemiplegia, or unconsciousness (comatose);
 - iv. Blindness;
 - v. Any injury to the spinal cord;
 - vi. Multiple fractures;
 - vii. Nerve damage causing paralysis and loss of sensation in arm and hand (brachial plexus nerve damage);
 - viii. Massive internal injuries affecting body organs;
 - ix. Burns - involving over 10% of the body with third degree, or over 30% of the body with second degree; or
 - x. Rape and/or sexual molestation of any individual.

B. Examination of Member District's or Other Covered Party's Books and Records

CAPRI may examine and audit member districts or other covered party's books and records as they relate to this Memorandum of Coverage at any time during the coverage period and up to three years afterward.

C. Inspection and Surveys

CAPRI has the right but is not obligated to:

1. Make inspections and surveys at any time;
2. Give member district or other covered party reports on the conditions CAPRI finds; and
3. Recommend changes.

Neither CAPRI's right to make inspections nor the making thereof nor any report thereon shall constitute an undertaking, on behalf of or for the benefit of the Member District or other covered party, or others, to determine or warrant that such property or operations are safe.

D. Legal Action

No person or organization has a right under this Memorandum of Coverage:

1. To join CAPRI as a party or otherwise bring CAPRI into a suit asking for damages from a member district or other covered party; or
2. To sue CAPRI under this Memorandum of Coverage unless all of its terms have been fully complied with.

E. Other Coverage

If other valid and collectible coverage is available to the member district or other covered party which covers damages that are subject to indemnification under the terms and conditions of this Memorandum of Coverage, then each and every coverage affected by this Memorandum of Coverage or any endorsement is excess over any other coverage, whether such other coverage is written on a primary, excess, contingent or on any other basis, except for such other coverage that is specifically purchased by member district or other covered party to apply in excess of this Memorandum of Coverage's relevant limit of coverage set forth in the Declarations or in any endorsement.

F. Separation of Member District

Except with respect to the relevant limit(s) of coverage, this Memorandum of Coverage applies:

1. As if each member district were the only member district; and
2. Separately to each member district against whom claim is made or suit is brought.

G. Subrogation - Recovery from Others

1. CAPRI has the right to recover all payments for covered damages and/or claim expenses which CAPRI has made on behalf of the member district or other covered party from anyone liable for such loss. If the member district or other covered party recovers from anyone liable for such loss, CAPRI shall be reimbursed first from such recovery to the extent of the payments for covered damages and/or claim expenses which CAPRI has made on behalf of the member district or other covered party.
2. If the member district or other covered party does not commence an action or proceeding to recover damages from anyone liable for a loss paid by CAPRI, the member district or other covered party agrees to assign all of its rights of recovery to CAPRI and also agrees that CAPRI has the rights of the member district or other covered party to recover damages from anyone liable for such loss. The member district or other covered party will do everything necessary to protect those rights and help CAPRI to enforce them. Any such recovery will be allocated by CAPRI as follows:
 - a. CAPRI will be reimbursed for all payments for covered damages and/or claim expenses which CAPRI has made on behalf of the member district or other covered party;
 - b. Any balance of the recovery which remains after CAPRI has been reimbursed will be paid to the member district or other covered party.
3. Expenses of all proceedings to recover from anyone liable for injury covered by this Memorandum of Coverage will be allocated between the member district or other covered party and CAPRI in the ratio represented by the allocation of any damages which have been recovered.
4. If such an action or proceeding undertaken solely by CAPRI results in no recovery, CAPRI will pay all related expenses.

H. Cancellation

1. Termination of Membership:
 - a. Withdrawal:
 - i. After completing three (3) full fiscal years of participation, any participating member district may voluntarily withdraw from the Program at the end of any fiscal year following at least a three (3) month written notice of termination.

- b. Involuntary Termination:
- i. A participating member district may be involuntarily terminated for any of the following reasons:
 - (1) Failure to pay any premium or contribution to loss reserve when due;
 - (2) Failure to comply with the Bylaws or Policies and Procedures established by CAPRI;
 - (3) Failure to sign any properly adopted amendment to the Joint Powers Agreement when requested to do so;
 - (4) Failure to maintain membership in the California Association of Recreation and Park Districts (CARPD); or
 - (5) Dissolution of a participating member district.
 - ii. In the event a participating member district fails to pay any premium or contribution to loss reserve when due or fails to maintain membership in CARPD, CAPRI will immediately mail to the delinquent member district a notice stating the delinquency and stating that coverage by CAPRI will be canceled and terminated upon a date not less than thirty (30) days thereafter unless during that period of time the stated delinquency is corrected. Termination will be effective pursuant to the notice if the delinquency is not corrected within the time stated.
 - iii. Involuntary termination for any other reason stated above will be effected by CAPRI giving written Notice of Intention to Terminate to the participating member district upon a date not less than thirty (30) days thereafter for the reason or reasons set forth in the notice. The termination will be effective upon the date set forth in the notice unless prior to that effective date the participating member district being terminated requests a hearing by the Board of Directors of CAPRI. At the hearing evidence will be received as to the reasons for the termination and as to the reasons why the termination should not be completed. After such hearing the vote of five (5) members of the CAPRI Board of Directors will be required to terminate a participating member district. If

following the hearing the CAPRI Board of Directors decides to involuntarily terminate the participating member district, then CAPRI shall give such member district thirty (30) days written notice of its decision to involuntarily terminate such member district after the hearing and the effective date of the termination. If no request for hearing by the Board of Directors is received, then the termination shall be effective upon the date set forth in the Notice of Intention to Terminate.

- iv. All notices provided for above shall be mailed certified mail, return receipt requested.

EXHIBIT A

ATTACHMENT TO COVERAGE

CALIFORNIA ASSOCIATION FOR PARK AND RECREATION INDEMNITY (CAPRI)

This is to certify that the person or organization named, has been recognized as an additional covered entity by the California Association for Park and Recreation Indemnity (CAPRI) under the applicable Memorandum of Coverage.

The PERSONS OR ENTITIES COVERED provision is amended to extend coverage to the persons or entity named below. This coverage is intended to be primary protection, but only with respects to liability arising out of the operations and/or programs of the Member District also named below, or out of property leased or rented to the Member District

Table with 2 columns: MEMBER DISTRICT and ADDITIONAL COVERED ENTITY. Rows include Member Recreation and Park District, 3005 First Avenue, Anytown, CA 94565 and A Recognized Third Party, 5600 Anywhere Drive, Center City, CA 95959.

DESCRIPTION OF OPERATIONS/LOCATION/VEHICLES/SPECIALTERMS

for which this certification of coverage is being issued:

For the use of real property, located at 123 Main Street, Anytown, CA, for member district programs/events on July 1, XXXX to July 1, XXXX.

TERMS AND CONDITIONS

Notwithstanding any requirements, terms or conditions of any other contract or documents with respects to which this certification may be issued or may pertain, the coverage provided by the CAPRI Memorandum of Coverage is subject to all the terms conditions and exclusions of the applicable Memorandum of Coverage.

California Association for Park and Recreation Indemnity

Authorized Representative:

Date Issued: _____

PROPERTY PROGRAM

Memorandum of Coverage

Form No. CAPRI 2018 - 19 GL

07/01/18

California Association for Park and Recreation Indemnity (CAPRI)

PROPERTY PROGRAM

MEMORANDUM OF COVERAGE

DECLARATIONS

1. *Coverage Provider*

California Association for Park and Recreation Indemnity (CAPRI) as now or may be hereafter constituted.

2. *Member Districts*

As per the "Schedule of Member Districts"

3. *CAPRI Mailing Address*

6341 Auburn Boulevard, Suite A
Citrus Heights, California 95621

4. *Coverage Period*

July 1, 2018 to July 1, 2019, beginning and ending at 12:01 AM standard time.

5. *Territory*

This Memorandum of Coverage applies while the property is within the United States, Canada, or Puerto Rico, and in due course of transit including airborne or waterborne between points and places therein, except that coverage does not apply to (1) waterborne shipments via the Panama Canal, (2) waterborne or

airborne shipments to and from Alaska, to and from Hawaii, and to and from Puerto Rico.

Coverage on export shipments not insured under ocean marine policies does not extend beyond the time when the property is loaded on board overseas vessel or aircraft; coverage on import shipments not insured under ocean marine policies does not attach until after discharge from overseas vessel or aircraft.

6. *Limits of Liability*

In no event shall liability for loss under this Memorandum of Coverage arising out of one "occurrence" (see PEPIP form Section IV(AF)) from all contributing coverages exceed \$150,000.

7. *Deductibles*

From each adjusted loss or claim for damage granted under this Memorandum of Coverage and occurring from any one loss, disaster or casualty, the following applicable amount(s) shall be deducted:

\$2,000 per occurrence, except:

\$50,000 earthquake -- per occurrence or 5% of the value of the building, contents and/or structure damaged, whichever is greater.

\$20,000 flood – per occurrence

SCHEDULE OF MEMBER DISTRICTS

The following are included as Member Districts:

Almanor Recreation and Park District	Livermore Area Recreation and Park District
Ambrose Recreation and Park District	McFarland Recreation and Park District
Arcade Creek Recreation and Park District	Mendocino Coast Recreation and Park District
Arden Manor Recreation and Park District	Mission Oaks Recreation and Park District
Arden Park Recreation and Park District	Monte Rio Recreation and Park District
Auburn Area Recreation and Park District	Mt. Shasta Recreation and Parks District
Bear Mountain Recreation and Park District	North of the River Recreation and Park District
Bear River Recreation and Park District	North County Recreation District
Beaumont-Cherry Valley Recreation and Park District	North Highlands Recreation and Park District
Boulder Creek Recreation and Park District	Orangevale Recreation and Park District
Buttonwillow Recreation and Park District	Paradise Recreation and Park District
Carmichael Recreation and Park District	Pleasant Hill Recreation and Park District
Central Plumas Recreation District	Pleasant Valley Recreation and Park District
Coalinga-Huron Recreation and Park District	Rancho Simi Recreation and Park District
Conejo Recreation and Park District	Rim of the World Recreation and Park District
Cordova Recreation and Park District	Rio Linda-Elverta Recreation and Park District
Dunsmuir Recreation and Parks District	Russian River Recreation and Park District
Durham Recreation and Park District	Shafter Recreation and Park District
Fair Oaks Recreation and Park District	Silverado-Modjeska Recreation and Park District
Fulton-El Camino Recreation and Park District	Soledad Mission Recreation District
Greater Vallejo Recreation District	Strawberry Recreation District
Hayward Area Recreation and Park District	Sunrise Recreation and Park District
Hesperia Recreation and Park District	Tehachapi Valley Recreation and Park District
Highlands Recreation District	Truckee-Donner Recreation and Park District
Honey Lake Valley Recreation Authority	Tuolumne Park and Recreation District
Isla Vista Recreation and Park District	Valley-Wide Recreation and Park District
Jurupa Area Recreation and Park District	Wasco Recreation and Park District
Ladera Recreation District	Weed Recreation and Park District
Lake Cuyamaca Recreation and Park District	West Side Recreation and Park District
La Selva Beach Recreation and Park District	Western Gateway Recreation and Park District

SECTION I GENERAL CONDITIONS

1. *Coverage Agreement*

The California Association for Park and Recreation Indemnity, a joint powers authority comprised of California special districts, hereinafter referred to as "CAPRI," in return for the payment of premiums as they become due, in reliance upon the statements in the declarations made a part hereof and subject to all the terms and conditions of this Memorandum of Coverage, the Joint Powers Agreement and Bylaws, agrees to provide first party, pooled self insurance coverage to the member districts against all risk of direct physical loss or damage to the property covered from external cause except as excluded herein.

Coverage is provided according to terms, conditions, definitions and exclusions contained in the "PEPIP USA Form No. 14 Master Policy Wording: Coverage Incepting From July 1, 2018 to July 1, 2019" also referred to as "Public Entity Property Insurance Program (PEPIP) Form No.14" which is incorporated by reference (hereinafter referred to as "the PEPIP form"). Should any term in this Memorandum of Coverage conflict with the PEPIP form, the language in this Memorandum of Coverage will prevail.

Coverage includes Sections II, III, IV, V, VI, VII, VIII and IX of the PEPIP form, subject to the conditions, definitions and exclusions in the PEPIP form.

2. *Limits of Liability*

This Memorandum of Coverage may contain sublimits applicable to specific locations, or specific coverages or specific causes of loss. Such limits shall be the total payable as a result of a single occurrence (or an annual aggregate of certain occurrences where so specified) and neither the Memorandum of Coverage limit nor any sublimits shall be increased by the application of one or more PEPIP sublimits.

3. *Losses Excluded*

This Memorandum of Coverage does not cover loss or damage excluded under the terms of the PEPIP form.

Notwithstanding this, Section 4, General Conditions, Exclusion 15 in the PEPIP form, relating to mold, is amended, and shall not apply to the pooled self insurance coverage provided in this Memorandum of Coverage, up to \$150,000 per occurrence limit.

4. *Assignment*

Assignment of interest under this Memorandum of Coverage shall not bind CAPRI until its consent is endorsed hereon.

5. *Loss Clause*

Except with respect to any aggregate limits of liability in this Memorandum of Coverage, any loss hereunder shall not reduce the limit.

6. *Other Insurance*

CAPRI shall not be liable for loss if, at the time of loss there is any other insurance that would attach if this coverage had not been in effect, except that this coverage shall apply only as excess and in no event as contributing coverage, and then only after all other insurance has been exhausted.

7. *Excess Insurance*

Permission is granted to the member district to have excess insurance over the limit(s) of liability set forth in this Memorandum of Coverage without prejudice to this Memorandum of Coverage and the existence of such insurance, if any, shall not reduce any liability under this Memorandum of Coverage.

8. *Underlying Insurance*

Permission is granted to the member district to purchase insurance on all or any part of the deductible and against all or any of the perils covered by this Memorandum of Coverage. The existence of such underlying insurance shall not prejudice or affect any recovery otherwise payable under this Memorandum of Coverage.

If the limits of such underlying insurance exceed the deductible amount that would apply in the event of loss under this Memorandum of Coverage, then that portion which exceeds such a deductible amount shall be considered "other insurance."

9. *Inspection and Examination*

CAPRI shall be permitted, but not obligated, to inspect the member district's property and operations. Neither the right to make inspections, nor the making thereof, nor any report thereon shall constitute an undertaking on behalf of or for the benefit of the member district or others, to determine or warrant that such property or operations are safe.

CAPRI shall be permitted to inspect the premises and to examine and audit the member district's books and records at any time during the coverage period and an extension thereof and within three years after the final termination of the Memorandum of Coverage to verify the amount of recoveries of accounts

receivable, valuable papers and records on which CAPRI has made any settlement or any other subject matter related to this coverage.

10. *Protection of Property*

In case of actual or imminent danger of loss or damage, the member district shall take all necessary steps to preserve and protect property from any further damage. Expense necessarily incurred for such preservation or protection shall be borne equally by the member district and CAPRI, but any payment by CAPRI shall not be an additional amount of coverage and shall be subject to the deductible.

11. *Notice of Loss*

The member district shall immediately notify CAPRI by written notice of any occurrence, the cost of which is likely to result in payment by CAPRI under this Memorandum of Coverage.

12. *Abandonment*

There can be no abandonment of any property to CAPRI.

14. *Conformance*

The terms of this Memorandum of Coverage that are in conflict with the applicable statutes of the state wherein this Memorandum of Coverage applies, are hereby amended to conform to such statutes.

15. *Subrogation*

In the event of any payment under this Memorandum of Coverage, CAPRI shall be subrogated to all the member district's rights of recovery therefor against any person or organization, and the member district shall execute and deliver instruments and papers and do whatever else is necessary to secure such rights. The member district shall do nothing after loss to prejudice such rights.

16. PEPIP USA

Coverage is not provided by CAPRI above the level of \$150,000 per occurrence for any loss, and any such coverage above \$150,000 is subject to the terms and conditions of the excess policy provided by PEPIP USA. To the extent that any loss exceeds \$150,000, if the loss is subject to a sublimit in the PEPIP USA policy, that sublimit will apply to the loss even if the sublimit is not referred to in this Memorandum.

From: Carlee Weston cweston@capri-jpa.org
Subject: MOC General Liability and Property
Date: September 23, 2019 at 3:39 PM
To: Michael Nicholls mcnicholls@me.com
Cc: Matthew Duarte mduarte@capri-jpa.org



Mike, attached you will find the Memorandum of Coverages for both Liability and Property. The coverages limits are the same for the 19-20 year. Thank you,

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



From: Michael Nicholls <mcnicholls@me.com>
Sent: Monday, September 23, 2019 3:27 PM
To: Carlee Weston <cweston@capri-jpa.org>
Subject: Re: CARPD and CAPRI New Member Inquiry

Thanks Carlee - wanted to confirm receipt of the email. I do have a question regarding liability Matt referenced in his letter as I don't want to make any assumptions. What will the limits be for general liability? Can you please send over a pro forma declarations page for our board's review?

Best,

Mike

On Sep 23, 2019, at 3:11 PM, Carlee Weston <cweston@capri-jpa.org> wrote:

Hello Michael,

Please see the attached correspondence from Executive Director, Matthew Duarte regarding insurance information coverage provided by CAPRI. As for membership to CARPD we have added a new section to our website but since we already have your information there is no need to resubmit. Below you will find the break down for CARPD annual dues and additional Member benefits:

Dues Category based on Annual Budget

2019/2020

Dues

\$0 - \$99,999	\$400
\$100,000 - \$199,999	\$800
\$200,000 - \$299,999	\$1,000
\$300,000 - \$599,999	\$1,500
\$600,000 - \$999,999	\$2,000
\$1,000,000 and higher	\$2,500

Member Benefits:

- Education and Training including at our annual CARPD Conference (2019 Conference will be held on May 22-24 in South Lake Tahoe)
- Access to CAPRI Insurance Programs
- Access to legal advice and public relations support
- Legislative Advocacy
- Legislative Updates on issues affecting Recreation and Park Districts
- Networking opportunities with other Member Districts
- Awards of Distinction recognizing outstanding Recreation and Park Districts

Please let us know if you have any additional questions, thank you.

Sincerely,

Carlee Weston

6341 Auburn Blvd., Suite A

Citrus Heights, CA 95621-5203

Phone: (916) 722-5550

Fax: (916) 722-5715

E-Mail: cweston@capri-jpa.org

<image003.jpg>

<Cazadero Community Services District Quote.pdf>

PDF

1 - General
Liabilit...19.pdf

PDF

3 - Property
Memor...ge.pdf



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

October 10, 2019

Steve Krausmann, Chief
Cazadero Volunteer Fire Department

Tony Goodwin, Community Organizer

Dear Steve and Tony:

On behalf of the entire Board of the Cazadero CSD, I would like to extend our gratitude and thanks to you both and all the volunteers who carved out valuable time from their personal lives to prep and paint Fire Station #1 in early September.

A special thank you is also extended to the owners of A-1 Doors in Rohnert Park for the generous loan of a scissor lift which simplified the project. The pride reflected in the project's workmanship is just one of many factors that makes Cazadero a great community to call home.

In closing, please extend our heartfelt thanks to each and every volunteer that worked so diligently on the prep and painting project.

Sincerely,

Michael Nicholls, President
Cazadero Community Services District

Cc: Board of Directors, Cazadero CSD
Lynda Hopkins, District 5 Supervisor

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

	Date	Num	Name	Amount
Oct 19				
	10/16/2019	EFT	Comcast	-153.00
	10/10/2019	EFT	Frontier Communications	-159.91
	10/10/2019	EFT	Frontier Communications	-62.06
	10/10/2019	EFT	Frontier Communications	-206.62
	10/07/2019	EFT	P. G. & E.	-379.07
	10/01/2019	EFT	P. G. & E.	-345.93
	10/01/2019	EFT	P. G. & E.	-91.69
	10/06/2019	E-pay	EFTPS	-472.72
	10/01/2019	9118	Dewart, Alan	-461.75
	10/01/2019	9119	Krausmann, Steven M	-688.80
	10/01/2019	9120	Kulczewski, Sharon	-803.79
	10/01/2019	9121	Caplan, Nancy K.	-415.58
	10/09/2019	9122	Bank of America Business ...	-2,014.35
	10/09/2019	9123	Brit Horn	-177.00
	10/09/2019	9124	Caplan, Nancy	-3.44
	10/09/2019	9125	Cazadero Supply	-45.03
	10/09/2019	9126	Complete Welders Supply	-56.50
	10/09/2019	9127	EAS Consulting	-2,546.69
	10/09/2019	9128	McPhail Fuel Co.	-183.51
	10/09/2019	9129	Merrill, Arnone & Jones, LLP	-120.00
	10/09/2019	9130	Recology Sonoma Marin	-45.47
	10/09/2019	9131	Santa Rosa Uniform & Care...	-1,310.73
	10/09/2019	9132	Uline	-809.31
	10/09/2019	9133	Westgate Petroleum Co., Inc.	-2,135.28
Oct 19				-13,688.23

SONOMA LOCAL AGENCY FORMATION COMMISSION

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

September 26, 2019

West County Fire and Emergency Service Agencies

Re: Summary of MSR Determinations and Upcoming Sphere of Influence Amendment Proposals

West County MSR Determinations

At its meeting of September 4, 2019, the Sonoma Local Agency Formation Commission adopted the determinations made in a Municipal Service Review (MSR) that was conducted for fifteen West County Fire and Emergency Service Agencies.

The Commission directed staff to prepare a summary document listing the determinations, and to distribute that document to the subject agencies of the MSR. The determinations are essentially a set of conclusions of the report; the entire report, including appendices, is available on LAFCO's website at sonomalafco.org. (<http://sonomalafco.org/Projects-and-Proposals/West-County-Fire-Municipal-Service-Review/>)

Proposals for Sphere of Influence Amendments

The MSR did not analyze or recommend any amendments to the spheres of influence of the subject agencies. However, the Commission has asked staff to begin that work, as well as respond to agency requests for sphere amendments.

Staff is preparing to make four sets of sphere amendment proposals, including one, requested by the Sonoma County Fire District and Russian River Fire Protection District, which will likely be considered by the Commission at its November 6, 2019 meeting. Affected agencies and interested parties will be provided notice prior to the hearing.

(Please note that the proposed sphere of influence amendment for Sonoma County FD and Russian River FPD is likely to include other agencies.)

Further sphere of influence amendment proposals will be forthcoming, likely in the early months of 2020; notices of those hearings will be distributed to affected agencies and interested parties.

If you have any questions or concerns about the sphere of influence amendment process, or any other LAFCO related matter, please contact our office. I would like to reiterate our appreciation for your active participation in the preparation of the MSR, and your continued participation as LAFCO facilitates restructuring proposals for the critical services your agencies provide in West County.



Mark Bramfitt
Executive Officer

MEETING ANNOUNCEMENT

Thursday, October 24, 2019

- Place: **Schell-Vista Fire Protection District**
22950 Broadway Sonoma CA, 95476
- When: Thursday, October 24, 2019
Beer & Wine 6pm
Dinner/Meeting 7pm
Raffle Items Available
- Program: FAIRA Will discuss our Liability Insurance Program
- Entrée Choice: **Your Choice of the following: Buffet Style**
- Tri-Tip
 - Chicken
 - Pesto & Marinara Pastas
 - Caesar Salad
 - Dinner Rolls
 - Dessert
- Cost: \$30.00 per person
- Payable to: **Please make checks payable to:**
Sonoma County Fire Districts Association
- Hosted by: Schell-Vista Fire Protection District
- Meal Prepared: **Schell-Vista Firefighters Association**
- RSVP: Please RSVP to:
Kyla Billings at kbillings@bbfpd.org
707) 875-3700
Deadline to RSVP is Friday, October 21, 2019

Sonoma Local Agency Formation Commission

Staff Report 5.2

Meeting Date: October 2, 2019

Agenda No.: Item 5.2

Agenda Item Title: Sphere of Influence Amendment Evaluation Criteria for Fire and Emergency Medical Service Agencies

Proposal: None

Environmental Determination: Not a project under CEQA

Staff Contacts: Mark Bramfitt

Analysis

As part of consideration of a Municipal Service Review for West County Fire and Emergency Medical Service (EMS) Agencies in West County at the Commission's August 7, 2019, meeting, the Commission expressed an interest in understanding what criteria might be useful for evaluating proposed sphere of influence amendments for fire and EMS agencies and directed staff to provide information regarding same.

Staff has prepared a report describing the criteria that it recommends for evaluating sphere of influence amendments and is seeking Commission review and comment.

In particular, staff is interested in any additional criteria that the Commission would like to see addressed in future staff reports and/or Municipal Service Reviews/Sphere of Influence Studies that would support Commission deliberations.

Background

The Commission has supported sphere amendments and reorganizations for several fire agencies in the past several years and, faced with a series of potential sphere amendment and reorganization proposals in West County (and other regions), has expressed concern that the proposals are properly evaluated.

These concerns are myriad and include, but are not limited to:

Are "homes" being found for County Service Area 40 - Fire Services territories in advance of the County's stated objective of ceding responsibility for providing fire service? (Some areas of CSA 40 are provided services under contract by Volunteer Fire Companies; the remainder areas are Integrated Response Plan territories which are served under contract by neighboring fire districts.)

- Is a proposed sphere amendment appropriate given operational considerations?
- Will reorganizations enabled by sphere amendments lead to improved service levels?
- Will subsequent reorganizations lead to near-term, or ideally, long-term, financial sustainability?

information and analysis to support Commission deliberations. To that end, staff has prepared, at the Commission's request, a set of proposed evaluation criteria for fire and emergency medical service agency sphere amendment proposals (Attachment 1).

Use of the Criteria

When evaluating sphere of influence amendments, staff must prepare a Municipal Service Review (or rely on a recent MSR) and, in addition, propose determinations specific to the SOI amendment(s). However, the determinations required under the Cortese-Knox-Hertzberg Act do not directly address the types of considerations the Commission has expressed.

After review and comment by the Commission and after making recommended changes to the criteria, staff proposes to use the Criteria Evaluation Table presented in Attachment 1 either in staff reports or in a Sphere of Influence Study (or both) to provide a suitable level of analysis to the Commission.

Is a Formal Policy Warranted?

The Commission regularly adopts and amends a series of policies that, in practice, describe how the Commission will address a variety of proposals. The Criteria document could be proposed as a formal Commission Policy.

At this time staff does not believe a formal policy is warranted, as staff expects a series of sphere amendments and reorganization proposals both near-term and over the coming several years that may effectively "exhaust" proposed actions for fire and emergency service agencies. Therefore, a policy would have limited utility to future Commissions after that period.

However, if the Commission believes that a formal policy is warranted, perhaps as a document that can be cited to fire and EMS agencies, staff is certainly prepared to pursue formal adoption. (Staff would ask that the Commission refer the matter to the Policy Committee for review or otherwise ask that the proposed policy come directly back to the entire Commission for consideration.)

Recommendation

Staff recommends that the Commission receive and provide comment on the Fire and EMS Agency Sphere of Influence Amendment Criteria document prepared by staff.

Alternate Recommendation

The Commission could direct staff to present the sphere of influence criteria in the form of a Policy that could be considered and adopted by the Commission. If so, staff would seek guidance on whether to refer the proposal to the Policy Committee for consideration or bring the proposed policy directly to the Commission.

Attachments

1. Fire and EMS Agency Sphere of Influence Amendment Criteria Draft

**Fire and EMS Agency
Sphere of Influence Amendment Criteria
Draft**

Sonoma Local Agency Formation Commission

September 16, 2019

The Sonoma Local Agency Formation Commission (LAFCO) has indicated a strong desire for fire and emergency medical service agencies in the County to reorganize into larger regional units as a means of sustaining and potentially improving service levels to communities.

The Commission recognizes that agencies are facing a series of challenges, including:

- Insufficient funding to begin transitions to a career paid workforce to offset the reduced availability of volunteer firefighters.
- A lack of sufficient funding to maintain and replace infrastructure, including vehicle fleets, equipment, and in particular, fire stations.
- The County's program to cede all territory in County Service Area 40 (along with territories designated as Incident Response Areas) to fire districts, effectively ending direct oversight of fire services in the "remainder" areas of the County.
- A need to maintain and in some cases extend the provision of Advanced Life Support ("paramedic") services, whether ambulance- or engine-based.

The Commission has also identified potential benefits of regional consolidation efforts, including:

- Improved operations due to improved resource deployment practices, consistent employee training, and other best practices.
- Somewhat lower costs due to sharing of leadership and administration duties.
- Potential reductions in vehicle fleets, leading to lower maintenance and capital (replacement) costs.
- Broader career pathways for paid staff.

LAFCO Authority

There are three fundamental ways that LAFCO can influence a transition to regional fire and EMS agencies in Sonoma County:

- Adopt Municipal Service Reviews (MSRs) of fire and EMS agencies that conform to the requirements listed in the Cortese-Knox-Hertzberg Local Government Act, including, but

not limited to, evaluations of service levels, financial ability to provide services, and opportunities for shared services with other agencies.

- Amend Spheres of Influence (SOIs), for agencies, indicating an expectation of eventual boundaries within a five- to ten-year timeframe.

As part of this process, the Commission is likely to establish a “lead agency” for a region, establishing an SOI for the agency that includes the entire region. This allows the lead agency to file for reorganizations that include annexing the territories of the other agencies in the SOI. The other agencies within the region would have their SOIs amended as “zero” spheres, indicating that they would eventually be expected to annex to the lead agency.

- Evaluate and consider agency reorganizations. Reorganization proposals, generally consisting of the dissolution or detachment from one agency and annexation to another (the “lead agency” per above), can be filed with LAFCO by agencies (by resolution), by the public (by petition), or by the County of Sonoma (by resolution).

Criteria for Amending SOIs to Support Regional Reorganizations

The Commission has asked staff to prepare a set of criteria for evaluation of sphere of influence amendments involving fire and emergency medical service agencies. These are the criteria that staff considers when evaluating proposed sphere of influence amendments:

Operational Fit

Perhaps the most important criterion is whether agencies within a proposed regional organization make a good operational fit.

Operational fit includes an evaluation of geography and travel times. A proposed regional consolidation should include agencies that can realistically provide service coverage using existing facilities and combined staffing.

One way to consider this criterion is to evaluate the prevalence of mutual aid support. For example, if two neighboring agencies are the principal mutual aid partners for each other, it is a good indication that they should be part of the same sphere of influence.

A secondary set of operational fit criteria might include whether agencies have similar staffing models, or whether they currently provide similar services (i.e. whether agencies are providing advanced or basic life support services).

Financial Sustainability

Reorganizations that could include the extension of special taxes (almost always in the form of parcel taxes) can be a vital component of enhancement of the financial sustainability of the provision of services, and therefore should be reflected in sphere of influence amendment evaluations. Similarly, any opportunity to reduce costs, however modest, should be evaluated.

For County Service Area 40 – Fire Services territory, the willingness of the County of Sonoma to provide suitable long-term financial support for Volunteer Fire Companies to join regional consolidations should also be considered.

Regardless of these considerations, the Commission has shown a willingness to consider sphere of influence amendments that do not have a clear pathway that would result in long-term financial sustainability for the affected agencies, but would likely be skeptical of actual reorganizations that don't show at least near-term financial sustainability.

(Staff believes that financial sustainability should be evaluated for staffing and equipment/vehicles, but not for cases where facilities are insufficient. Facility replacements or improvements can perhaps be best addressed through a combination of grant programs and Mello-Roos tax assessments.)

Advanced Life Support/Ambulance Territory

There are three Fire Protection Districts and two Health Care Districts in Sonoma County (and one City) that provide ambulance-based Advanced Life Support (ALS) service:

- Bodega Bay Fire Protection District
- Russian River Fire Protection District
- Valley of the Moon Fire Protection District (operating as the Sonoma Valley Fire and Rescue Authority)
- Coast Life Support
- Cloverdale Health Care District

The three Fire Protection Districts provide ALS and ambulance transport services well beyond their respective district boundaries. The Districts receive per-call revenue when responding to calls outside their boundaries, but do not receive any tax revenue from these areas.

Both the Bodega Bay FPD and the Russian River FPD are finding it increasingly difficult to sustainably provide ALS/ambulance transport services. If the communities that are outside the respective district boundaries wish to continue to receive ALS/ambulance transport services from these agencies, it would be equitable to have tax revenues from those areas supporting the service.

Therefore, while not a sole criterion regarding setting spheres of influence or for consideration of reorganizations, referencing the ambulance service areas of the three districts is recommended.

Agency Request/Preference

Agencies are free to request sphere of influence amendments at any time, with the understanding that a Municipal Service Review and Sphere of Influence Study must be conducted to evaluate any proposals. Without precluding the Commission from appropriate deliberations regarding any proposals, agencies that cooperatively support sphere of influence amendments are perhaps best-positioned to secure SOI amendments.

Elimination of CSA 40 Territory

The County of Sonoma has entered into a contract with North Bay Fire, which represents the remaining Volunteer Fire Companies who are providing service to most of County Service Area 40 – Fire Services, for continued service provision. The County also has responsibility for Integrated Response Plan (IRP) areas, which are generally provided services by neighboring Fire Protection Districts under contract.

The contract with North Bay Fire is intended to cease at the close of 2020, with the County intent on seeing all CSA 40 and IRP areas reorganized into regional agencies.

Given this timeframe, staff believes it incumbent upon LAFCO to facilitate reorganizations involving the remaining CSA 40 and IRP areas by including these territories into Fire Protection District spheres of influence, and to adjudicate reorganization proposals as appropriate.

Preservation of Further Consolidation Opportunities

A proposed sphere of influence amendment should not preclude further amendments that could include additional agencies, or a broader, regional consolidation. Although there is some advantage to seeking one-time “solutions” for sphere of influence amendments in support of regional consolidations, the Commission has the authority to amend SOIs as long as there has been a study performed that conforms to the requirements of the Cortese-Knox-Hertzberg Act.


Criteria Evaluation Table

Staff has prepared a table that can be used as part of staff reports and/or MSR/SOI studies to evaluate proposed sphere amendments using the proposed criteria:

**Sphere of Influence Amendment
Criteria Evaluation Table**

Criteria	Evaluation	Notes
<p style="text-align: center;">Operational Fit</p> <p>Does the proposed SOI make sense from an operational perspective?</p>		
<p style="text-align: center;">Financial Sustainability</p> <p>Will a future reorganization offer opportunities to increase revenues or decrease costs?</p>		
<p style="text-align: center;">Advanced Life Support/Ambulance Service Territory</p> <p>Is the SOI amendment consistent with existing ambulance service territories, if applicable?</p>		
<p style="text-align: center;">Agency Request/Preference</p> <p>Do the subject agencies support the sphere amendment, with the understanding that it predicts eventual reorganizations?</p>		

Criteria	Evaluation	Notes
<p>Elimination of CSA 40 Territory</p> <p>Does the sphere amendment address remaining CSA 40 and IRP territory in the region?</p>		
<p>Preservation of Further Consolidation Opportunities</p> <p>Does the sphere amendment preclude other options for future reorganizations?</p>		

From: Joe Petersen joepetersen@goldridgefire.org 
Subject: Implementation/Expenditure Plan Summary
Date: October 10, 2019 at 10:33 PM
To: Sonoma County Fire Districts Association SCFDA@googlegroups.com



SCFDA Members,

Attached is a summary of the Implementation/Expenditure Plan the FSWG has been working on with the County Ad Hoc and CAO. This is not a final plan as there are details to work out, but it gives us an outline for the vision of tomorrow's fire service in Sonoma County.

The FSWG was looking forward to the Special Meeting to present and have dialog on this plan but with the weather and PSPS developments, operational needs took the priority. We have tried to add many of the details we were going to discuss and I have included my notes to assist in explaining details that may not be included in the summary. The attached PDF is the Summary and use my notes below as a supplement.

Notes:

Page 2 Current Status:

- The Stations and Staffing through region reviews were completed by Fire Chiefs of the respective agencies. It identifies areas in the County where Silver Plan level staffing would be achieved;
- Alert & Warning systems have been included as there was a high level of need identified through polling and focus groups. This carve out is needed to give maximum possible success to reach the 2/3rds vote required;
- Veg Management & Wildfire Protection is the often overlooked portion of effective fire service and is also a needed carve out to get voter support;
- Equipment, Apparatus & Facilities are capital costs where additional work is needed. The first pass of facilities is complete with all the respective Chiefs input with rough cost estimates. Additional work is needed to identify apparatus carve outs;
- Revenue Allocation Mechanics have been worked on and is being drafted to identify how funding will be allocated with minimal continuous work. Once these allocation and percentages are figured it would become automatically dispersed by the County. There will be a fee that is yet to be determined from the Auditor Controller Treasurer Tax Collector (ACTTC) for processing this funding.

Page 7-21 Region Summaries:

- Region pages: when reading, each number means per day and it is calculated that it will be multiplied by three for actual totals. (e.i.: 1 = 3 total).

Page 22 Timeline:

- Dates of importance.

In closing, this is a working plan and constructive feedback is appreciated. I want to emphasize that some of the details are fluid as we work with the County and adjust the plan to accommodate varying interests. As we narrow down on a final plan this document helps give the an outline of how a half cent sales tax will be implemented to benefit our county fire service as a whole. For individual questions and feedback send email to joepetersen@goldridgefire.org or fireserviceworkinggroup@gmail.com.

You may also speak with me directly at (707)486-8161.

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Districts
Associ...3 2.pdf

Joe Petersen
Sonoma County Fire Districts'
Representative to the FSWG
(707)486-8161

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IMPLEMENTATION/ EXPENDITURE PLAN SUMMARY

FIRE SERVICE WORKING GROUP

CURRENT STATUS

- **Stations & Staffing**
 - Regions Reviews complete
 - Identified station needs and estimated costs
 - Revisiting the salary and benefits assumptions
 - Staffing costs based off of Santa Rosa City rate schedule
- **Alert & Warning Systems**
 - Had a presentation from Sonoma County Department of Emergency Mgmt. – will coordinate with them on the final implementation plan details
- **Veg Management & Wildfire protection**
 - Need to work out the details for the county-wide program portion of the plan
 - Conceptually similar to a Marin County’s “Tam Crew” fuels crew model
- **Equipment, Apparatus, & Facilities**
 - Facilities first pass complete
 - Need to look at equipment and apparatus
- **Revenue Allocation Mechanics:** After a meeting with the Tax Collector’s Office we have a working idea of how funding will be allocated. Expectation is tax agreements will be put in place in accordance with the implementation/ expenditure plan.
- **Governance: TBD**

PLAN SUMMARY

- Staffing - Current estimated cost of ~ \$42M
 - 218 full-time staff additions
 - 6 new Regional Battalion Chiefs (Regions 5 & 6)
 - 3 new Santa Rosa Battalion Chiefs available for mutual aid
- Stations – Estimated cost of \$176.5M
 - 9 new
 - 6 improvements
 - 4 station moves
 - Capital improvements included from region reviews
 - Costs are derived from staffing increases and do not take into account costs for administrative or other specific needs which the agency will need to cover
- No change in Amador support
- No change to volunteer staffing and stipend program opportunities
- Increased depth of resources for mutual aid for EVERY Region

IMPLEMENTATION PLAN

FUNDING METHODOLOGY

- Funding will be determined by calculating what % of the overall costs each agency receiving funding or funding line item is that is not included in the carve-out.
- Carve outs:
 - Still finalizing what will be included beyond capital needs.
 - Current thinking is carve-outs will be subject to County approval and there will be consolidation criteria that need to be met for those agencies that consolidation applies to (e.g. not all Cities will consolidate).
- Tax exchange agreements will need to be put in place with participating agencies.

FUNDING METHODOLOGY

EXAMPLE

Funding Item	% of Funds	Notes
Agency 1	.5%	
Agency 2	3%	
Agency 3	7%	
Agency 4	7.5%	
Agency 5	2.5%	
Agency 6	10%	
Agency 7	13.5%	
Agency 8	5.5%	
Agency 9	12.5%	
Agency 10	13%	
Emergency Alerting Systems	5%	
Capital	20%	
ACTTC Fee	TBD	TBD
Total	100%	

CONSOLIDATION CRITERIA

- In order to receive funding your agency **MUST** be pursuing consolidation (certain Cities excluded)
- The criteria required to demonstrate the pursuit of consolidation is still being worked with the County.
- The current proposed pursuing consolidation definition is:

The elected officials of the organization have documented meaningful actions in pursuit of regionalization, consolidation, and/or annexations.

REGION 3 PLAN

HIGHLIGHTS

- Staffing:
 - Stipend program opportunities will continue to exist outside of the expenditure plan funding
 - 26 full-time staff positions additions
 - Station upgrades of all Region 3 staffed stations from 2-0 to 3-0 staffing
- Stations:
 - Improvements: 2 - Kenwood and Glen Ellen

REGION 3

rcy

New Station
Station Improvement Needed for Staffing
Move Station for Better Coverage

Region	Agency	Stations	Staffing (Per Shift)												
			Current						Comprehensive Fire Service Deployment Plan						
			Sti pe nd FF	Fir efi ght er	Par am edi c	Engi neer	Capt ain	Batt alio n Chie f	Sti pe nd FF	Fir efi ght er	Par am edi c	Eng ine er	Ca pta in	Batt alio n Chie f	
	Kenwood	31-1	1			0.67	0.67			0	1		1	1	
	SVFRA/Glen Ellen	32-1				1	1				1		1	1	
	SVFRA (Sonoma)	33-1	1		2	1	1	1	1	0	1	2	1	1	1
	SVFRA	33-2	1			1	1			0	1	2	1	1	
	SVFRA	33-3	1		2	1	1			0	1	2	1	1	
	SVFRA	33-4													
	Mayacamas	34-1													
	Mayacamas	34-2													
	SVFPD (Shellville)	38-1	1			1	1			0	1		1	1	
	SVFPD (Bella Vista)	38-2													
	Totals		5	0	4	5.67	5.67	1	1	0	6	6	6	6	1
	Region Totals		21.34						25						

3

REGION 4 PLAN

HIGHLIGHTS

- Staffing:
 - 12 full-time staff additions
 - Station upgrade from 2-0 to 3-0 staffing for Annapolis Rd.
- Stations:
 - Improvements: 1 - NSCFPD (North Station)
 - Moves: 1 - Fort Ross (Black Mountain)
- Neighboring Support within and outside Region 4
 - Additional staffing for NSCFPD and Timber Cove to provide support for Fort Ross
 - Addition of Jenner Station with 3-0 and Cazadero with 2-0 staffing in Region 5 that will provide Region 4 support

REGION 5 PLAN

HIGHLIGHTS

- Staffing:
 - 42 full-time staff additions
 - Addition of 3 Region Battalion Chiefs
 - Station upgrades to 3-0 staffing for Monte Rio, Jenner and Occidental
- Stations:
 - Improvements: 1 – Monte Rio
 - Moves: 3 - Cazadero, Monte Rio (Jenner), and Russian River (Guerneville)

REGION 5

New Station
Station Improvement Needed for Staffing
Move Station for Better Coverage

Region	Agency	Stations	Staffing (Per Shift)													
			Current							Comprehensive Fire Service Deployment Plan						
			Sti pe nd FF	Fir ght er	Par am edi c	Engi neer	Cap tain	Bat tali on Chi ef	Sti pe nd FF	Fir ght er	Par am edi c	En gin eer	Ca pta in	Bat tali on Chi ef		
Forestville		51-1	1			1	1				0	1	1	1	1	
Cazadero (Cazadero)		52-1									1			1		
Cazadero (Austin Creek)		52-2														
Monte Rio (Monte Rio)		54-1										1	1	1		
Monte Rio (Jenner)		54-3										1	1	1		
Monte Rio (Duncans Mills)		54-2														
Camp Meeker		55-1														
Russian River (Guerneville)		56-1			2	1	1					1	2	1	1	
Russian River (Rio Nido)		56-2														
Region 5																1
Occidental (Downtown)		57-1											1	1	1	
Occidental (Taylor Lane & Joy Rd.)		57-2														
Totals			1	0	2	2	2	2	0	0	2	6	5	6	1	
Region Totals			7							20						

5

REGION 6 PLAN

HIGHLIGHTS

- Staffing:
 - 18 full-time staff additions
 - Addition of 3 Regional Battalion Chiefs
 - All staffed stations upgraded to 3-0 staffing
 - Targeted volunteer programs for Region 6
- Stations:
 - Improvements: 1 – Geyserville (Knights Valley)
 - New: 2 - Geyserville (Chalk Hill) and Healdsburg (Montage)
 - Montage substation already designed
- Cities: Healdsburg
 - 1 new station

REGION 6

New Station
Station Improvement Needed for Staffing
Move Station for Better Coverage

Region	Agency	Stations	Staffing (Per Shift)													
			Current					Comprehensive Fire Service Deployment Plan								
6	North Sonoma County (Geyserville)	61-1	1	1			1			0	0	1	1	1		
	North Sonoma County (Alexander Valley)	61-2														
	North Sonoma County (Dry Creek)	61-3														
	North Sonoma County (Chalk Hill)	61-4										1	1	1		
	North Sonoma County (Knights Valley)	61-5														
	Healdsburg (Downtown)	63-1	1	1		1	1	1	1	1	0	1	1	1		
	Healdsburg (Montage)	63-2														
	Cloverdale	65-1	1	1		1	1	1	1	1	1	0	1	1	1	
	Region 6															1
	Totals			3	3	0	1	3	0	2	0	4	4	4	4	1
Region Totals			10					15								

REGION 7 PLAN

HIGHLIGHTS

- Staffing:
 - 39 full-time staff additions
 - 3 station upgrades to 3-0 staffing for Airport, Brush Creek, and Bellevue
- Stations:
 - New: 5 - 75-2, Middle Rincon, Airport, Brush Creek, and SRFD Bellevue
 - Moves: 2 - SCFD Bellevue and Calistoga
- Cities: Santa Rosa
 - 21 staff additions
 - Addition of 3 Battalion Chiefs
 - Stations: 2 new and 1 move

REGION 7 - SCFD

ny
 New Station
 Station Improvement
 Needed for Staffing
 Move Station for Better
 Coverage

Region	Agency	Stations	Staffing (Per Shift)											
			Current						Comprehensive Fire Service Deployment Plan					
			Fire	Par	Eng	Ca	Bat	Fire	Par	Eng	Ca	Bat		
SCFD		75-1	1	1	1	1	1	0	1	1	1	1	1	1
SCFD		75-2	1	1	1	1	0	1	1	1	1	1	1	1
SCFD		75-3	1	1	1	1	0	1	1	1	1	1	1	1
SCFD (Bellvue)		75-4	1	1	1	1	0	1	1	1	1	1	1	1
SCFD (Middle Rincon)		75-5												
SCFD		75-6					2							
SCFD		75-7												
SCFD		75-8	1	1	1	1	0	1	1	1	1	1	1	1
SCFD (Airport)		75-9					1	1	1	1	1	1	1	1
Totals			0	5	0	5	5	1	2	1	6	6	6	1
SCFD Totals			16						22					
Region Totals			58						71					

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REGION 7 - SRFD

New Station
Station Improvement Needed for Staffing
Move Station for Better Coverage

Region	Agency	Stations	Staffing (Per Shift)											
			Current						Comprehensive Fire Service Deployment Plan					
			0	3	12	14	12	1	0	3	14	16	14	2
Region 7	Santa Rosa (Sonoma Ave.)	71-1	1	2	3	2	1	1	2	3	2	1		
	Santa Rosa (Stony Point)	71-2	1	2	3	2	1	2	3	2	1			
	Santa Rosa (Airway)	71-3	1	1	1	1	1	1	1	1	1			
	Santa Rosa (Yulupa)	71-4	1	1	1	1	1	1	1	1	1			
	Santa Rosa (Fountain Grove)	71-5	1	1	1	1	1	1	1	1	1			
	Santa Rosa (Brush Creek)													
	Santa Rosa (Calistoga - Move)	71-6	1	1	1	1	1	1	1	1	1			
	Santa Rosa (Oakmont)	71-7	1	1	1	1	1	1	1	1	1			
	Santa Rosa (Roseland)	71-8	1	1	1	1	1	1	1	1	1			
	Santa Rosa (Bellevue)	71-9					1	1	1	1				
	Santa Rosa (Steele Lane)	71-11	1	1	1	1	1	1	1	1	1			
Santa Rosa (Circadian)	71-10	1	1	1	1	1	1	1	1	1				
Totals		0	3	12	14	12	1	0	3	14	16	14	2	
SRFD Totals		42						49						
Region Totals		58						71						

REGION 8 PLAN

HIGHLIGHTS

- Staffing:
 - 42 full-time staff additions
 - Station upgrades to 3-0 staffing for Graton, Bloomfield and Bodega
- Stations:
 - Improvements: 1 - Freestone
 - Moves: 1 - Bloomfield
- Cities: Sebastopol
 - 3 staff additions
 - Upgrade to 3-0 staffing

REGION 8

New Station
Station Improvement Needed for Staffing
Move Station for Better Coverage

Region	Agency	Stations	Proposed Stations	Staffing (Per Shift)											
				Current					Comprehensive Fire Service Deployment Plan						
				Sti nd FF	Fir ght er	Par am c	Engi neer	Capt ain	Batt alion Chi ef	Sti nd FF	Fir ght er	Par am c	En gin eer	Ca pta in	Batt alion Chi ef
	Gold Ridge (Hessel)	81-1	81	1	1	1	1	1	0	1	1	1	1	1	
	Gold Ridge (Twin Hills)	81-2	82	1	1	1	1	1	0	1	1	1	1	1	
	Gold Ridge (Freestone)	81-3	80						0	1	1	1	1		
	Sebastopol	83-1	83	1		1			1	1	1	1	1		
	Graton	84-1	84						1	1	1	1	1		
	Bloomfield	85-1	85						1	1	1	1	1		
	Valley Ford	86-1	86												
	Bodega	87-1	87						1	1	1	1	1		
	Bodega Bay	88-1	88		1	2		1		1	2	1	1		
	Bodega Bay	88-2	89												
	Totals			1	3	2	3	1	1	1	0	5	4	7	7
	Region Totals								11						24

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REGION 9 PLAN

HIGHLIGHTS

- Staffing –
 - 39 full-time staff additions
 - All stations upgraded to 3-0 staffing
- Stations –
 - Improvements: 1 – Wilmar
 - New: 2 - Petaluma Blvd. North and Rohnert Park (99-3)
 - Moves: 1 - Lakeville
- Cities: Petaluma, Cotati, Rohnert Park
 - Petaluma: 1 new station with 3-0 staffing (Petaluma Blvd. North)
 - Rohnert Park: 1 new station with 3-0 staffing (Rohnert Park, 99-3)

REGION 9

New Station
 Station Improvement
 Needed for Staffing
 Move Station for Better
 Coverage

Region	Agency	Stations	Staffing (Per Shift)												
			Current						Comprehensive Fire Service Deployment Plan						
			Stip end FF	Fir efig hte r	Par am edi c	Engi neer	Capt ain	Batt alio n Chie f	Stip end FF	Fir efig hte r	Par am edi c	Eng ine er	Cap tai n	Batt alio n Chie f	
	Rancho Adobe (Cotati)	91-1		1		1	1	1			1	1	1	1	
	Rancho Adobe (Pennygrove)	91-2		1		1	1	1	1			1	1	1	1
	Rancho Adobe (Liberty)	91-3		1		1	1	1				1	1	1	
	Petaluma (D Street)	93-1		1	2	1	1	1	1			1	2	1	1
	Petaluma (Corona Rd.)	93-2		1	3	1	1	1				1	3	1	1
	Petaluma (S. McDowell)	93-3		1	2	1	1	1				1	2	1	1
	Petaluma (Pet Blvd. North)	93-4										1	1	1	1
	Wilmar	94-1										1	1	1	1
	San Antonio	95-1													
	Two Rock	96-1													
	Lakeville	97-1										1	1	1	1
	Rohnert Park (Main - RP Expressway)	99-1													
	Rohnert Park (Country Club)	99-2		1		1	1	1				1	1	1	1
	Rohnert Park (Labath Ave.)	99-3										1	1	1	1
	Rohnert Park (Maurice Ave.)	99-4		1		1	1	1				1	1	1	1
	Totals		0	8	7	8	7	7	2	0	8	11	12	12	2
	Region Totals										32				45

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TIMELINE

- 10/15 – Daylong FSWG working session to address stakeholder feedback and remaining opens
- 10/24 – District Association Mtg.
- Week of 10/28 – Finalize the Implementation Plan and Governance Structure
- 11/5 – Board of Supervisors Mtg.: Adopt a resolution introducing the proposed ordinance
- 11/19 – Board of Supervisors Mtg.: Adopt a resolution calling a special a special election to be conducted on 3/3/2020
- 3/3/20 – Election Day
- Calendar Q3 2020 – First payments per the expenditure plan

IMPLEMENTATION/ EXPENDITURE PLAN SUMMARY

FIRE SERVICE WORKING GROUP