



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

Board Meeting Agenda
September 3, 2020 ~ 7:00PM
Location ~ Via Zoom
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 SEPTEMBER 3, 2020.

Members of the public who wish to participate in the Board of Director's meeting may do so by either logging onto the Zoom URL or calling in.

Zoom Log In -

<https://us02web.zoom.us/j/88631558173?pwd=eUJtQnpCTy9QTlZT09nNE1PNUhkZz09>

Call In – (669) 900-6833 Meeting ID – 88631558173 Passcode – 317573

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, do so by email before Board Meeting is called to order. 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 you wish to comment on will be read into the record. Or you have the option of presenting your public comment at the appropriate time on the agenda either by phone or zoom should you prefer.

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 written comments to three hundred (300) words and verbal comments to three (3) minutes.

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.

ACTION ITEMS

1. **FY 20-21 Budget Review** – Discussion/Action – Review budget prepared by ad hoc and adjust as necessary in preparation for final approval on September 14, 2020.
2. **ADJOURNMENT**

FY 2020/21 Preliminary Budget Summary					
CAZADERO COMMUNITY SERVICE DISTRICT					
		FY 2019/20	FY 2020/21	Ad Hoc Review	Ad Hoc Prelim Budget
		Final	Preliminary		FY 20/21
Sub Object	Account Description	Budget	Budget		
1000	Prop Tax - CY,Secured	277,025	283,950		283,950
1011	SB2557 Prop Tax Admin	(3,325)	(3,325)		(3,325)
1020	Supplemental Prop Taxes - CY	5,700	5,700		5,700
1040	Prop Taxes - CY, Unsecured	7,500	7,500		7,500
1042	CollectCost Del CY Unsecured	(80)	(80)		(80)
1060	Prop Taxes - PY, Secured	(60)	(60)		(60)
1080	Supplemental Prop Taxes - PY	(30)	(30)		(30)
1100	Prop Taxes - PY, Unsecured	150	150		150
1105	2017 Wildfire Tax Loss	0	0		0
1106	State Property Tax Backfill	0			
40000	Total Tax Revenue	286,880	293,805		293,805
2080	Fish & Game in lieu of Prop T	0			
2440	State Homeowners Prop Tax Relf	1,750	1,750		1,750
2500	State-Other Funding (Strike Teams	0	0		0
42000	Total Intergovernmental Revenues	1,750	1,750		1,750
1700	Interest on Pooled Cash	530	530		530
1702	WestAmerica Interest	70	70		70
1703	LAIF Interest	3,200	3,200		3,200
1704	Comm First CU - Savings	0			
1801	Rent - Hall (Administrative Fee)	450	450		450
44000	Total Revenue - Use of Money & Prop	4,250	4,250		4,250
4010	Surplus Property Sale				
4015	Interest Earned	0	0		0
4040	Miscellaneous Revenue	0	0		0
	Recruitment/Retention	5,000	0		0
4050	Grant Revenue	0	0		0
4051	Federal Grants	0			
4128	Dispatch Fee Reimbursements	0	0		0
4210	State of CA EDD Refund	0	0		0
46000	Total Miscellaneous Revenues	5,000	0		0
	Grand Total Revenues	297,880	299,805		299,805
5910	Perm Position - Local Bds	36,235	39,986		39,986
5911	Fireman Reimbursement	15,000	13,000		33,000
	Calls				
	Drills				
	Strike Teams	0	0		
5922	FICA Retirement - Local Bds	0	0		
5924	Medicare - Local Bds	0	0		
5925	CA Employment Training Tax	0	0		
5935	Unemployment - Local Bds	0	0		
5940	Worker's Comp - Local Bds	9,320	9,320		10,000
50000	Total Salaries and Employee Benefits	60,555	62,306		82,986

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6015	Annexation/Consolidation Costs	0			
6021	Clothing, Uniforms, Personal	2,200	3,000		
6022	Safety Clothing	15,000	15,000	(3,000)	12,000
6040	Communications	0	0		0
	S1 Emergency Phones	1,000	1,020		1,020
	S1 Internet	1,850	1,887		1,887
	S2 Internet	1,225	1,250		1,250
	S1 Telephone	2,550	2,601		2,601
	S2 Telephone	960	979		979
	Other				0
6048	Telecommunication Wireless Svc	0	0		0
6060	Food	500	500		500
6080	Household Supplies Expense	800	800	(300)	500
6100	Insurance - Premiums	14,420	14,420	14,000	28,420
6140	Maintenance - Equipment	6,000	6,000		6,000
6149	Maintenance-Radios	3,600	11,600		11,600
6180	Maintenance - Bldg & Improve	0	0		0
	S1-Station 1 Maintenance	5,000	5,000	(1,000)	4,000
	S2-Station 2 Maintenance	1,500	1,500	(1,000)	500
	SL-Lighting Maintenance				0
	P- Parks Maintenance Playground?	2,500	2,500		2,500
	Bi-annual Generator Load Test	1,300	1,500	(500)	1,000
	Other				0
6261	Medical/Laboratory Supplies	3,500	3,500	(500)	3,000
6280	Memberships/Certifications	225	225	775	1,000
6400	Office Supplies	2,000	2,000		2,000
6405	Office Equipment & Furnishings	2,600	2,600	(1,600)	1,000
6410	Mail and Postage Supplies	300	300		300
6457	Computer Charges-Firehouse Software	7,000	7,000	(3,500)	3,500
6462	COVID-19 Expenses	0			0
6461	Supplies/Expenses (Maintenance)	0	0		0
6500	Other Professional Services	8,500	8,500	(6,000)	2,500
6510	Recruitment/Retention	5,000	5,000	(4,000)	1,000
6526	Dispatch Services REDCOM	0	0		0
6587	LAFCO	530	614		614
6610	Legal Services	8,000	8,000		8,000
6630	Accounting/Auditing Services	5,300	5,300		5,300
6634	Bank Fees	0	0		0
6654	Medical/Laboratory Services	3,000	3,000		3,000
6800	Publications and Legal Notices	550	550	(300)	250
6820	Rents and Leases - Equipment	0	0		0
6880	Minor Equipment/Small Tools	4,000	4,000	(1,000)	3,000
6881	Safety Supplies/Equipment	9,000	10,000	(2,500)	7,500
6883	Fire Equipment & Testing	4,000	4,000		4,000
7051	Refunds	0	0		0
7053	Permits/License/Fees	700	700		700
7120	Training-Staff	12,000	12,000	(2,500)	9,500
7131	Textbooks	1,200	1,200	(1,000)	200
7201	Fuel/Gas/Oil	5,100	5,000		5,000
7320	Utilities Expense				0

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		Final	Preliminary		
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	S1 Electricity	2,150	2,193		2,193
	S1 Outdoor Electricity	450	459		459
	S2 Electricity	780	796		796
	SL Electricity	4,400	4,488		4,488
	Siren Electricity	250	500		500
	S1 Propane	2,800	2,856	(800)	2,056
	S2 Propane	1,775	1,811		1,811
	Septic Monitoring Fee	400	408		408
	S1 Garbage	1,300	1,326		1,326
	S2 Garbage	550	561		561
	S1 Water	600	612		612
	S2 Water	400	408		408
	Park Water	1,500	1,530		1,530
7330	Sanitation-Annual Septic Permit PRMD	500	500		500
7335	Park Development	10,000	10,000		10,000
7340	Street Lights	0	0		0
51000	Total Services and Supplies	170,765	181,493	(14,725)	163,768
7910	Principal Payments - LT Debt	31,492	31,492	0	31,492
7920	Interest Paid	0	0	0	0
7930	Interest on LT Debt	3,541	3,541	0	3,541
7950	E5266 Strike Team	0	0	0	0
53000	Total Other Charges	35,034	35,034	0	35,034
					0
8560	Equipment	0	8,000	0	8,000
8570	Structure	20,000	20,000	(20,000)	0
54000	Total Capital Expenditures	20,000	28,000	8,000	8,000
					0
9000	Appropriation for Contingenc	0	0		0
55000	Total Appropriations for Contingencie	0	0		0
					0
	Grand Total Expenditures	286,354	306,832	(6,725)	289,788
					0
	Increase/(Decrease) to Fund Balance	11,526	(7,027)		10,017
					0
	Transfer to Reserves (~3% of revenue)	11,526	(7,027)		10,017