



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

Board Meeting Agenda
October 12, 2020 ~ 6:00PM
Location ~ Fire Station #1
5980 Cazadero Hwy, Cazadero Ca 95421

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

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

RE CORONAVIRUS COVID-19

DUE TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20 WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE BROWN ACT, AND THE ORDER OF THE HEALTH OFFICER OF THE COUNTY OF SONOMA TO SHELTER IN PLACE TO MINIMIZE THE SPREAD OF COVID-19, MEMBERS OF THE BOARD OF DIRECTORS WILL BE PARTICIPATING BY TELECONFERENCE INTO THE BOARD OF DIRECTORS MEETING FOR OCTOBER 12, 2020.

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

<https://us02web.zoom.us/j/86551070823?pwd=am9hYk1aUnhTL0h5VVc1a1JDTmFOUT09>

Telephone number: 1 (669) 900-6833, Meeting ID 794815763, Password 417259#

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

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

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

President Nicholls
Director Barry Director Canelis Director Berry Director Olson

OPEN TIME FOR PUBLIC EXPRESSION

This is an opportunity for any member of the public to briefly address the District Board on any matter that does not appear on this agenda and is restricted to matters within the Board's jurisdiction. Items that appear to warrant a more-lengthy presentation or Board consideration may be placed on the agenda for discussion at a future meeting. Please limit comments to three hundred (300) words.

AGENDA ADJUSTMENTS

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

DIRECTOR REPORTS

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

FIRE CHIEF'S REPORT/STAFF REPORT

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

CONSENT CALENDAR ITEMS

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

1. Approval of Meeting Minutes – September 14, 2020
2. Approval of Special Meeting Minutes – September 21, 2020
3. Approval of Financials – Month of September 2020

ACTION ITEMS

1. **Station #1 Generator Replacement** – Discussion/Action – Update on grant status and board authorization to purchase replacement unit to provide back-up power to station during grid failures.
2. **Pole Mountain** – Discussion/Action – Review and consider a donation request from Gayle Alexander representing the Pole Mountain Board in the amount of \$2,500.

3. **Parcel Tax Consideration** – Discussion/Action – Dennis Rosati will present an outline for consideration on moving forward with a District Election to adopt a parcel tax.
4. **Playground Reopening** – Discussion/Action – Signage, Sanitation, Mandatory State Requirements
5. **Annual Crafts Fair November 14** – Discussion/Action – Requested by Maureen Berry
6. **Consider Approval of Resolution 20/21-05 for Cal-Fire Grant Agreement 7FG20016** – Discussion/Action – Board Approval is required to release funding for upgraded digital radios for district.
7. **CA State Parks Office of Grants and Local Services - Round Four Statewide Park Program** – Discussion/Action – Opportunity to seek grants for park improvement.

DISCUSSION ITEMS

1. **Cazadero Firefighters Association** – Monthly Association report.
2. **Business and Camp Inspections** – Update on Inspection progress.
3. **Controlled/Prescribed Burns** – Review the potential for controlled/prescribed burns in our area.
4. **Election for Board Members** – Discussion – Review process for Board of Supervisors Appointment

COMMITTEE REPORTS

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

FINANCIAL REPORTS

COMMUNICATIONS

1. Email: Triolo Family, re: Cazadero park
2. Email: Dean Wetter, re: Air Quality Protection

ADJOURNMENT

CONSENT ITEMS



Cazadero Community Services District Meeting Minutes –September 14, 2020

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

1. Call to Order and Roll Call

The regular meeting of the Cazadero CSD Board was called to order at 6:02PM on September 14, 2020. Director P. Barry led the Pledge of Allegiance. The following Directors were present: Nicholls, P. Barry, Canelis, M. Berry, Olson. Assistant Chief Schanz, AA Kulczewski, and a member of the public were also present.

2. Public Comment

Rochana Felde expressed her gratitude for all who fought the fires and for the Purple Air system; offered her assistance in adding a PayPal link to the District website for donations to the Cazadero Volunteer Fire Department; and asked for an update on brush clearing on CCSD property.

3. Agenda Adjustments

Action Item 5 – Pole Mountain moved to before Action Item 1 by Director Nicholls.

4. Director Reports

None

5. Fire Chief’s Report/Staff Report

Assistant Chief Schanz gave the Call Report for July:

| Nature of Call | Number of Calls |
|---------------------|-----------------|
| Mutual Aid | 6 |
| Animal Rescue | 1 |
| Vegetation Fire | 2 |
| Hazardous Condition | 1 |
| Traffic Accident | 1 |
| Fire Investigation | 2 |

6. Consent Calendar Items

On a motion by Director P. Barry, Seconded by Director Olson, the Board moved to approve the Consent Calendar Items with the correction of a typo. VOTE: 5-0-0 by roll call:

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

7. Action Items

- a. **Pole Mountain** – After Board discussion, item was tabled to October meeting.
- b. **Bill Ross, Legal Counsel Presentation** – Legal Counsel Bill Ross gave a presentation on legal counsel.
- c. **Consider Approval of Resolution 20/21-02 for Transfer of Reserve Funds to the Sonoma County Pooled Investment Fund** – After Board discussion, on a motion by Director M. Berry, Seconded by Director P. Barry, the Board moved to approve a transfer of reserve funds to the Sonoma County Pooled Investment Fund by Resolution 20/21-02. VOTE: 5-0-0 by roll call:

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

- d. **2020-2021 FY Final Budget** – After Board discussion, on a motion by Director M. Berry, Seconded by Director Nicholls, the Board moved to adopt the 2020-21 Fiscal Year Final Budget by Resolution 20/21-03. VOTE: 5-0-1 by roll call:

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

- e. **Station #1 Generator Replacement** – After Board discussion, item was tabled to October meeting.
- f. **Feasibility of Parcel Tax to Support Cazadero CSD Fire Services Election** – After Board discussion, item was tabled to October meeting pending further research.
- g. **Revision of Chart of Accounts Stations** – After Board discussion, Director P. Barry and AA Kulczewski will work on a sample new chart of accounts.
- h. **Election for Board Members Exhibit** – After Board discussion, item was tabled to October meeting.

8. Discussion Items

- a. **Cazadero Firefighters Association** – Director Olson reported the Association is waiting for bank approval for adding new officers to the account; the Association is working on an online auction for a fundraiser. Assistant Chief Schanz and Director Olson reported they will get the Association’s bank account information to Director Nicholls so he can set up a PayPal link on the District website.
- b. **Business and Camp Inspections** – No update.
- c. **Grant Opportunities** –Director P. Barry and Director Olson will get together to follow up on the State Parks grant for park projects.

d. **Controlled Burns** – The Board discussed prescribed burns in our area.

9. **Committee Reports**

- a. **Consolidation 2020 Ad Hoc** – No report due to fires.
- b. **Park 2020 Ad Hoc** – No report due to fires.

10. **Correspondence**

Correspondence referenced in the Board packet were reviewed.

11. **Financial Reports**

Bills totaling \$9,900.83 were presented for payment.

12. **Adjournment**

On a motion by Director Canelis, Seconded by Director Olson, the Board moved to adjourn the meeting at 8:15 PM. VOTE: 5/0/0 by roll call:

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

Michael Nicholls

Maureen Barry

Paul Barry

Cory Olson

Homer Canelis

Date: _____



*Cazadero Community Services District
Special Meeting Minutes –September 21 2020*

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

1. Call to Order and Roll Call

The special meeting of the Cazadero CSD Board was called to order at 6:08PM on September 21, 2020. The following Directors were present: Nicholls, Canelis, M. Berry, Olson. AA Kulczewski and several members of the public were also present.

2. Public Comment

Kristie Sheets commented on desire to have the park reopened. This will be considered at the October 12, 2020, regular Board meeting

3. Agenda Adjustments

None.

4. Action Items

Resolution 20/21-04 Proclamation of a Local Emergency for the Cazadero Community Services District, County of Sonoma, State of California – After Board discussion, on a motion by Director Canelis, Seconded by Director Olson, the Board moved to proclaim the existence of a local emergency under the California Disaster Assistance Act by Resolution 20/21-04. VOTE: 4/0/0 by roll call:

| Director | Vote |
|----------|------|
| Nicholls | Aye |
| Canelis | Aye |
| M. Berry | Aye |
| Olson | Aye |

5. Adjournment

On a motion by Director Olson, Seconded by Director M. Berry, the Board moved to adjourn the meeting at 6:16 PM. VOTE: 4/0/0 by roll call:

| Director | Vote |
|----------|------|
| Nicholls | Aye |
| Canelis | Aye |
| M. Berry | Aye |
| Olson | Aye |

Michael Nicholls

Maureen Barry

Paul Barry

Cory Olson

Homer Canelis

Date: _____

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

5:11 PM

10/11/2020

Accrual Basis

| | | | | Sep 20 | Jul - Sep 20 | % of Budget | Annual Budget |
|--|--|--|---|-------------|------------------|---------------|-------------------|
| Ordinary Income/Expense | | | | | | | |
| Income | | | | | | | |
| 10 · Tax Revenue | | | | | | | |
| | | | 1000 · Property Taxes-CY Secured | 0.00 | 8,764.13 | 3.09% | 283,950.00 |
| | | | 1011 · SB 2557 Prop Tax Admin | 0.00 | 0.00 | 0.0% | -3,325.00 |
| | | | 1020 · Prop Tax-CY Supplemental | 0.00 | 2,479.31 | 43.5% | 5,700.00 |
| | | | 1040 · Prop Tax-CY Unsecured | 0.00 | 275.19 | 3.67% | 7,500.00 |
| | | | 1042 · Cost Reim-Coll DEL CY UNS | 0.00 | 0.00 | 0.0% | -80.00 |
| | | | 1060 · Prop Tax-PY Secured | 0.00 | -4.50 | 7.5% | -60.00 |
| | | | 1080 · Supplemental Prop Tax-PY | 0.00 | -4.98 | 16.6% | -30.00 |
| | | | 1100 · Prop Taxes-PY Unsecured | 0.00 | 143.49 | 95.66% | 150.00 |
| | | | Total 10 · Tax Revenue | 0.00 | 11,652.64 | 3.97% | 293,805.00 |
| 17 · Use of Money/Property | | | | | | | |
| | | | 1700 · Interest on Pooled Cash | 0.00 | 563.80 | 106.38% | 530.00 |
| | | | 1702 · WestAmerica Bank | 0.00 | 6.68 | 9.54% | 70.00 |
| | | | 1703 · LAIF Interest | 0.00 | 816.92 | 25.53% | 3,200.00 |
| | | | 1704 · Comm First CU - Savings | 0.82 | 3.37 | 100.0% | 0.00 |
| | | | 1801 · Hall Use | 0.00 | 0.00 | 0.0% | 0.00 |
| | | | Total 17 · Use of Money/Property | 0.82 | 1,390.77 | 36.6% | 3,800.00 |
| 20 · Intergovernmental Revenues | | | | | | | |
| | | | 2440 · ST-HOPTR | 0.00 | 855.00 | 48.86% | 1,750.00 |
| | | | 2500 · State-Other Funding (ST) | 0.00 | 0.00 | 0.0% | 0.00 |
| | | | Total 20 · Intergovernmental Revenues | 0.00 | 855.00 | 48.86% | 1,750.00 |
| 40 · Miscellaneous Revenues | | | | | | | |
| | | | 4040 · Misc. Income | | | | |
| | | | 4040 A · Recruitment/Retention-Region 5 | 0.00 | 0.00 | 0.0% | 0.00 |
| | | | 4040 · Misc. Income - Other | 0.00 | 0.00 | 0.0% | 0.00 |
| | | | Total 4040 · Misc. Income | 0.00 | 0.00 | 0.0% | 0.00 |
| | | | 4050 · State & Local Grants | 0.00 | 0.00 | 0.0% | 0.00 |
| | | | 4051 · Federal Grants | 0.00 | 0.00 | 0.0% | 0.00 |
| | | | 4128 · Dispatch Fee Reimbursement | 0.00 | 0.00 | 0.0% | 0.00 |
| | | | 4210 · State of CA EDD Refund | 0.00 | 0.00 | 0.0% | 0.00 |
| | | | Total 40 · Miscellaneous Revenues | 0.00 | 0.00 | 0.0% | 0.00 |
| | | | Total Income | 0.82 | 13,898.41 | 4.64% | 299,355.00 |
| Gross Profit | | | | 0.82 | 13,898.41 | 4.64% | 299,355.00 |
| Expense | | | | | | | |
| 50 · Salaries/Employment Benefits | | | | | | | |
| | | | 5910 · Payroll Expenses | 2,780.65 | 9,236.45 | 23.1% | 39,986.00 |
| | | | 5911 · Firefighter C & D Reimbursement | | | | |
| | | | Strike Team | 0.00 | 0.00 | | |
| | | | 5911 · Firefighter C & D Reimbursement - Other | 0.00 | 0.00 | 0.0% | 33,000.00 |
| | | | Total 5911 · Firefighter C & D Reimbursement | 0.00 | 0.00 | 0.0% | 33,000.00 |
| | | | 5940 · Wrkmn Comp | 0.00 | 4,303.00 | 43.03% | 10,000.00 |

| | Sep 20 | Jul - Sep 20 | % of Budget | Annual Budget |
|---|----------|--------------|-------------|---------------|
| Total 50 · Salaries/Employment Benefits | 2,780.65 | 13,539.45 | 16.32% | 82,986.00 |
| 60 · Services/Supplies | | | | |
| 6015 · Annex/Consolidation/Parcel Tax | 0.00 | 0.00 | 0.0% | 0.00 |
| 6021 · Clothing, Uniform, Personal | 0.00 | 0.00 | 0.0% | 1,300.00 |
| 6022 · Safety Clothing | 0.00 | 344.95 | 2.88% | 12,000.00 |
| 6040 · Communications | | | | |
| Station 1 Emergency Phones | 198.93 | 527.79 | 51.74% | 1,020.00 |
| Stn 1 Internet | 0.00 | 505.19 | 26.77% | 1,887.00 |
| Stn 1 Telephone | 244.83 | 697.83 | 26.83% | 2,601.00 |
| Stn 2 Internet | 114.59 | 343.76 | 27.5% | 1,250.00 |
| Stn 2 Telephone | 62.45 | 190.11 | 19.42% | 979.00 |
| 6040 · Communications - Other | 0.00 | 0.00 | 0.0% | 0.00 |
| Total 6040 · Communications | 620.80 | 2,264.68 | 29.27% | 7,737.00 |
| 6060 · Food | 0.00 | 0.00 | 0.0% | 500.00 |
| 6080 · Household Supplies | 0.00 | 0.00 | 0.0% | 500.00 |
| 6100 · Insurance | 0.00 | 2,065.50 | 7.27% | 28,420.00 |
| 6140 · Equipment | 0.00 | 0.00 | 0.0% | 7,700.00 |
| 6149 · Maintenance-Radio/Pagers | 0.00 | 0.00 | 0.0% | 11,600.00 |
| 6180 · Maintenance-Bldg & Imp. | | | | |
| Station 1 | 23.80 | 208.75 | 3.21% | 6,500.00 |
| Station 2 | 0.00 | 0.00 | 0.0% | 500.00 |
| Parks Maintenance-Playground | 0.00 | 0.00 | 0.0% | 2,500.00 |
| Bi-Annual Gen Load Test | 0.00 | 0.00 | 0.0% | 1,000.00 |
| Brush Removal | 0.00 | 0.00 | 0.0% | 0.00 |
| 6180 · Maintenance-Bldg & Imp. - Other | 0.00 | 0.00 | 0.0% | 0.00 |
| Total 6180 · Maintenance-Bldg & Imp. | 23.80 | 208.75 | 1.99% | 10,500.00 |
| 6261 · Medical Equip | 68.50 | 209.50 | 6.98% | 3,000.00 |
| 6280 · Memberships/Certs | 0.00 | 400.00 | 40.0% | 1,000.00 |
| 6400 · Office expense | 114.99 | 715.41 | 35.77% | 2,000.00 |
| 6405 · Office Equip & Furnishings | 0.00 | 0.00 | 0.0% | 1,000.00 |
| 6410 · Mail and Postage Supplies | 0.00 | 0.00 | 0.0% | 300.00 |
| 6457 · Computer Chrgs-Firehouse Softwa | 0.00 | 99.98 | 2.86% | 3,500.00 |
| 6461 · Supplies/Expenses (Maintenance) | 0.00 | 0.00 | 0.0% | 0.00 |
| 6462 · COVID-19 Expenses | 0.00 | 265.97 | 100.0% | 0.00 |
| 6500 · Other Professional Svcs | 0.00 | 0.00 | 0.0% | 2,500.00 |
| 6510 · Recruitment/Retention | 0.00 | 0.00 | 0.0% | 1,000.00 |
| 6526 · REDCOM | 0.00 | 0.00 | 0.0% | 0.00 |
| 6587 · LAFCO | 0.00 | 614.00 | 100.0% | 614.00 |
| 6610 · Legal | 1,200.00 | 1,200.00 | 15.0% | 8,000.00 |
| 6630 · Audit | 0.00 | 0.00 | 0.0% | 5,300.00 |
| 6634 · Bank Fees | 13.20 | 27.20 | 100.0% | 0.00 |
| 6654 · Medical Exam | 0.00 | 0.00 | 0.0% | 3,000.00 |
| 6800 · Publications and Legal Notices | 0.00 | 260.00 | 104.0% | 250.00 |
| 6820 · Rents and Leases - Equipment | 0.00 | 0.00 | 0.0% | 0.00 |
| 6880 · Minor Equipment/Sm Tools | 777.24 | 1,399.00 | 46.63% | 3,000.00 |
| 6881 · Safety Equip | 0.00 | 369.84 | 4.93% | 7,500.00 |
| 6883 · Fire Equip & Testing | 0.00 | 472.15 | 11.8% | 4,000.00 |

| | Sep 20 | Jul - Sep 20 | % of Budget | Annual Budget |
|---|------------------|-------------------|-----------------|-------------------|
| 7051 · Refunds | 0.00 | 0.00 | 0.0% | 0.00 |
| 7053 · Permits/License/Fees | 0.00 | 0.00 | 0.0% | 700.00 |
| 7120 · Training | 0.00 | 1,243.17 | 13.09% | 9,500.00 |
| 7131 · Textbooks | 0.00 | 0.00 | 0.0% | 200.00 |
| 7201 · Gas & Oil | 0.00 | 26.32 | 0.53% | 5,000.00 |
| 7320 · Utilities | | | | |
| Park Water | 0.00 | 0.00 | 0.0% | 1,530.00 |
| Septic Monitoring Fee | 0.00 | 0.00 | 0.0% | 408.00 |
| Siren Electricity | 25.20 | 76.44 | 15.29% | 500.00 |
| Stn 1 Electricity | 366.21 | 911.52 | 41.57% | 2,193.00 |
| Stn 1 Electricity Outdoor | 50.86 | 167.35 | 36.46% | 459.00 |
| Stn 1 Garbage | 45.85 | 137.55 | 10.37% | 1,326.00 |
| Stn 1 Propane | 81.19 | 661.30 | 32.16% | 2,056.00 |
| Stn 1 Water | 0.00 | 13.02 | 2.13% | 612.00 |
| Stn 2 Electricity | 116.50 | 296.91 | 37.3% | 796.00 |
| Stn 2 Garbage | 0.00 | 0.00 | 0.0% | 561.00 |
| Stn 2 Propane | 0.00 | 0.00 | 0.0% | 1,811.00 |
| Stn 2 Water | 0.00 | 0.00 | 0.0% | 408.00 |
| Street Lights Electricity | 392.44 | 1,176.67 | 26.22% | 4,488.00 |
| 7320 · Utilities - Other | 0.00 | 0.00 | 0.0% | 0.00 |
| Total 7320 · Utilities | 1,078.25 | 3,440.76 | 20.07% | 17,148.00 |
| 7330 · Sanitation-Annual Septic Permit | 0.00 | 0.00 | 0.0% | 500.00 |
| 7335 · Park Development | 0.00 | 1,520.00 | 15.2% | 10,000.00 |
| 7340 · Street Lights | 0.00 | 0.00 | 0.0% | 0.00 |
| 7910 · Principal Payment | 0.00 | 0.00 | 0.0% | 31,492.00 |
| 7920 · Interest Paid | 0.00 | 0.00 | 0.0% | 0.00 |
| 7930 · Interest Expense | 0.00 | 0.00 | 0.0% | 3,541.00 |
| 7950 · E5266 Strike Team | 0.00 | 0.00 | 0.0% | 0.00 |
| Total 60 · Services/Supplies | 3,896.78 | 17,147.18 | 8.39% | 204,302.00 |
| 85 · Capital-Fixed Asset Expense | | | | |
| 8560 · Equipment (F/A) | 0.00 | 0.00 | 0.0% | 8,000.00 |
| 8570 · Structure | 0.00 | 0.00 | 0.0% | 0.00 |
| Total 85 · Capital-Fixed Asset Expense | 0.00 | 0.00 | 0.0% | 8,000.00 |
| Total Expense | 6,677.43 | 30,686.63 | 10.39% | 295,288.00 |
| Net Ordinary Income | -6,676.61 | -16,788.22 | -412.79% | 4,067.00 |
| Net Income | -6,676.61 | -16,788.22 | -412.79% | 4,067.00 |

Cazadero Community Services District
Cash Flow
September 2020

| | Sep 20 | Jul - Sep 20 |
|-----------------------------------|-----------|--------------|
| Ordinary Income/Expense | | |
| Income | | |
| 10 · Tax Revenue | 0.00 | 11,652.64 |
| 17 · Use of Money/Property | 0.82 | 1,390.77 |
| 20 · Intergovernmental Revenues | 0.00 | 855.00 |
| Total Income | 0.82 | 13,898.41 |
| Gross Profit | 0.82 | 13,898.41 |
| Expense | | |
| 50 · Salaries/Employment Benefits | 2,780.65 | 13,539.45 |
| 60 · Services/Supplies | 3,896.78 | 17,147.18 |
| Total Expense | 6,677.43 | 30,686.63 |
| Net Ordinary Income | -6,676.61 | -16,788.22 |
| Net Income | -6,676.61 | -16,788.22 |

1:51 PM
10/11/20

Cazadero Community Services District
Reconciliation Summary
1-Community First CU -Checking, Period Ending 09/30/2020

| | Sep 30, 20 |
|-----------------------------------|--------------------------|
| Beginning Balance | 394,621.13 |
| Cleared Transactions | |
| Checks and Payments - 23 items | -11,057.46 |
| Total Cleared Transactions | -11,057.46 |
| Cleared Balance | <u>383,563.67</u> |
| Uncleared Transactions | |
| Checks and Payments - 3 items | -353.89 |
| Total Uncleared Transactions | -353.89 |
| Register Balance as of 09/30/2020 | <u>383,209.78</u> |
| New Transactions | |
| Checks and Payments - 5 items | -2,767.42 |
| Total New Transactions | -2,767.42 |
| Ending Balance | <u><u>380,442.36</u></u> |

Cazadero Community Services District
Reconciliation Detail
1-Community First CU -Checking, Period Ending 09/30/2020

| Type | Date | Num | Name | Clr | Amount | Balance |
|--|------------|-------|-------------------------|-----|-------------------|-------------------|
| Beginning Balance | | | | | | 394,621.13 |
| Cleared Transactions | | | | | | |
| Checks and Payments - 23 items | | | | | | |
| Paycheck | 08/01/2020 | 9578 | Kulczewski, Sharon | X | -1,100.00 | -1,100.00 |
| Paycheck | 08/01/2020 | 9577 | Krausmann, Steven M | X | -688.80 | -1,788.80 |
| Bill Pmt -Check | 08/02/2020 | 9580 | Cazadero Water Co... | X | -7.76 | -1,796.56 |
| Bill Pmt -Check | 08/04/2020 | 9588 | Sherry Kulczewski | X | -235.05 | -2,031.61 |
| Bill Pmt -Check | 08/31/2020 | EFT | P. G. & E. | X | -350.08 | -2,381.69 |
| Bill Pmt -Check | 08/31/2020 | EFT | P. G. & E. | X | -102.29 | -2,483.98 |
| Paycheck | 09/01/2020 | 9593 | Kulczewski, Sharon | X | -699.03 | -3,183.01 |
| Paycheck | 09/01/2020 | 9592 | Krausmann, Steven M | X | -688.80 | -3,871.81 |
| Paycheck | 09/01/2020 | 9591 | Dewart, Alan | X | -461.75 | -4,333.56 |
| Paycheck | 09/01/2020 | 9590 | Caplan, Nancy K. | X | -415.57 | -4,749.13 |
| Bill Pmt -Check | 09/08/2020 | EFT | P. G. & E. | X | -392.19 | -5,141.32 |
| Bill Pmt -Check | 09/09/2020 | EFT | Frontier Communica... | X | -227.85 | -5,369.17 |
| Bill Pmt -Check | 09/09/2020 | EFT | Frontier Communica... | X | -164.43 | -5,533.60 |
| Bill Pmt -Check | 09/09/2020 | EFT | Frontier Communica... | X | -64.29 | -5,597.89 |
| Bill Pmt -Check | 09/14/2020 | 9599 | Summit Engineering... | X | -1,520.00 | -7,117.89 |
| Bill Pmt -Check | 09/14/2020 | 9600 | TargetSolutions Lea... | X | -1,200.00 | -8,317.89 |
| Bill Pmt -Check | 09/14/2020 | 9598 | Merrill, Arnone & Jo... | X | -1,200.00 | -9,517.89 |
| Bill Pmt -Check | 09/14/2020 | 9594 | Bank of America Bu... | X | -855.33 | -10,373.22 |
| Bill Pmt -Check | 09/14/2020 | 9595 | Brit Horn | X | -392.49 | -10,765.71 |
| Bill Pmt -Check | 09/14/2020 | 9597 | Complete Welders S... | X | -70.50 | -10,836.21 |
| Bill Pmt -Check | 09/14/2020 | 9601 | Brit Horn | X | -7.00 | -10,843.21 |
| Bill Pmt -Check | 09/15/2020 | EFT | Recology Sonoma ... | X | -45.85 | -10,889.06 |
| Bill Pmt -Check | 09/16/2020 | EFT | Comcast | X | -168.40 | -11,057.46 |
| Total Checks and Payments | | | | | -11,057.46 | -11,057.46 |
| Total Cleared Transactions | | | | | -11,057.46 | -11,057.46 |
| Cleared Balance | | | | | -11,057.46 | 383,563.67 |
| Uncleared Transactions | | | | | | |
| Checks and Payments - 3 items | | | | | | |
| Bill Pmt -Check | 07/13/2020 | 9566 | Fire Engineering | | -76.00 | -76.00 |
| Bill Pmt -Check | 09/14/2020 | 9596 | Cazadero Supply | | -163.30 | -239.30 |
| Bill Pmt -Check | 09/28/2020 | EFT | Comcast | | -114.59 | -353.89 |
| Total Checks and Payments | | | | | -353.89 | -353.89 |
| Total Uncleared Transactions | | | | | -353.89 | -353.89 |
| Register Balance as of 09/30/2020 | | | | | -11,411.35 | 383,209.78 |
| New Transactions | | | | | | |
| Checks and Payments - 5 items | | | | | | |
| Paycheck | 10/01/2020 | 9605 | Kulczewski, Sharon | | -735.59 | -735.59 |
| Paycheck | 10/01/2020 | 9604 | Krausmann, Steven M | | -688.80 | -1,424.39 |
| Paycheck | 10/01/2020 | 9603 | Dewart, Alan | | -461.75 | -1,886.14 |
| Paycheck | 10/01/2020 | 9602 | Caplan, Nancy K. | | -415.58 | -2,301.72 |
| Liability Check | 10/05/2020 | E-pay | EFTPS | | -465.70 | -2,767.42 |
| Total Checks and Payments | | | | | -2,767.42 | -2,767.42 |
| Total New Transactions | | | | | -2,767.42 | -2,767.42 |
| Ending Balance | | | | | -14,178.77 | 380,442.36 |

Cazadero Community Services District
Reconciliation Summary
2-Community First CU -Savings, Period Ending 09/30/2020

| | <u>Sep 30, 20</u> |
|-----------------------------------|-------------------------|
| Beginning Balance | 10,009.45 |
| Cleared Transactions | |
| Deposits and Credits - 1 item | <u>0.82</u> |
| Total Cleared Transactions | <u>0.82</u> |
| Cleared Balance | <u><u>10,010.27</u></u> |
| Uncleared Transactions | |
| Deposits and Credits - 1 item | <u>0.85</u> |
| Total Uncleared Transactions | <u>0.85</u> |
| Register Balance as of 09/30/2020 | <u><u>10,011.12</u></u> |
| Ending Balance | 10,011.12 |

Cazadero Community Services District
Reconciliation Detail
2-Community First CU -Savings, Period Ending 09/30/2020

| Type | Date | Num | Name | Clr | Amount | Balance |
|--------------------------------------|------------|-----|------|-----|-------------|------------------|
| Beginning Balance | | | | | | 10,009.45 |
| Cleared Transactions | | | | | | |
| Deposits and Credits - 1 item | | | | | | |
| Deposit | 09/30/2020 | | | X | 0.82 | 0.82 |
| Total Deposits and Credits | | | | | 0.82 | 0.82 |
| Total Cleared Transactions | | | | | 0.82 | 0.82 |
| Cleared Balance | | | | | 0.82 | 10,010.27 |
| Uncleared Transactions | | | | | | |
| Deposits and Credits - 1 item | | | | | | |
| Deposit | 08/31/2020 | | | | 0.85 | 0.85 |
| Total Deposits and Credits | | | | | 0.85 | 0.85 |
| Total Uncleared Transactions | | | | | 0.85 | 0.85 |
| Register Balance as of 09/30/2020 | | | | | 1.67 | 10,011.12 |
| Ending Balance | | | | | 1.67 | 10,011.12 |

Cazadero Community Services District
Reconciliation Detail
 1-Westam Check, Period Ending 09/30/2020

| Type | Date | Num | Name | Clr | Amount | Balance |
|--------------------------------------|------------|-------|------------------------|-----|------------------|------------------|
| Beginning Balance | | | | | | 906.64 |
| Cleared Transactions | | | | | | |
| Checks and Payments - 2 items | | | | | | |
| Liability Check | 09/11/2020 | E-pay | EFTPS | X | -597.10 | -597.10 |
| Check | 09/12/2020 | | | X | -13.20 | -610.30 |
| Total Checks and Payments | | | | | -610.30 | -610.30 |
| Total Cleared Transactions | | | | | -610.30 | -610.30 |
| Cleared Balance | | | | | -610.30 | 296.34 |
| Uncleared Transactions | | | | | | |
| Checks and Payments - 2 items | | | | | | |
| Paycheck | 12/01/2019 | 9249 | Horn (volunteer), Brit | | -392.49 | -392.49 |
| Paycheck | 12/01/2019 | 9248 | Dahle, Michael | | -60.03 | -452.52 |
| Total Checks and Payments | | | | | -452.52 | -452.52 |
| Deposits and Credits - 1 item | | | | | | |
| General Journal | 06/30/2018 | AJE6 | | | 13,458.37 | 13,458.37 |
| Total Deposits and Credits | | | | | 13,458.37 | 13,458.37 |
| Total Uncleared Transactions | | | | | 13,005.85 | 13,005.85 |
| Register Balance as of 09/30/2020 | | | | | 12,395.55 | 13,302.19 |
| Ending Balance | | | | | 12,395.55 | 13,302.19 |

11:54 AM

10/09/20

Cazadero Community Services District
Reconciliation Summary
1-Westam Check, Period Ending 09/30/2020

| | <u>Sep 30, 20</u> | |
|--|-------------------|------------------|
| Beginning Balance | | 906.64 |
| Cleared Transactions | | |
| Checks and Payments - 2 items | -610.30 | |
| Total Cleared Transactions | <u>-610.30</u> | |
| Cleared Balance | | <u>296.34</u> |
| Uncleared Transactions | | |
| Checks and Payments - 2 items | -452.52 | |
| Deposits and Credits - 1 item | 13,458.37 | |
| Total Uncleared Transactions | <u>13,005.85</u> | |
| Register Balance as of 09/30/2020 | | <u>13,302.19</u> |
| Ending Balance | | 13,302.19 |

11:52 AM

10/09/20

Cazadero Community Services District
Reconciliation Detail
L. A. I. F., Period Ending 09/30/2020

| <u>Type</u> | <u>Date</u> | <u>Num</u> | <u>Name</u> | <u>Clr</u> | <u>Amount</u> | <u>Balance</u> |
|-----------------------------------|-------------|------------|-------------|------------|---------------|-------------------|
| Beginning Balance | | | | | | 224,705.17 |
| Cleared Balance | | | | | | 224,705.17 |
| Register Balance as of 09/30/2020 | | | | | | 224,705.17 |
| Ending Balance | | | | | | 224,705.17 |

11:52 AM

10/09/20

Cazadero Community Services District
Reconciliation Summary
L. A. I. F., Period Ending 09/30/2020

| | <u>Sep 30, 20</u> |
|-----------------------------------|-------------------|
| Beginning Balance | 224,705.17 |
| Cleared Balance | 224,705.17 |
| Register Balance as of 09/30/2020 | 224,705.17 |
| Ending Balance | 224,705.17 |

Cazadero Community Services District
Reconciliation Summary
Bank of America Credit Card, Period Ending 09/27/2020

| | <u>Sep 27, 20</u> |
|-------------------------------------|----------------------|
| Beginning Balance | 855.33 |
| Cleared Transactions | |
| Charges and Cash Advances - 4 items | -670.05 |
| Payments and Credits - 1 item | 855.33 |
| Total Cleared Transactions | <u>185.28</u> |
| Cleared Balance | <u><u>670.05</u></u> |
| Uncleared Transactions | |
| Payments and Credits - 1 item | 670.05 |
| Total Uncleared Transactions | <u>670.05</u> |
| Register Balance as of 09/27/2020 | <u><u>0.00</u></u> |
| Ending Balance | 0.00 |

Cazadero Community Services District
Reconciliation Detail
Bank of America Credit Card, Period Ending 09/27/2020

| Type | Date | Num | Name | Clr | Amount | Balance |
|--|------------|----------|-----------------------|-----|----------------|-------------|
| Beginning Balance | | | | | | 855.33 |
| Cleared Transactions | | | | | | |
| Charges and Cash Advances - 4 items | | | | | | |
| Credit Card Charge | 07/31/2020 | 33989 | LineGear | X | -194.85 | -194.85 |
| Credit Card Charge | 08/28/2020 | 83491 | Action Sports & Power | X | -360.21 | -555.06 |
| Credit Card Charge | 09/06/2020 | INV39... | Zoom Video Commu... | X | -14.99 | -570.05 |
| Credit Card Charge | 09/16/2020 | 106961 | Digital Deployment | X | -100.00 | -670.05 |
| Total Charges and Cash Advances | | | | | -670.05 | -670.05 |
| Payments and Credits - 1 item | | | | | | |
| Bill | 08/27/2020 | 082720 | Bank of America Bu... | X | 855.33 | 855.33 |
| Total Cleared Transactions | | | | | 185.28 | 185.28 |
| Cleared Balance | | | | | -185.28 | 670.05 |
| Uncleared Transactions | | | | | | |
| Payments and Credits - 1 item | | | | | | |
| Bill | 09/27/2020 | 092720 | Bank of America Bu... | | 670.05 | 670.05 |
| Total Uncleared Transactions | | | | | 670.05 | 670.05 |
| Register Balance as of 09/27/2020 | | | | | -855.33 | 0.00 |
| Ending Balance | | | | | -855.33 | 0.00 |

ACTION ITEMS

DISCUSSION ITEMS



Cazadero Community Services District
Rosatti Consulting- Public Affairs Proposal/Agreement

Public Affairs Consulting for Cazadero Community Services District
Timeline: Starting November 2020 through June 2021.

EXECUTIVE SUMMARY:

The struggle of rural public fire districts is not unique to Cazadero or Sonoma County. The desire of the Cazadero Community Services District to explore ways to increase revenues through local funding support at the ballot box has become common in West Sonoma County in recent years: many neighboring fire districts within the region have dedicated funding streams proposed and passed by voters. Finding new sources of funding to enable staffing in Cazadero is critical to the success of any future operations, and may be valuable in cooperation agreements with neighboring districts, upgrading of aging equipment and infrastructure, and to reduce response times to emergency and fire calls.

Rosatti Consulting will work with the Board of the Cazadero Community Services District (CCSD) and their assigned project team to build public awareness and support for continued operation of the CCSD. Rosatti Consulting will advise on promoting a positive image in the community for the District, will guide public outreach events and engagement of stakeholders, and will help chart a pathway toward a funding measure that works. Rosatti Consulting will also work with the District to build support in the local business, non-profit, community leaders, civic groups and the general public.

PUBLIC AFFAIRS PROGRAM

The methodology we will use for the public affairs program is a two step approach:

- 1) Research and Listening- November 2020-February 2021
- 2) Active Public Engagement and Possible Ballot Measure Process – February 2021-June 2021

Research and Listening- I will learn as much as possible about the district and the challenges it faces. We will develop a list of potential options to be evaluated by the District leadership, stakeholders and public. We will develop a survey tool to use when talking to stakeholders. We will begin to meet with stakeholders to determine level of public support and issues that may exist. We will analyze neighboring districts and their funding measures/options, and we will develop a set of polling questions and analyze those results. We will seek legal advice regarding our various options.

Active Public Engagement- We will continue to meet with stakeholders. We will directly engage the public, through direct mail and in-person community meetings. We will ensure our communication tools (website, social media) are updated with good information for the public. We will mail most households in the Cazadero Community Services District, to inform them of our progress, and invite them to community forum(s). We will develop a public presentation to be used for conveying our options and

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1142 Village Way, Sebastopol, California 95472

opportunities. We will host community meetings (could be regular District Board Meetings, or special meetings) to discuss options and the future of the District.

*For the purposes of this proposal, I am assuming a June 2021 Election, as was stated to me by a District Board Member. Given the condensed timeline a June 2021 election date creates, it is important for us to plan for that time then reevaluate if a different deadline becomes apparent.

TIMELINE

The timeline below is a general schedule of tasks and events. Some dates, such as election due dates, are not moveable, while others, such as community meetings may be. The tasks below will be driven by the Consultant, but will require Board and District involvement to carry out- especially stakeholder engagement, PowerPoint/presentation creation, and web based communication tools updating.

NOVEMBER 2020

- Meet with Cazadero District Board/Staff to learn everything about the District, the network it operates and participates in, and identify what unique features and benefits the District provides.
- Establish list of options for the District to solicit input from the public
- Begin creating a straightforward messaging to articulate the District options to stakeholders
- Identify stakeholders that need to be included in outreach efforts.
- Establish schedule for meetings with friendly elected officials and stakeholders.
- Review District communications (web, social media, written, etc) and chart recommendations for any needed improvements
- Draft interview questions and tracking tools to be used in one-on-ones for stakeholder outreach.
- Engage an attorney for the District on Elections and Funding options. Investigate all legal questions and answers, and begin comparing against public input and sentiment.

DECEMBER 2020

- Finalize messaging and prepare documents articulating the District options to stakeholders.
- Consultant and District representatives begin meeting with friendly elected officials and stakeholders in a series of one-on-one meetings to share the District's opportunities and challenges, communicate possible options, and to hear feedback.
- Work with a pollster and the Board to create a baseline survey to test options and voter sentiment toward the district and possible funding options. Go in the field with a poll (January).
- Evaluate existing District collateral materials, website, social media presence and other communication tools to determine reach into the community and effectiveness of current communication systems; implement enhancements as needed (from December task also)
- Plan and schedule a community meeting for January/February (Cazadero).
- Work with district staff to create a presentation/Powerpoint for community meetings (if desired)
- Begin targeted direct mail piece #1 production, with invitation to January community event and survey tool.

JANUARY 2021

- Poll(s) goes into the field in early/mid month.

- Analyze poll results.
- Update website with current information, reflective of polling information.
- Produce outreach materials to educate community members needing more information, including collaterals, email newsletter, survey tool and social media outreach.
- Meet with top-tier elected officials, stakeholders and opinion-makers to learn their thoughts on potential future changes at the District.
- Expand meetings with targeted elected officials and priority stakeholders.
- Direct Mail #1 to the target population, with invite to community meeting #1 and survey tool
- Host community meeting #1 (likely in February) via Zoom/Web.

FEBRUARY 2021

- Cazadero Community Services District has the first reading of ordinance for a Ballot Measure at February meeting (If June 2021 Election date is decided)
- Develop FAQ document for district distribution, factual information for residents.
- Complete last meetings with priority local leaders and stakeholders.
- Finalize and present assessment brief for project leadership.
- Test final proposed solution with district residents in tracking poll.
- Continue to meet with stakeholders and possible house meetings

MARCH 2021

- Public meetings to place measure on the ballot (ask attorneys for due dates)
- Submit final report to Cazadero Community Services District if going to voters with a June ballot question
- Begin targeted direct mail #2 production- factual literature on proposed mailer
- Continue to meet with stakeholders and house meetings

APRIL 2021

- Possible public appearances to provide educational and factual presentation on the possible measure and its merits
- Continue to talk with stakeholders and presentation to any groups/organizations of interest
- Mail 2nd Direct Mail piece

MAY 2021

- Summary report to District Board with final recommendations

JUNE 2021

- Consultant makes final recommendations to District; wraps up any lingering activities in the public affairs plan

BUDGET

Below is a schedule of costs based on the Timeline above. For the consulting portion of the budget, this includes limited meetings with elected officials and top-tier stakeholders, a public meeting, then integrating that feedback into a direct mail and web strategy in a three to six month period.

Recognizing the timeline, I am estimating a monthly expenditure based on my best estimate of work that needs to be done in the project. The first couple months have a higher fee, as I anticipate spending more time on the front end creating and implementing the plan, and pushing the public outreach portion of the project forward. My consulting rate of \$150/hour, discounted from my regular government rate of \$175/hour, will be tracked and logged each month against the necessary project tasks, and invoiced at the beginning of the following month. The direct mail pieces will be sent out in the 2021 portion of the project, and Rosatti Consulting will invoice the district for payment up front to ensure timeline delivery of services.

The budget is my best estimate at this time and is subject to change depending on what we discover through research and polling. For planning purposes right now, we are assuming that we will go to the ballot in June of 2021.

Schedule of Costs

Personnel Costs- Rosatti Consulting Fee

| Month | Expense Item | Approximate Date/Units | Total Cost: June Ballot |
|--------------|----------------|------------------------|-------------------------|
| December | Consulting Fee | \$150/hour | \$4,000 |
| January | “ | “ | \$4,000 |
| February | “ | “ | \$4,000 |
| March | “ | “ | \$3,000 |
| April | “ | “ | \$2,000 |
| May | “ | “ | \$1,000 |
| June | “ | “ | \$0.00 |
| July | “ | “ | \$0.00 |
| Total | | | \$18,000 |

Itemized Public Affairs Estimated Costs

| Frequency/Month | Expense Item | Approximate Date/Units | Total Cost: Ballot Measure |
|-----------------|---|------------------------|----------------------------|
| December | Polling- Live survey (x3) to 75-100 respondents. We poll in full voter universe segments, 3 times, to ensure qualified results (due to small size of voter universe). We also check results against paper cards we use for field/online survey. | December/January | \$8,000 |
| December | Printing/Design of | December | \$1,500 |

| | | | |
|--------------------|--|---|--------------------|
| | collateral materials | | |
| January – February | Community Meetings- (paying for web convergence, event expenses, etc.) | Mid January, Early February | \$500 |
| January | Direct Mail #1- Design= \$1,200 Printing= \$900 Mailhouse= \$221 Postage= \$259 Stock Photos= \$300 | January | \$2,880 |
| January | Legal Support- Ballot measure preparation | February/ March | \$5,000 |
| March | Direct Mail #2- Same costs as above, sans stock photos | February | \$2,880 |
| March | Tracking poll, autodial, very light touch to confirm our pathway forward after public outreach | Early March | \$2,000 |
| | | Total Public Affairs Items Cost: | \$22,760* |
| | | Total Budget: | \$40,760.00 |

**Range of expenses here is to cover general landscape of what I believe is needed to succeed, based on field experience in similar districts and content matter. I can work with you to find a budget that works for the district, and there are things I'm not suggesting that we can add in if budget allows.*

***Costs here do not include the campaign to pass a proposed ballot measure, which the District cannot officially fund. These ballot measure campaigns are typically in the \$12-15K range for a district this size (Monte Rio Fire campaign was in this range).*

PERSONNEL AND QUALIFICATIONS

Dennis Rosatti

Dennis "Denny" Rosatti, as General Project Consultant, will be primarily responsible for planning and implementing:

- Government relations
- Media relations
- Survey utilization and interpretation
- Community outreach and education

In my role as the Lead Consultant, I will work with Cazadero Community Services project team members to deliver the plan described in the timeline above.

I bring 15 years of success working in the Sonoma County community with a range of stakeholders, organizations and coalitions on a broad spectrum of issues. Since starting my own consulting firm, I have worked with numerous clients to bring project management, public affairs and outreach support, and grassroots organizing to the heart of their projects. I have helped build community support and establish brand and name identification through strong messaging targeted to decision makers, voters, and the general public. I have a strong history of delivering results, and do not shy away from challenging projects that I feel passionate about. I have a proven ability to work with a range of people, and work hard to keep a strong esprit-de-corps among clients, team members, volunteers and the community.

My past clients have included businesses, ballot measure campaigns, and numerous candidates for public office. Successful campaigns and projects include:

- Yes on Measure C- Occidental Community Services District Parcel Tax
- Yes on Measure E- Gold Ridge Fire Protection District Parcel Tax
- Yes on Measure F- Graton Fire Protection District Parcel Tax
- Monte Rio Fire Protection District- Public Affairs
- Yes on Measure U- Monte Rio Fire District Parcel Tax
- Yes on Measure K- Community Separators Renewal 2016 (Earned 81.4% support from voters)
- Maggie Fishman and Dorothy Battenfeld for Santa Rosa Junior College Board
- Jenni Klose and Ed Sheffield for Santa Rosa City School Board
- Kellie Noe for West Sonoma County High School Board- 2006, 2010, 2014, 2018
- Susan Gorin for County Supervisor (2012, 2016)
- Sonoma County Regional Parks, Public Affairs (2017-2018)
- Yes on Measure M- Parks Funding Sales Tax Measure (2018)

As the former executive director of Sonoma County Conservation Action, I had the opportunity to work on hundreds of environmental and community issues in Sonoma County. I have been involved in all aspects of campaigns from endorsements and earned media efforts, to message creation and get-out-the-vote efforts on Election Day. Also while working at Conservation Action, I ran the business, policy, development and fundraising, human resources, and public affairs departments in varying capacities of that non-profit for 14 years. I served on the Harmony Union School Board for six years in Occidental, CA, and was Board President for one year, which gives me a uncommon reference for what it's like to sit in an elected position and be accountable to the voting public and constituencies that are served. I served on the Sonoma County Fish and Wildlife Commission as a Commissioner for the 5th District for two years, as well as several special commissions for the County of Sonoma and City of Santa Rosa, and have a keen sense for how the County of Sonoma government operates.

My current client list includes Jackson Family Wines (public affairs), American Medical Response (public affairs), and several candidates for public office in various Sonoma County cities and jurisdictions. I am on the Advisory Board of the Sonoma County Growers Alliance, Preserve Rural Sonoma County, and volunteer with the Twin Hills/Apple Blossom Education Foundation.

Rosatti Consulting Fees and Term of Contract:

I will bill against my hourly fee and submit invoices in the subsequent monthly for payment. I will work to stay within the allotted hours in the proposal and contract.

Hours are logged and billed against the monthly retainer. Hours logged in excess of the monthly retainer will be billed in the consecutive following month. Open regular hourly fee is \$150/hour.

Payments for amounts due will be set on the 10th day of the month. Contract to begin upon signing or email communication from the Client authorizing this proposal, payment of the retainer, and will then proceed until either party cancels the contract with 15 days written notice to the other party.

Additional costs for expenses incurred in the course of the project campaign will be reimbursed. Expenses for travel, meals, additional professional services, and other expenses are passed to the Client at cost plus a 10% administration fee. Rosatti Consulting will not incur any additional expenditure over \$250 without written authorization from the Client. Mileage is charged to the Client at the approved IRS mileage reimbursement rate. Such expenses are due at the following invoice payment period.

Schedule for payment of Rosatti Consulting services:

| | |
|--------------------|---------|
| December 10, 2020- | \$4,000 |
| January 10, 2021- | \$4,000 |
| February 10, 2021- | \$4,000 |
| March 10, 2021- | \$3,000 |
| April 10, 2021- | \$2,000 |
| May 10, 2021- | \$1,000 |
| June 10, 2021- | \$0.00 |
| July 10, 2021- | \$0.00 |

Addendum A: EXECUTION OF AGREEMENT FOR SERVICES:

Agreement between Dennis Rosatti of Rosatti Consulting, or RC, the consultant, with offices located at 1142 Village Way, Sebastopol, CA 95472, and Cazadero Community Services District, or Client, located at 5980, Cazadero Highway, Cazadero, CA.

The primary purpose of this Agreement is to secure the services of RC to assist Client under the terms set in the proposal above. The term of service will begin on October 10th, 2020 and terminate at the discretion of the signed parties, as spelled out in the terms of the proposal above.

The payments schedule will be as follows, under an hourly rate of \$150/hour, as spelled out in the proposal for services:

| | |
|--------------------|---------|
| December 10, 2020- | \$4,000 |
| January 10, 2021- | \$4,000 |
| February 10, 2021- | \$4,000 |
| March 10, 2021- | \$3,000 |
| April 10, 2021- | \$2,000 |
| May 10, 2021- | \$1,000 |
| June 10, 2021- | \$0.00 |
| July 10, 2021- | \$0.00 |

Prepayment of Expenses

If prepayment is required by a vendor (as is customary for services including but not limited to printing, postage, mailing services and purchase of voter lists), Client will be responsible to make advance payment to RC or vendor.

The direct mail pieces are proposed to be sent out in the 2021 portion of the project. Client needs to be prepared to pay for those expenses quickly as they arrive, as many vendors will not carry postage and printing expenses beyond a few days.

Client Responsibility

Client agrees to provide RC all the information and support necessary for it to complete its responsibilities as outlined in this agreement.

Independent Contractor Status

Both Client and RC agree that RC will act as an independent contractor in the performance of duties under this Agreement. Accordingly, RC shall be responsible for payment of all taxes, including Federal,

State and local taxes arising out of its activities, including but not limited to Federal and State income tax, Social Security tax, Unemployment Insurance taxes, and any other taxes or business license fee as required.

RC may, at its own expense, use any employees or subcontractors, as it deems necessary to perform the services required of it by this agreement. Client may not control, direct or supervise Contractor's employees or subcontractors in the performance of those services.

The Client will not provide office space or standard tools of the trade to RC at any time during the term of this agreement.

Confidentiality

RC agrees that it will treat any information received from the Client during the performance of this Agreement, which is not already publically available, in full confidence. RC agrees to take all reasonable precautions to prevent any unauthorized disclosure of any confidential information, and to protect the Client's confidential information with the same diligence that RC takes to protect its own confidential information.

All information obtained by RC in the performance of services will not be used for the benefit of RC, or disclosed to any third party, except as may be necessary in order to perform services pursuant to this agreement.

This clause shall survive termination of this Agreement, regardless of the reason for termination.

Promotional Materials and Publicity

Client agrees that RC shall have the right to use the Client's name and the Logo on its web site and in promotional materials that may be produced to secure future business by RC.

This clause shall survive termination of this Agreement, regardless of the reason for termination.

Termination of Contract

Either Client or RC may terminate this Agreement in writing by providing 15-days written notice. In such case, if services have been provided by RC in advance of payment, Client agrees to pay RC the due amount at termination of this agreement. If Client has made payment to RC in advanced of services being provided by RC, RC agrees to reimburse Client accordingly.

General Terms & Conditions

This Agreement shall not be assigned by either party without prior written approval.

This Agreement constitutes the entire agreement between the parties. Any prior agreements, promises, negotiations or representations not expressly set forth in this contract are of no force or effect. Any changes to this Agreement shall be in writing and signed by both parties.

If any part of this contract is deemed to be invalid by any court or arbitration, that part will become null and void. The balance will continue to have full force and effect.

This agreement is to be interpreted based on the laws of the State of California.

Acceptance

Both parties accept the terms and conditions of this agreement.

REPRESENTATIVE
CAZADERO COMMUNITY SERVICES DISTRICT

Date

DENNIS ROSATTI, PRINCIPAL
ROSATTI CONSULTING

Date

FINANCIALS

Cazadero Community Services District
Bills Presented for Payment
September 15 through October 12, 2020

| Date | Num | Name | Amount |
|----------------------------|-------|--------------------------------|-------------------|
| Sep 15 - Oct 12, 20 | | | |
| 09/16/2020 | EFT | Comcast | -168.40 |
| 09/28/2020 | EFT | Comcast | -114.59 |
| 09/15/2020 | EFT | Recology Sonoma Marin | -45.85 |
| 10/08/2020 | EFT | P. G. & E. | -392.44 |
| 10/02/2020 | EFT | P. G. & E. | -442.27 |
| 10/02/2020 | EFT | P. G. & E. | -116.50 |
| 10/05/2020 | E-pay | EFTPS | -465.70 |
| 10/01/2020 | 9602 | Caplan, Nancy K. | -415.58 |
| 10/01/2020 | 9603 | Dewart, Alan | -461.75 |
| 10/01/2020 | 9604 | Krausmann, Steven M | -688.80 |
| 10/01/2020 | 9605 | Kulczewski, Sharon | -735.59 |
| 10/12/2020 | 9606 | All Star Fire Equipment Inc. | -777.24 |
| 10/12/2020 | 9607 | Bank of America Business ... | -670.05 |
| 10/12/2020 | 9608 | Cazadero Supply | -23.80 |
| 10/12/2020 | 9609 | Cazadero Water Company | -5.26 |
| 10/12/2020 | 9610 | Christian Ottolini | -375.00 |
| 10/12/2020 | 9611 | Complete Welders Supply | -137.00 |
| 10/12/2020 | 9612 | Fire Agencies Self Insuranc... | -4,303.00 |
| 10/12/2020 | 9613 | Merrill, Arnone & Jones, LLP | -120.00 |
| 10/12/2020 | 9614 | Summit Engineering, Inc | -1,596.00 |
| Sep 15 - Oct 12, 20 | | | -12,054.82 |

Cazadero Community Services District
Check Detail
September 15 through October 12, 2020

| Type | Num | Date | Name | Item | Account | Paid Amount | Original Amount |
|-----------------|----------|------------|---------------------|------|---------------------------|-------------|-----------------|
| Bill Pmt -Check | EFT | 09/15/2020 | Recology Sonoma ... | | 1-Community First ... | | -45.85 |
| Bill | 16872... | 08/31/2020 | | | Stn 1 Garbage | -45.85 | 45.85 |
| TOTAL | | | | | | -45.85 | 45.85 |
| Bill Pmt -Check | EFT | 09/16/2020 | Comcast | | 1-Community First ... | | -168.40 |
| Bill | 7647-... | 08/21/2020 | | | Stn 1 Internet | -168.40 | 168.40 |
| TOTAL | | | | | | -168.40 | 168.40 |
| Bill Pmt -Check | EFT | 09/28/2020 | Comcast | | 1-Community First ... | | -114.59 |
| Bill | 4727-... | 09/03/2020 | | | Stn 2 Internet | -114.59 | 114.59 |
| TOTAL | | | | | | -114.59 | 114.59 |
| Bill Pmt -Check | EFT | 10/02/2020 | P. G. & E. | | 1-Community First ... | | -442.27 |
| Bill | 1483-... | 09/15/2020 | | | Stn 1 Electricity | -366.21 | 366.21 |
| | | | | | Stn 1 Electricity Out... | -50.86 | 50.86 |
| | | | | | Siren Electricity | -25.20 | 25.20 |
| TOTAL | | | | | | -442.27 | 442.27 |
| Bill Pmt -Check | EFT | 10/02/2020 | P. G. & E. | | 1-Community First ... | | -116.50 |
| Bill | 5192-... | 09/15/2020 | | | Stn 2 Electricity | -116.50 | 116.50 |
| TOTAL | | | | | | -116.50 | 116.50 |
| Bill Pmt -Check | EFT | 10/08/2020 | P. G. & E. | | 1-Community First ... | | -392.44 |
| Bill | 4044-... | 09/21/2020 | | | Street Lights Electri... | -392.44 | 392.44 |
| TOTAL | | | | | | -392.44 | 392.44 |
| Liability Check | E-pay | 10/05/2020 | EFTPS | | 1-Community First ... | | -465.70 |
| | | | | | 2100 · Payroll Liabili... | -74.00 | 74.00 |
| | | | | | 2100 · Payroll Liabili... | -158.72 | 158.72 |
| | | | | | 2100 · Payroll Liabili... | -158.72 | 158.72 |
| | | | | | 2100 · Payroll Liabili... | -37.13 | 37.13 |
| | | | | | 2100 · Payroll Liabili... | -37.13 | 37.13 |
| TOTAL | | | | | | -465.70 | 465.70 |
| Paycheck | 9602 | 10/01/2020 | Caplan, Nancy K. | | 1-Community First ... | | -415.58 |
| | | | | | 5910 · Payroll Expe... | -450.00 | 450.00 |
| | | | | | 5910 · Payroll Expe... | -0.45 | 0.45 |
| | | | | | 2100 · Payroll Liabili... | 0.45 | -0.45 |
| | | | | | 5910 · Payroll Expe... | -27.90 | 27.90 |
| | | | | | 2100 · Payroll Liabili... | -27.90 | -27.90 |
| | | | | | 2100 · Payroll Liabili... | 27.90 | -27.90 |
| | | | | | 5910 · Payroll Expe... | -6.52 | 6.52 |
| | | | | | 2100 · Payroll Liabili... | 6.52 | -6.52 |
| | | | | | 2100 · Payroll Liabili... | 6.52 | -6.52 |

Cazadero Community Services District

Check Detail

September 15 through October 12, 2020

| Type | Num | Date | Name | Item | Account | Paid Amount | Original Amount |
|-----------------|--------|------------|------------------------|------|---------------------------|-------------|-----------------|
| | | | | | 5910 · Payroll Expe... | -6.75 | 6.75 |
| | | | | | 2100 · Payroll Liabili... | 6.75 | -6.75 |
| TOTAL | | | | | | -415.58 | 415.58 |
| Paycheck | 9603 | 10/01/2020 | Dewart, Alan | | 1-Community First ... | | -461.75 |
| | | | | | 5910 · Payroll Expe... | -500.00 | 500.00 |
| | | | | | 5910 · Payroll Expe... | -0.50 | 0.50 |
| | | | | | 2100 · Payroll Liabili... | 0.50 | -0.50 |
| | | | | | 5910 · Payroll Expe... | -31.00 | 31.00 |
| | | | | | 2100 · Payroll Liabili... | 31.00 | -31.00 |
| | | | | | 2100 · Payroll Liabili... | 31.00 | -31.00 |
| | | | | | 5910 · Payroll Expe... | -7.25 | 7.25 |
| | | | | | 2100 · Payroll Liabili... | 7.25 | -7.25 |
| | | | | | 2100 · Payroll Liabili... | 7.25 | -7.25 |
| | | | | | 5910 · Payroll Expe... | -7.50 | 7.50 |
| | | | | | 2100 · Payroll Liabili... | 7.50 | -7.50 |
| TOTAL | | | | | | -461.75 | 461.75 |
| Paycheck | 9604 | 10/01/2020 | Krausmann, Steve... | | 1-Community First ... | | -688.80 |
| | | | | | 5910 · Payroll Expe... | -800.00 | 800.00 |
| | | | | | 2100 · Payroll Liabili... | 25.00 | -25.00 |
| | | | | | 5910 · Payroll Expe... | -49.60 | 49.60 |
| | | | | | 2100 · Payroll Liabili... | 49.60 | -49.60 |
| | | | | | 2100 · Payroll Liabili... | 49.60 | -49.60 |
| | | | | | 5910 · Payroll Expe... | -11.60 | 11.60 |
| | | | | | 2100 · Payroll Liabili... | 11.60 | -11.60 |
| | | | | | 2100 · Payroll Liabili... | 11.60 | -11.60 |
| | | | | | 2100 · Payroll Liabili... | 25.00 | -25.00 |
| TOTAL | | | | | | -688.80 | 688.80 |
| Paycheck | 9605 | 10/01/2020 | Kulczewski, Sharon | | 1-Community First ... | | -735.59 |
| | | | | | 5910 · Payroll Expe... | -855.00 | 855.00 |
| | | | | | 2100 · Payroll Liabili... | 54.00 | -54.00 |
| | | | | | 5910 · Payroll Expe... | -53.01 | 53.01 |
| | | | | | 2100 · Payroll Liabili... | 53.01 | -53.01 |
| | | | | | 2100 · Payroll Liabili... | 53.01 | -53.01 |
| | | | | | 5910 · Payroll Expe... | -12.40 | 12.40 |
| | | | | | 2100 · Payroll Liabili... | 12.40 | -12.40 |
| | | | | | 2100 · Payroll Liabili... | 12.40 | -12.40 |
| TOTAL | | | | | | -735.59 | 735.59 |
| Bill Pmt -Check | 9606 | 10/12/2020 | All Star Fire Equip... | | 1-Community First ... | | -777.24 |
| Bill | 226501 | 09/08/2020 | | | 6880 · Minor Equip... | -777.24 | 777.24 |
| TOTAL | | | | | | -777.24 | 777.24 |
| Bill Pmt -Check | 9607 | 10/12/2020 | Bank of America B... | | 1-Community First ... | | -670.05 |
| Bill | 092720 | 09/27/2020 | | | Bank of America Cr... | -670.05 | 670.05 |
| TOTAL | | | | | | -670.05 | 670.05 |

Cazadero Community Services District
Check Detail
September 15 through October 12, 2020

| Type | Num | Date | Name | Item | Account | Paid Amount | Original Amount |
|-----------------|-----------|------------|------------------------|------|----------------------------|----------------|-----------------|
| Bill Pmt -Check | 9608 | 10/12/2020 | Cazadero Supply | | 1-Community First ... | | -23.80 |
| Bill | 109618 | 09/11/2020 | | | Station 1 | -23.80 | 23.80 |
| TOTAL | | | | | | -23.80 | 23.80 |
| Bill Pmt -Check | 9609 | 10/12/2020 | Cazadero Water C... | | 1-Community First ... | | -5.26 |
| Bill | 6/30-8... | 08/15/2020 | | | Stn 1 Water Stn 1 Water | -5.20 -0.06 | 5.20 0.06 |
| TOTAL | | | | | | -5.26 | 5.26 |
| Bill Pmt -Check | 9610 | 10/12/2020 | Christian Ottolini | | 1-Community First ... | | -375.00 |
| Bill | 10152... | 10/01/2020 | | | 7120 · Training | -375.00 | 375.00 |
| TOTAL | | | | | | -375.00 | 375.00 |
| Bill Pmt -Check | 9611 | 10/12/2020 | Complete Welders ... | | 1-Community First ... | | -137.00 |
| Bill | 02208... | 04/30/2020 | | | 6261 · Medical Equip | -68.50 | 68.50 |
| Bill | 02214... | 09/30/2020 | | | 6261 · Medical Equip | -68.50 | 68.50 |
| TOTAL | | | | | | -137.00 | 137.00 |
| Bill Pmt -Check | 9612 | 10/12/2020 | Fire Agencies Self ... | | 1-Community First ... | | -4,303.00 |
| Bill | FASIS... | 10/01/2020 | | | 5940 · Wrkmn Comp | -4,303.00 | 4,303.00 |
| TOTAL | | | | | | -4,303.00 | 4,303.00 |
| Bill Pmt -Check | 9613 | 10/12/2020 | Merrill, Arnone & J... | | 1-Community First ... | | -120.00 |
| Bill | 920039 | 10/02/2020 | | | 6610 · Legal | -120.00 | 120.00 |
| TOTAL | | | | | | -120.00 | 120.00 |
| Bill Pmt -Check | 9614 | 10/12/2020 | Summit Engineeri... | | 1-Community First ... | | -1,596.00 |
| Bill | 00330... | 10/04/2020 | | | 7335 · Park Develop... | -1,596.00 | 1,596.00 |
| TOTAL | | | | | | -1,596.00 | 1,596.00 |

CORRESPONDENCE

CazaderoCSD

From: Michael Nicholls <nichollsncaz@gmail.com>
Sent: Tuesday, September 22, 2020 9:45 AM
To: Jayashri Triolo
Cc: cazaderoCSD@comcast.net; Maureen Berry
Subject: Re: Cazadero park

Thank you for your comments. This is a board decision and will be addressed via a public meeting following board conversations with the County Public Health Officer.

Best,

Michael Nicholls

> On Sep 21, 2020, at 10:39 PM, Jayashri Triolo <jayashri35@gmail.com> wrote:

>

> Hello,

>

> We live in Cazadero (2 Hahn Road) and would love for the park to be opened up? We have to go to Sebastopol, Monte Rio and Occidental to play basketball or tennis and yet we have padlocks on our Cazadero Park gates?

>

> Let me know when you think it will open please.

>

> All the best,

>

> The Triolo Family

>

>

>

> Sent from iPhone

CazaderoCSD

From: Michael Nicholls <nichollsncaz@gmail.com>
Sent: Tuesday, September 29, 2020 3:11 PM
To: cazaderoCSD@comcast.net
Subject: Fwd: Air Quality Protection
Attachments: image003.png; Untitled attachment 00058.html; Protection from Wildfire Smoke.pdf; Untitled attachment 00061.html; AQI Guidance for Program and Outdoor Activity.pdf; Untitled attachment 00064.html

Begin forwarded message:

From: Dean Wetter <dean@gorecreation.org>
Subject: FW: Air Quality Protection
Date: September 29, 2020 at 1:59:40 PM PDT
To: "Dean Wetter," <dean@gorecreation.org>

Hello. The attached information is shared for your information and use.
A special thank you to Derek at Highlands Recreation District for sharing so quickly.

Great turnout, and I hope you were pleased with the information exchange earlier today.

Take care and keep in good spirits.
Dean

Dean Wetter, General Manager
Valley-Wide Recreation & Park District
Phone: (951) 654-1505
[Go Valley-Wide](#) | GoRecreation.org

From: generalmanager@highlandsrec.ca.gov <generalmanager@highlandsrec.ca.gov>
Sent: Tuesday, September 29, 2020 12:16 PM
To: 'Dean Wetter' <dean@gorecreation.org>
Subject: RE: Tuesday, 9-29 (11:00AM) GM Roundtable Invitation

Dean, if you want to share this guidance info we put together for the Highlands.

Derek

From: Dean Wetter <dean@gorecreation.org>
Sent: Tuesday, September 29, 2020 10:28 AM
To: Dean Wetter, <dean@gorecreation.org>
Subject: Tuesday, 9-29 (11:00AM) GM Roundtable Invitation



Protection from Wildfire Smoke

PURPOSE

Smoke from wildfires contains chemicals, gases and fine particles that can harm health. The greatest hazard comes from breathing fine particles in the air, which can reduce lung function, worsen asthma and other existing heart and lung conditions, and cause coughing, wheezing and difficulty breathing. The purpose of this Standard Operating Procedure (SOP) is to state the requirements for protecting employees from harmful exposure to wildfire smoke. When exposure to wildfire smoke is considered harmful, employers are required by Cal/OSHA's Control of Harmful Exposure standard to take the measures to protect workers.

SCOPE

Exposure is harmful when the pollution or contaminants in the air cause (or are likely to cause) injury, illness, disease, impairment or loss of function. Shortness of breath, difficulty breathing, frequent coughing, and severe eye and throat irritation are signs of impairment or loss of function. This SOP covers all affected employees regardless of indoor or outdoor work environments. The action level is when current Air Quality Index (current AQI) for PM2.5 is 151 or greater, regardless of the AQI for other pollutants and the employer reasonably anticipates that employees may be exposed to wildfire smoke. PM2.5 = solid particles and liquid droplets suspended in air, known as particulate matter, with an aerodynamic diameter of 2.5 micrometers or smaller.

The following workplaces and operations are exempt from this SOP:

- Enclosed buildings or structures in which the air is filtered by a mechanical ventilation system and the employer ensures that windows, doors, bays, and other openings are kept closed to minimize contamination by outdoor or unfiltered air.
- Enclosed vehicles in which the air is filtered by a cabin air filter and the employer ensures that windows, doors, and other openings are kept closed to minimize contamination by outdoor or unfiltered air.
- Employees exposed to a current AQI for PM2.5 of 151 or greater for a total of one hour or less during a shift.

RESPONSIBILITY

1. The General Manager is responsible for ensuring the Highlands Recreation District is in compliance with Cal/OSHA regulations and applicable industry safety standards.
2. The Program Directors and Supervisors are responsible for overall implementation of this SOP.
3. Program Directors and Supervisors are responsible to ensure that employees are properly trained on the hazards of wildfire smoke, the engineering and administrative controls and the proper use of PPE.
4. Program Directors and Supervisors are responsible to monitor air quality to determine if the outdoor air is a "harmful exposure" to employees and implement feasible modifications to the workplace to

reduce employee exposure and ensure proper PPE is available and used correctly by exposed employees.

5. Employees are responsible for understanding the symptoms consistent with exposure to wildfire smoke, communicating deteriorating air quality to their supervisor and bringing and wearing all PPE. Each employee is responsible for his or her own safety.

METHODS OF COMPLIANCE

1. Identification of harmful exposures. The Program Directors and Supervisors shall determine employee exposure to PM2.5 for worksites covered by this SOP before each shift and periodically thereafter, as needed, by any of the following methods:
 - Check AQI forecasts and the current AQI for PM2.5 from a combination of the following: U.S. EPA AirNow website and PurpleAir (setting LRAPA).
 - Obtain AQI forecasts and the current AQI for PM2.5 directly from the EPA, California Air Resources Board, local air pollution control district, or local air quality management district by telephone, email, text, or other effective method.

The current AQI is divided into six categories as shown in the table below, adapted from Table 2 of Title 40 Code of Federal Regulations, Part 58, Appendix G.

| Air Quality Index (AQI) Categories for PM 2.5 | Levels of Health Concern |
|---|--------------------------------|
| 0-50 | Good |
| 51-100 | Moderate |
| 101-150 | Unhealthy for Sensitive Groups |
| 151-200 | Unhealthy |
| 201-300 | Very Unhealthy |
| 301-500 | Hazardous |

2. Two-Way Communication System. Program Directors and Supervisors shall establish and implement a system for communicating wildfire smoke hazards in a form readily understandable by all affected employees, including provisions designed to encourage employees to inform the District of wildfire smoke hazards at the worksite without fear of reprisal. The system shall include effective procedures for informing employees of:
 - The current AQI for PM2.5
 - Protective measures available to employees to reduce their wildfire smoke exposures
 - Encouraging employees to inform their supervisor of:
 - Worsening air quality
 - Any adverse symptoms that may be the result of wildfire smoke exposure such as asthma attacks, difficulty breathing, and chest pain

3. Training and instruction. Program Directors and Supervisors shall provide employees with effective training and instruction. At a minimum, this shall contain the information in Title 8 CCR Section 5141.1 Appendix B:

- The health effects of wildfire smoke
- The right to obtain medical treatment without fear of reprisal
- How employees can obtain the current Air Quality Index (AQI) for PM2.5
- The requirements in Title 8 CCR, section 5141.1 about wildfire smoke
- The employer's two-way communication system
- The employer's methods to protect employees from wildfire smoke.
- The importance, limitations, and benefits of using a respirator when exposed to wildfire smoke
- How to properly put on, use, and maintain the respirators provided by the employer

4. Methods to Protect Employees from Wildfire Smoke. Program Directors and Supervisors shall take action to protect employees from PM2.5 when the current AQI for PM2.5 is 151 or greater. Examples of protective methods include:

- Locating work in enclosed vehicles where the air is filtered
- Changing procedures such as moving workers to a place with a lower current AQI for PM2.5
- Reducing work time in areas with unfiltered air
- Increasing rest time and frequency, and providing a rest area with filtered air
- Reducing the physical intensity of the work to help lower the breathing and heart rates
- To protect building occupants from outdoor air pollution, including the hazardous conditions resulting from wildfire smoke, the City shall ensure that the HVAC system filters are not dirty, damaged, dislodged or leaking around the edges. Filters should fit snugly in their frames and have gaskets or sealants on all perimeter edges to ensure that air does not leak around the filters. During smoke events, the HVAC system should be placed in recirculation mode if possible.

PERSONAL PROTECTIVE EQUIPMENT REQUIREMENTS

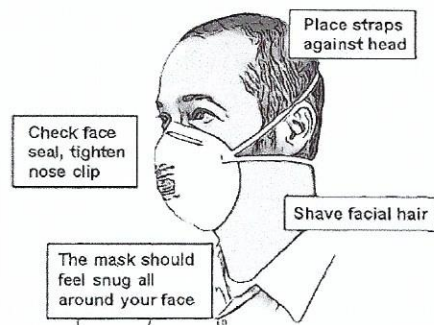
Respiratory Protection. Respirators can be an effective way to protect employee health by reducing exposure to wildfire smoke, when they are properly selected and worn. Respirator use can be beneficial even when the AQI for PM2.5 is less than 151, to provide additional protection. When the current AQI for PM2.5 is 151 or greater, supervisors shall provide their workers with proper respirators for voluntary use. **If the current AQI is greater than 500, respirator use is required.** The following precautions shall be taken:

- Supervisors shall select respirators certified by NIOSH for protection against the specific air contaminants at the workplace
- Surgical masks or items worn over the nose and mouth such as scarves, T-shirts, and bandannas will not provide protection against wildfire smoke. An N95 filtering facepiece respirator, shown in the image below, is the minimum level of protection for wildfire smoke
- Read and follow the manufacturer's instructions on the respirator's use, maintenance, cleaning and care, along with any warnings regarding the respirator's limitations. The manufacturer's instructions for medical evaluations, fit testing, and shaving should also be followed, although

doing so is **NOT** required by Title 8 CCR, section 5141.1 for voluntary use of filtering facepiece respirators for protection from wildfire smoke.

- Do not wear respirators in areas where the air contains contaminants for which the respirator is not designed. A respirator designed to filter particles will not protect employees against gases or vapors, and it will not supply oxygen.
- Employees should keep track of their respirator so that they do not mistakenly use someone else's respirator.
- Employees who have a heart or lung problem should ask their doctor before using a respirator.

Proper Use of N95 Respirator



*Drawing Showing Proper Fitting of a Filtering Facepiece Respirator
(shaving is not required for voluntary respirator use)*

To get the most protection from a respirator, there must be a tight seal around the face. A respirator will provide much less protection if facial hair interferes with the seal. The proper way to put on a respirator depends on the type and model of the respirator. For those who use an N95 or other filtering facepiece respirator mask that is made of filter material:

- Place the mask over the nose and under the chin, with one strap placed below the ears and one strap above
- Pinch the metal part (if there is one) of the respirator over the top of the nose so it fits securely
- For a respirator that relies on a tight seal to the face, check how well it seals to the face by following the manufacturer's instructions for user seal checks. Adjust the respirator if air leaks between the seal and the face. The more air leaks under the seal, the less protection the user receives
- Respirator filters should be replaced if they get damaged, deformed, dirty, or difficult to breathe through
- Filtering facepiece respirators are disposable respirators that cannot be cleaned or disinfected. A best practice is to replace filtering facepiece respirators at the beginning of each shift
- If you have symptoms such as difficulty breathing, dizziness, or nausea, go to an area with cleaner air, take off the respirator, and get medical help



SONOMA COUNTY

Clerk-Recorder-Assessor

<http://sonomacounty.ca.gov/cra>

Registrar of
Voters Division

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

September 9, 2020

Nancy Caplan
P.o. Box 508
Cazadero CA 95421

RE: Community Services District Hall

Thank you for being willing to provide a polling place in past elections. Due to changes required to address health concerns related to the COVID-19 pandemic, we will *not* need to use your facility for the upcoming **November 3, 2020, Consolidated General Election**.

This year, we were required to have fewer, larger locations (for social distancing) that would be available for four days of voting (Saturday, 10/31 through Tuesday, 11/3, Election Day). The locations were determined in part by utilizing demographic and historical voting data, as required by state law.

However, your facility may be needed in the future depending on which local districts/ jurisdictions participate in a given election (e.g. city or school). As always, we will send a polling place permit in advance of any future elections.

If your facility would be willing to serve as a location for 4 days of voting in the future (in case this voting model becomes the standard), please let us know.

We appreciate your continued support of the election process; your local community values using neighborhood facilities as polling places.

If you have any questions, please do not hesitate to call me at (707) 565-6812.

Sincerely,
Melissa Sadler
Department Information Systems Technician II
County of Sonoma

Sept 11, 20

To whom it may concern,
Cazadero Community Services District.

Please allocate these
funds specifically to the
Cazadero Volunteer Fire
Department. We are all
very grateful for their
efforts to protect the
community.

Thank you,
Natalie Baldwin & John Love

CazaderoCSD

From: Michael Nicholls <nichollsncaz@gmail.com>
Sent: Friday, October 9, 2020 6:03 PM
To: cazaderoCSD@comcast.net
Subject: Fwd: Cazadero Hwy
Attachments: Cazadero Hwy 2021.pdf; Untitled attachment 00019.html

Please include in the Communication section - board packet

Begin forwarded message:

From: Johannes Hoevertsz <Johannes.Hoevertsz@sonoma-county.org>
Subject: Cazadero Hwy
Date: October 9, 2020 at 5:33:02 PM PDT
To: Michael Nicholls <nichollsncaz@gmail.com>
Cc: Elise VanDyne <Elise.VanDyne@sonoma-county.org>

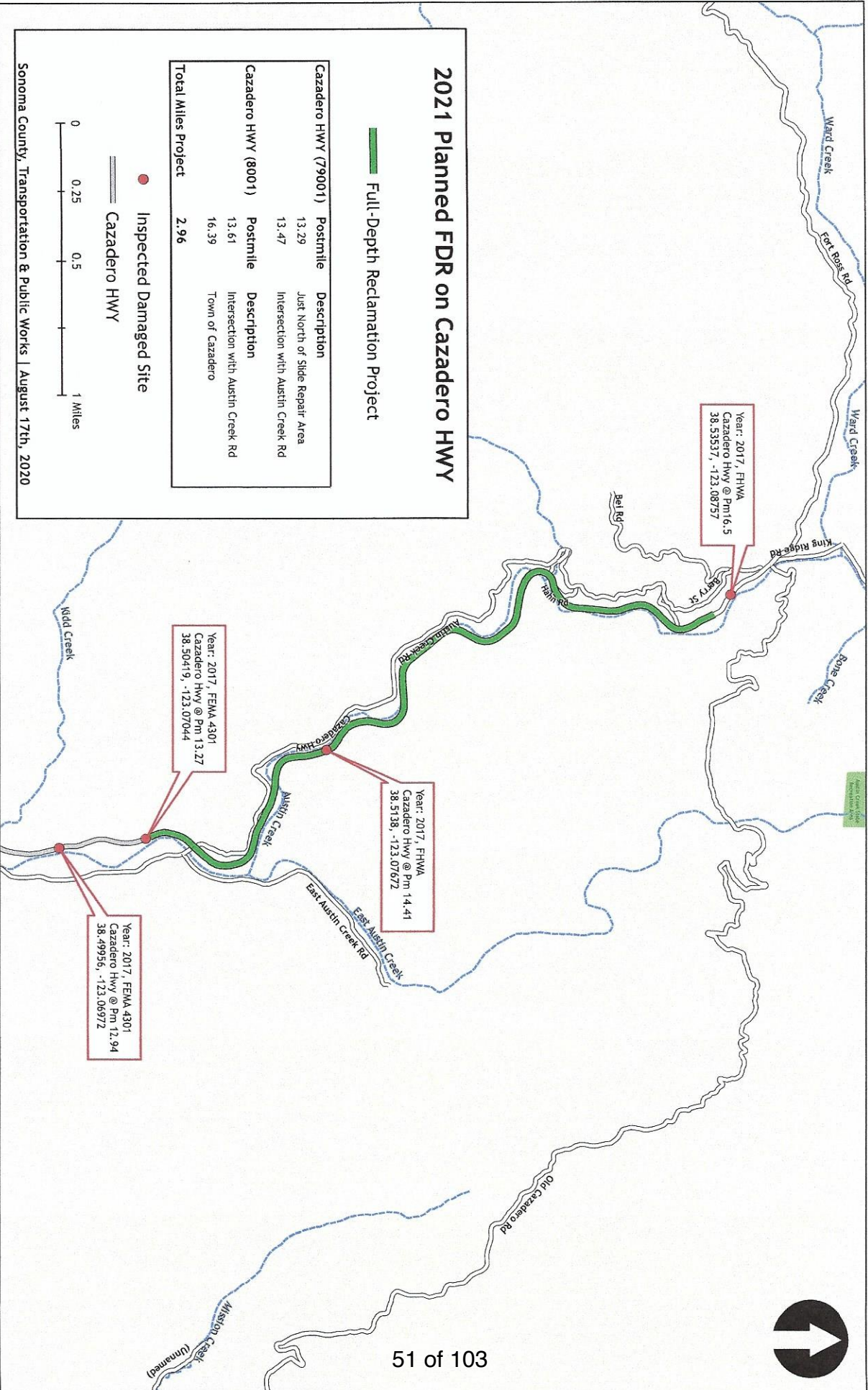
Hi Mike,

TPW is planning on mobilizing to start the first of five projects scheduled for Cazadero Highway on Monday three 12th. The site is commonly referred to as PM 16.50 as shown on the attached map.

Please let me know if you have any questions or concerns as the work progresses and share with other MAC members.

Thank you,

Johannes



CazaderoCSD

From: Michael Nicholls <nichollsncaz@gmail.com>
Sent: Saturday, October 10, 2020 11:55 AM
To: cazaderoCSD@comcast.net
Subject: Fwd: Reminder - Cazadero Representation Proposal
Attachments: Bill Adams bio page from MAYJ website 10-10-20.docx; Untitled attachment 00009.html; MAJ firm bio.pdf; Untitled attachment 00012.html

Sherry - please add to packet correspondence

Begin forwarded message:

From: William Adams <wadams@majlaw.com>
Subject: RE: Reminder - Cazadero Representation Proposal
Date: October 10, 2020 at 9:57:02 AM PDT
To: Michael Nicholls <nichollsncaz@gmail.com>

Mike –

The attached documents augment the 45 minutes I spent with your Board at the August meeting. Your Board is aware of MAJ discounted hourly fee of \$300 for public agencies, as well as the scope of our representation regarding LAFCO and prior VFC (including my work coordinating the transition to North Bay Fire). Do you anticipate a need / interest in me calling in to the Board meeting? If so, please advise the time and number.

Bill

William L. Adams, Partner in Santa Rosa, CA

A native of Chicago, Bill has more than 30 years of experience in successful strategic planning, policy implementation and leadership team development in both the public and private sectors. An innovative, solution-oriented attorney, he serves as a counselor and an advocate for clients across the spectrum of **legal services** from proactive risk advice and cooperative transactions to crisis resolution and litigation.

In 2015, Bill retired as Deputy County Counsel for Sonoma County. A resident of Windsor since 1993, he is actively involved in youth sports, local schools, and wide range of regional **community programs** addressing literacy, hunger, infrastructure collaboration, and economic development.

Bar Admissions:

- State Bar of California
- U.S. District Court, Northern District of California
- U.S. Court of Appeals, 9th Circuit

Community Involvement:

- President, Sonoma County Bar Association, 2004
- Founding member, Richard Sangster American Inns of Court, serving Marin, Napa, Sonoma counties
- Redwood Empire Food Bank, former Board member
- Sonoma County Library Commission, former Commissioner
- Sonoma County Employees Retirement Association, former Trustee
- California Intergovernmental Management Training Institute Class XXXVI, 2007
- Sonoma County Management Academy VIII, 2008
- Recognized as Sonoma County "Volunteer of the Year", 2010
- Fellow, Leadership Institute for Ecology and the Economy, Class of 2013
- Trustee, Windsor Unified School District, 2015
- Board Member, Sonoma County Association of Retired Employees, 2016
- Member, Sonoma County Healthcare Coalition, 2016
- Lieutenant Colonel, U.S. Marine Corps (retired)

Education

- B.A., Northwestern University, 1982
- J.D., University of Oregon, 1993
Managing Editor, Oregon Law Review
- M.A., National Defense University, 1998
- Stanford University, California Association of Public Retirement Systems Trustee Program, 2013
- University of Pennsylvania, Wharton Business School Executive Education Program, 2014

Merrill, Arnone & Jones, LLP

Firm Bio

Merrill, Arnone & Jones is a premier Sonoma County law firm that has been serving the needs of North Bay businesses for over 40 years. Based in Santa Rosa, the firm's 6 partners pride themselves on being problem solvers for both the community and their clients.

As problem solvers for their clients, the firm provides expert legal services in a variety of industries. When the hospitality industry was looking for funding mechanisms to launch more focused destination marketing efforts, the firm worked with the Sonoma County Lodging Association to create the first county wide business improvement area in California. Public safety agencies throughout Sonoma County rely upon Merrill, Arnone & Jones to provide guidance on issues such as open meeting and public records laws, elections, annexations and detachments. Local public healthcare districts rely on the firm for guidance in acquisitions, leasing, municipal finances, management contracts and the formation of joint powers authorities. To the wine industry, the firm brings expertise in the field of trademark protection and dispute resolution. For pilots and aviation businesses, the firm provides counsel on liability avoidance, regulatory compliance and the facilitation of purchase and sale transactions.

Many of the businesses served by Merrill, Arnone & Jones are not large enough to justify the expense of in-house legal staff. So the firm strives to fill this need by learning as much as possible about each client and the issues that are important to their success. This includes the needs and desires of individual business owners who may have estate planning or other personal legal needs.

Community service is deeply ingrained in the firm's culture. Mike Merrill arrived in Sonoma County in 1971 after serving his country as a Marine during the war in Vietnam. More recently, Mike was instrumental in bringing commercial air service back to Sonoma County as Chairman of the Airline Attraction Committee. Bill Arnone currently serves on the Santa Rosa Board of Public Utilities, and spent 15 years as a member of the City's Housing Commission and Redevelopment Agency. Ross Jones served on Windsor's first Parks & Recreation Commission and as a member of the Sonoma County Business Crime Prevention Task Force. Marlon Young is playing an important role in the expansion of the Sonoma County Airport as Chairman of the County's Aviation Commission and a member of the Airport Master Plan Citizens Advisory Committee. Michael Fish has served in a variety of leadership positions within Rotary International, and was the Chairman of Rotaplast International, an organization providing free cleft palate and lip surgeries to impoverished children around the world. Bill Adams, another Marine Corp veteran, is an elected member of the Windsor Unified School District.

The people at Merrill, Arnone & Jones are dedicated professionals who care about the well-being of the firm's clients, and who genuinely enjoy working together. Support staff members are encouraged to upgrade skills by participating in trade organizations and attending continuing education classes. The firm is also recognized as "AV Rated", the highest ranking awarded by Martindale Hubble, the leading peer review agency.

State of California
 Dept. of Forestry and Fire Protection (CAL FIRE)
 Cooperative Fire Programs
 GRANT AGREEMENT

APPLICANT:

PROJECT TITLE: Volunteer Fire Assistance Program

GRANT AGREEMENT: 7FG20016

PROJECT PERFORMANCE PERIOD IS from Upon Approval through June 30, 2021.

Under the terms and conditions of this Grant Agreement, the applicant agrees to complete the project as described in the project description, and the State of California, acting through the Dept. of Forestry & Fire Protection, agrees to fund the project up to the total state grant amount indicated.

PROJECT DESCRIPTION: Cost-share funds awarded to provide assistance to rural areas in upgrading their capability to organize, train, and equip local forces for fire protection.

Total State Grant not to exceed **\$8,819.67** (or project costs, whichever is less)

**The Special and General Provisions attached are made a part of and incorporated into this Grant Agreement.*

**STATE OF CALIFORNIA
 DEPARTMENT OF FORESTRY
 AND FIRE PROTECTION**

 Applicant

By _____
 Signature of Authorized Representative

Title _____

Date _____

By _____

Title: **Gabrielle Avina
 Staff Chief, Cooperative Fire Programs**

Date _____

CERTIFICATION OF FUNDING

| | | | | | |
|---|---|---------------------------|------------------------------|---------------------|--------------------|
| AMOUNT OF ESTIMATE FUNDING \$8,819.67 | GRANT AGREEMENT NUMBER 7FG20016 | PO ID | | | |
| ADJ. INCREASING ENCUMBRANCE \$ 0.00 | SUPPLIER ID | | | | |
| ADJ. DECREASING ENCUMBRANCE \$ 0.00 | PROJECT ID 354020DG2012133 | ACTIVITY ID SUBGNT | | | |
| UNENCUMBERED BALANCE \$8,819.67 | GL UNIT 3540 | BUD REF 001 | CHAPTER 6/7 | FUND 0001 | ENY 2020 |
| REPORTING STRUCTURE 35409206 | SERVICE LOC 92698 | ACCOUNT 5340580 | ALT ACC 5340580002 | | |

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance.

 SIGNATURE OF CAL FIRE ACCOUNTING OFFICER

 DATE

**VOLUNTEER FIRE ASSISTANCE PROGRAM
TERMS AND CONDITIONS**

DEPARTMENT OF FORESTRY AND FIRE PROTECTION

STATE OF CALIFORNIA
Natural Resources Agency

Agreement for the Volunteer Fire Assistance Program of the
Cooperative Forestry Assistance Act of 1978

THIS AGREEMENT, made and entered into **ON THE LAST SIGNATORY DATE ON PAGE 1**, by and between the STATE of California, acting through the Director of the Department of Forestry and Fire Protection hereinafter called "STATE", and _____

_____ hereinafter called "LOCAL AGENCY", covenants as follows:

RECITALS:

1. STATE has been approved as an agent of the United States Department of Agriculture, (USDA), Forest Service for the purpose of administering the Cooperative Forestry Assistance Act (CFAA) of 1978 (PL 95-313, United States Code, Title 16, Chapter 41, Section 2010 et seq., Volunteer Fire Assistance Program), hereinafter referred to as "VFA", and
2. The VFA has made funds available to STATE for redistribution, under certain terms and conditions, to LOCAL AGENCY to assist LOCAL AGENCY to upgrade its fire protection capability, and
3. LOCAL AGENCY desires to participate in said VFA.

NOW THEREFORE, it is mutually agreed between the parties as follows:

4. **APPROVAL: This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. LOCAL AGENCY may not commence performance until such approval has been obtained.**
5. **TIMELINESS: Time is of the essence in this Agreement.**
6. **FORFEITURE OF AWARD: LOCAL AGENCY must return this Agreement and required resolution properly signed and executed to STATE at the address specified in paragraph 11, with a postmark no later than December 1, 2020 or LOCAL AGENCY will forfeit the funds.**
7. **GRANT AND BUDGET CONTINGENCY CLAUSE: It is mutually understood between the parties that this Agreement may have been written for the mutual benefit of both parties before ascertaining the availability of congressional appropriation of funds, to avoid program and fiscal delays that would occur if the Agreement were executed after that determination was made.**

This **Agreement** is valid and enforceable only if sufficient funds are made available to the STATE by the United States Government for the State Fiscal Year 2020 for the purpose of this program. In addition, this **Agreement** is subject to any additional restrictions, limitations, or conditions enacted by the Congress or to any statute enacted by the Congress that may affect the provisions, terms, or funding of this **Agreement** in any manner.

The parties mutually agree that if the Congress does not appropriate sufficient funds for the program, this **Agreement** shall be amended to reflect any reduction in funds.

The STATE has the option to invalidate the **Agreement** under the 30-day cancellation clause or to amend the **Agreement** to reflect any reduction in funds.

8. **REIMBURSEMENT:** STATE will reimburse LOCAL AGENCY, from funds made available to STATE by the Federal Government, an amount not to exceed **\$8,819.67** on a 50/50 matching funds basis, for the performance of specific projects and/or purchase of specific items identified in Proposed Project, Application for Funding, attached hereto. **Reimbursement will be only for those projects accomplished and/or items purchased between THE LAST SIGNATORY DATE ON PAGE 1 and JUNE 30, 2021.** This sum is the sole and maximum payment that STATE will make pursuant to this Agreement. **LOCAL AGENCY must bill STATE at the address specified in paragraph 11, with a postmark no later than September 1, 2021 in order to receive the funds.** The bill submitted by LOCAL AGENCY must clearly delineate the projects performed and/or items purchased. A vendor's invoice and proof of payment to vendor(s) must be included for items purchased.
9. **LIMITATIONS:** Expenditure of the funds distributed by STATE herein is subject to the same limitations as placed by the VFA, upon expenditure of United States Government Funds. Pursuant to Title 7 of the Code of Federal Regulations, Section 3016.32 subject to the obligations and conditions set forth in that section; title to any equipment and supplies acquired under this **Agreement** vests with the LOCAL AGENCY. For any equipment items over \$5,000, the federal government may retain a vested interest in accordance with paragraph 16 below.
10. **MATCHING FUNDS:** Any and all funds paid to LOCAL AGENCY under the terms of this **Agreement**, hereinafter referred to as "VFA Funds", shall be matched by LOCAL AGENCY on a dollar-for-dollar basis, for each project listed on attachment(s) hereto identified as "Proposed Project". No amount of unpaid "contributed" or "volunteer" labor or services shall be used or consigned in calculating the matching amount "actually spent" by LOCAL AGENCY.
LOCAL AGENCY shall not use VFA Funds as matching funds for other federal grants, including Department of Interior (USDI) Rural Fire Assistance grants, nor use funds from other federal grants, including USDI Rural Fire Assistance grants, as matching funds for VFA Funds.

11. ADDRESSES: The mailing addresses of the parties hereto, for all notices, billings, payments, repayments, or any other activity under the terms of the Agreement, are:

LOCAL AGENCY: _____

 Attention: _____
 Telephone Number(s): _____
 FAX Number: _____
 E-mail _____

STATE: **Department of Forestry and Fire Protection**
Grants Management Unit, Attn: Megan Esfandiary
P. O. Box 944246
Sacramento, California 94244-2460
PHONE: (916) 894-9845

12. PURPOSE: Any project to be funded hereunder must be intended to specifically assist LOCAL AGENCY to organize, train, and/or equip local firefighting forces in the aforementioned rural area and community to prevent or suppress fires which threaten life, resources, and/or improvements within the area of operation of LOCAL AGENCY.
13. COMBINING: In the event funds are paid for two or more separate, but closely related projects, the 50/50 cost-sharing formula will be applied to the total cost of such combined projects.
14. OVERRUNS: In the event that the total cost of a funded project exceeds the estimate of costs upon which this Agreement is made, LOCAL AGENCY may request additional funds to cover the **Agreement** share of the amount exceeded. However, there is no assurance that any such funds are, or may be, available for reimbursement. Any increase in funding will require an amendment.
15. UNDERRUNS: In the event that the total cost of a funded project is less than the estimate of costs upon which this **Agreement** is made, LOCAL AGENCY may request that additional eligible projects/items be approved by STATE for **Agreement** funding. However, there is no assurance that any such approval will be funded. Approval of additional projects/items, not listed on the Proposed Project application, made by STATE, will be in writing and will require an amendment.
16. FEDERAL INTEREST IN EQUIPMENT: The Federal Government has a vested interest in any item purchased with VFA funding in excess of \$5,000 regardless of the length of this **Agreement**, until such time as the fair market value is less than \$5,000. The VFA percentage used to purchase the equipment will be applied to the sale price and recovered for the Government during the sale. This percentage will remain the same even following depreciation. The Federal Government may not have to be reimbursed if the disposal sale amounts to a fair market value of less than \$5,000. LOCAL AGENCY will notify STATE of the disposal of such items.

17. EQUIPMENT INVENTORY: Any single item purchased in excess of \$5,000 will be assigned a VFA Property Number by the STATE. LOCAL AGENCY shall forward a copy of the purchase documents listing the item, brand, model, serial number, any LOCAL AGENCY property number assigned, and a LOCAL AGENCY contact and return address to STATE at the address specified in paragraph 11. The STATE will advise the LOCAL AGENCY contact of the VFA Property Number assigned.
18. AUDIT: LOCAL AGENCY agrees that the STATE, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this **Agreement**. LOCAL AGENCY agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. LOCAL AGENCY agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, LOCAL AGENCY agrees to include a similar right of the State of California to audit records and interview staff in any subcontract related to performance of this **Agreement**. (GC 8546.7, PCC 10115 et seq., CCR Title 2, Section 1896).
19. DISPUTES: In the event of any dispute over qualifying matching expenditures of LOCAL AGENCY, the dispute will be decided by STATE and its decision shall be final and binding.
20. INDEMNIFICATION: LOCAL AGENCY agrees to indemnify, defend, and save harmless, the STATE, its officers, agents, and employees, from any and all claims and losses, accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this **Agreement**, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by LOCAL AGENCY in the performance of this **Agreement**.
21. DRUG-FREE WORKPLACE REQUIREMENTS: LOCAL AGENCY will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:
 - a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
 - b. Establish a Drug-Free Awareness Program to inform employees about:
 - 1) the dangers of drug abuse in the workplace;
 - 2) the person's or organization's policy of maintaining a drug-free workplace;

- 3) any available counseling, rehabilitation and employee assistance programs; and,
 - 4) penalties that may be imposed upon employees for drug abuse violations.
- c. Every employee who works on the proposed **Agreement** will:
- 1) receive a copy of the company's drug-free workplace policy statement; and,
 - 2) agree to abide by the terms of the company's statement as a condition of employment on the **Agreement**.

Failure to comply with these requirements may result in suspension of payments under the **Agreement** or termination of the **Agreement** or both and LOCAL AGENCY may be ineligible for funding of any future State **Agreement** if the department determines that any of the following has occurred: (1) the LOCAL AGENCY has made false certification, or violated the certification by failing to carry out the requirements as noted above. (GC 8350 et seq.)

22. **TERM:** The term of the Agreement SHALL COMMENCE ON THE LAST SIGNATORY DATE ON PAGE 1 and continue through June 30, 2021.
23. **TERMINATION:** This Agreement may be terminated by either party giving 30 days written notice to the other party or provisions herein amended upon mutual consent of the parties hereto.
24. **AMENDMENTS:** No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.
25. **INDEPENDENT CONTRACTOR:** LOCAL AGENCY, and the agents and employees of LOCAL AGENCY, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the STATE or the Federal Government.

California Department of Forestry and Fire Protection
2020-2021 Application for Funding
Cooperative Forestry Assistance Act of 1978
Volunteer Fire Assistance (VFA) Program
Agreement # 7FG20016



A. Department/Organization

Organization Name: [redacted] Cazadero Community Services Dist/ Cazadero Volunteer FD

Contact's First Name: [redacted] Steve Contact's Last Name: [redacted] Krausmann

Street Address: [redacted] 5980 Cazadero Hwy

Mailing Address: [redacted] PO Box 508

City: [redacted] Cazadero County: [redacted] Sonoma Zip Code: [redacted] 95421

State: [redacted] California CAL FIRE Unit: [redacted] LNU - Sonoma-Lake-Napa Unit

Phone Number: [redacted] (707) 529-2479 Email Address: [redacted] krausmann4@msn.com

DUNS Number: [redacted] 086146193

To check to see what your DUNS Number is, or to apply for one, please visit the [DUNS Number web page](#).

B. Area to be served by award (include areas covered by contract or written mutual aid agreements).

Number of Communities: [redacted] 2 Area: [redacted] 72.00 square miles

Congressional District #: [redacted] CA-#2

Population: [redacted] 1,150 Annual Budget: [redacted] \$ 175,000.00

Latitude N [redacted] 38 ° [redacted] 53 ' [redacted] 17 " Longitude W [redacted] 123 [redacted] 8 [redacted] 55 "

(Latitude must be between 32 and 42 degrees. Longitude must be between 114 and 125 degrees. Latitude and Longitude minutes and seconds must be between 0 and 60. Use a central point in the Applicant's service area for the general area covered by the project).

All projects **MUST** have a project area.

C. Activity: Annual number of emergency incidents.

Fire: 32 + EMS: 77 + Other: 45 = Total: 154

D. Indian Tribal Community (If project includes an Indian Tribal Community, please provide):

Population: Size (acres): # of structures:

Distance to nearest fire station (miles):

CAL FIRE USE ONLY (Formula-driven)

Total Application Request (up to 50%; \$500 minimum, \$20,000 maximum)

Project Total Cost: \$ 17,639.34

Amount Funded for this Agreement: \$8,819.67 *ME*

E. Proposed Project (List individual items for funding. Include tax and shipping in unit cost):

| | Type | Item | Quantity | Unit Cost | Item Total |
|-----|---|--------------------------|----------|-------------|--------------|
| 1. | Communications <input type="checkbox"/> | Portable Radio KNGP150CM | 10 | \$ 1,646.93 | \$ 16,469.34 |
| 2. | Communications <input type="checkbox"/> | 10.5" Flexible Antenna | 10 | \$ 32.50 | \$ 325.00 |
| 3. | Communications <input type="checkbox"/> | Red "AA" Clamshell | 20 | \$ 42.25 | \$ 845.00 |
| 4. | | | | | \$ 0.00 |
| 5. | | | | | \$ 0.00 |
| 6. | | | | | \$ 0.00 |
| 7. | | | | | \$ 0.00 |
| 8. | | | | | \$ 0.00 |
| 9. | | | | | \$ 0.00 |
| 10. | | | | | \$ 0.00 |
| 11. | | | | | \$ 0.00 |
| 12. | | | | | \$ 0.00 |
| 13. | | | | | \$ 0.00 |
| 14. | | | | | \$ 0.00 |
| 15. | | | | | \$ 0.00 |
| 16. | | | | | \$ 0.00 |
| 17. | | | | | \$ 0.00 |
| 18. | | | | | \$ 0.00 |
| 19. | | | | | \$ 0.00 |
| 20. | | | | | \$ 0.00 |
| 21. | | | | | \$ 0.00 |
| 22. | | | | | \$ 0.00 |

F. CAL FIRE USE ONLY (Formula-Driven)

Project Total Cost: \$ 17,639.34

G. Additional Information. 1. Briefly describe the area to be served: fire protection system, water system, equipment, facilities, staffing, hazards, etc. and purpose of proposed project. 2. How will the request(s) maintain or bring your organization into compliance with NFPA 1977? (Limited to space below)

The two districts mentioned in this grant are in North Western Sonoma County. This is a Tier 3 Urban Interface area. The terrain ranges from open grass lands to very steep forested land with a mix of Oak, Madrone, Douglas Fir & Redwoods. This along with below average rainfall over the last few years leave our communities in a very volatile situation. The Cazadero & Fort Ross Fire Departments are all volunteer fire departments. The land that surrounds these communities is in the SRA and all in Urban Interface. The Cazadero Volunteer Fire Department and Fort Ross Fire Department rely solely on water tenders to supply water for fires and have robust auto aid agreements with each other and neighboring departments. There are four stations total serving these two departments and a total of eight fire fighting vehicles that include Type1, Type2, Type3 & Water Tenders. We are asking for the grant to purchase much needed portable radios. Our current radios are very outdated and are no longer able to be repaired, they also lack the capability to access recommended channels that are required for larger incidents. If we are able to purchase the ten new radios, we would be able to provide a radio to each responding firefighter on our apparatus and substantially improve communication when responding to incidents.

In addition to the original request(s), Applicants may list alternative projects for excess or unused funds, which the State will review during the initial application process. The State will determine which of the Applicant's projects are eligible for funding if excess or unused funds become available. Upon advance written approval by the State, the applicant may use additional/excess funding up to the contract maximum amount to purchase State approved items in listed order of priority on their application.

Deviations from the original application are considered an amendment and require prior approval before the amended expenditures can be made.

The funds will be only for those projects accomplished and/or items purchased between Agreement Approval Date and June 30, 2021. The Recipient agrees to provide CAL FIRE with itemized documentation of the Agreement project expenditures and bill CAL FIRE as soon as the project is complete, but no later than September 1, 2021.

The Recipient gives CAL FIRE or any authorized representative access to examine all records, books, papers, or documents relating to the Agreement. The Recipient shall hold harmless CAL FIRE and its employees for any liability or injury suffered through the use of property or equipment acquired under this Agreement. The applicant certifies that to the best of the applicant's knowledge and belief, the data in this application is true.

I certify that the above and attached information is true and correct:

Steve Krausmann
Original Signature Required: Grantee's Authorized Representative

5/20/2020
Date Signed

Printed Name: Steve Krausmann

Title: Fire Chief

Executed on: 05/20/2020
Date

at Cazadero
City

Grant Assurances for Cooperative Forestry Assistance Act of 1978
Volunteer Fire Assistance (VFA)

Organization Name: Cazadero Community Services Dist/ Cazadero Volunteer FD

Contact's First Name: Steve

Contact's Last Name: Krausmann

Street Address: 5980 Cazadero Hwy

Mailing Address: PO Box 508

City: Cazadero

County: Sonoma

Zip Code: 95421

State: California

CAL FIRE Unit: LNU - Sonoma-Lake-Napa Unit



Phone Number: (707) 529-2479

Email Address: krausmann4@msn.com

DUNS Number: 086146193

As the duly authorized representative of the applicant, I certify that the applicant named above:

1. Has the legal authority to apply for the Volunteer Fires Assistance grant, of the Cooperative Forestry Assistance Act of 1978 and has the institutional, managerial and financial capability to ensure proper planning management, and completion of the grant.
2. Will assure that grant funds are used only for items requested and approved in the application.
3. Assures that all wildland fire response employees (full-time, part-time, or volunteer) are fully equipped with appropriated wildland fire response personal protective equipment that meets NFPA 1977, *Standard on Protective Clothing and Equipment for Wildland Fire Fighting*, and are trained to a proficient level in the use of the personal protective equipment. Wildland fire suppression safety clothing, and equipment includes:
 - Safety helmet
 - Goggles
 - Ear Protection
 - Fire-resistant (i.e. Nomex) hood, shroud, or equivalent face and neck protection
 - Fire-resistant (i.e. Nomex) shirt and pants
 - Gloves
 - Safety work boots
 - Wildland fire shelter
 - Communications Equipment
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain for themselves or others, particularly those with whom they have a family, business or other ties.
6. Will comply with all applicable requirements of all other Federal laws, Executive orders, regulations, Program and Administrative requirements, policies, and other requirements governing this program.
7. Will comply with USDA Forest Service Civil Rights requirements.

See the [Forest Service Civil Rights literature](#) on their web page.

8. Understands that failure to comply with any of the above assurances may result in suspension, termination, or reduction of grant funds.

In compliance with NFPA 1977 and trained in the use of Wildland PPE.

Not in compliance with NFPA 1977, but applying for grant funding to purchase Wildland PPE and/or provide required training.

The undersigned represents that he/she is authorized by the above named applicant to enter into this agreement for and on behalf of the said applicant.

Printed Name of Authorized Agent: Steve Krausmann

Signature of Authorized Agent: Steve Krausmann

Title of Authorized Agent: Fire Chief

Date: 05/20/2020

Please submit the completed unsigned application electronically to:
CALFIRE.GRANTS@FIRE.CA.GOV.

In addition, please print the application, sign and date, then scan the signed version and send to the email address listed above.

Electronic copy must be submitted by May 21, 2020 at 11:59pm.

INSTRUCTIONS FOR EXECUTING THE VFA AGREEMENT AND RESOLUTION

VFA AGREEMENT CHECKLIST:

- _____ **VFA Agreement** - Fill in the official business name of the department on Page 1 next to "Applicant". **There are two spots:** At the top of the page and the middle.
- Terms and Conditions** - On Page 2, before Paragraph 1, fill in your official business name.
- _____ **Terms and Conditions** - Fill in the official name, mailing address and contact information on Page 4, Paragraph 11, Addresses.
- _____ **VFA Agreement** - Have the Official, authorized by the Resolution, to sign and date or DocuSign the Agreement on Page 1, Signature of Authorized Representative. The date MUST NOT be any earlier than the date of the Resolution.
- _____ **Resolution** - The governing body of your department must adopt a Resolution authorizing its chairperson (or other officer) to execute the Agreement between your department and the State of California, Department of Forestry and Fire Protection (CAL FIRE).
- _____ **Resolution** - Official signatures or DocuSign. The Certification of Resolution or the Official Seal or a Notary Certification must be completed. Only one needs to be completed, not all three.
- _____ **VFA Agreement – Complete Package for Submittal (Scan and email or DocuSign and email, DO NOT MAIL)**
- ___ VFA Agreement and Terms of Conditions completed
- ___ Resolution completed
- ___ AD-1048 Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier covered Transactions
- ___ Email no later than **December 1, 2020** to:

Megan.Esfandiary@fire.ca.gov

IMPORTANT INFORMATION

- ❖ **DO NOT** do any work or purchase any items to be funded by this award until we return a copy of the Agreement and Terms of Conditions to you signed by CAL FIRE with a letter authorizing you to begin work.
- ❖ Your department must perform the projects, and/or purchase the items funded by the award, between the time you receive a fully executed agreement and June 30, 2021.
- ❖ You must use your department's funds and then bill CAL FIRE at the address specified in the agreement. The bill submitted by your department must clearly delineate the projects performed and/or items purchased. A vendor's invoice and proof of payment to vendor(s), must be included for items purchased. Further billing and invoice instructions will be included in your fully executed Agreement.

BEFORE THE BOARD OF DIRECTORS OF THE
Cazadero Community Services District
COUNTY OF Sonoma, STATE OF CALIFORNIA

IN THE MATTER OF:

Resolution Number: 20/21-05

Approving the Department of Forestry and Fire Protection Agreement # 7FG20016 for services from the date of last signatory on page 1 of the Agreement to June 30, 2021 under the Volunteer Fire Assistance Program of the Cooperative Forestry Assistance Act of 1978.

BE IT RESOLVED by the Board of Directors of the Cazadero Community Services District, that said Board does hereby approve the Agreement with the California Department of Forestry and Fire Protection dated as of the last signatory date on page 1 of the Agreement, and any amendments thereto. This Agreement provides for an award, during the term of this Agreement, under the Volunteer Fire Assistance Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2020-21 up to and no more than the amount of \$ 8819.67.

BE IT FURTHER RESOLVED that Steve Krausmann, Fire Chief of said Board be and hereby is authorized to sign and execute said Agreement and any amendments on behalf of the Cazadero Community Services District.

The foregoing resolution was duly passed and adopted by the Board of Directors of the Cazadero Community Services District, at a regular meeting thereof, held on the 12th day of October, 2020, by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

Signature, Board of Directors Member

Printed Name and Title

Signature, Board of Directors Member

Printed Name and Title

-----CERTIFICATION OF RESOLUTION-----

ATTEST:

I _____, Clerk of the _____,
County of _____ California do hereby certify that this is a true and
correct copy of the original Resolution Number _____.

WITNESS MY HAND OR THE SEAL OF THE _____, on
this _____ day of _____, _____.

**OFFICIAL SEAL
OR NOTARY CERTIFICATON**

Signature

Title and Name of Local Agency

BEFORE THE BOARD OF DIRECTORS OF THE

#1 Oakmont Fire Protection District
COUNTY OF Fresno, STATE OF CALIFORNIA

IN THE MATTER OF: Resolution Number: 20-0000
Approving the Department of Forestry and Fire Protection Agreement # 7FG20xxx for services from the date of last signatory on page 1 of the Agreement to June 30, 2021 under the Volunteer Fire Assistance Program of the Cooperative Forestry Assistance Act of 1978.

BE IT RESOLVED by the Board of Directors of the Oakmont Fire Protection District that said Board does hereby approve the Agreement with the California Department of Forestry and Fire Protection dated as of the last signatory date on page 1 of the Agreement, and any amendments thereto. This Agreement provides for an award, during the term of this agreement, under the Volunteer Fire Assistance Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2020-21 up to and no more than the amount of \$ 10,000.

BE IT FURTHER RESOLVED that John Miller, Fire Chief of said Board be and hereby is authorized to sign and execute said Agreement and any amendments on behalf of the Oakmont Fire Protection District.

The foregoing resolution was duly passed and adopted by the Board of Directors of the Oakmont Fire Protection District, at a regular meeting thereof, held on the 22nd day of October, 2020 by the following vote:

AYES: **STOVER, TOWER, KERNS, OSGOOD**

NAYS: NONE

ABSENT: **HARRIS**

#9 _____
Signature, Board of Directors Member
#10 Steven Kerns, Board Member
Printed Name and Title
#9 _____
Signature, Board of Directors Member
#10 James Tower, Director
Printed Name and Title

-----CERTIFICATION OF RESOLUTION-----

ATTEST:

I Sarah Osgood, Clerk of the Oakmont Fire Protection District,
County of Fresno, California do hereby certify that this is a true and correct copy of the original
Resolution Number 20-0000

WITNESS MY HAND OR THE SEAL OF THE Oakmont Fire Protection District, on
this 22nd day of October, 2020.

Signature _____
#13
Clerk of the Board, Oakmont Fire Protection District
Title and Name of Local Agency

OFFICIAL SEAL
OR NOTARY CERTIFICATON

KEY FOR COMPLETION OF SAMPLE VFA RESOLUTION

Electronic Signatures are acceptable

- #1 Enter the official name of the county, city, district, fire dept., etc.
- #2 Enter the name of the county in which the local agency is located.
- #3 Enter the resolution number.
- #4 Enter the grant number from Agreement, Page 2, Upper Right Conner. (i.e. 7FG20xxx)
- #5 Enter the award amount from the Agreement. (i.e. \$10,000)
- #6 Enter the name and title of official who is authorized by the Board to sign the contract.
- #7 Enter the date, month and year of the Board meeting at which the resolution is adopted.
- #8 Enter the vote. Use either the names of the Board Members or the number vote in each category (i.e. Ayes: 4, Nays: 0, Absent: 1)
- #9 Signatures of Board Members signing resolution. Must be different than the official authorized to sign the Agreement in number 6.
- #10 Enter printed names of the Board Members signing resolution.

CERTIFICATION OF RESOLUTION SECTION

This section is not required if there is an official seal or a notary certification provided in the OFFICIAL SEAL OR NOTARY CERTIFICATION SECTION.

- #11 Enter the printed name of official Certifying Resolution. This must be a different official than the Board Members signing the resolution in #9 and whose names are printed in #10
- #12 Signature of the official certifying the resolution.
- #13 Enter the title of the official signing Certification of Resolution.

OFFICIAL SEAL OR NOTARY CERTIFICATION SECTION

The Official Seal or Notary Certification is NOT required if the CERTIFICATION OF RESOLUTION SECTION is completed.

- #14 Stamp or emboss the official seal or provide a notary certification below the OFFICIAL SEAL OR NOTARY CERTIFICATION SECTION heading.

U.S. DEPARTMENT OF AGRICULTURE

**Certification Regarding Debarment, Suspension, Ineligibility
and Voluntary Exclusion - Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

| | |
|-------------------|---------------------------------|
| | |
| Organization Name | PR/Award Number or Project Name |

| |
|--|
| |
| Name(s) and Title(s) of Authorized Representative(s) |

| | |
|--------------|------|
| | |
| Signature(s) | Date |

Clear Form

Instructions for Certification

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," without modification, in all lower tier covered transaction and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

From: Office of Grants and Local Services <localservices@parks.ca.gov>
Sent: Monday, September 28, 2020 8:05 AM
To: cazaderocsd@comcast.net
Subject: SPP Round 4 Online Application System



Office of Grants and Local Services

Greetings,

This email provides updates about the [\\$395.3 million Round Four Statewide Park Program](#)

Online Application System:

The [online application system](#) is now open and ready for your use!

Please login and get familiar with the system.

Technical assistance tips and links are included in the system.

The system allows for your coworkers and partners to "[collaborate](#)" in the system at the same time.

Applicants are encouraged to start using the online application system now. For example, you can upload photos of the project site for Application Checklist item #12. It is recommended to take photos of the project site soon before seasonal rain or snow affects photo clarity. For more information, see page 49 of the [Application Guide](#).

Application Workshop Webinar Clips:

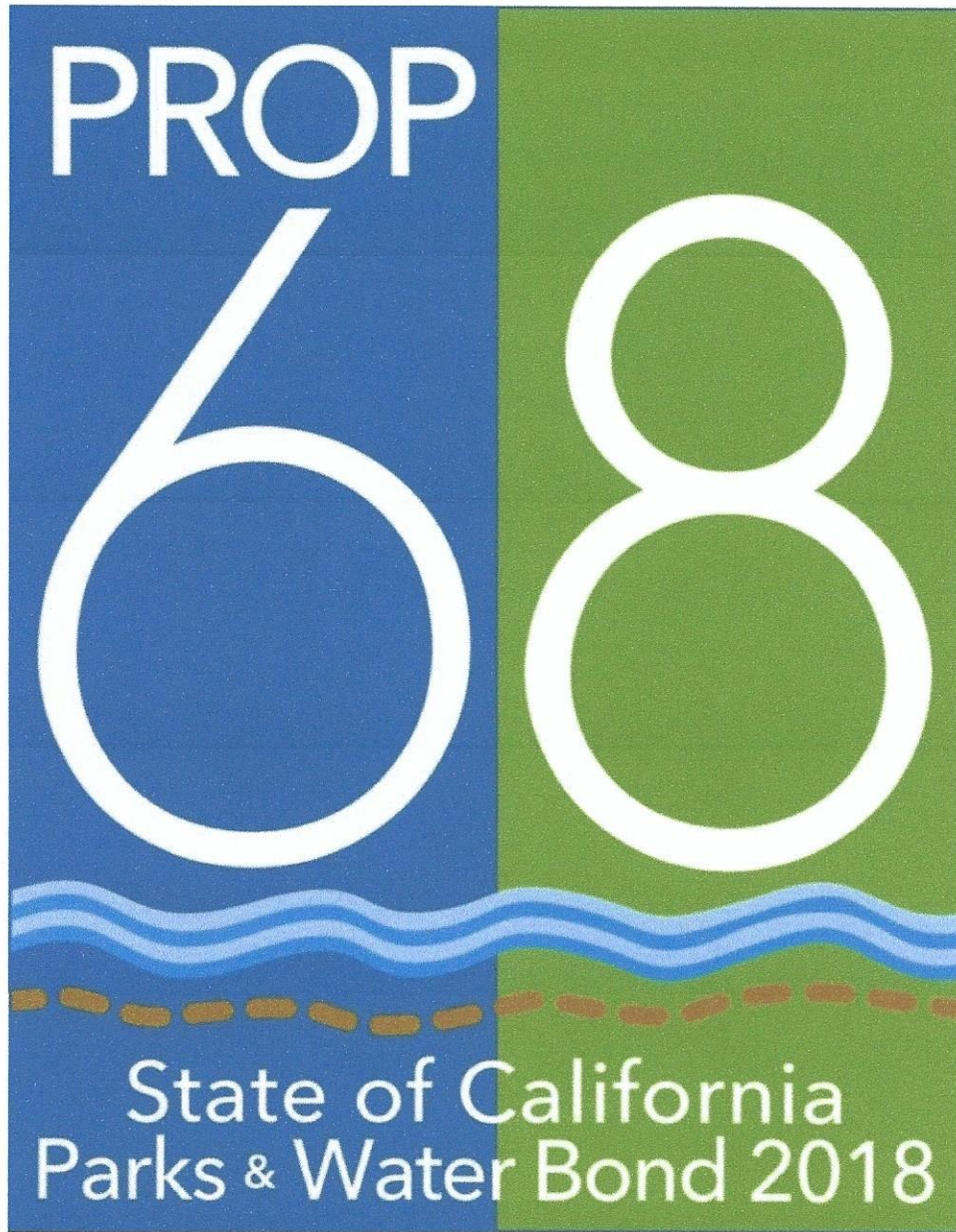
Ten Application Workshop Webinars were conducted in July and August 2020 for approximately 1,000 participants. Workshop video clips are now available at www.parks.ca.gov/spp.webinars.

December 14, 2020:

As a reminder, applications must be submitted through this online system by or before December 14, 2020.

Please email any questions about the Application Guide to your Competitive Review Project Officer.

We look forward to your questions!



add contact information here

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Got this as a forward? **Sign up** to receive our future emails.
View this email **online**.

1416 Ninth Street, Room 918
Sacramento, CA | 95818 United States

This email was sent to cazaderocsd@comcast.net.
To continue receiving our emails, add us to your address book.

CazaderoCSD

From: Michael Nicholls <nichollsncaz@gmail.com>
Sent: Tuesday, October 6, 2020 2:20 PM
To: cazaderoCSD@comcast.net
Subject: Fwd: CARPD: New Playground Opening Guidance
Attachments: image001.jpg; Untitled attachment 00032.html; Outdoor Playgrounds and other Outdoor Recreational Facilities.pdf; Untitled attachment 00035.html; Playgrounds English.pdf; Untitled attachment 00038.html; Playgrounds Spanish.pdf; Untitled attachment 00041.html

Please add to the packet

Begin forwarded message:

From: Matthew Duarte <mduarte@capri-jpa.org>
Subject: CARPD: New Playground Opening Guidance
Date: September 29, 2020 at 9:05:59 AM PDT
To: Matthew Duarte <mduarte@capri-jpa.org>

Good morning CARPD Members:

“When can playgrounds open?” How many times have you heard that question in the past six months? Well, now you have an answer! Yesterday, the California Department of Public Health released [new Guidance regarding the operation of outdoor playgrounds](#). I have also attached the document for your convenience. The guidance details recommendations for “playground facilities operators” which includes, but is not limited to:

- Posting the attached signage;
- Increase cleaning of frequently touched surfaces, daily as practicable;
- If feasible, provide handwashing stations;
- Identify a maximum occupancy for the playground and each play structure;
- Mark playgrounds and entrance areas to ensure 6 foot physical distancing.

Please review the CDPH guidance and recommendations for more information as to safely reopening your outdoor playgrounds.

Note, “outdoor playground” is defined in the guidance as follows:

- Fully outdoors
- Publicly accessible
- Free to enter and use
- Operated by a city, state, county, or federal government
- Designed primarily to serve nearby residents within a half a mile
- Can provide State-mandated outdoor space for preschools (which could be scheduled in advance to avoid overlapping use)
- Typically includes recreational equipment, like play structures, slides, swings, etc. intended to enrich children's physical health and development

We are continuing to evaluate this new information, so if you have any questions please feel free to reach out at any time. I know that some of you continue to be impacted by this year's wildfires and I hope this email finds you, your loved ones, and your community safe!

Thanks and be well,

Matthew Duarte
Executive Director



Sandra Shewry
Acting Director

State of California—Health and Human
Services Agency
**California Department of
Public Health**



GAVIN NEWSOM
Governor

September 28, 2020

TO: All Californians

SUBJECT: Outdoor Playgrounds and other Outdoor Recreational Facilities

Summary

COVID-19 continues to pose a severe risk to communities and requires all people in California to follow necessary precautions and to adapt the way they live and function in light of this ongoing risk. This guidance provides direction on usage of outdoor playgrounds and outdoor recreational facilities (hereafter facilities), to support a safe environment for children and families. It applies to outdoor playgrounds located in parks, campgrounds, and other publicly accessible locations. This guidance does not apply to indoor playgrounds or family entertainment centers.

Outdoor Playground Definition:

- Fully outdoors
- Publicly accessible
- Free to enter and use
- Operated by a city, state, county, or federal government
- Designed primarily to serve nearby residents within a half a mile
- Can provide State-mandated outdoor space for preschools (which could be scheduled in advance to avoid overlapping use)
- Typically includes recreational equipment, like play structures, slides, swings, etc. intended to enrich children's physical health and development

Visitors to outdoor community playgrounds must comply with the following requirements:

1. Face masks over the mouth and nose are required for everyone 2 years of age or older with caregiver supervision at all times to ensure face mask use
2. Do not use the playground when different households are unable to maintain a physical distance of 6 feet or when the capacity limit of [number of children and number of adults] has been reached
3. Caregivers must monitor to keep adults and children from different households at least 6 feet apart
4. Consider coming on different times or days to avoid wait times and potential crowded times
5. No eating or drinking in playground, to ensure face masks are worn at all times
6. Wash or sanitize hands before and after using the playground.
7. Elderly and persons with underlying medical conditions should avoid playground when others are present

8. Limit visit to 30 min per day when others are present

Note: Facility operators should download and print this flyer to post at all outdoor playgrounds.

All playground facilities operators should review and follow these recommendations:

1. An adult must actively supervise each child at all times to make sure that children two years of age or older keep their face covering over their nose and mouth and stay 6 feet away from adults and children outside their household.
 - a. Children who are supervised by the same adult must stay together in the same play area or play structure at all times, to allow active supervision.
 - b. If an infant or child requires attention (nursing, diapering) that precludes an adult from actively supervising other children using the playground, the adult should ask the other children to leave the play structure/area and stay by the adult's side until needed care is complete.
2. People standing outside the playground, including people waiting to enter the playground, should remain 6 feet away from areas of the playground used by children and adults.
3. Maintain six-foot distancing between children and adults from different households including children using or waiting to use play structures or play areas, and families waiting to enter the playground.
4. Increase cleaning of frequently touched surfaces, daily as practicable.
5. To the extent feasible, provide handwashing stations or sanitizer to facilitate hand hygiene, especially during times of heavy usage. Use a hand sanitizer containing (60% ethanol or 70% isopropanol). Never use hand sanitizers with methanol due to its high toxicity to both children and adults.
6. Post the maximum number of children allowed at the entrance of each playground.
 - a. Determine and post the maximum occupancy of each play structure, (e.g., climbing structures, slides, swings, spinning structures, and sand areas) with 6 foot vertical and horizontal distancing.
 - b. Determine and post the maximum occupancy for supervising adults to ensure that each adult can maintain six feet of distance from other adults and children.
 - c. Provide directions on how to wait in line when maximum playground occupancy has been reached.
7. Mark playgrounds to help children and adults maintain 6 foot distancing.
 - a. Mark spaces for families to stand while waiting to enter the playground. The spaces should be far enough apart to allow 6 feet of distance between households.
 - b. For play structures or play areas that can hold more than one child while allowing 6 foot distancing:
 - i. Post the maximum number of children allowed on each structure/in each area to allow 6 foot distancing vertically and horizontally.
 - ii. For play structures or areas that can hold more than 1 child, consider marking with tape or other visual indicators to help children assess whether they are 6 feet apart.
 - c. Mark designated spaces 6 feet apart for children to stand while waiting to use a play structure/area.

Additional Considerations

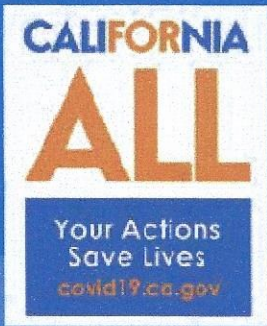
If there is a pre-scheduled activity that will access the playground, the playground must be closed to the broader public during that time.

Child care programs, schools, out-of-school time programs and other programs for children and youth where children must remain in cohorts may not use playgrounds during times when they are open to the public. However, if the playground operator permits, the childcare, school or other program may reserve a time for the exclusive use of the playground by the program. While on the playground, cohorts should maintain separation and avoid mixing.

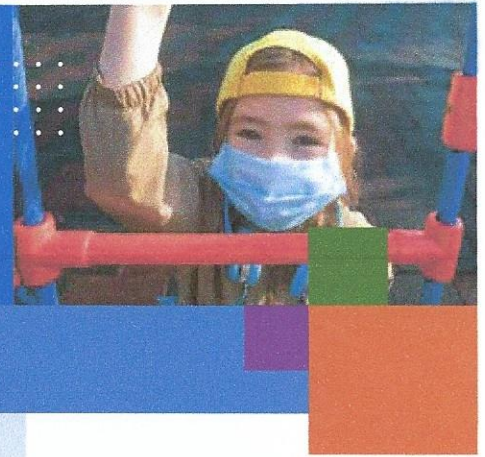
California Department of Public Health
PO Box, 997377, MS 0500, Sacramento, CA 95899-7377
Department Website (cdph.ca.gov)



Page Last Updated : September 29, 2020

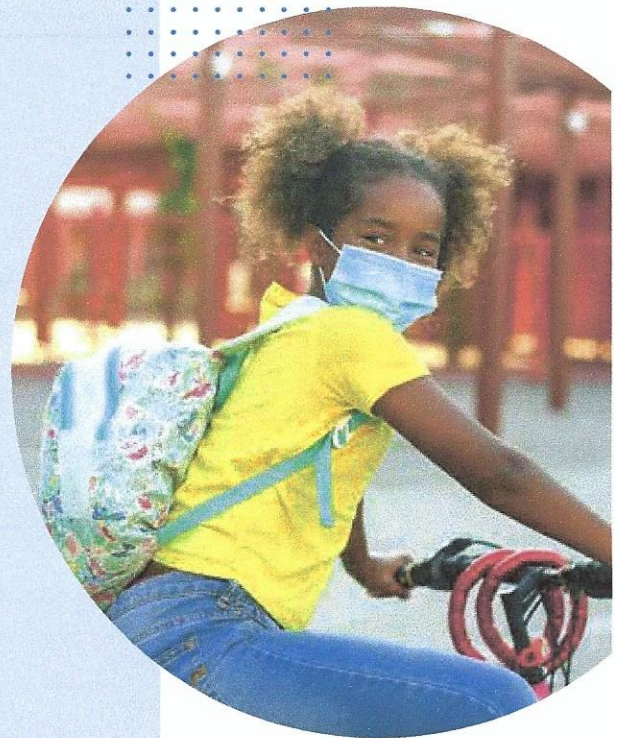


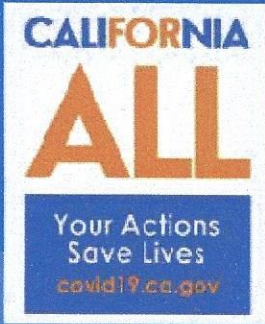
Play It Safe



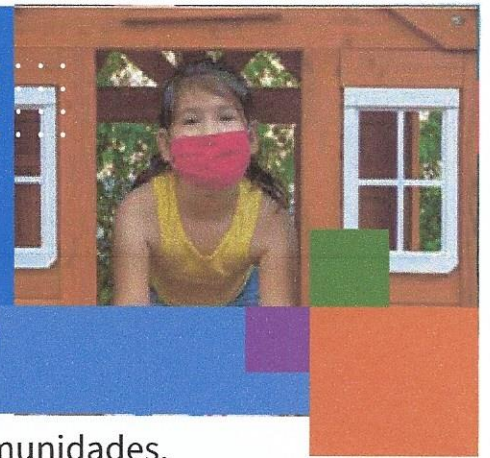
Due to the ongoing spread of COVID-19 in our communities, please follow these simple steps to help keep our outdoor playgrounds safe, open and fun.

- ✓ **WEAR A MASK**
Everyone 2 years and older should wear a mask covering their face.
- ✓ **MAINTAIN DISTANCE**
Maintain physical distance of 6 feet between individuals from different households and prevent crowding of children.
- ✓ **NO FOOD OR DRINK**
Do not eat or drink in playground to ensure face masks are worn at all times.
- ✓ **WASH HANDS**
Wash or sanitize your hands before and after you visit
- ✓ **PLAN AHEAD**
Visit the park at different times or days to avoid crowds and waits.
- ✓ **KNOW WHEN TO STAY HOME**
Elderly individuals and people with underlying medical conditions should avoid playgrounds when others are present.
- ✓ **SHARE OUR SPACE**
To avoid crowding and allow everyone to use this space, please limit your visit to 30 minutes when others are waiting.



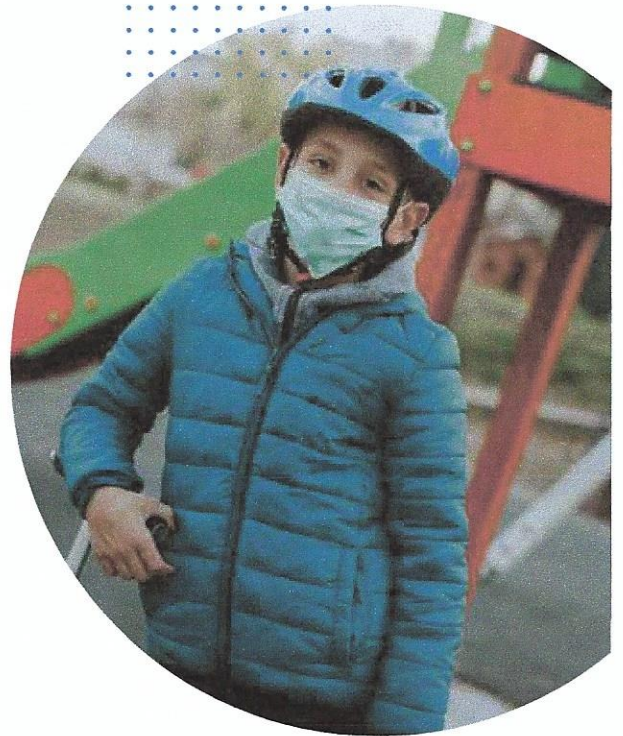


Actué con Precaución



Debido a la propagación continua de Covid-19 en nuestras comunidades, siga estos pasos sencillos para ayudar a mantener nuestros parques infantiles al aire libre seguros, abiertos y divertidos.

- ✓ **USE UNA MASCARILLA**
Todas las personas mayores de dos años deben usar una mascarilla que cubra su cara.
- ✓ **MANTENGA DISTANCIA**
Mantén una distancia física de 6 pies entre personas de diferentes hogares y evite que se amontonen los niños.
- ✓ **NADA DE COMIDA NI BEBIDA**
No coma ni beba en el parque infantil para asegurarse que se usen mascarillas en todo momento.
- ✓ **LAVE MANOS**
Lávese y desinfecte sus manos antes y después de su visita.
- ✓ **PLANEA CON ANTICIPACIÓN**
Visite el parque en diferentes horarios o días para evitar demasiadas personas y esperas.
- ✓ **SEPA CUANDO QUEDARSE EN CASA**
Las personas mayores y las personas con condiciones médicas subyacentes deben evitar parques infantiles cuando hay otros presentes.
- ✓ **COMPARTE EL ESPACIO**
Para evitar aglomeraciones y permitir que todos usen el espacio, por favor limite su visita a 30 minutos cuando otros están esperando.





September 30, 2020 2:14 PM

Outdoor Playgrounds Can Reopen with COVID-19 Restrictions

The California Department of Public Health announced that outdoor playgrounds and other outdoor recreational facilities can reopen. Visitors to outdoor community playgrounds must comply with the following requirements:

1. Face masks over the mouth and nose are required for everyone 2 years of age or older with caregiver supervision at all times to ensure face mask use.
2. Do not use the playground when different households are unable to maintain a physical distance of 6 feet or when the capacity limit has been reached.
3. Caregivers must monitor to keep adults and children from different households at least 6 feet apart.
4. Consider coming on different times or days to avoid wait times and potential crowded times.
5. No eating or drinking in playground, to ensure face masks are worn at all times.
6. Wash or sanitize hands before and after using the playground.
7. Elderly and persons with underlying medical conditions should avoid playground when others are present.
8. Limit visit to 30 minutes per day when others are present.

[Learn more, about the state's guidelines for outdoor playgrounds.](https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Outdoor%20Playgrounds%20and%20other%20Outdoor%20Recreational%20Facilities.aspx)

[\[https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Outdoor%20Playgrounds%20and%20other%20Outdoor%20Recreational%20Facilities.aspx\]](https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Outdoor%20Playgrounds%20and%20other%20Outdoor%20Recreational%20Facilities.aspx)



Health, Household & Baby Care

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Hello Select your address

Best Sellers Customer Service Today's Deals New Releases AmazonBasics Whole Foods Bucs vs Bears live now

Health & Personal Care Household Supplies Vitamins & Diet Supplements Baby & Child Care Health Care Sports Nutrition Sexual Wellness

Shop the Kids' Store by age 0-24 months 2-4 years 5-7 years 8-12+ years

Health & Household > Household Supplies > Household Cleaning > All-Purpose Cleaners



Click image to open expanded view

Victory Innovations - VP200ESK Cordless Electrostatic Handheld Sprayer for Disinfectants, Pesticides, Sanitizers, Degreasers (33.8 Oz Tank)

Brand: Victory Innovations 34 ratings | 22 answered questions

Best Deal

Was: \$899.00 Price: \$699.99 (\$699.99 / Count) & FREE Shipping

You Save: \$199.01 (22%)

Get \$50 off instantly: Pay \$649.99 upon approval for the Amazon Rewards Visa Card.

- Patent-pending electrostatic charge penetrates chemicals providing a thin, even spray pattern on all surfaces with no wiping necessary
- Cordless convenience allows for effortless movement from room to room. Weighs only 5.9 lbs. with a full tank
- Double-charged particles envelop all conductive surfaces – shadowed, vertical, and underneath
- Removable Easy-Fill HDPE tank holds 33.8 Oz of chemical, allowing you to coat up to 2,800 square feet on a single tank of fluid
- Victory 16.8V Lithium-Ion battery allows you to run between 20-80 tanks on a single charge

7 new from \$699.99

Similar item to consider



SuperHandy Fogger Machine Disinfectant Atomizer Corded Backpack Mist Duster ULV Sprayer 3GAL 1-15GPH Mist Blower Adjustable Particle Size 0-50µm/Mm

85 of 103

Check Honey Tips before you buy. See deal insights, price changes, and add items to your Droplist.

\$699.99

& FREE Shipping

Arrives: Oct 20 - 27

Fastest delivery: Oct 19 - 22

In Stock.

Qty: 1

Add to Cart

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Secure transaction

Ships from ... Gem Supply Company Sold by ... Gem Supply Company

Select delivery location

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Other Sellers on Amazon

\$825.00 + Free Shipping Sold by: MESS Group

\$899.99 & FREE Shipping on eligible orders. Sold by: Masks Next Day

\$924.99 & FREE Shipping on eligible orders. Sold by: OnlineSellingPartner

7 New from \$699.99

Have one to sell?

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Nozzle
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(236)

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Droplist.

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Sponsored

Frequently bought together



Total price: **\$876.48**

Add all three to Cart

Add all three to List

These items are shipped from and sold by different sellers. [Show details](#)

- ✓ **This item:** Victory Innovations - VP200ESK Cordless Electrostatic Handheld Sprayer for Disinfectants, Pesticides... \$699.99 (\$699.99 / 1 Count)
- ✓ Vital Oxide Disinfectant 4x1 Gallon Case \$136.50 (\$34.13 / 1 Item)
- ✓ Vital-Oxide Mold and Mildew Remover - Gallon Bottle Refill \$39.99 (\$0.31 / 1 Fl Oz)

Sponsored products related to this item



Medd Max Portable ULV
Cold Fogger Machine –
High Power Handheld
Disinfectant Fogger...
\$799.00



UV Light Sanitizer Wand,
Portable UVC Light
Disinfectant Lamp
Chargable Foldable for...
1,566
\$119.99



Hypochlorous Acid
500PPM (2-Gallons) For
Dental And Medical
Professionals, HOCL...
5
\$94.99



ZAPPER Electrostatic
Backpack Sprayer
Cordless Fogger 16L (4.2
Gallon) - 360 Degree...
\$579.00



AlphaWorks Fogger
Machine Disinfectant
48V DC Lithium Ion
Cordless Atomizer...
39
\$519.99

Ad feedback

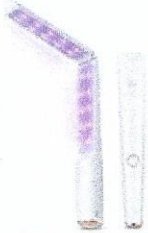
4 stars and above Sponsored

Legal Disclaimer

Statements regarding dietary supplements have not been evaluated by the FDA and are not intended to diagnose, treat, cure, or prevent any disease or health condition.

Sponsored products related to this item

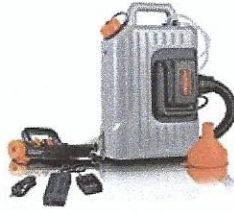
Check Honey Tips before you buy. See deal insights, price changes, and add items to your Droplist.



UV Light Sanitizer Wand, Portable UVC Light Disinfectant Lamp
Chargable Foldable for...
1,566
\$119.99



SuperHandy Fogger Machine ULV Atomizer Disinfectant Electric Handheld Corded...
\$169.99



SuperHandy Fogger Machine Disinfectant Atomizer with 48V DC Lithium Ion Cordless Mi...
64
\$519.99



SuperHandy Fogger Machine Disinfectant Atomizer Corded Backpack Mist Duster...
236
\$249.99



Medd Max Portable ULV Cold Fogger Machine – High Power Handheld Disinfectant Fogger...
\$799.00

Ad feedback

Sponsored

Customer Questions & Answers

See questions and answers

Customer reviews

4.2 out of 5

34 global ratings

Customer images

87 of 103

Jeff R

Three Stars

Reviewed in the United States on March 24, 2018

Verified Purchase

The container comes off a lot so I end up losing quite a bit of product.

26 people found this helpful

Helpful

Comment

Report abuse

Check Honey Tips before you buy. See deal insights, price changes, and add items to your Droplist.

Klergy

Stopped working!!

Reviewed in the United States on April 22, 2019

Stopped working after a couple of months. Didn't use regularly. Maybe 10 times total. Not well made.

35 people found this helpful

Helpful

Comment

Report abuse

michael sanders

Five Stars

Reviewed in the United States on December 17, 2017

Verified Purchase

Price is good arrived in perfect condition.

9 people found this helpful

Helpful

Comment

Report abuse

Jim

Move rather quickly once you start spraying.

Reviewed in the United States on September 2, 2020

Verified Purchase

Simple to use. Electrostatic sprayer gets ALL surfaces disinfected.

2 people found this helpful

Helpful

Comment

Report abuse

See all reviews

Customers who viewed this item also viewed



Victory Innovations Professional Cordless Electrostatic Handheld Sprayer VP200ESK

27

\$669.95



RYOBI ONE+ 18-Volt Lithium-Ion Cordless Electrostatic Sprayer with 2 2.0 Ah Battery...

9

\$515.00



Victory Innovations VP300ESK Professional Cordless Electrostatic Backpack Sprayer...

8

\$1,575.95 Only 5 left in stock - order...



ONE+ 18-Volt Lithium-Ion Cordless Fogger/Mister with 2.0 Ah Battery and...

325

\$169.99



Victory Innovations Cordless Electrostatic Sprayer for Sanitizers, Degreasers and More

1

\$950.00 Only 1 left in stock - order...

88 of 103

ero WiFi
Stream 4K Video
in Every Room

Neighbors App
Real-Time Crime
& Safety Alerts

Amazon Subscription Boxes
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PillPack
Pharmacy
Simplified

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Like-new products
you can trust

Amazon Second
Chance
Pass it on, trade it
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give it a second
life

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Check Honey Tips before you
buy. See deal insights, price
changes, and add items to your
Droplist. 

CazaderoCSD

From: Michael Nicholls <nichollsncaz@gmail.com>
Sent: Thursday, October 8, 2020 1:48 PM
To: cazaderoCSD@comcast.net
Subject: Park Handwashing Station Quote
Attachments: unnamed document.pdf; Untitled attachment 00015.html; 2020_HS-Stations.pdf; Untitled attachment 00018.html

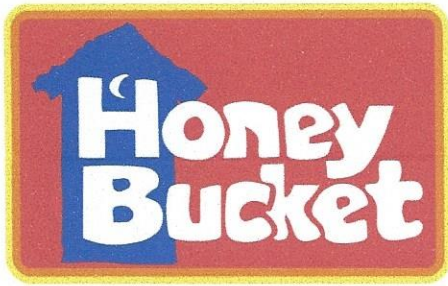
Please add to packet

Per Hector Rameriz of HoneyBucket (925-787-8704)

\$50 Delivery Fee

Maintenance \$157/28 days per unit

Unit serviced weekly



CLEAN PORTABLE RESTROOMS

WWW.HONEYBUCKET.COM

Two Station Tag-4

Standard Features

- Foot-pump sink operation - leaving hands free for washing
- Soap and paper towel holders
- Large basins for forearm washing
- Designed to accommodate 300 average hand washes

Available with:

- 110v instant hot-water heater which will heat fresh water to 104 degrees
 - Lockable wheels for easy mobility
- CALL FOR DETAILS -



Service
Areas

Wa

800.562.4442

Or

800.966.2911 of 103 972.3115

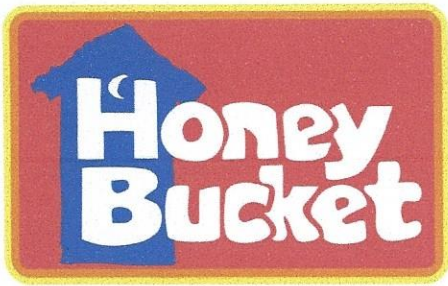
Ut

Ca

800.325.2371

TX

800.633.4509

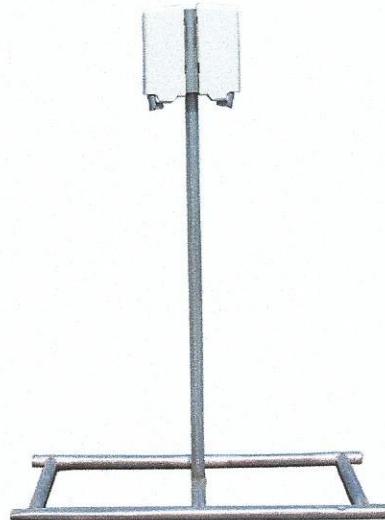


**CLEAN
PORTABLE
RESTROOMS**
WWW.HONEYBUCKET.COM

Hand Sanitizer Stations

Standard Features

- Two 1000ml sanitizer dispenser system delivers 1,200 uses
- Easily portable for placement convenience



**Service
Areas**

Wa

800.562.4442

Or

800.966.2921 of 103.972.3115

Ut

Ca

800.325.2371

TX

800.633.4509

From: Michael Nicholls <nichollsncaz@gmail.com>
Sent: Thursday, October 8, 2020 5:09 PM
To: cazaderoCSD@comcast.net
Subject: Fwd: Playground Information

Park Signage Requirements per the county

Begin forwarded message:

From: Michael Nicholls <nichollsncaz@gmail.com>
Subject: Re: Playground Information
Date: October 8, 2020 at 5:03:40 PM PDT
To: Bert Whitaker <Bert.Whitaker@sonoma-county.org>

Thanks Bert — got it!

On Oct 8, 2020, at 5:02 PM, Bert Whitaker <Bert.Whitaker@sonoma-county.org> wrote:

From: Bert Whitaker
Sent: Thursday, October 8, 2020 4:58 PM
To: 'mcnicholls@me.com' <mcnicholls@me.com>
Subject: FW: Playground Information

Mike – good chatting with you this afternoon and I hope these sign examples help. Feel free to reach out anytime with questions.

Bert

From the CDPH – guidance on playgrounds

Summary

COVID-19 continues to pose a severe risk to communities and requires all people in California to follow necessary precautions and to adapt the way they live and function in light of this ongoing risk. This guidance provides direction on usage of outdoor playgrounds and outdoor recreational facilities (hereafter facilities), to support a safe environment for children and families. It applies to outdoor

playgrounds located in parks, campgrounds, and other publicly accessible locations. This guidance does not apply to indoor playgrounds or family entertainment centers.

Outdoor Playground Definition:

- Fully outdoors
- Publicly accessible
- Free to enter and use
- Operated by a city, state, county, or federal government
- Designed primarily to serve nearby residents within a half a mile
- Can provide State-mandated outdoor space for preschools (which could be scheduled in advance to avoid overlapping use)
- Typically includes recreational equipment, like play structures, slides, swings, etc. intended to enrich children's physical health and development

Visitors to outdoor community playgrounds must comply with the following requirements:

1. Face masks over the mouth and nose are required for everyone 2 years of age or older with caregiver supervision at all times to ensure face mask use.
2. Do not use the playground when different households are unable to maintain a physical distance of 6 feet or when the capacity limit has been reached.
3. Caregivers must monitor to keep adults and children from different households at least 6 feet apart.
4. Consider coming on different times or days to avoid wait times and potential crowded times.
5. No eating or drinking in playground, to ensure face masks are worn at all times.
6. Wash or sanitize hands before and after using the playground.
7. Elderly and persons with underlying medical conditions should avoid playground when others are present.
8. Limit visit to 30 min per day when others are present

Note: Facility operators should download and print this flyer to post at all outdoor playgrounds.

Bert Whitaker
Director
Sonoma County Regional Parks
(707) 565-2041
www.sonomacountyparks.org
<image001.png>

Our agency values DIVERSITY. Whatever your race, ethnicity, religion, country of origin, language, abilities, sexual orientation, or gender... You are welcome here.

Nuestra agencia valora la DIVERSIDAD.
Sea cual sea su raza, etnia, religión, país de origen, idioma, habilidades, orientación sexual o género ...
Usted es bienvenido aquí.

<image002.png>

 Please consider the environment before printing this e-mail, or opt to print on both sides of the paper.

<CADeptPublicHealth-
Playgrounds_English.pdf><Playgrounds_EnglishSpanish.png><RohnertPark Spanish-
Playground Signage (002).pdf><RohnertParkPlayground- English Signage.pdf>

CazaderoCSD

From: Michael Nicholls <nichollsncaz@gmail.com>
Sent: Thursday, October 8, 2020 5:59 PM
To: cazaderoCSD@comcast.net
Subject: Fwd: Playground Information

Begin forwarded message:

From: Bert Whitaker <Bert.Whitaker@sonoma-county.org>
Subject: RE: Playground Information
Date: October 8, 2020 at 5:13:33 PM PDT
To: 'Michael Nicholls' <nichollsncaz@gmail.com>

We will be cleaning our playground structures with high pressure water then spray down with an approved disinfecting solution for covid. Realistically our goal will be to thoroughly clean the structures 1x week. The biggest risks for covid are human to human contact as opposed to high touch surfaces outdoors.

Our playgrounds require cleaning more because of the falling ash everywhere. I have heard to be careful around any plastic parts – some cleaners react so best to experiment before going all in .

Good luck.

Bert

From: Michael Nicholls [<mailto:nichollsncaz@gmail.com>]
Sent: Thursday, October 8, 2020 5:06 PM
To: Bert Whitaker <Bert.Whitaker@sonoma-county.org>
Subject: Re: Playground Information

EXTERNAL

Oops, neglected to ask if the county will be using electrostatic sprayers for sanitizing park and playground equipment? Most cost effective unit I've found is \$600

On Oct 8, 2020, at 5:03 PM, Michael Nicholls <nichollsncaz@gmail.com> wrote:

Thanks Bert — got it!

On Oct 8, 2020, at 5:02 PM, Bert Whitaker
<Bert.Whitaker@sonoma-county.org> wrote:

From: Bert Whitaker
Sent: Thursday, October 8, 2020 4:58 PM
To: 'mcnicholls@me.com' <mcnicholls@me.com>
Subject: FW: Playground Information

Mike – good chatting with you this afternoon and I hope these sign examples help. Feel free to reach out anytime with questions.

Bert

From: Bert Whitaker
Sent: Thursday, October 8, 2020 9:48 AM
To: hermanjh@aol.com
Subject: Playground Information

Herman, thank you for the call this morning.

Regional Parks has not yet re-opened our playgrounds but we are making the preparations (clean off ash from fires, safety inspections, sanitize for covid, remove fencing we installed, and installing covid playground signage) to hopefully get them reopened in the next 10 days or so.

Several of the cities have re-opened and attached are some signage examples they used.

Also – important to review the CDPH guidance
: <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Outdoor%20Playgrounds%20and%20other%20Outdoor%20Recreational%20Facilities.aspx>

Hope this helps answer your questions/ feel free to call. It would be great to catch up.

-Bert

**From the CDPH – guidance on
playgrounds**

Summary

COVID-19 continues to pose a severe risk to communities and requires all people in California to follow necessary precautions and to adapt the way they live and function in light of this ongoing risk. This guidance provides direction on usage of outdoor playgrounds and outdoor recreational facilities (hereafter facilities), to support a safe environment for children and families. It applies to outdoor playgrounds located in parks, campgrounds, and other publicly accessible locations. This guidance does not apply to indoor playgrounds or family entertainment centers.

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- Typically includes recreational equipment, like play structures, slides, swings, etc. intended to enrich children's physical health and development

Visitors to outdoor community playgrounds **must comply with the following requirements:**

1. Face masks over the mouth and nose are required for everyone 2 years of age or older with caregiver supervision at all times to ensure face mask use.
2. Do not use the playground when different households are unable to maintain a physical distance of 6 feet or when the capacity limit has been reached.
3. Caregivers must monitor to keep adults and children from different households at least 6 feet apart.
4. Consider coming on different times or days to avoid wait times and potential crowded times.
5. No eating or drinking in playground, to ensure face masks are worn at all times.
6. Wash or sanitize hands before and after using the playground.
7. Elderly and persons with underlying medical conditions should avoid playground when others are present.
8. Limit visit to 30 min per day when others are present

Note: Facility operators should download and print this flyer to post at all outdoor playgrounds.

Director
Sonoma County Regional Parks
(707) 565-2041
www.sonomacountyparks.org

<image001.png>

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Nuestra agencia valora la DIVERSIDAD.

Sea cual sea su raza, etnia, religión, país de origen, idioma, habilidades, orientación sexual o género ...

Usted es bienvenido aquí.

<image002.png>

 Please consider the environment before printing this e-mail, or opt to print on both sides of the paper.

<CADeptPublicHealth-
Playgrounds_English.pdf><Playgrounds_EnglishSpanish.png><R
ohnertPark Spanish-Playground Signage
(002).pdf><RohnertParkPlayground- English Signage.pdf>

THIS EMAIL ORIGINATED OUTSIDE OF THE SONOMA COUNTY EMAIL SYSTEM.

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

CazaderoCSD

From: Michael Nicholls <nichollsncaz@gmail.com>
Sent: Wednesday, September 30, 2020 12:03 PM
To: cazaderoCSD@comcast.net
Subject: Fwd: CARPD: New Playground Opening Guidance
Attachments: image001.jpg; Untitled attachment 00035.html; Untitled attachment 00038.html; Playgrounds are OPEN.docx; Untitled attachment 00041.html; 2020 - COVID-19 - Maximum Occupancy Signage - Playground.docx; Untitled attachment 00044.html; Stay 6 feet playground sign.pdf; Untitled attachment 00047.html; Playgrounds English.pdf; Untitled attachment 00050.html; Playgrounds Spanish.pdf; Untitled attachment 00053.html

Begin forwarded message:

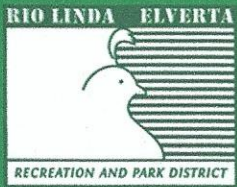
From: Matthew Duarte <mduarte@capri-jpa.org>
Subject: RE: CARPD: New Playground Opening Guidance
Date: September 30, 2020 at 9:21:17 AM PDT
To: Matthew Duarte <mduarte@capri-jpa.org>

Good morning all:

Several districts have been asking about sample signage that supplements the CDPH signs. See attached provided thanks to some of your colleagues. I've also attached the CDPH signage again for your convenience.

Have a nice week,

Matthew Duarte
Executive Director



NOTICE

Playgrounds are OPEN

To the extent we safely can, we are pleased to keep this amenity open as a place for outdoor recreation for our local residents during these challenging times subject to the following protocols:

Plan ahead:

- Face masks over the mouth and nose are required for everyone 2 years of age or older with caregiver supervision at all times to ensure face mask use.
- Do not use the playground when different households are unable to maintain a physical distance of 6 feet or when the capacity limit has been reached.
- Caregivers must monitor to keep adults and children from different households at least 6 feet apart.
- Consider coming on different times or days to avoid wait times and potential crowded times.
- No eating or drinking in playground, to ensure face masks are worn at all times.
- Wash or sanitize hands before and after using the playground. Please bring hand sanitizer and water with you.
- Elderly and persons with underlying medical conditions should avoid playground when others are present.
- Limit visit to 30 min per day when others are present
- A maximum of six (6) participants are allowed at any one time.
- Upon returning home, wash your hands thoroughly.

Please adhere to Social Distancing Measures:

- Maintain a minimum of six feet of physical distancing with people not in your household
- Activities that involve the use of shared equipment, such as balls for retrieval, may only be engaged in by members of the same household

THE RIO LINDA ELVERTA RECREATION AND PARK DISTRICT CLEANS PARK AMENITIES AS FREQUENTLY AS POSSIBLE. THE PARK DISTRICT DOES NOT SANITIZE PARK AMENITIES ON A DAILY BASIS. PLAYGROUND USERS ARE ENCOURAGED TO BRING THEIR OWN HAND SANITIZER AND WASH THEIR HANDS BEFORE ARRIVING AND UPON RETURNING TO THEIR HOMES

For general inquiries about the Rio Linda Elverta Recreation and Parks District Parks and Amenities, please contact us at 916-991-5929 or by email at info@reparks.com. Thank you

PLAY STRUCTURE

OCCUPANCY LIMITED TO

2

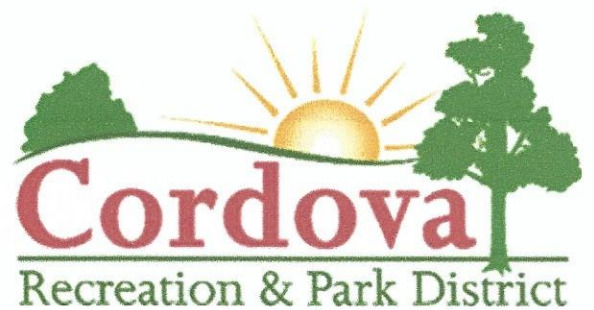
PROTECT YOURSELF & OTHERS

**MAINTAIN A DISTANCE
OF 6 FEET AT ALL TIMES**



www.crpdc.com

102 of 103



**Maintain a distance of
6 feet at all times**



6ft

**Remain 6 feet apart while waiting
when maximum play structure
occupancy has been reached**