



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

Board Meeting Agenda
November 9, 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 NOVEMBER 9, 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/89616008324?pwd=R1M2dHdzd2FoZ2M3UVphc1dJS1d1dz09>

Telephone number: 1 (669) 900-6833, Meeting ID 896 1600 8324, Password 338286#

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 – October 12, 2020
- 2. Approval of Financials – Month of October 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. **Playground Reopening** – Discussion/Action – Review legal opinion and Mandatory State Requirements
- 3. **Determination of Legal Counsel** – Discussion/Action – Discuss and consider legal counsel for the District, requested by Paul Barry.

4. **Prop 68 Grant** – Discussion/Action – Requested by Maureen Berry.
5. **Station 1 ADA Improvements** – Discussion/Action – Requested by Steve Krausmann

DISCUSSION ITEMS

1. **Pole Mountain Presentation** – Presentation on Pole Mountain Lookout.
2. **Cazadero Firefighters Association** – Monthly Association report.
3. **Xfinity PSPS Communication Service Update** – Service level update

COMMITTEE REPORTS

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

FINANCIAL REPORTS

COMMUNICATIONS

1. LAFCO: Availability of Special District Representative Position on LAFCO
2. LAFCO: Availability of Alternate Special District Member on LAFCO

ADJOURNMENT

GRANT AGREEMENT

THIS GRANT AGREEMENT (“Agreement”) is made and entered into on **October 20, 2020**, by and between the COUNTY OF SONOMA, a political subdivision of the State of California (hereinafter COUNTY) and **Cazadero Community Services District**, (hereinafter GRANTEE).

Recitals

WHEREAS, under the 2019 Budget Act, as amended by Senate Bill 109 (Chapter 363, Statutes of 2019), the COUNTY received state funding for flood relief and mitigation of impacts from the 2019 Winter Storms and Flood Event; and

WHEREAS, on October 20, 2020, the Board of Supervisors of COUNTY approved the award of a grant to GRANTEE from the Senate Bill 109 flood relief funds for the uses specified in this Agreement; and

WHEREAS, GRANTEE understands that any expenditure of grant funds will be in compliance with this Agreement.

NOW, THEREFORE, IT IS AGREED by and between the parties hereto as follows:

Agreement

1. Grant. Subject to all terms and conditions of this Agreement, COUNTY agrees to grant to GRANTEE **\$12,613** (the “Grant”).
2. Use of Funds. GRANTEE shall use the Grant exclusively for the uses specified in Exhibit A to this Agreement (the “Grant Project”). The Grant shall be expended for the Grant Project by no later than **June 30, 2021**. Any funds not expended on the Grant Project by such date shall be promptly returned to COUNTY.
3. Records. GRANTEE shall maintain all financial, accounting, and other records related to the Grant Project for no less than five (5) years (“Project Records”). Upon request, GRANTEE shall provide to COUNTY the Project Records. GRANTEE shall report to COUNTY on its use of the Grant at such times and in such manner as may be requested by COUNTY.
4. Publicity. Publicity generated by GRANTEE for work funded by this Agreement, shall make reference to the contribution of COUNTY in making the Grant Project possible.
5. Indemnification. GRANTEE agrees to accept all responsibility for loss or damage to any person or entity, including COUNTY, and to indemnify, hold harmless, and release COUNTY, its officers, agents, and employees, from and against any actions, claims, damages, liabilities, disabilities, or expenses, that may be asserted by any person or entity, including GRANTEE, that arise out of, pertain to, or related to GRANTEE’s or its agents’, employees’, contractors’, subcontractors’, or invitees’ performance or obligations under this Agreement, the Grant Project, or use of the Grant. GRANTEE’s obligations under this Section apply whether or not there is concurrent negligence on COUNTY’s part, but to the extent required by law, excluding liability due to COUNTY’s conduct. COUNTY shall

have the right to select its legal counsel at GRANTEE's expense, subject to GRANTEE's approval, which shall not be unreasonably withheld. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to GRANTEE or its agents under workers' compensation acts, disability benefits acts, or other employee benefit acts. GRANTEE shall be liable to COUNTY for any loss or damage to COUNTY property arising from or in connection with GRANTEE's Grant Project.

6. Non-Discrimination. GRANTEE shall comply with all applicable federal, state and local laws, rules and regulations in regard to non-discrimination in employment because of race, ancestry, color, sex, age, national origin, religion, marital status, medical condition, or handicap, including the provisions of Article II of Chapter 19 of the Sonoma County Code, prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection.
7. Prevailing Wage. With respect to any portion of the Grant Project that constitutes the performance of a "public work" within the meaning of Labor Code section 1720, GRANTEE shall comply with all applicable wage and hour laws, including without limitation Labor Code Sections 1775, 1776, 1777.5 1813 and 1815 and California Code of Regulations, Title 8, Section 16000, et seq. GRANTEE shall properly document such compliance, including registration of all covered contracts with the Department of Industrial Regulations. COUNTY shall have the right to inspect all documentation to confirm compliance with this section at any time.
8. ADA Requirements. GRANTEE shall ensure that the Grant Project complies with all applicable requirements of the Americans with Disabilities Act (ADA) including, without limitation, providing fully accessible public access to the property and all facilities and programs provided thereon.
9. Repayment. If GRANTEE fails to comply with the terms and conditions of this Agreement, then GRANTEE shall, within ten days of receipt of notice of such failure by COUNTY, return all grant funds provided by COUNTY under this Agreement; provided, however, that COUNTY may, in its sole discretion, allow GRANTEE to retain some or all grant funds if COUNTY determines that the failure was inadvertent or immaterial, or that GRANTEE has taken action to ensure that the failure will not reoccur.
10. Conflict of Interest. GRANTEE covenants that it presently has no interest and shall not acquire any interest, direct, or indirect, which would conflict in any manner or degree with the performance of its services hereunder. GRANTEE further covenants that in the performance of this contract no person having any such interest shall be employed.
11. Statutory Compliance. GRANTEE agrees to comply with all applicable federal, state and local laws, regulations, statutes and policies applicable to the Grant, the Grant Project and any work funded by the Grant, or otherwise provided under this Agreement as they exist now and as they are changed, amended or modified during the term of this Agreement. Without limiting the generality of the foregoing, GRANTEE expressly acknowledges that this Agreement may be subject to the provisions of Article XXVI of Chapter 2 of the Sonoma County Code, requiring payment of a living wage to covered employees. Noncompliance during the term of the Agreement will be considered a material breach and

may result in termination of the Agreement or pursuit of other legal or administrative remedies.

- 12. AIDS Discrimination. GRANTEE agrees to comply with the provisions of Chapter 19, Article II, of the Sonoma County Code prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection during the term of this Agreement and any extensions of the term.
- 13. Assignment. GRANTEE shall not assign, sublet, transfer or delegate any interest in or duty under this Agreement without written consent of COUNTY, and no assignment shall be of any force or effect whatsoever unless and until so consented.
- 14. Merger. This writing is intended both as the final expression of the agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to C.C.P. Section 1856. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.
- 15. No Third Party Beneficiaries. Nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.
- 16. Extra or Changed Work. Extra or changed work or other changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties. GRANTEE expressly recognizes that, pursuant to Sonoma County Code Section 1-11, COUNTY personnel are without authorization to order extra or changed work or waive Agreement requirements.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands the day and year first above written.

COUNTY OF SONOMA:

[DATE]

Sheryl Bratton, County Administrator

GRANTEE:

[DATE]

Cazadero Community Services District

[Grantee's Legal and Common Name]

Michael Nicholls
Michael Nicholls (Nov 5, 2020 17:46 PST)

[Signer Name]

Board President

[Title]

EXHIBIT A
Grant Project

Putting direct fiber into the Cazadero fire station to have a solid point for communications during disasters

CONSENT ITEMS



*Cazadero Community Services District
Meeting Minutes – October 12, 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 6:09PM on October 12, 2020. Director P. Barry led the Pledge of Allegiance. The following Directors were present: Nicholls, P. Barry, Canelis, M. Berry. Chief Krausmann, Assistant Chief Schanz, and AA Kulczewski were also present.

2. Public Comment

None.

3. Agenda Adjustments

Action Item 3 – Parcel Tax Consideration to be at 7:30PM.

4. Director Reports

None

5. Fire Chief’s Report/Staff Report

Chief Krausmann reported a new firefighter is joining the Department and two firefighters are in training; the new tender is still on schedule for a December delivery; engine 5266 spent 22 days on the Glass Fire, there are problems with the pump motor that was supposed to be repaired. Chief Krausmann also gave the Call Report for July:

Nature of Call	Number of Calls
Mutual Aid	7
Vehicle Accident (auto aid to Monte Rio)	1
Wildland Fire	3
Illegal Burn	1

6. Consent Calendar Items

On a motion by Director M. Berry, Seconded by Director Canelis, the Board moved to approve the Consent Calendar Items. VOTE: 4-0-0 by roll call:

Director	Vote
Nicholls	Aye
P. Barry	Aye
Canelis	Aye
M. Berry	Aye
Olson	9 of 60 absent

7. Action Items

- a. **Station #1 Generator Replacement** – After Board discussion, item was tabled to November meeting.
- b. **Pole Mountain** – After Board discussion, item was tabled to November meeting.
- c. **Parcel Tax Consideration** – Dennis Rosatti presented his proposal for Public Affairs Consulting for the District. After Board discussion, on a motion by Director P. Barry, Seconded by Director M. Berry, the Board moved to accept the proposal from Rosatti Consulting for a district election to adopt a parcel tax. VOTE: 4-0-0 by roll call:

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

- d. **Playground Reopening** – After Board discussion, item was tabled to November meeting.
- e. **Annual Crafts Fair November 14** – After Board discussion, the consensus of the Board was that a crafts fair is not feasible this year.
- f. **Consider Approval of Resolution 20/21-05 for Cal-Fire Grant Agreement 7FG20016** – On a motion by Director P. Barry, Seconded by Director Canelis, the Board moved to approve the release of funding from Cal-Fire Grant Agreement 7FG20016 for upgraded digital radios for the District by Resolution 20/21-05. VOTE: 4-0-0 by roll call:

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

- g. **CA State Parks Office of Grants and Local Services - Round Four Statewide Park Program** – Director M. Berry to attend the required workshop.

8. Discussion Items

- a. **Cazadero Firefighters Association** – Chief Krausmann reported that the Association received \$12,150 in donations specified for a hydrant system from Station 1 to St. Colman’s Catholic Church and \$30,000 for ADA improvements.
- b. **Business and Camp Inspections** – Chief Krausmann will get information on the inspections to Director Nicholls.
- c. **Controlled/Prescribed Burns** – There are none in our area.
- d. **Election for Board Members** – Director Nicholls has agreed to serve again. Board still needs one more person, deadline is the end of October as otherwise the Board of Supervisors will appoint someone in November.

9. Committee Reports

- a. **Consolidation 2020 Ad Hoc** – Director P. Barry reported they met with the LAFCO director, no sphere of influence changes are being made right now but the LAFCO Ad Hoc committee is to work on West County spheres of influence.
- b. **Park 2020 Ad Hoc** – Director P. Barry reported receiving a new estimate for brush removal, which could be done in phases, suggested the District do a portion at a time. Director Canelis reported we are waiting on PG&E for the park electrical upgrades. Director P. Barry reported the depot needs to be relocated from the former owner’s property; Director Canelis reported the site prep is delayed due to availability of equipment.

10. Correspondence

Correspondence referenced in the Board packet were reviewed.

11. Financial Reports

Bills totaling \$12,054.82 were presented for payment.

12. Adjournment

On a motion by Director M. Berry, Seconded by Director P. Barry, the Board moved to adjourn the meeting at 8:49 PM. VOTE: 4/0/0 by roll call:

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

Michael Nicholls

Maureen Barry

Paul Barry

Cory Olson

Homer Canelis

Date: _____

Cazadero Community Services District
Profit & Loss Budget Performance
October 2020

7:48 PM

11/06/2020

Accrual Basis

	Oct 20	Jul - Oct 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	477.16	1,294.08	40.44%	3,200.00
1704 - Comm First CU - Savings	0.85	4.22	100.0%	0.00
1801 - Hall Use	0.00	0.00	0.0%	0.00
Total 17 - Use of Money/Property	478.01	1,868.78	49.18%	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
4102 - Donations	1,000.00	1,000.00		
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	1,000.00	1,000.00	100.0%	0.00
Total Income	1,478.01	15,376.42	5.14%	299,355.00
Gross Profit	1,478.01	15,376.42	5.14%	299,355.00
Expense				
50 - Salaries/Employment Benefits				
5910 - Payroll Expenses	2,819.48	12,055.93	30.15%	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	4,303.00	8,606.00	86.06%	10,000.00
Total 50 - Salaries/Employment Benefits	7,122.48	20,661.93	24.9%	82,986.00
60 - Services/Supplies				

	Oct 20	Jul - Oct 20	% of Budget	Annual Budget
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	0.00	527.79	51.74%	1,020.00
Stn 1 Internet	168.39	673.58	35.7%	1,887.00
Stn 1 Telephone	0.00	697.83	26.83%	2,601.00
Stn 2 Internet	114.58	458.34	36.67%	1,250.00
Stn 2 Telephone	0.00	190.11	19.42%	979.00
6040 · Communications - Other	0.00	0.00	0.0%	0.00
Total 6040 · Communications	282.97	2,547.65	32.93%	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	4,188.86	4,188.86	54.4%	7,700.00
6149 · Maintenance-Radio/Pagers	234.00	234.00	2.02%	11,600.00
6180 · Maintenance-Bldg & Imp.				
Station 1	0.00	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.	0.00	208.75	1.99%	10,500.00
6261 · Medical Equip	70.50	280.00	9.33%	3,000.00
6280 · Memberships/Certs	0.00	400.00	40.0%	1,000.00
6400 · Office expense	136.99	852.40	42.62%	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	120.00	1,320.00	16.5%	8,000.00
6630 · Audit	0.00	0.00	0.0%	5,300.00
6634 · Bank Fees	13.00	40.20	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	0.00	1,399.00	46.63%	3,000.00
6881 · Safety Equip	0.00	369.84	4.93%	7,500.00
6883 · Fire Equip & Testing	591.30	1,063.45	26.59%	4,000.00
7051 · Refunds	0.00	0.00	0.0%	0.00
7053 · Permits/License/Fees	0.00	0.00	0.0%	700.00
7120 · Training	583.96	1,827.13	19.23%	9,500.00
7131 · Textbooks	0.00	0.00	0.0%	200.00

	Oct 20	Jul - Oct 20	% of Budget	Annual Budget
7201 · Gas & Oil	0.00	1,634.79	32.7%	5,000.00
7320 · Utilities				
Park Water	0.00	0.00	0.0%	1,530.00
Septic Monitoring Fee	175.00	175.00	42.89%	408.00
Siren Electricity	25.31	101.75	20.35%	500.00
Stn 1 Electricity	242.66	1,154.18	52.63%	2,193.00
Stn 1 Electricity Outdoor	48.35	215.70	46.99%	459.00
Stn 1 Garbage	45.85	183.40	13.83%	1,326.00
Stn 1 Propane	70.36	731.66	35.59%	2,056.00
Stn 1 Water	9.85	22.87	3.74%	612.00
Stn 2 Electricity	112.35	409.26	51.42%	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	392.50	1,569.17	34.96%	4,488.00
7320 · Utilities - Other	0.00	0.00	0.0%	0.00
Total 7320 · Utilities	1,122.23	4,562.99	26.61%	17,148.00
7330 · Sanitation-Annual Septic Permit	0.00	0.00	0.0%	500.00
7335 · Park Development	1,596.00	5,116.00	51.16%	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	8,939.81	29,695.46	14.54%	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	16,062.29	50,357.39	17.05%	295,288.00
Net Ordinary Income	-14,584.28	-34,980.97	-860.12%	4,067.00
Net Income	-14,584.28	-34,980.97	-860.12%	4,067.00

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

	<u>Oct 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
1-Community First CU -Checking	369,567.57
2-Community First CU -Savings	10,011.97
1-Westam Check	13,289.19
L. A. I. F.	
Equipment Acct	34,650.00
Park Development	8,300.00
L. A. I. F. - Other	182,232.33
Total L. A. I. F.	<u>225,182.33</u>
Total Checking/Savings	<u>618,051.06</u>
Total Current Assets	<u>618,051.06</u>
TOTAL ASSETS	<u><u>618,051.06</u></u>
LIABILITIES & EQUITY	0.00

Cazadero Community Services District
Reconciliation Summary
1-Westam Check, Period Ending 10/30/2020

	<u>Oct 30, 20</u>
Beginning Balance	296.34
Cleared Transactions	
Checks and Payments - 1 item	<u>-13.00</u>
Total Cleared Transactions	<u>-13.00</u>
Cleared Balance	<u><u>283.34</u></u>
Uncleared Transactions	
Checks and Payments - 2 items	-452.52
Deposits and Credits - 1 item	<u>13,458.37</u>
Total Uncleared Transactions	<u>13,005.85</u>
Register Balance as of 10/30/2020	<u><u>13,289.19</u></u>
Ending Balance	13,289.19

**Cazadero Community Services District
Reconciliation Detail
1-Westam Check, Period Ending 10/30/2020**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						
Cleared Transactions						296.34
Checks and Payments - 1 item						
Check	10/12/2020			X	-13.00	-13.00
Total Checks and Payments						-13.00
Total Cleared Transactions						-13.00
Cleared Balance						283.34
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
Deposits and Credits - 1 item						
General Journal	06/30/2018	AJE6			13,458.37	13,458.37
Total Deposits and Credits						13,458.37
Total Uncleared Transactions						13,005.85
Register Balance as of 10/30/2020						12,992.85
Ending Balance						13,289.19

Cazadero Community Services District
Reconciliation Summary
L. A. I. F., Period Ending 10/31/2020

	<u>Oct 31, 20</u>
Beginning Balance	224,705.17
Cleared Transactions	
Deposits and Credits - 1 item	<u>477.16</u>
Total Cleared Transactions	<u>477.16</u>
Cleared Balance	<u><u>225,182.33</u></u>
Register Balance as of 10/31/2020	225,182.33
Ending Balance	225,182.33

**Cazadero Community Services District
Reconciliation Detail
L. A. I. F., Period Ending 10/31/2020**

<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 Transactions						
Deposits and Credits - 1 item						
Deposit	10/15/2020			X	477.16	477.16
Total Deposits and Credits					477.16	477.16
Total Cleared Transactions					477.16	477.16
Cleared Balance					477.16	225,182.33
Register Balance as of 10/31/2020					477.16	225,182.33
Ending Balance					477.16	225,182.33

Cazadero Community Services District
Reconciliation Summary
2-Community First CU -Savings, Period Ending 10/31/2020

	<u>Oct 31, 20</u>
Beginning Balance	10,010.27
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.85</u>
Total Cleared Transactions	<u>0.85</u>
Cleared Balance	<u><u>10,011.12</u></u>
Uncleared Transactions	
Deposits and Credits - 1 item	<u>0.85</u>
Total Uncleared Transactions	<u>0.85</u>
Register Balance as of 10/31/2020	<u><u>10,011.97</u></u>
Ending Balance	10,011.97

Cazadero Community Services District
Reconciliation Detail
2-Community First CU -Savings, Period Ending 10/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						10,010.27
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	10/31/2020			X	0.85	0.85
Total Deposits and Credits					0.85	0.85
Total Cleared Transactions					0.85	0.85
Cleared Balance					0.85	10,011.12
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 10/31/2020					1.70	10,011.97
Ending Balance					1.70	10,011.97

Cazadero Community Services District
Reconciliation Summary
1-Community First CU -Checking, Period Ending 10/31/2020

	Oct 31, 20
Beginning Balance	383,563.67
Cleared Transactions	
Checks and Payments - 25 items	-14,430.52
Deposits and Credits - 1 item	1,000.00
Total Cleared Transactions	-13,430.52
Cleared Balance	370,133.15
Uncleared Transactions	
Checks and Payments - 3 items	-565.58
Total Uncleared Transactions	-565.58
Register Balance as of 10/31/2020	369,567.57
New Transactions	
Checks and Payments - 9 items	-3,231.30
Total New Transactions	-3,231.30
Ending Balance	366,336.27

Cazadero Community Services District
Reconciliation Detail
1-Community First CU -Checking, Period Ending 10/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						383,563.67
Cleared Transactions						
Checks and Payments - 25 items						
Bill Pmt -Check	09/14/2020	9596	Cazadero Supply	X	-163.30	-163.30
Bill Pmt -Check	09/28/2020	EFT	Comcast	X	-114.59	-277.89
Paycheck	10/01/2020	9605	Kulczewski, Sharon	X	-735.59	-1,013.48
Paycheck	10/01/2020	9604	Krausmann, Steven M	X	-688.80	-1,702.28
Paycheck	10/01/2020	9603	Dewart, Alan	X	-461.75	-2,164.03
Paycheck	10/01/2020	9602	Caplan, Nancy K.	X	-415.58	-2,579.61
Bill Pmt -Check	10/02/2020	EFT	P. G. & E.	X	-442.27	-3,021.88
Bill Pmt -Check	10/02/2020	EFT	P. G. & E.	X	-116.50	-3,138.38
Liability Check	10/05/2020	E-pay	EFTPS	X	-465.70	-3,604.08
Bill Pmt -Check	10/08/2020	EFT	P. G. & E.	X	-392.44	-3,996.52
Bill Pmt -Check	10/12/2020	9612	Fire Agencies Self I...	X	-4,303.00	-8,299.52
Bill Pmt -Check	10/12/2020	9614	Summit Engineering...	X	-1,596.00	-9,895.52
Bill Pmt -Check	10/12/2020	9606	All Star Fire Equipm...	X	-777.24	-10,672.76
Bill Pmt -Check	10/12/2020	9607	Bank of America Bu...	X	-670.05	-11,342.81
Bill Pmt -Check	10/12/2020	9611	Complete Welders S...	X	-137.00	-11,479.81
Bill Pmt -Check	10/12/2020	9613	Merrill, Arnone & Jo...	X	-120.00	-11,599.81
Bill Pmt -Check	10/12/2020	9608	Cazadero Supply	X	-23.80	-11,623.61
Bill Pmt -Check	10/12/2020	9609	Cazadero Water Co...	X	-5.26	-11,628.87
Bill Pmt -Check	10/13/2020	EFT	Frontier Communica...	X	-244.83	-11,873.70
Bill Pmt -Check	10/13/2020	EFT	Frontier Communica...	X	-198.93	-12,072.63
Bill Pmt -Check	10/13/2020	EFT	Frontier Communica...	X	-62.45	-12,135.08
Bill Pmt -Check	10/16/2020	EFT	Comcast	X	-168.40	-12,303.48
Bill Pmt -Check	10/19/2020	EFT	P. G. & E.	X	-2,000.00	-14,303.48
Bill Pmt -Check	10/25/2020	EFT	McPhail Fuel Co.	X	-81.19	-14,384.67
Bill Pmt -Check	10/30/2020	EFT	Recology Sonoma ...	X	-45.85	-14,430.52
Total Checks and Payments					-14,430.52	-14,430.52
Deposits and Credits - 1 item						
Deposit	10/13/2020			X	1,000.00	1,000.00
Total Deposits and Credits					1,000.00	1,000.00
Total Cleared Transactions					-13,430.52	-13,430.52
Cleared Balance					-13,430.52	370,133.15
Uncleared Transactions						
Checks and Payments - 3 items						
Bill Pmt -Check	07/13/2020	9566	Fire Engineering		-76.00	-76.00
Bill Pmt -Check	10/12/2020	9610	Christian Ottolini		-375.00	-451.00
Bill Pmt -Check	10/28/2020	EFT	Comcast		-114.58	-565.58
Total Checks and Payments					-565.58	-565.58
Total Uncleared Transactions					-565.58	-565.58
Register Balance as of 10/31/2020					-13,996.10	369,567.57
New Transactions						
Checks and Payments - 9 items						
Paycheck	11/01/2020	9618	Kulczewski, Sharon		-760.30	-760.30
Paycheck	11/01/2020	9617	Krausmann, Steven M		-688.80	-1,449.10
Paycheck	11/01/2020	9616	Dewart, Alan		-461.75	-1,910.85
Paycheck	11/01/2020	9615	Caplan, Nancy K.		-415.57	-2,326.42
Liability Check	11/02/2020	E-pay	EFTPS		-477.56	-2,803.98
Liability Check	11/02/2020	E-pay	EDD		-101.00	-2,904.98
Liability Check	11/02/2020	E-pay	EDD		-87.57	-2,992.55
Bill Pmt -Check	11/16/2020	EFT	Comcast		-168.39	-3,160.94
Bill Pmt -Check	11/16/2020	EFT	McPhail Fuel Co.		-70.36	-3,231.30
Total Checks and Payments					-3,231.30	-3,231.30
Total New Transactions					-3,231.30	-3,231.30
Ending Balance					-17,227.40	366,336.27

7:04 PM

11/02/20

Cazadero Community Services District
Reconciliation Summary
Bank of America Credit Card, Period Ending 10/27/2020

	<u>Oct 27, 20</u>
Beginning Balance	670.05
Cleared Transactions	
Charges and Cash Advances - 5 items	-1,957.46
Payments and Credits - 1 item	670.05
Total Cleared Transactions	<u>-1,287.41</u>
Cleared Balance	<u><u>1,957.46</u></u>
Uncleared Transactions	
Payments and Credits - 1 item	1,957.46
Total Uncleared Transactions	<u>1,957.46</u>
Register Balance as of 10/27/2020	<u><u>0.00</u></u>
Ending Balance	0.00

**Cazadero Community Services District
Reconciliation Detail
Bank of America Credit Card, Period Ending 10/27/2020**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						670.05
Cleared Transactions						
Charges and Cash Advances - 5 items						
Credit Card Charge	09/09/2020	241038	Westgate Petroleum...	X	-1,327.64	-1,327.64
Credit Card Charge	09/09/2020	241022	Westgate Petroleum...	X	-280.83	-1,608.47
Credit Card Charge	10/06/2020	INV45...	Zoom Video Commu...	X	-14.99	-1,623.46
Credit Card Charge	10/09/2020	214441	Active 911	X	-234.00	-1,857.46
Credit Card Charge	10/16/2020	107414	Digital Deployment	X	-100.00	-1,957.46
Total Charges and Cash Advances					-1,957.46	-1,957.46
Payments and Credits - 1 item						
Bill	09/27/2020	092720	Bank of America Bu...	X	670.05	670.05
Total Cleared Transactions					-1,287.41	-1,287.41
Cleared Balance					1,287.41	1,957.46
Uncleared Transactions						
Payments and Credits - 1 item						
Bill	10/27/2020	9/28-1...	Bank of America Bu...		1,957.46	1,957.46
Total Uncleared Transactions					1,957.46	1,957.46
Register Balance as of 10/27/2020					-670.05	0.00
Ending Balance					-670.05	0.00

ACTION ITEMS

William D. Ross
David Schwarz
Kypros G. Hostetter

Law Offices of
William D. Ross
400 Lambert Avenue
Palo Alto, California 94306
Telephone: (650) 843-8080
Facsimile: (650) 843-809
Website: lawross.com

Los Angeles Office:

11420 Santa Monica Blvd
#25532
Los Angeles, CA 90025

File No: 19.63

September 16, 2020

VIA ELECTRONIC TRANSMISSION

acfd1@comcast.net

Paul Barry, Board Member
Cazadero Community Services District
PO Box 508
Cazadero CA 95421

Re: Proposal for Legal Services; Cazadero Community Services District

Dear Director Barry:

This communication confirms a proposal for legal services of the Law Offices of William D. Ross ("Firm") with the Cazadero Community Services District ("District") to render legal advice and representation to the District involving its day-to-day administration and operation (the "Matter"). The services would become effective upon acceptance of legal services as set forth in Section 9 of this letter. The District acknowledges and understands that this Agreement for legal services does not involve or extend to representation or advice by Firm on any matter other than that specifically identified in this matter. Any representation requested by the District, other than relating to the Matter, will be covered in a separate agreement for legal services.

1. Fees and Services

The monthly retainer will be billed at the monthly amount of \$650.00 a month, plus costs, effective the date of execution of this Proposal. Firm will bill the District for legal services rendered on a monthly basis or upon completion of the Matter. Firm's statements are in a detailed diary format in minimum increments of one-quarter of an hour and are payable within thirty (30) days of receipt. Any amounts outstanding more than thirty (30) days will incur interest at 1½ % per month.

Matters involving litigation or the representation of the District before any local,

Paul Barry, Board Member
Cazadero Community Services District
September 16, 2020
Page 2

regional, state, or federal agency will be billed separately. The hourly rates for all attorneys and paralegals working on those services specified will be \$325.00 an hour for partners and \$250.00 an hour for associates. Paralegal or Legal Assistant work for these same services will be billed at \$130.00 an hour.

Any modification of the compensation amount of the hourly rates may be accomplished only by written amendment to this Agreement by Firm and the District.

2. Costs and Expenses

Any cost incurred in connection with the representation and advice to the District, such as messenger services, filing fees and other out-of-pocket expenses, will be separately billed and reflected on the monthly statement. The District will be expected to directly pay the amount of any charges over \$200.00 for services performed by third parties.

Firm's costs include, but are not limited to, the following and are computed in the following manner:

Mileage	\$.585 per mile (or current IRS Rules)
Word Processing	\$ 60.00 per hour
Access Charges for Legal Data Bases	Cost varies on amount of use

3. Termination of Services

The District will have the right at any time to terminate Firm's services upon written notice to Firm, and Firm will immediately, after receiving such notice, cease to render additional services. Such termination will not, however, relieve the District of the obligation to pay the fees due for services rendered and costs incurred prior to such termination.

If the District fails to meet any of its obligations under this Agreement, including but not limited to, fully cooperating and assisting Firm in its representation advice with respect to the Matter, Firm will have the right to terminate this Agreement, and the District will take all steps necessary to free Firm of any obligation to perform further, including without limitation, the execution of any documents necessary to complete Firm's discharge or withdrawal. The rights of Firm hereunder are in addition to those created by statute or recognized by California Rules of Professional Conduct.

4. Binding Arbitration.

Any dispute concerning our fees or charges shall, if District so elects, be submitted to arbitration under rules of the California State Bar, and shall be binding if: (i) it is mutually agreed to after any such dispute arises; or, (ii) such arbitration becomes binding under such rules. Any dispute concerning our fees or charges not so submitted to binding arbitration under the rules of the California State Bar, or that remains unresolved after non-binding arbitration under such rules, and any other dispute between District and Firm or any of our attorneys and agents, including but not limited to claims of malpractice, errors or omissions, or any other claim of any kind regardless of the facts or the legal theories, shall be finally settled by mandatory binding arbitration in Palo Alto, California, conducted in accordance with California Code of Civil Procedure §§ 1282 *et seq.*, including, but not limited to, section 1283.05, with each party to bear its own costs and attorneys' fees and disbursements. Such arbitration shall be conducted before a single arbitrator. Judgment on a binding arbitration award may be entered in any California court of competent jurisdiction. *We mutually acknowledge that, by this Agreement to arbitrate, each of us irrevocably waives our rights to court or jury trial. District have the right to consult separate legal counsel at any time as to any matter, including whether to enter into this Agreement for legal services and consent to the foregoing agreement to arbitrate.*

5. Document Retention

District agrees that it will be responsible for providing Firm with all documents pertinent to this Matter.

6. Firm's Document Retention

It is Firm policy and practice to destroy files five (5) years after the file is closed unless District requests a shorter or longer retention period in writing. Files are generally closed at the conclusion of a lawsuit or completion of a transaction.

7. No Warranties

Firm has made no guarantees to District concerning the outcome of any matters in which District seeks Firm's advice, and nothing in this letter Agreement will be construed as such a guarantee. District acknowledges that Firm has not made any representations, promises, warranties, or guarantees to District, express or implied, regarding any potential outcomes.

Paul Barry, Board Member
Cazadero Community Services District
September 16, 2020
Page 4

8. Insurance

Consistent with California Business and Professions Code section 6148(a), Firm maintains legal malpractice insurance with Westport Insurance Corporation with present policy limits of \$1,000,000.00 per claim and \$1,000,000.00 in the aggregate, with a separate endorsement for cyber coverage through Lloyds of London Insurance. Additionally, Firm maintains commercial general liability limits of \$2,000,000.00 per occurrence, automobile liability limits of \$2,000,000.00 per occurrence and workers compensation liability limits of \$1,000,000.00 per accident all through Citizens Insurance Company of America. These amounts may change annually. A separate schedule showing Firm's insurance policies is available to the District upon request.

9. Acceptance of Services

If the terms and conditions of the legal services described herein are acceptable to the District, please indicate its acceptance by executing the enclosed copy of this proposal and returning the same to our office via electronic transmission.

We appreciate the opportunity to assist the District in this Matter.

Very truly yours,



William D. Ross

WDR:bk

Enclosure:

Paul Barry, Board Member
Cazadero Community Services District
September 16, 2020
Page 5

Cazadero Community Services District agrees to the terms and conditions for legal services of the Law Offices of William D. Ross, a Professional Corporation, described in this letter as authorized by the Board of Directors for execution by the Board.

Dated: September _____, 2020

Cazadero Community Services District

By: _____
Paul Barry, Board Member

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.

PROFESSIONAL SERVICES AGREEMENT
(Non-litigation - Hourly Rate)

WHEREAS, Cazadero Community Services District (hereinafter referred to as "Client") desires to retain the services of MERRILL, ARNONE & JONES, LLP ("the Firm") as counsel in matters relating to general business matters for a public entity (the "matter(s)"), Client and the Firm agree as follows:

1. Services

This Agreement will not take effect, and the Firm will have no obligation to provide legal services, until Client returns a signed copy of this Agreement and pays the initial deposit called for in Paragraph 5. The Firm will perform all services necessary arising out of the matters. The scope of the matters may from time to time expand or contract pursuant to the request of the Client. Unless Client and the Firm expressly agree otherwise, Client has not employed the Firm to engage in litigation. Various attorneys, assistants and other staff may be assigned to the matter from time to time, in the discretion of the Firm and as circumstances may require.

2. Compensation for Services

Client shall compensate the Firm for its services at the Firm's standard rates as follows:

Partner:	\$300.00/hour
Paralegal:	\$175.00/hour

These rates are subject to change upon 30 days' notice. If Client declines to pay increased rates, the Firm will have the right to withdraw as attorneys for Client. The Firm will charge for all activities undertaken in providing legal services to client under this agreement, including, but not limited to, the following: Conferences, correspondence and legal documents (review and preparation), legal research, emails and telephone conversations with Client, opposing counsel, consultants or other persons. The legal personnel assigned to Client's matter may confer among themselves about the matter, as required and appropriate. When they do confer, each person will charge for the time expended, as long as the work done is reasonably necessary and not duplicative. Likewise, if more than one of the legal personnel attends a meeting, or other proceeding, each will charge for the time spent. Firm will charge for travel time, both local and out of town, unless special arrangements are made in writing. Time is charged in minimum units of one-tenth (.1) of an hour. Telephone calls and letters may have higher minimum charges.

The Firm will also take into account the overall complexity of the matter, the total time involved and the results achieved, in adjusting the hourly rate to what is reasonable and fair under all of the circumstances. Such adjustments may increase or decrease the effective hourly rate. For example, there may be exceptional circumstances in which Client requests that the Firm engage in complex services within a short time frame. In that event, the hourly rate may be increased by up to 50% of the standard rate. The Firm will not bill at an increased hourly rate without advance notice to the Client.

3. Estimates

From time to time, the Firm may estimate, to the best of its ability based on prior experience, what given phases of various matters are likely to cost. These estimates are for the benefit of the Client as an aid in deciding whether, to what extent, and how vigorously to pursue various options, and are not intended to be in the nature of a quote. Because the course of a transaction is, by its nature, unpredictable and sometimes under the control of an opposing party, the actual fee for services may be

more or less than a prior estimate. Client acknowledges that attorney has made no promises about the total amount of attorney's fees to be incurred by client under this Agreement. Moreover, nothing in this Agreement and nothing in Firm's statements to Client will be construed as a promise or guarantee about the outcome of such matter. Firm and its attorneys make no such promises or guarantees. Firm or attorneys' statements about the outcome of the matter are expressions of opinion only.

4. Costs

The Client shall be responsible for all out of pocket costs and expenses incurred in connection with the Firm's work on the matters. These costs and expenses will include (but are not limited to) filing fees, fees paid to experts, consultants and investigators, professional, mediator fees and similar items, costs of computer-assisted legal research, courier and messenger services, and travel expenses (including costs of lodging and meals). From time to time the Firm may, at its discretion, require advance payment in an amount sufficient to cover costs and expenses reasonably anticipated to be incurred as provided in paragraph 5.

5. Payment of Fees

The Firm will submit periodic billings to the Client and the Client agrees to pay all invoices within thirty (30) days of the billing date. Any unpaid balance after that time will bear interest at the rate of ten percent (10%) per annum. Client may request a statement at intervals of no less than 30 days. If Client so requests, Firm will provide one within 10 days. The statements shall include the amount, rate, basis of calculation or other method of determination of the fees and costs, which costs will be clearly identified by item and amount.

It is the Firm's policy to obtain an advance deposit from new clients, and from existing clients under certain circumstances. Accordingly, the Firm requests a deposit of **\$1,000.00** from Client. Hourly charges and expenses will be charged against the deposit. The initial deposit, as well as any future deposit, will be held in a trust account. Client authorizes the Firm to use that fund to pay the fees and other charges as they are incurred. Payments from the fund will be made upon remittance to client of a billing statement. Client acknowledges that the deposit is not an estimate of total fees and costs, but merely an advance for security. Any advance payment made by credit card shall be deemed payment in advance for services to be rendered, and will not be deposited into the Client trust account.

Whenever the deposit is exhausted, Firm reserves the right to demand further deposits, each up to a maximum of **\$1,000.00**. Client agrees to pay all deposits after the initial deposit within 20 days of Firm's demand.

Unless otherwise agreed in writing, any unused deposit or payment in advance for unused services, which is not offset by fees for time expended and costs advanced, will be refunded to Client promptly upon completion of the matter.

6. Mutual Cooperation

The Firm will keep the Client advised of the progress of the Firm's work through such communications as may be helpful and convenient. The Firm will send copies of correspondence related to the matters to the Client. The Client agrees to be truthful with the Firm. The Client will abide by this Agreement, pay the Firm's invoices on time, advise the Firm of any change of address, telephone number or employment status, and shall cooperate in all matters to the extent deemed necessary by the Firm.

7. Subcontractors, Consultants and Experts

Client understands that during the course of the representation, it may be necessary for the Firm to employ the services of experts, consultants and other subcontractors. Client agrees to cooperate in procuring such services. The Firm will advise Client of any such need as it arises, make recommendations as to the suitability and advisability of engaging the services of particular persons, and inform Client of the estimated fees to be charged for such services.

8. Travel Policy

Client understands that there may be times during the representation when persons assigned to the matters will be required to travel outside the immediate Santa Rosa area on behalf of Client. Where airplane transportation is necessary, travel shall be by business class. Ground transportation (including rental cars and taxis where appropriate) may also be required. Client agrees to bear the costs of all such travel expenses incurred on its behalf, which may include transportation, meals and lodging. Client will be charged the hourly rates for time legal personnel spending traveling, unless special arrangements are made in writing.

9. Termination

Client retains the right to terminate this Agreement and the attorney-client relationship created hereby at any time. Upon such termination Client agrees to compensate the Firm promptly for work performed and costs and expenses advanced to date, as well as for any additional work necessary to effect a transition to substitute counsel. The Firm may terminate this Agreement, and withdraw from the engagement created hereby, if the Client fails to honor the Agreement or if, in the judgment of the Firm, considerations of professional ethics require such withdrawal. Upon any termination, the work product generated by the Firm will remain the property of the Firm, subject to the Client's right of continued access to it.

10. File Retention Policy

Upon termination of the attorney-client relationship, as provided herein, or upon final disposition of the matter for which Firm has been retained, Firm shall, upon the request of Client, return all documents provided by Client to Firm in connection with the matter in which Firm was retained and, in the event that Client has not made a specific request for such documents to be returned, Firm may: 1) return such documents to Client; or 2) store such documents in a location selected by Firm; or 3) destroy such documents. This agreement is not intended to create a bailment nor any other obligation on the part of Firm to store Client's records but is instead to advise Client as to Firm's policy regarding retention of documents.

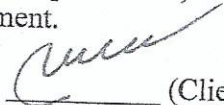
11. Dispute

A. ARBITRATION OF ALL DISPUTES INCLUDING CLAIMS OF MALPRACTICE

Any dispute between the Firm and Client regarding the construction, application or performance of any services under this Agreement, and any claim arising out of or relating to this Agreement or its breach, including, without limitation, claims for breach of contract, professional negligence, breach of fiduciary duty, misrepresentation, fraud and disputes regarding attorney fees and/or costs charged under this Agreement (except as provided in paragraph B below) shall be submitted to binding arbitration upon the written request of one party after the service of that request on the other party. The parties shall appoint one person to hear and determine the dispute. If the parties cannot agree, then the Superior Court of Sonoma County shall choose an impartial arbitrator whose decision shall be final and conclusive on all parties. Firm and Client shall each have the right of discovery in connection with any arbitration

proceeding in accordance with Code of Civil Procedure Section 1283.05. The parties shall bear their own legal fees and costs for all claims, or contract claims, or tort claims. The sole and exclusive venue for the arbitration and or any legal dispute shall be Sonoma County, California.

By initialing below, Client and Firm confirm that they have read and understand subparagraphs A above and voluntarily agree to binding arbitration. In doing so, Client and Firm voluntarily give up important constitutional rights to trial by judge or jury, as well as rights to appeal. Client has the right to have an independent lawyer of Client's choice review these arbitration provisions, and this entire agreement, prior to initialing this provision or signing this Agreement.



(Client Initial Here)

_____ (Attorney Initial Here)

B. MANDATORY FEE ARBITRATION

Notwithstanding subparagraph A above, in any dispute over attorney's fees, costs or both subject to the jurisdiction of the State of California over attorney's fees, charges, costs or expenses, Client has the right to elect arbitration pursuant to the fee arbitration procedures as set forth in California Business and Professions Code Sections 6200 – 6206. Arbitration pursuant to the Mandatory Fee Arbitration Act is non-binding unless the parties agree in writing, after the dispute has arisen, to be bound by the arbitration award. The Mandatory Fee Arbitration procedures permit a court trial after arbitration, or a subsequent binding contractual arbitration if the parties have agreed to binding arbitration and either party rejects the award and requests a trial de novo within 30 days after the award is mailed to the parties. If, after receiving a notice of client's right to arbitrate, Client does not elect to proceed under the State Bar fee arbitration procedures, and file a request for fee arbitration within 30 days, any dispute over fees, charges, costs or expenses, will be resolved by binding arbitration pursuant to the provisions of paragraph 1, above.

12. Severability.

If any provision of this Agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire Agreement will be severable and remain in effect.

13. Entire Agreement

This is the entire agreement between the Firm and the Client. This agreement supersedes any prior or contemporaneous oral or written agreements between the Firm and the Client. This agreement may only be modified by a subsequent written agreement signed by the Firm and the Client.

THE PARTIES HAVE READ AND UNDERSTOOD THE FOREGOING TERMS AND AGREE TO THEM AS OF THE DATE FIRM FIRST PROVIDED SERVICES. IF MORE THAN ONE CLIENT SIGNS BELOW, EACH AGREES TO BE LIABLE, JOINTLY AND SEVERALLY, FOR ALL OBLIGATIONS UNDER THIS AGREEMENT. CLIENT SHALL RECEIVE A FULLY EXECUTED COPY OF THIS AGREEMENT.

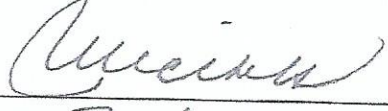
MERRILL, ARNONE & JONES, LLP

Dated: _____

By: _____
William J. Arnone, Jr.

Cazadero Community Services District

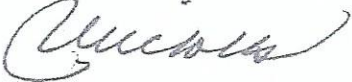
Dated: 3/4/2019

By: 
President - Cazadero CSD

I acknowledge receipt of a copy of this Professional Services Agreement.

Cazadero Community Services District

Dated: 3/4/2019

By: 

GRANT AGREEMENT

THIS GRANT AGREEMENT ("Agreement") is made and entered into on **October 20, 2020**, by and between the COUNTY OF SONOMA, a political subdivision of the State of California (hereinafter COUNTY) and **Cazadero Community Services District**, (hereinafter GRANTEE).

Recitals

WHEREAS, under the 2019 Budget Act, as amended by Senate Bill 109 (Chapter 363, Statutes of 2019), the COUNTY received state funding for flood relief and mitigation of impacts from the 2019 Winter Storms and Flood Event; and

WHEREAS, on October 20, 2020, the Board of Supervisors of COUNTY approved the award of a grant to GRANTEE from the Senate Bill 109 flood relief funds for the uses specified in this Agreement; and

WHEREAS, GRANTEE understands that any expenditure of grant funds will be in compliance with this Agreement.

NOW, THEREFORE, IT IS AGREED by and between the parties hereto as follows:

Agreement

1. Grant. Subject to all terms and conditions of this Agreement, COUNTY agrees to grant to GRANTEE **\$20,000** (the "Grant").
2. Use of Funds. GRANTEE shall use the Grant exclusively for the uses specified in Exhibit A to this Agreement (the "Grant Project"). The Grant shall be expended for the Grant Project by no later than **June 30, 2021**. Any funds not expended on the Grant Project by such date shall be promptly returned to COUNTY.
3. Records. GRANTEE shall maintain all financial, accounting, and other records related to the Grant Project for no less than five (5) years ("Project Records"). Upon request, GRANTEE shall provide to COUNTY the Project Records. GRANTEE shall report to COUNTY on its use of the Grant at such times and in such manner as may be requested by COUNTY.
4. Publicity. Publicity generated by GRANTEE for work funded by this Agreement, shall make reference to the contribution of COUNTY in making the Grant Project possible.
5. Indemnification. GRANTEE agrees to accept all responsibility for loss or damage to any person or entity, including COUNTY, and to indemnify, hold harmless, and release COUNTY, its officers, agents, and employees, from and against any actions, claims, damages, liabilities, disabilities, or expenses, that may be asserted by any person or entity, including GRANTEE, that arise out of, pertain to, or related to GRANTEE's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement, the Grant Project, or use of the Grant. GRANTEE's obligations under this Section apply whether or not there is concurrent negligence on COUNTY's part, but to the extent required by law, excluding liability of COUNTY's conduct. COUNTY shall

have the right to select its legal counsel at GRANTEE's expense, subject to GRANTEE's approval, which shall not be unreasonably withheld. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to GRANTEE or its agents under workers' compensation acts, disability benefits acts, or other employee benefit acts. GRANTEE shall be liable to COUNTY for any loss or damage to COUNTY property arising from or in connection with GRANTEE's Grant Project.

6. Non-Discrimination. GRANTEE shall comply with all applicable federal, state and local laws, rules and regulations in regard to non-discrimination in employment because of race, ancestry, color, sex, age, national origin, religion, marital status, medical condition, or handicap, including the provisions of Article II of Chapter 19 of the Sonoma County Code, prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection.
7. Prevailing Wage. With respect to any portion of the Grant Project that constitutes the performance of a "public work" within the meaning of Labor Code section 1720, GRANTEE shall comply with all applicable wage and hour laws, including without limitation Labor Code Sections 1775, 1776, 1777.5 1813 and 1815 and California Code of Regulations, Title 8, Section 16000, et seq. GRANTEE shall properly document such compliance, including registration of all covered contracts with the Department of Industrial Regulations. COUNTY shall have the right to inspect all documentation to confirm compliance with this section at any time.
8. ADA Requirements. GRANTEE shall ensure that the Grant Project complies with all applicable requirements of the Americans with Disabilities Act (ADA) including, without limitation, providing fully accessible public access to the property and all facilities and programs provided thereon.
9. Repayment. If GRANTEE fails to comply with the terms and conditions of this Agreement, then GRANTEE shall, within ten days of receipt of notice of such failure by COUNTY, return all grant funds provided by COUNTY under this Agreement; provided, however, that COUNTY may, in its sole discretion, allow GRANTEE to retain some or all grant funds if COUNTY determines that the failure was inadvertent or immaterial, or that GRANTEE has taken action to ensure that the failure will not reoccur.
10. Conflict of Interest. GRANTEE covenants that it presently has no interest and shall not acquire any interest, direct, or indirect, which would conflict in any manner or degree with the performance of its services hereunder. GRANTEE further covenants that in the performance of this contract no person having any such interest shall be employed.
11. Statutory Compliance. GRANTEE agrees to comply with all applicable federal, state and local laws, regulations, statutes and policies applicable to the Grant, the Grant Project and any work funded by the Grant, or otherwise provided under this Agreement as they exist now and as they are changed, amended or modified during the term of this Agreement. Without limiting the generality of the foregoing, GRANTEE expressly acknowledges that this Agreement may be subject to the provisions of Article XXVI of Chapter 2 of the Sonoma County Code, requiring payment of a living wage to covered employees. Noncompliance during the term of the Agreement will be considered a material breach and

may result in termination of the Agreement or pursuit of other legal or administrative remedies.

12. AIDS Discrimination. GRANTEE agrees to comply with the provisions of Chapter 19, Article II, of the Sonoma County Code prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection during the term of this Agreement and any extensions of the term.
13. Assignment. GRANTEE shall not assign, sublet, transfer or delegate any interest in or duty under this Agreement without written consent of COUNTY, and no assignment shall be of any force or effect whatsoever unless and until so consented.
14. Merger. This writing is intended both as the final expression of the agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to C.C.P. Section 1856. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.
15. No Third Party Beneficiaries. Nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.
16. Extra or Changed Work. Extra or changed work or other changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties. GRANTEE expressly recognizes that, pursuant to Sonoma County Code Section 1-11, COUNTY personnel are without authorization to order extra or changed work or waive Agreement requirements.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands the day and year first above written.

COUNTY OF SONOMA:

[DATE]

Sheryl Bratton, County Administrator

GRANTEE:

[DATE]

Cazadero Community Services District
[Grantee's Legal and Common Name]

Michael Nicholls
Michael Nicholls (Nov 5, 2020 10:32 PST)

[Signer Name]

Board President

[Title]

EXHIBIT A
Grant Project

These grant funds will go towards purchase and installation of a generator to power fire station, to fill water tenders, and to provide community power in disaster.

Office of Grants and Local Services <ogals.submittable@parks.ca.gov>

11/3/2020 8:22 AM

Application Deadline Extension for the Statewide Park Program

To cazaderocsd@comcast.net



Office of Grants and Local Services

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

\$395.3 million is available this round, which is approximately *\$140 million more than Round 3*. This is the final round of funding for the Statewide Park Program (SPP) under Proposition 68.

Application Deadline Extension to March 12, 2021

The application deadline has been extended to March 12, 2021, giving applicants more planning and preparation time. Applications must be submitted through the [online application system](#) by **March 12, 2021**.

Applicants are encouraged to take photos of the project site before seasonal rain or snow affects photo clarity. For more information, see page 49 of the [Application Guide](#).

Applicants are encouraged to start using the [online application system](#) now.

- Collaborate on an application by clicking "Invite Collaborators" at the top of the online application.
 - Collaborators must be added before the application is submitted—they cannot be added afterward.
- Technical assistance links in the system connect you to specific pages where more guidance is available. For example, the "Project Selection Criteria #1 - 9" section has links and guidance under each text box.

How to submit more than one application in the online application system:

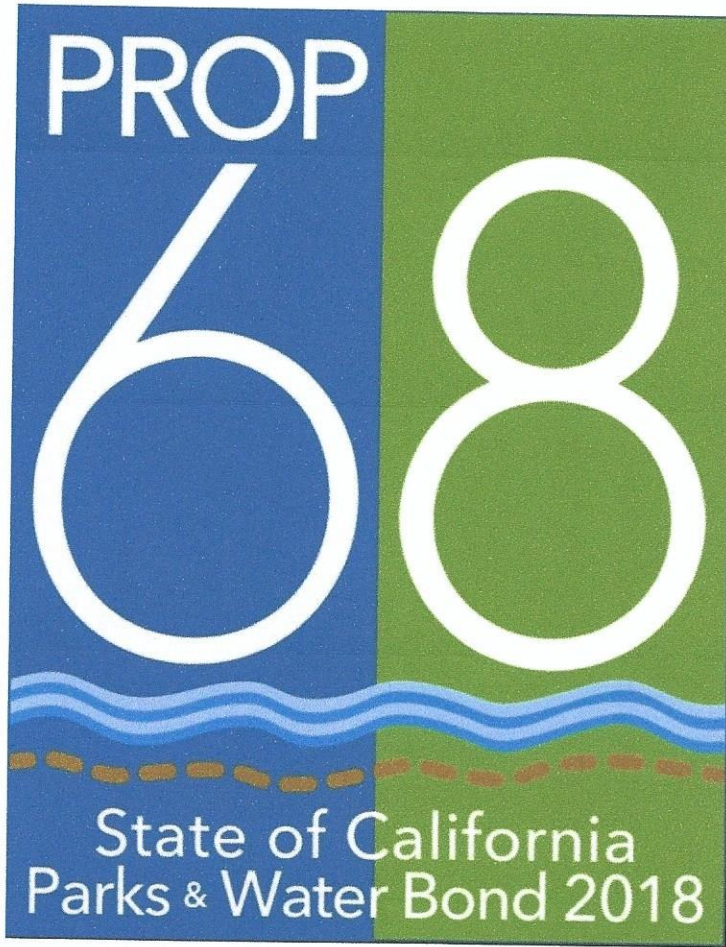
The system is designed for collaboration between you and your co-workers/partners when working on multiple applications at the same time.

Applicants planning to submit more than one application will use these steps:

1. An applicant must select another person (co-worker or another partner) to start an account for each additional application.
2. The person who starts the additional application is called an "owner" in the online Submittable system. Each additional application will need a different owner to create an application's account.
3. When an owner sets up an application account, the owner will be able to email a link to invite as many collaborators as needed. Collaborators must be added before the application is submitted.
4. A collaborator can work together with the owner on completing an application in the system.
5. The owner will click the "submit application" button by or before **March 12, 2021**.
6. To learn more about collaboration, [please click here](#).

If you have any questions about the above steps, or have questions about the [Application Guide](#), please contact your [Competitive Review Project Officer](#).

We hope you find this online collaboration feature to be helpful for those who are teleworking, and to support online teamwork between your co-workers and partners while preparing the application. We look forward to your project applications!



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Sacramento, CA | 95818 United States

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emma

DISCUSSION ITEMS

FINANCIALS

Cazadero Community Services District
Bills Presented for Payment
October 13 through November 9, 2020

Date	Num	Name	Amount
Oct 13 - Nov 9, 20			
10/16/2020	EFT	Comcast	-168.40
10/28/2020	EFT	Comcast	-114.58
10/13/2020	EFT	Frontier Communications	-62.45
10/13/2020	EFT	Frontier Communications	-198.93
10/13/2020	EFT	Frontier Communications	-244.83
10/25/2020	EFT	McPhail Fuel Co.	-81.19
10/30/2020	EFT	Recology Sonoma Marin	-45.85
10/19/2020	EFT	P. G. & E.	-2,000.00
11/02/2020	EFT	P. G. & E.	-112.35
11/09/2020	EFT	P. G. & E.	-392.50
11/02/2020	EFT	P. G. & E.	-316.32
11/02/2020	E-pay	EDD	-87.57
11/02/2020	E-pay	EDD	-101.00
11/02/2020	E-pay	EFTPS	-477.56
11/01/2020	9615	Caplan, Nancy K.	-415.57
11/01/2020	9616	Dewart, Alan	-461.75
11/01/2020	9617	Krausmann, Steven M	-688.80
11/01/2020	9618	Kulczewski, Sharon	-760.30
11/09/2020	9619	Accredited Septic	-175.00
11/09/2020	9620	Bank of America Business ...	-1,957.46
11/09/2020	9621	Bauer Compressors	-3,518.13
11/09/2020	9622	Cazadero Water Company	-9.85
11/09/2020	9623	Christian Ottolini	-375.00
11/09/2020	9624	Complete Welders Supply	-70.50
11/09/2020	9625	DMV	-54.00
11/09/2020	9626	Heiman Fire Equipment, Inc.	-591.30
11/09/2020	9627	Marin Sonoma Mosquito & ...	-63.59
11/09/2020	9628	Sherry Kulczewski	-22.00
11/09/2020	9629	Sonoma County Junior Coll...	-208.96
11/01/2020	9630	Cazadero Supply	-670.73
11/01/2020	9631	Merrill, Arnone & Jones, LLP	-120.00
Oct 13 - Nov 9, 20			-14,566.47

Cazadero Community Services District
Check Detail
 October 13 through November 9, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	EFT	10/13/2020	Frontier Communi...		1-Community First...		-62.45
Bill	2182-...	09/16/2020		Stn 2 Telephone		-62.45	62.45
TOTAL						-62.45	62.45
Bill Pmt -Check	EFT	10/13/2020	Frontier Communi...		1-Community First...		-198.93
Bill	0518-...	09/16/2020		Station 1 Emergenc...		-198.93	198.93
TOTAL						-198.93	198.93
Bill Pmt -Check	EFT	10/13/2020	Frontier Communi...		1-Community First...		-244.83
Bill	0175-...	09/16/2020		Stn 1 Telephone		-244.83	244.83
TOTAL						-244.83	244.83
Bill Pmt -Check	EFT	10/16/2020	Comcast		1-Community First...		-168.40
Bill	7647-...	08/15/2020		Stn 1 Internet		-168.40	168.40
TOTAL						-168.40	168.40
Bill Pmt -Check	EFT	10/19/2020	P. G. & E.		1-Community First...		-2,000.00
Bill	0007...	09/28/2020		7335 · Park Develo...		-2,000.00	2,000.00
TOTAL						-2,000.00	2,000.00
Bill Pmt -Check	EFT	10/25/2020	McPhail Fuel Co.		1-Community First...		-81.19
Bill	10124...	09/25/2020		Stn 1 Propane		-81.19	81.19
TOTAL						-81.19	81.19
Bill Pmt -Check	EFT	10/28/2020	Comcast		1-Community First...		-114.58
Bill	4727-...	10/03/2020		Stn 2 Internet		-114.58	114.58
TOTAL						-114.58	114.58
Bill Pmt -Check	EFT	10/30/2020	Recology Sonoma...		1-Community First...		-45.85
Bill	1731...	09/30/2020		Stn 1 Garbage		-45.85	45.85
TOTAL						-45.85	45.85
Bill Pmt -Check	EFT	11/02/2020	P. G. & E.		1-Community First...		-112.35
Bill	5192-...	10/15/2020		Stn 2 Electricity		-112.35	112.35
TOTAL						-112.35	112.35

Cazadero Community Services District Check Detail

October 13 through November 9, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	EFT	11/02/2020	P. G. & E.		1-Community First...		-316.32
Bill	1483-...	10/15/2020			Stn 1 Electricity	-242.66	242.66
					Stn 1 Electricity Out...	-48.35	48.35
					Siren Electricity	-25.31	25.31
TOTAL						-316.32	316.32
Bill Pmt -Check	EFT	11/09/2020	P. G. & E.		1-Community First...		-392.50
Bill	4044-...	10/21/2020			Street Lights Electri...	-392.50	392.50
TOTAL						-392.50	392.50
Liability Check	E-pay	11/02/2020	EDD		1-Community First...		-87.57
					2100 · Payroll Liabil...	-87.57	87.57
TOTAL						-87.57	87.57
Liability Check	E-pay	11/02/2020	EDD		1-Community First...		-101.00
					2100 · Payroll Liabil...	-6.31	6.31
					2100 · Payroll Liabil...	-94.69	94.69
TOTAL						-101.00	101.00
Liability Check	E-pay	11/02/2020	EFTPS		1-Community First...		-477.56
					2100 · Payroll Liabil...	-79.00	79.00
					2100 · Payroll Liabil...	-161.51	161.51
					2100 · Payroll Liabil...	-161.51	161.51
					2100 · Payroll Liabil...	-37.77	37.77
					2100 · Payroll Liabil...	-37.77	37.77
TOTAL						-477.56	477.56
Paycheck	9615	11/01/2020	Caplan, Nancy K.		1-Community First...		-415.57
					5910 · Payroll Expe...	-450.00	450.00
					5910 · Payroll Expe...	-0.45	0.45
					2100 · Payroll Liabil...	0.45	-0.45
					5910 · Payroll Expe...	-27.90	27.90
					2100 · Payroll Liabil...	27.90	-27.90
					2100 · Payroll Liabil...	27.90	-27.90
					5910 · Payroll Expe...	-6.53	6.53
					2100 · Payroll Liabil...	6.53	-6.53
					2100 · Payroll Liabil...	6.53	-6.53
					5910 · Payroll Expe...	-6.75	6.75
					2100 · Payroll Liabil...	6.75	-6.75
TOTAL						-415.57	415.57

Cazadero Community Services District
Check Detail
 October 13 through November 9, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	9616	11/01/2020	Dewart, Alan		1-Community First...		-461.75
				5910 · Payroll Expe...		-500.00	500.00
				5910 · Payroll Expe...		-0.50	0.50
				2100 · Payroll Liabil...		0.50	-0.50
				5910 · Payroll Expe...		-31.00	31.00
				2100 · Payroll Liabil...		31.00	-31.00
				2100 · Payroll Liabil...		31.00	-31.00
				5910 · Payroll Expe...		-7.25	7.25
				2100 · Payroll Liabil...		7.25	-7.25
				2100 · Payroll Liabil...		7.25	-7.25
				5910 · Payroll Expe...		-7.50	7.50
				2100 · Payroll Liabil...		7.50	-7.50
TOTAL						-461.75	461.75
Paycheck	9617	11/01/2020	Krausmann, Steve...		1-Community First...		-688.80
				5910 · Payroll Expe...		-800.00	800.00
				2100 · Payroll Liabil...		25.00	-25.00
				5910 · Payroll Expe...		-49.60	49.60
				2100 · Payroll Liabil...		49.60	-49.60
				2100 · Payroll Liabil...		49.60	-49.60
				5910 · Payroll Expe...		-11.60	11.60
				2100 · Payroll Liabil...		11.60	-11.60
				2100 · Payroll Liabil...		11.60	-11.60
				2100 · Payroll Liabil...		25.00	-25.00
TOTAL						-688.80	688.80
Paycheck	9618	11/01/2020	Kulczewski, Sharon		1-Community First...		-760.30
				5910 · Payroll Expe...		-885.00	885.00
				2100 · Payroll Liabil...		57.00	-57.00
				5910 · Payroll Expe...		-54.87	54.87
				2100 · Payroll Liabil...		54.87	-54.87
				2100 · Payroll Liabil...		54.87	-54.87
				5910 · Payroll Expe...		-12.83	12.83
				2100 · Payroll Liabil...		12.83	-12.83
				2100 · Payroll Liabil...		12.83	-12.83
TOTAL						-760.30	760.30
Bill Pmt -Check	9619	11/09/2020	Accredited Septic		1-Community First...		-175.00
Bill	5378	10/11/2020		Septic Monitoring Fee		-175.00	175.00
TOTAL						-175.00	175.00
Bill Pmt -Check	9620	11/09/2020	Bank of America B...		1-Community First...		-1,957.46
Bill	9/28-...	10/27/2020		Bank of America Cr...		-1,957.46	1,957.46
TOTAL						-1,957.46	1,957.46
Bill Pmt -Check	9621	11/09/2020	Bauer Compressors		1-Community First...		-3,518.13
Bill	0000...	10/16/2020		6140 · Equipment		-3,518.13	3,518.13
TOTAL						-3,518.13	3,518.13

Cazadero Community Services District
Check Detail
 October 13 through November 9, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	9622	11/09/2020	Cazadero Water C...		1-Community First...		-9.85
Bill	8/15-...	10/19/2020		Stn 1 Water		-9.71	9.71
				Stn 1 Water		-0.14	0.14
TOTAL						-9.85	9.85
Bill Pmt -Check	9623	11/09/2020	Christian Ottolini		1-Community First...		-375.00
Bill	1115...	11/01/2020		7120 · Training		-375.00	375.00
TOTAL						-375.00	375.00
Bill Pmt -Check	9624	11/09/2020	Complete Welders...		1-Community First...		-70.50
Bill	0221...	10/31/2020		6261 · Medical Equip		-70.50	70.50
TOTAL						-70.50	70.50
Bill Pmt -Check	9625	11/09/2020	DMV		1-Community First...		-54.00
Bill	2020-...	11/01/2020		7053 · Permits/Lice...		-27.00	27.00
Bill	2020-...	11/01/2020		7053 · Permits/Lice...		-27.00	27.00
TOTAL						-54.00	54.00
Bill Pmt -Check	9626	11/09/2020	Heiman Fire Equip...		1-Community First...		-591.30
Bill	0892...	10/01/2020		6883 · Fire Equip & ...		-554.60	554.60
Bill	0893...	10/29/2020		6883 · Fire Equip & ...		-36.70	36.70
TOTAL						-591.30	591.30
Bill Pmt -Check	9627	11/09/2020	Marin Sonoma Mo...		1-Community First...		-63.59
Bill	7/1/2...	11/02/2020		6400 · Office expense		-63.59	63.59
TOTAL						-63.59	63.59
Bill Pmt -Check	9628	11/09/2020	Sherry Kulczewski		1-Community First...		-22.00
Bill	SAFE...	10/30/2020		6400 · Office expense		-22.00	22.00
TOTAL						-22.00	22.00
Bill Pmt -Check	9629	11/09/2020	Sonoma County J...		1-Community First...		-208.96
Bill	AR21...	10/21/2020		7120 · Training		-208.96	208.96
TOTAL						-208.96	208.96
Bill Pmt -Check	9630	11/01/2020	Cazadero Supply		1-Community First...		-670.73
Bill	109688	10/02/2020		6140 · Equipment		-628.85	628.85
Bill	109793	10/31/2020		6140 · Equipment		-41.88	41.88
TOTAL						-670.73	670.73

7:44 PM

11/06/20

Cazadero Community Services District

Check Detail

October 13 through November 9, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	9631	11/01/2020	Merrill, Arnone & J...		1-Community First...		-120.00
Bill	1020...	11/01/2020			6610 · Legal	-120.00	120.00
TOTAL						-120.00	120.00

CORRESPONDENCE

SONOMA LOCAL AGENCY FORMATION COMMISSION

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

Date: October 27, 2020
To: Class I Independent Special Districts
Subject: Availability of Special District Representative Position on LAFCO

The Sonoma Local Agency Formation Commission (Sonoma LAFCO) has an opening for the Regular Member representing Independent Special Districts Class I. The recruitment is to fill the position for the term ending May 2024.

Sonoma LAFCO is comprised of seven members: two each from the county (Board of Supervisors), cities (city councils) and independent special districts (boards of directors), and one representative from the public. Each group has an alternate representative.

For purposes of nomination and selection as a special district representative to LAFCO, there are two classes of districts: Class I which includes fire protection, community services, and life support districts and Class II which includes all other districts. Nominations for the position of Class I representative are restricted to members of the boards of directors of fire protection, community services, and life support districts.

Any current district board member who is interested in becoming a candidate should complete the application and provide a current resume and letter of nomination signed by the district's presiding officer. Applications submitted without a resume will be considered incomplete and cannot be accepted. The application will also be available on our website at www.sonomalafco.org.

Completed applications and accompanying resumes must be received by mail in the LAFCO office at 111 Santa Rosa Ave Ste 240, Santa Rosa, CA 95404 or by email to diana.wilson@sonoma-county.org by **5:00 p.m. on Tuesday, January 19, 2021**. Late applications will not be accepted.

After the close of the application period, LAFCO will mail a ballot to each independent district, along with copies of the completed application forms and candidate resumes so that a mail ballot election can be conducted. Districts will be given approximately six weeks to cast ballots and return them to the LAFCO office. Instructions for voting and return mailing will be provided at the time ballots are sent out. All districts can vote. If a majority of the districts do not vote in the election, the ballots will not be considered valid and a new election will be held. If only one candidate is nominated, the candidate will be deemed selected and no ballots mailed.

If you have any questions about the position or the process, please contact Diana Wilson at 707-565-4855 or by email at diana.wilson@sonoma-county.org.

SONOMA LOCAL AGENCY FORMATION COMMISSION

575 ADMINISTRATION DRIVE, ROOM 104A, SANTA ROSA, CA 95403
(707) 565-2577 FAX (707) 565-3778
www.sonomalafco.org

SPECIAL DISTRICT REPRESENTATIVE CLASS I APPLICATION FORM

This application has been designed to provide pertinent information about each candidate applying for the position of Class I Special District Representative to LAFCO. Please read the application carefully and type or print your responses. Feel welcome to attach additional sheets if necessary.

Note: Class I districts include fire protection, community services, and life support districts.

Date Application Submitted: _____

Name: _____

Address: _____

Home Phone: _____ Cell: _____ Work: _____

Name of District You Represent: _____

Date of Most Current Appointment or Election: _____

Date Term Expires: _____ Total Years with District: _____

Indicate Involvement in Other Agencies/Special Districts:

Total Years Associated with Government/ Community Service: _____

List Community Service Activities including Names of Organizations and Dates of Service:

Have you attended LAFCO meetings? If so, when?

SONOMA LOCAL AGENCY FORMATION COMMISSION

575 ADMINISTRATION DRIVE, ROOM 104A, SANTA ROSA, CA 95403

(707) 565-2577 FAX (707) 565-3778

www.sonomalafco.org

Please explain why you want to serve on the Sonoma Local Agency Formation Commission (LAFCO).

From your perspective, explain the purpose of LAFCO:

SONOMA LOCAL AGENCY FORMATION COMMISSION

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

Date: October 27, 2020
To: All Independent Special Districts
From: Diana Wilson, Clerk
Subject: Availability of Alternate Special District Member on LAFCO

The Sonoma Local Agency Formation Commission (Sonoma LAFCO) has an opening for the Alternate Member representing Independent Special Districts. The recruitment is to fill the position for the term ending May 2024.

Sonoma LAFCO is comprised of seven members: two each from the county (Board of Supervisors), cities (city councils) and independent special districts (boards of directors), and one representative from the public. Each group has an alternate representative.

Nominees for the position of Alternate Special District Member may be members of any special district board. Any current district board member who is interested in becoming a candidate for this position should complete the attached application and provide a current resume and letter of nomination signed by the district's presiding officer. Applications submitted without a resume will be considered incomplete and cannot be accepted. The application will also be available on our website at www.sonomalafco.org.

Completed applications and accompanying resumes must be received by mail in the LAFCO office at 111 Santa Rosa Ave Ste 240, Santa Rosa, CA 95404 or by email to diana.wilson@sonoma-county.org by **5:00 p.m. on Tuesday, January 19, 2021**. Late applications will not be accepted.

After the close of the application period, LAFCO will mail a ballot to each independent district, along with copies of completed application forms and candidate resumes, so that a mail ballot election can be conducted. Districts will be given approximately six weeks to cast ballots and return them to the LAFCO office. Instructions for voting and return mailing will be provided at the time ballots are sent out. All districts can vote. If a majority of the districts do not vote in the election, the ballots will not be considered valid and a new election will be held. If only one candidate is nominated, the candidate will be deemed selected and no ballots mailed.

If you have any questions about the position or the process, please contact Diana Wilson at 707-565-4855 or by email at diana.wilson@sonoma-county.org.

SONOMA LOCAL AGENCY FORMATION COMMISSION

575 ADMINISTRATION DRIVE, ROOM 104A, SANTA ROSA, CA 95403
(707) 565-2577 FAX (707) 565-3778
www.sonomalafco.org

APPLICATION FOR SPECIAL DISTRICT REPRESENTATIVE (ALTERNATE)

This application has been designed to provide pertinent information about each candidate applying for the position of the Alternate Special District Representative to LAFCO. Please read the application carefully and type your responses or print in ink. Additional pages may be included as necessary. An electronic version is available online at www.sonomalafco.org

Note: *Candidates* for this position may be board members from any independent special district.

Date Submitted: _____

Name: _____

Address: _____

Phone(s): _____

Email: _____

Name of District You Represent: _____

Date of Most Current Election/Appointment: _____

Date Term Expires: _____

Total years with District: _____

Total Years Associated with Government/ Community Service: _____

List any other agencies/special Districts you have been or are currently involved with:

List Community Service Activities including Names of Organizations and Dates of Service:

SONOMA LOCAL AGENCY FORMATION COMMISSION

Have you attended LAFCO meetings? If yes, when?

Please explain why you want to serve on the Sonoma Local Agency Formation Commission (LAFCO).

From your perspective, explain the purpose of LAFCO:
