



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

Board Meeting Agenda
March 8, 2021 ~ 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 MARCH 8, 2021.

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/88683431652?pwd=VGMyUDdqVFRLUm5aM2dtSDZTOGFLUT09>

Telephone number: 1 (669) 900-6833, Meeting ID 886 8343 1652, Passcode 155434 #

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 pbarray@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 P. Barry

Director M. Berry

Director H. Canelis

Director D. DeBeaune

Director M. Nicholls

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.

STAFF REPORTS

1. Administrative Assistant
2. Fire Department and Firefighters Association Report
 - a. Operations
 - b. Administration
 - c. Training
 - d. Special Projects
3. Park & Rec Maintenance
4. Facilities

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 – February 8, 2020
2. Approval of Special Meeting Minutes – February 14, 2020

ACTION ITEMS

1. **Consideration of Auditor Proposals** – Discussion/Action – Discuss and consider auditor for the District.
2. **Request for Board Action to move forward with the Comcast Direct Fiber Connection to Station #1** – Discussion/Action – Requested by Director M. Nicholls.

3. **Fire Siren electrical wiring and security structure** – Discussion/Action – Replacement of electrical wiring from meter base at bottom of hill to siren, the addition of a disconnect switch, and secure steel enclosure to replace weathered wooden cage. Included would be refinishing of siren housing. Requested by Director P. Barry.

DISCUSSION ITEMS

1. **Parcel Tax Proposal** – Discussion – Update on proposed parcel tax timeline and cost.

COMMITTEE REPORTS

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

FINANCIAL REPORTS

COMMUNICATIONS

1. Email: Nikki Bohan, re: 2020 Walbridge and Meyers Fires: A Community Response Meeting (Saturday, March 13, 10:00 AM)
2. Email: Honey Bucket, re: Costs for hand washing sink and hand sanitizer for Park
3. Email: Parks & Rec Business, re: Win a Burke playground contest
4. Email: Office of Grants and Local Services, re: Reminder of upcoming March 12th, 2021 deadline for the \$395.3 million Statewide Park Program
5. Email: Jim Berry, re: Potential Corrosion Data by Jim Berry and Russian River Utilities
6. Mail: Recology, re: New state law in effect January 1, 2022
7. Mail: CARPD, re: CARPD Conference 2021 – June 23-26, 2021, Monterey, CA
8. Mail: Sonoma Local Agency Formation Commission, re: Availability of Special District Representative Position on LAFCO (deadline = Monday, March 15, 2021)
9. Mail: Sonoma Local Agency Formation Commission, re: Availability of Alternate Special District Member on LAFCO (deadline = Monday, March 15, 2021)
10. Email: John@cprs.org, re: CPRS Conference & Expo, March 22-26, 2021

ADJOURNMENT

STAFF REPORTS

Administrative Assistant

I would like to know the proper procedure for creating a resolution. The District needs a resolution to designate authorized persons to transfer funds into and out of the District's LAIF fund(s). Am I authorized to create resolutions? Since they should be reviewed by legal counsel do I draft a resolution and email it to our legal counsel, William Ross? Or are resolutions drafted by Board members only?

The internet was down at Station 1 on February 21

The February financials are not complete. I was not able to reconcile the Bank of America credit card statement and post all February expenses as not all credit card receipts had been turned in.

Worked 23.5 hours in February. In addition to regular monthly duties of bookkeeping, meeting minutes, and agenda and Board packet preparation, I also:

- Prepared and then revised an invoice to CalFire for the LNU Lightning Complex for a FC-33 received on 2/15/21.
- Reviewed the LAIF Online User Guide – determined the Board needs a resolution and a completed LAIF authorization form listing all authorized users of the account as only authorized users may do transactions. I cannot transfer funds until resolution and form are completed.
- Purchased (saved 40% with coupon found on internet) and installed Power PDF 4.0 Advanced, a pdf program that allows me to paginate the Board packet.
- Worked with Recology to set up second account online for autopay.
- Emailed with the County of Sonoma for instructions on transferring funds into and out of the new Reserve fund at the County. Still waiting.

Fire Department

Operations:

- New Water Tender: Currently changes are being completed that were identified during the final inspection. There were forty-three items to be addressed, mostly small items identified during the inspection. Chief Krausmann and Director Barry did decide to move the speed lay connection and to add a compartment next to pump panel.
- Stipend employee shift coverage: A meeting/ training was conducted on February 26, 2021, with Fort Ross Firefighters that will be helping to fill stipend shifts. A total of seven firefighters from Cazadero and Fort Ross will be participating in the stipend program.

- **February 2021 Calls**

Nature of Call	Number of Calls
Medical Aid	7
Hazardous Condition	1
Fire Alarm Residential	2

Administration

- FEMA Grant:
 - Desk Review: Final Documentation has been sent in for review by the FEMA Compliance Manager.
 - Final disbursement of grant funds: Reimbursement request will be completed in early April for the new water tender.

Training

- In person training resumed February 4,2021 with medical training from Chris Ottolini.
- New roof prop for roof top ventilation training is almost completed at Station 2 with construction help from Cazadero Firefighters and Monte Rio Firefighters.

Special Projects

- The storage room has been cleaned out in preparation for bathroom remodel project. Chief Krausmann has a call into Matt Damos to go over the project.

Firefighters Association

- Renewal of 501c3 sent to the State. Required every 2 years.
- The Association Paid \$9554.00 towards the new tender.
- Accounts Summary:
 - Checking: \$ 59,047.45
 - Money Market: \$30,048.41
- Reminder: There are funds in the Association accounts that are earmarked for specific projects- \$30,000 is earmarked for the bathroom renovation project at Station 1 and \$16,500 is earmarked for the Hydrant project.

Facilities

I did my usual work of sweeping and mopping the floors, cleaning the bathrooms, cleaning the kitchen including cleaning the refrigerator, counters, stove and microwave, cleaning the offices including the floors, and dusting the back office, putting out the trash and recycles, sweeping the front outside, and sweeping the back outside by the barbecue pit, ordering supplies, and cleaning the windows. My total hours =19 I also went down to the firehall on the 26th at 10:30 to let the moving company in to deliver the voting equipment. Nancy Caplan

CONSENT ITEMS



Cazadero Community Services District Meeting Minutes – February 8, 2021

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 6:07PM on February 8, 2021. Director P. Barry led the Pledge of Allegiance. The following Directors were present: P. Barry, M. Berry, H. Canelis, M. Nicholls. Director D. DeBeaune was absent. Chief Krausmann, AA Kulczewski, and 3 members of the public were also present.

2. Public Comment

Members of the public expressed their concerns for overgrowth (brush) cleanup, playground reopening, and communication with the community.

3. Agenda Adjustments

None.

4. Director Reports

None.

5. Staff Reports

In the report that was included in the Board Packet AA Kulczewski reported on the necessity of a support plan for QuickBooks and was instructed to proceed in getting one.

In the report that was included in the Board Packet Chief Krausmann reported on the status of the new tender; the donation of a rescue squad to Cazadero and Fort Ross, and the difficulty filling vacant stipend employee day shifts.

Chief Krausmann also gave the Call Report for January:

Nature of Call	Number of Calls
Structure Fire	2
Medical Aid	4
Hazardous Condition	6
Fire Alarm Residential	1

In the report that was included in the Board Packet on Park & Rec Maintenance were 2020 and 2021 projects and needs.

In the report that was included in the Board Packet on Facilities was a recap of cleaning done.

6. Consent Calendar Items

On a motion by Director Nicholls, Seconded by Director Canelis, the Board moved to approve the consent items from January. VOTE: 4-0-0 by roll call:

Director	Vote
P. Barry	Aye
M. Berry	Aye
H. Canelis	Aye
D. DeBeaune	Absent
M. Nicholls	Aye

7. Action Items

a. **Consider Approval Resolution 20/21-07 for the Authorization for Transfer of Funds for the Local Agency Investment Fund (LAIF) – Tabled to next month.**

b. **Consideration of Legal Counsel Appointment – After Board discussion, on a motion by Director M. Berry, Seconded by Director Canelis, the Board moved to move forward with William Ross. VOTE: 3-1-0 by roll call:**

Director	Vote
P. Barry	Aye
M. Berry	Aye
H. Canelis	Aye
D. DeBeaune	Absent
M. Nicholls	Nay

c. **Station #1 Generator Replacement – After Board discussion, on a motion by Director M. Berry, Seconded by Director Nicholls, the Board moved to purchase the unit with the larger tank as long as it does not exceed \$20,000, otherwise purchase the unit with the smaller tank. VOTE: 4-0-0 by roll call:**

Director	Vote
P. Barry	Aye
M. Berry	Aye
H. Canelis	Aye
D. DeBeaune	Absent
M. Nicholls	Aye

8. Discussion Items

a. **Parcel Tax Proposal – The Board discussed the proposed parcel tax, the need for community input and support, and the need to inform the community about how fire services have and are changing.**

9. Committee Reports

a. **Consolidation 2020 Ad Hoc – Discussed during the Parcel Tax discussion. Director P. Barry reported he has reached out to Timber Cove via Steve Genesee.**

- b. **Park 2020 Ad Hoc – Electrical:** Director Canelis reported that PG&E has finished the engineering, ready to move forward once the permit is approved. Will also need an encroachment permit to bring electrical across Cazadero Highway.
Playground: Director P. Barry reported that he is working on new playground equipment and turf and getting a revenue stream to fund them.

10. Correspondence

Correspondence referenced in the Board packet were reviewed.

11. Financial Reports

Bills totaling \$14,033.68 were presented for payment.

12. Adjournment

On a motion by Director Nicholls, Seconded by Director Canelis, the Board moved to adjourn the meeting at 8:118 PM. VOTE: 4/0/0 by roll call:

Director	Vote
P. Barry	Aye
M. Berry	Aye
H. Canelis	Aye
D. DeBeaune	Absent
M. Nicholls	Aye

Paul Barry

Maureen Barry

Homer Canelis

Daina DeBeaune

Michael Nicholls

Date: _____



Cazadero Community Services District Special Meeting Minutes – February 14, 2021

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

1. Call to Order and Roll Call

The special meeting of the Cazadero CSD Board was called to order at 2:00PM on February 14, 2021. Director P. Barry led the Pledge of Allegiance. The following Directors were present: P. Barry, D. DeBeaune, M. Nicholls. Directors M. Berry, H. Canelis were absent. AA Kulczewski was also present.

2. Public Comment

None.

3. Agenda Adjustments

None.

4. Action Items

Playground Closure Status – After Board discussion, on a motion by Director Nicholls, Seconded by Director DeBeaune, the Board moved that once a hand-wash station is available, temporary signage is posted, permanent signage ordered, and also posted on the CCSD website, to open the playground and tennis court for singles only play, with a caveat that the basketball court remain closed until the Yellow Tier is attained by the County of Sonoma. VOTE: 3/0/0 by roll call:

Director	Vote
P. Barry	Aye
M. Berry	Absent
H. Canelis	Absent
D. DeBeaune	Aye
M. Nicholls	Aye

5. Adjournment

On a motion by Director DeBeaune, Seconded by Director Nicholls, the Board moved to adjourn the meeting at 2:34 PM. VOTE: 3/0/0 by roll call:

Director	Vote
P. Barry	Aye
M. Berry	Absent
H. Canelis	Absent
D. DeBeaune	Aye
M. Nicholls	Aye

Michael Nicholls

Maureen Barry

Paul Barry

Cory Olson

Homer Canelis

Date: _____

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

February 2021

9:42 PM

03/03/2021

Accrual Basis

	Feb 21	Jul '20 - Feb 21	\$ Over Budget	% of Budget	Annual Budget
Ordinary Income/Expense					
Income					
10 · Tax Revenue					
1000 · Property Taxes-CY Secured	0.00	164,510.55	-119,439.45	57.94%	283,950.00
1011 · SB 2557 Prop Tax Admin	0.00	0.00	3,325.00	0.0%	-3,325.00
1020 · Prop Tax-CY Supplemental	0.00	4,157.85	-1,542.15	72.95%	5,700.00
1040 · Prop Tax-CY Unsecured	0.00	8,797.25	1,297.25	117.3%	7,500.00
1042 · Cost Reim-Coll DEL CY UNS	0.00	0.00	80.00	0.0%	-80.00
1060 · Prop Tax-PY Secured	0.00	-4.50	55.50	7.5%	-60.00
1080 · Supplemental Prop Tax-PY	0.00	-4.98	25.02	16.6%	-30.00
1100 · Prop Taxes-PY Unsecured	0.00	143.49	-6.51	95.66%	150.00
Total 10 · Tax Revenue	0.00	177,599.66	-116,205.34	60.45%	293,805.00
17 · Use of Money/Property					
1700 · Interest on Pooled Cash	0.00	571.99	41.99	107.92%	530.00
1702 · WestAmerica Bank	0.00	6.68	-63.32	9.54%	70.00
1703 · LAIF Interest	0.00	1,650.12	-1,549.88	51.57%	3,200.00
1704 · Comm First CU - Savings	0.77	6.66	6.66	100.0%	0.00
1801 · Hall Use	0.00	0.00	0.00	0.0%	0.00
Total 17 · Use of Money/Property	0.77	2,235.45	-1,564.55	58.83%	3,800.00
20 · Intergovernmental Revenues					
2080 · Fish & Game in lieu of Prop T	0.00	6.21			
2440 · ST-HOPTR	0.00	1,101.78	-648.22	62.96%	1,750.00
2500 · State-Other Funding (ST)	0.00	0.00	0.00	0.0%	0.00
Total 20 · Intergovernmental Revenues	0.00	1,107.99	-642.01	63.31%	1,750.00
40 · Miscellaneous Revenues					
4040 · Misc. Income					
4040 A · Recruitment/Retention-Region 5	0.00	0.00	0.00	0.0%	0.00
4040 · Misc. Income - Other	0.00	0.00	0.00	0.0%	0.00
Total 4040 · Misc. Income	0.00	0.00	0.00	0.0%	0.00
4050 · State & Local Grants	0.00	32,613.00	32,613.00	100.0%	0.00
4051 · Federal Grants	0.00	0.00	0.00	0.0%	0.00
4102 · Donations	0.00	0.00			
4128 · Dispatch Fee Reimbursement	0.00	0.00	0.00	0.0%	0.00
4210 · State of CA EDD Refund	0.00	0.00	0.00	0.0%	0.00
Total 40 · Miscellaneous Revenues	0.00	32,613.00	32,613.00	100.0%	0.00
Total Income	0.77	213,556.10	-85,798.90	71.34%	299,355.00
Gross Profit	0.77	213,556.10	-85,798.90	71.34%	299,355.00
Expense					
50 · Salaries/Employment Benefits					
5910 · Payroll Expenses	4,090.15	32,867.76	-7,118.24	82.2%	39,986.00
5911 · Firefighter C & D Reimbursement					
Calls	0.00	4,280.00			
Drills	0.00	3,020.00			
Stipend	600.00	600.00			
Strike Team	0.00	61,220.04			
5911 · Firefighter C & D Reimbursement - Other	0.00	0.00	-33,000.00	0.0%	33,000.00
Total 5911 · Firefighter C & D Reimbursement	600.00	69,120.04	36,120.04	209.46%	33,000.00
5940 · Wrkmn Comp	0.00	12,909.00	2,909.00	129.09%	10,000.00

	Feb 21	Jul '20 - Feb 21	\$ Over Budget	% of Budget	Annual Budget
Total 50 · Salaries/Employment Benefits	4,690.15	114,896.80	31,910.80	138.45%	82,986.00
60 · Services/Supplies					
6015 · Annex/Consolidation/Parcel Tax	0.00	0.00	0.00	0.0%	0.00
6021 · Clothing, Uniform, Personal	0.00	0.00	-1,300.00	0.0%	1,300.00
6022 · Safety Clothing	0.00	1,180.70	-10,819.30	9.84%	12,000.00
6040 · Communications					
Station 1 Emergency Phones	242.51	1,707.70	687.70	167.42%	1,020.00
Stn 1 Internet	0.00	1,202.47	-684.53	63.72%	1,887.00
Stn 1 Telephone	237.44	1,825.41	-775.59	70.18%	2,601.00
Stn 2 Internet	151.49	990.48	-259.52	79.24%	1,250.00
Stn 2 Telephone	63.98	511.13	-467.87	52.21%	979.00
6040 · Communications - Other	0.00	0.00	0.00	0.0%	0.00
Total 6040 · Communications	695.42	6,237.19	-1,499.81	80.62%	7,737.00
6060 · Food	0.00	0.00	-500.00	0.0%	500.00
6080 · Household Supplies	0.00	0.00	-500.00	0.0%	500.00
6100 · Insurance	0.00	4,131.00	-24,289.00	14.54%	28,420.00
6140 · Equipment	0.00	10,517.33	2,817.33	136.59%	7,700.00
6149 · Maintenance-Radio/Pagers	0.00	17,873.34	6,273.34	154.08%	11,600.00
6180 · Maintenance-Bldg & Imp.					
Station 1	0.00	208.75	-6,291.25	3.21%	6,500.00
Station 2	0.00	0.00	-500.00	0.0%	500.00
Parks Maintenance-Playground	244.00	986.20	-1,513.80	39.45%	2,500.00
Bi-Annual Gen Load Test	0.00	0.00	-1,000.00	0.0%	1,000.00
Brush Removal	0.00	0.00	0.00	0.0%	0.00
6180 · Maintenance-Bldg & Imp. - Other	0.00	283.18	283.18	100.0%	0.00
Total 6180 · Maintenance-Bldg & Imp.	244.00	1,478.13	-9,021.87	14.08%	10,500.00
6261 · Medical Equip	66.74	1,035.02	-1,964.98	34.5%	3,000.00
6280 · Memberships/Certs	0.00	400.00	-600.00	40.0%	1,000.00
6400 · Office expense	222.39	2,471.15	471.15	123.56%	2,000.00
6405 · Office Equip & Furnishings	0.00	0.00	-1,000.00	0.0%	1,000.00
6410 · Mail and Postage Supplies	0.00	0.00	-300.00	0.0%	300.00
6457 · Computer Chrgs-Firehouse Softwa	0.00	99.98	-3,400.02	2.86%	3,500.00
6461 · Supplies/Expenses (Maintenance)	0.00	0.00	0.00	0.0%	0.00
6462 · COVID-19 Expenses	399.43	665.40	665.40	100.0%	0.00
6500 · Other Professional Svcs	0.00	0.00	-2,500.00	0.0%	2,500.00
6510 · Recruitment/Retention	0.00	0.00	-1,000.00	0.0%	1,000.00
6526 · REDCOM	0.00	0.00	0.00	0.0%	0.00
6587 · LAFCO	0.00	614.00	0.00	100.0%	614.00
6610 · Legal	0.00	1,710.00	-6,290.00	21.38%	8,000.00
6630 · Audit	0.00	0.00	-5,300.00	0.0%	5,300.00
6634 · Bank Fees	0.00	40.20	40.20	100.0%	0.00
6654 · Medical Exam	0.00	0.00	-3,000.00	0.0%	3,000.00
6800 · Publications and Legal Notices	0.00	260.00	10.00	104.0%	250.00
6820 · Rents and Leases - Equipment	0.00	0.00	0.00	0.0%	0.00
6880 · Minor Equipment/Sm Tools	0.00	1,399.00	-1,601.00	46.63%	3,000.00
6881 · Safety Equip	0.00	369.84	-7,130.16	4.93%	7,500.00
6883 · Fire Equip & Testing	344.07	1,911.60	-2,088.40	47.79%	4,000.00
7051 · Refunds	0.00	0.00	0.00	0.0%	0.00
7053 · Permits/License/Fees	0.00	54.00	-646.00	7.71%	700.00
7120 · Training	375.00	3,327.13	-6,172.87	35.02%	9,500.00
7131 · Textbooks	0.00	0.00	-200.00	0.0%	200.00
7201 · Gas & Oil	0.00	1,634.79	-3,365.21	32.7%	5,000.00

Cazadero Community Services District
Reconciliation Summary
1-Community First CU -Checking, Period Ending 02/28/2021

	<u>Feb 28, 21</u>
Beginning Balance	441,868.35
Cleared Transactions	
Checks and Payments - 29 items	<u>-12,156.91</u>
Total Cleared Transactions	<u>-12,156.91</u>
Cleared Balance	<u><u>429,711.44</u></u>
Uncleared Transactions	
Checks and Payments - 6 items	<u>-14,066.94</u>
Total Uncleared Transactions	<u>-14,066.94</u>
Register Balance as of 02/28/2021	<u><u>415,644.50</u></u>
New Transactions	
Checks and Payments - 4 items	<u>-2,387.72</u>
Total New Transactions	<u>-2,387.72</u>
Ending Balance	<u><u>413,256.78</u></u>

Cazadero Community Services District
Reconciliation Detail
1-Community First CU -Checking, Period Ending 02/28/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						441,868.35
Cleared Transactions						
Checks and Payments - 29 items						
Paycheck	12/01/2020	9682	Decarly {Strike Tea...	X	-493.16	-493.16
Paycheck	12/01/2020	9681	Berry {volunteer}, D...	X	-387.87	-881.03
Bill Pmt -Check	12/14/2020	9679	NSCAPCD	X	-75.00	-956.03
Bill Pmt -Check	01/28/2021	EFT	Comcast	X	-151.49	-1,107.52
Paycheck	02/01/2021	9713	Kulczewski, Sharon	X	-1,233.35	-2,340.87
Paycheck	02/01/2021	9712	Krausmann, Steven M	X	-606.80	-2,947.67
Paycheck	02/01/2021	9709	Barrio, Gabriel	X	-527.10	-3,474.77
Paycheck	02/01/2021	9711	Dewart, Alan	X	-461.75	-3,936.52
Paycheck	02/01/2021	9710	Caplan, Nancy K.	X	-415.58	-4,352.10
Bill Pmt -Check	02/01/2021	EFT	P. G. & E.	X	-272.94	-4,625.04
Bill Pmt -Check	02/01/2021	EFT	P. G. & E.	X	-115.99	-4,741.03
Liability Check	02/02/2021	E-pay	EFTPS	X	-464.70	-5,205.73
Bill Pmt -Check	02/04/2021	EFT	Recology Sonoma ...	X	-366.45	-5,572.18
Bill Pmt -Check	02/08/2021	9720	KME Fire Apparatus	X	-1,682.95	-7,255.13
Bill Pmt -Check	02/08/2021	9718	Christian Ottolini	X	-750.00	-8,005.13
Bill Pmt -Check	02/08/2021	9714	Al Dewart	X	-742.20	-8,747.33
Bill Pmt -Check	02/08/2021	9717	Cazadero Water Co...	X	-551.73	-9,299.06
Bill Pmt -Check	02/08/2021	9715	Bank of America Bu...	X	-403.48	-9,702.54
Bill Pmt -Check	02/08/2021	EFT	P. G. & E.	X	-396.33	-10,098.87
Bill Pmt -Check	02/08/2021	EFT	Frontier Communica...	X	-238.09	-10,336.96
Bill Pmt -Check	02/08/2021	EFT	Frontier Communica...	X	-224.72	-10,561.68
Bill Pmt -Check	02/08/2021	9722	Sherry Kulczewski	X	-136.87	-10,698.55
Bill Pmt -Check	02/08/2021	9719	Complete Welders S...	X	-72.98	-10,771.53
Bill Pmt -Check	02/08/2021	EFT	Frontier Communica...	X	-64.50	-10,836.03
Bill Pmt -Check	02/08/2021	9721	Merrill, Arnone & Jo...	X	-60.00	-10,896.03
Bill Pmt -Check	02/08/2021	9716	Cazadero Supply	X	-16.43	-10,912.46
Bill Pmt -Check	02/13/2021	EFT	Recology Sonoma ...	X	-45.85	-10,958.31
Bill Pmt -Check	02/16/2021	EFT	Comcast	X	-192.11	-11,150.42
Bill Pmt -Check	02/26/2021	EFT	McPhail Fuel Co.	X	-1,006.49	-12,156.91
Total Checks and Payments					-12,156.91	-12,156.91
Total Cleared Transactions					-12,156.91	-12,156.91
Cleared Balance					-12,156.91	429,711.44
Uncleared Transactions						
Checks and Payments - 6 items						
Paycheck	12/01/2020	9683	Horn {volunteer}, Brit		-554.10	-554.10
Paycheck	12/01/2020	9691	Stokes, Michael D.		-73.88	-627.98
Bill Pmt -Check	02/24/2021	9723	BEI		-8,454.73	-9,082.71
Bill Pmt -Check	02/24/2021	9725	KME Fire Apparatus		-4,000.00	-13,082.71
Liability Check	02/28/2021	E-pay	EFTPS		-832.74	-13,915.45
Bill Pmt -Check	02/28/2021	EFT	Comcast		-151.49	-14,066.94
Total Checks and Payments					-14,066.94	-14,066.94
Total Uncleared Transactions					-14,066.94	-14,066.94
Register Balance as of 02/28/2021					-26,223.85	415,644.50
New Transactions						
Checks and Payments - 4 items						
Paycheck	03/01/2021	9729	Kulczewski, Sharon		-903.60	-903.60
Paycheck	03/01/2021	9728	Krausmann, Steven M		-606.80	-1,510.40
Paycheck	03/01/2021	9727	Dewart, Alan		-461.75	-1,972.15
Paycheck	03/01/2021	9726	Caplan, Nancy K.		-415.57	-2,387.72
Total Checks and Payments					-2,387.72	-2,387.72
Total New Transactions					-2,387.72	-2,387.72
Ending Balance					-28,611.57	413,256.78

Cazadero Community Services District
Reconciliation Summary
2-Community First CU -Savings, Period Ending 02/28/2021

	<u>Feb 28, 21</u>
Beginning Balance	10,013.64
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.77</u>
Total Cleared Transactions	<u>0.77</u>
Cleared Balance	<u><u>10,014.41</u></u>
Register Balance as of 02/28/2021	10,014.41
Ending Balance	10,014.41

**Cazadero Community Services District
Reconciliation Detail
2-Community First CU -Savings, Period Ending 02/28/2021**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						10,013.64
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	02/28/2021			X	0.77	0.77
Total Deposits and Credits					0.77	0.77
Total Cleared Transactions					0.77	0.77
Cleared Balance					0.77	10,014.41
Register Balance as of 02/28/2021					0.77	10,014.41
Ending Balance					0.77	10,014.41

Cazadero Community Services District
Reconciliation Summary
L. A. I. F., Period Ending 02/28/2021

	<u>Feb 28, 21</u>
Beginning Balance	225,538.37
Cleared Balance	225,538.37
Register Balance as of 02/28/2021	225,538.37
Ending Balance	225,538.37

Cazadero Community Services District
Reconciliation Detail
L. A. I. F., Period Ending 02/28/2021

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Beginning Balance						225,538.37
Cleared Balance						225,538.37
Register Balance as of 02/28/2021						225,538.37
Ending Balance						<u>225,538.37</u>

Cazadero Community Services District
Account Balances
As of February 28, 2021

	Feb 28, 21
ASSETS	
Current Assets	
Checking/Savings	
1-Community First CU -Checking	415,644.50
2-Community First CU -Savings	10,014.41
1-Westam Check	13,005.85
L. A. I. F.	
Equipment Acct	34,650.00
Park Development	8,300.00
L. A. I. F. - Other	182,588.37
Total L. A. I. F.	225,538.37
Total Checking/Savings	664,203.13
Total Current Assets	664,203.13
TOTAL ASSETS	664,203.13
LIABILITIES & EQUITY	0.00

ACTION ITEMS

CAZADERO COMMUNITY SERVICES DISTRICT

AUDIT PROPOSAL

FOR THE YEAR ENDED

JUNE 30, 2020



February 27, 2021

Cazadero Community Services District
5980 Cazadero Hwy
Cazadero, CA 95421

RE: Financial Audit for FYE June 30, 2020

To the Board of Directors:

Please find enclosed the proposal to perform the audit of Cazadero Community Services District ending June 30, 2020. We are confident that we can provide you with excellent audit and accounting services at a reasonable cost.

We have outlined our plan for serving Cazadero Community Services District in the accompanying proposal as well as our qualifications for outstanding service. We are confident that your deadlines can be met without exception. Outstanding service is the ability to provide the best for a client, at a reasonable cost, while minimizing disruption. It will also earn the trust of the client, which is the key to maximizing the service provided by an outside consultant to any organization. Serving the client is the most important aspect of an audit engagement.

Blake Goranson is authorized to make representation for the firm of Goranson and Associates, Inc. and to bind the firm to this proposal and any subsequent engagement letters.

Thank you for the opportunity to present our proposal to your organization. If you have any questions, we are available for further information.

Sincerely,

Goranson and Associates, Inc.

Goranson and Associates, Inc.

Att:



Goranson and Associates, Inc.

717 College Avenue, First Floor, Santa Rosa, CA 95404 Phone: 707/542-1256 Fax 707/978-3090

EXECUTIVE SUMMARY

Goranson and Associates, Inc. is pleased to submit this proposal to provide audit services to Cazadero Community Services District as well as any other services of a consulting nature requested by your organization.

Why Choose Us

- ❖ We provide individualized services tailored to the client
- ❖ We are trained to inquire about your expectations and then to respond appropriately
- ❖ We care about our employees and invest in them
- ❖ We spend significant resources on technical and non-technical education, staff development and IT.
- ❖ We are a small local firm with expertise expected from a larger firm
- ❖ We are independent with respect to our clients.

GORANSON AND ASSOCIATES, INC. – THE FIRM

Benefits of Our Firm

Goranson and Associates, Inc. has extensive knowledge and expertise in providing outstanding services to not-for-profit, for-profit, and governmental entities. We are a local firm with nine professional and supporting staff members.

Among the unique benefits of Goranson and Associates, Inc. are:

- ❖ Member of the AICPA; California State Society of CPA's; California Association of NonProfits; the Chartered Institute of Management Accountants; as well as the AICPA's Government Audit Quality Organization, the Information Management and Technology Assurance Organization, and the Tax Organization.
- ❖ Continuity of services to, primarily, the northern California non-profit, business, and governmental communities for over twenty years.
- ❖ Ability and commitment to deliver the proposed services while accommodating the client's schedule with minimal disruption to staff while tailoring the audit to the client's specific needs.
- ❖ On-going communications relevant to your management and administrative team.
- ❖ Ability to maintain independence and impartiality to your Management and/or Board to ensure openness to your insights, opinions and concerns.



Expertise

Goranson and Associates, Inc. specialize in serving the government and not-for-profit industry. We currently serve in excess of sixty audit clients. We have developed an extensive understanding of the issues facing both governments and not-for-profits from budgeting, fund development, donor-restriction compliance, and governmental compliance, to the specifics of the delivery of program services. We provide outstanding service which focusing our efforts on educating our clients on best practices, new developments and ways to improve efficiency. We strive to educate on the needs in assessing and understanding financial statements and other technical information. To accomplish that goal, we make ourselves available to present the financial statements and other communications to management, an audit or finance committee, and the board, if requested. We can guide clients to understand new accounting pronouncements, any tax changes, and other relevant developments.

One of our goals is to assist in allowing an organization to become as efficient as possible by evaluating your internal control environment, financial reporting needs, and accounting software requirements and potentially recommending the implementation of more efficient, practical and user-friendly solutions.

Quality Control

To assure that each client benefits from the professional expertise gained over the past twenty-five years, we assign an auditor to lead each engagement based on their particular strengths. The Principal of the Firm is present for each audit and fully participates in the planning, execution and resolution of each engagement. The Audit Manager presents to the Board and related committees. We have senior staff rotation every two year with supporting audit staff rotating on alternate year so that continuity is maintained. There is currently just one principal who is present on all engagements. There is a technical review performed by the Principal for each engagement. All audit staff is fully qualified on not-for-profit entities with the senior staff having a minimum of five-year auditing experience. As the firm has a variety of non-profit and government clients, the firm is fully trained in the Uniform Grant Guidance. The accountants attend both the AICPA Non-Profit Conference annually as well as webcasts provided by the Government Audit Quality Center of the AICPA. We also attend specific classes through the California CPA Society. The firm is also subject to Peer Review every three year in accordance with requirement by the AICPA and the California State Board of Accountancy. The most recent peer review was for the year ended December 31, 2018. We have participated in the peer review process for twenty-five years.

All audit staff is required to attend internal staff meetings which encompass quality control issues, as well as specific technical guidance. All employees also are required to attend external continuing professional education commitments. This encompasses the required fraud, governmental, audit and accounting, regulatory and ethics requirements as set forth by the State Board of Accountancy. The firm prides itself on the extensive education provided to all staff.



The principal on the engagement will be Sally Westgate. Ms. Westgate has over thirty years of experience in accounting and auditing. Ms. Westgate has worked in a variety of roles, both in public accounting and in the not-for-profit industry.

Blake Goranson will be the audit manager on the job with over ten years of auditing experience in the not-for-profit and government industries. She frequently presents to boards and works to enhance client's internal systems. Ms. Goranson is a specialist in auditing not-for-profit clients and special district clients.

All staff accountants have over five years of audit experience, several years of accounting experience, and work extensively under the lead auditor as well as the principal.

We also have other qualified staff in the office to assist with any questions that might arise.

Our Overall Audit Approach

Our approach is to provide excellent service to the client that will reflect the values and philosophy that has made Goranson and Associates, Inc. services a value to their clients. These values include:

- ❖ Professional integrity
- ❖ Fiscal responsibility
- ❖ Transparency through communication
- ❖ Candid, honest and straightforward advice
- ❖ Individuality – each client has strengths and weaknesses
- ❖ Innovative solutions tailored to specific needs
- ❖ Outstanding services with minimal disruption
- ❖ Continuity of staff and accessibility to key engagement personnel
- ❖ Timely service at a fair price



CLIENT REFERENCES

Our clients are the best to attest to the quality and value of the services we provide. We encourage you to contact the clients we have provided below. These are all current clients who have worked with our senior staff:

Gold Ridge Fire Protection District
Chief Shepley Schroth-Cary
707/823-5401

Graton Fire Protection District
Chief Bill Bullard
707/823-8400

Rancho Adobe Fire Protection District
Jennifer Ober
707/795-6011

Monte Rio Fire Protection District
Tiffanie Palmer
707/865-2067

Camp Meeker Recreation and Park District
Cheryl Doran-Girard
707/874-9246

Graton Community Services District
Jose Ortiz
707/823-1542

Mendocino City Community Resources District
Ryan Rhoades
707/937-5790

Others available upon request.

OUR UNDERSTANDING OF YOUR NEEDS

The firm will audit the financial statements of the governmental activities and the business-type activities of Cazadero Community Services District as of June 30, 2020. The audit will be conducted in accordance with auditing standards generally accepted in the United States of America, and, if necessary, *Governmental Auditing Standards* and standards as required by Uniform Guidance. Blake Goranson will be the lead on the audit.

Our Understanding of the Engagement Objectives

- ❖ Perform the audit of Cazadero Community Services District for the year ended June 30, 2020 in accordance with auditing standards generally accepted in the United States of America and, if necessary, *Governmental Auditing Standards* and standards as required by Uniform Guidance.
- ❖ Preparation of the reports for the Audit/Finance Committee and the Board in accordance with Statement on Auditing Standards No. 122 for the year then ended.
- ❖ Preparation of detailed management letters reporting any observations on internal controls and any other administrative or operating matters noted during the course of the audit.
- ❖ Prepare Special District Financial Transaction Report, if necessary
- ❖ Present to the Audit/Finance Committees and the Board the summaries of the audit and operating results, if requested
- ❖ Provide any type of consultation and guidance as requested and approved by the client.
- ❖ Establish a long-term collaborative relationship with a CPA firm.

ENGAGEMENT APPROACH

Generally accepted accounting principles require us to make inquiries of the former auditors before we accept this engagement. Subject to this process, and upon acceptance of the engagement, we will begin planning the engagement. This section describes the general audit engagement approach and the respective responsibilities of the auditor and auditee during each phase of the audit engagement. We will tailor the general approach to incorporate the unique tasks, methods, and procedures we will use to audit and analyze the financial statements of your organization.



To assist in the audit, you will be provided an "Audit Preparation Schedule" which outlines by audit area, all items expected to be provided by the organization during the planning and fieldwork stages of the audit. The schedule is provided upon notification of the bid acceptance to give your staff sufficient time to prepare confirmations, and related audit schedules. The schedule includes sample confirmation letters as well as outlines the information to be provided in the audit schedules. We will also provide additional requests for supporting documentation upon completion of the planning state of the audit.

Our tentative timeline is as follows:

1. **Orientation and Planning** (mid-April) – We will plan an orientation/planning meeting with the management, audit committee/board committee, appropriate members of your accounting staff and development/advancement staff to plan the timing of the audit, as well as to get to know your staff and their roles both in the organization and in the engagement. This meeting also serves as an opportunity to discuss mutual expectations, and any other concerns.

The planning of the audit engagement is the key piece as to the direction of the audit to make it an efficient engagement: minimizing staff interruptions, completing the audit in a timely manner, and obtaining a more in-depth understanding of the organization's operations and significant issues. We will meet with the various board/staff members to compose an understanding of your general operational processes and internal controls at this time to better plan the engagement prior to fieldwork. Based on the understanding of your operating environment, the analytical reviews, and other planning procedures, we will focus on the areas to be emphasized during the audit engagement. We will then define the engagement objectives, concentrating on the identified areas.

2. **Fieldwork Procedures** (late-April) – After your books and records are closed, the engagement team comes in to complete the audit testing. In order to ensure that the audit engagement is executed in the most effective and efficient manner, it is critical that accounts are fully reconciled, that all requested schedules are available, and that all is ready for audit.
3. **Reporting** (late-May) – After completion of the fieldwork procedures, we will work with the management to ensure the timely completion of the financial statement process, including a thorough engagement review for compliance with technical reporting standards and requirements. We will also provide the organization with drafts of the required communications letters. All draft reports will be delivered by May 31, 2021. These letters will detail communications to those charged with governance and will provide information regarding our identification of any control deficiencies and the severity of the deficiencies, if any.



We may also issue a draft management letter which details our observations, findings, and recommendations concerning accounting controls not deemed to be control deficiencies, as well as other operational matters. These letters will be discussed in detail with both management and the appropriate board committees before being issued in final form. We will also meet with the appropriate board committee as well as the full board. The final audit will be presented by June 15, 2021.

We have invested time and resources to be at the front of the audit community. By utilizing a risk-based audit approach, we have developed a highly effective and efficient approach to analyzing transactions during an audit. We will read all board minutes, budgets, new and significant contracts; and will use, and rely upon our extensive knowledge of the not-for-profit and governmental in developing our predicted results, and where appropriate, provide feedback on key benchmarking results. We will audit using risk-based auditing procedures including vouching, confirmation, inspection, observation, inquiry, analytical review procedures, and cut-off testing.

Professional Fees

Our fee to perform the annual audit in accordance with auditing standards generally accepted in the United States of America, prepare all reports to the Finance/Audit Committees and the Board, prepare detailed management letters on internal controls and other administrative or operating matters noted during the course of the audit, and prepare the Special District Financial Transaction Report for the years ended June 30 is as follows (the following two years shown for informational purposes):

2020	\$ 6,000 – 8,000
2021	6,000 – 8,000
2022	6,000 – 8,000

The fee is calculated on the average hourly rate of the staff involved and the estimation of the hours involved based on the information you provided. We do not charge out-of-pocket expenses, nor do we charge from phone calls/emails that transact throughout the period of engagement (all twelve months).

In the interest of establishing a long-term relationship, we do not anticipate any additional costs. Our fee quote is based on the financial statements and requested information being available as set forth in the Audit Preparation List. Should conditions arise that necessitate an adjustment to our fees, we will first meet with you to discuss the conditions encountered, potential resolution, and a written estimate of additional fees. In addition, if situations are encountered which were not a part of the original bid, we will consult with you on the advisability of extending our procedures beyond the prior scope agreed upon.

We will endeavor to meet all of your timelines and are cognizant and respectful of the Board of Director meeting dates.





Blomberg & Griffin Accountancy Corporation
Certified Public Accountant

INDEPENDENT AUDIT PROPOSAL

Board of Directors
Cazadero Community Services District
Cazadero, CA

February 25, 2021

Dear Members of the Board:

Thank you for the opportunity to submit the following proposal to serve as independent auditor for the Cazadero Community Services District.

We propose to conduct the audits of the financial statements of the Cazadero Community Services District for the fiscal years ended June 30, 2020, 2021, and 2022.

We will plan and perform the audit in accordance with generally accepted auditing standards in the United States of America and the State Controller's Minimum Audit requirements for California Special District. If our audit report is other than unqualified, we will fully discuss the reason with the District's manager prior to presentation of the report. If during the audit we become aware of significant deficiencies in the design or operation of internal controls or of ways management practices can be improved, we will communicate such information to the District Board of Directors in a separate letter.

We propose to begin the audit for the fiscal year ended June 30, 2020 as soon as the District records are available. Set-up, pre-list and certain other procedures would begin on notification of the contract. Fieldwork would begin soon after District personnel complete the trial balance.

Our fee for the above services is based on hourly rates from \$60 to \$95 per hour with an audit fee of \$4,950 for each fiscal year ended June 30, 2020, 2021, and 2022.

This audit proposal is for a financial audit and the above fees include our entire out of pocket expenses including up to 10 bound copies of the audit report. Additional copies are available at \$10 each.

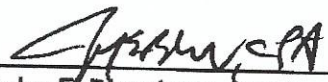
Cazadero Community Services District-Audit Proposal-Page 2

We will need the cooperation and assistance of District personnel to successfully complete the audit. Such assistance will include but not limited to obtaining copies of documents, contract, invoices, etc., various audit inquiries and assistance with preparation of the audit confirmations and other standard auditing procedures.

Should the District need additional services, our fee assisting will be billed at the rate of \$95 per hour in addition to the audit fee discussed above. Such additional fees, if any, will be discussed with the District in advance of providing such services.

Should you need any additional information regarding this proposal please call John E. Blomberg, C.P.A. direct at (209) 466-3894.

Respectfully Submitted,



John E. Blomberg, C.P.A.

Approved By:

Signature

Dated

DISCUSSION ITEMS

COMMITTEE REPORTS

FINANCIALS

9:41 PM

03/03/21

Accrual Basis

Cazadero Community Services District
Bills Presented for Payment
February 9 through March 8, 2021

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Feb 9 - Mar 8, 21			
02/16/2021	EFT	Comcast	-192.11
02/13/2021	EFT	Recology Sonoma Marin	-45.85
02/28/2021	EFT	Comcast	-151.49
02/26/2021	EFT	McPhail Fuel Co.	-1,006.49
03/05/2021	EFT	P. G. & E.	-109.09
03/05/2021	EFT	P. G. & E.	-253.82
03/02/2021	EFT	EDD	-500.41
02/28/2021	E-pay	EFTPS	-832.74
02/24/2021	9723	BEI	-8,454.73
02/24/2021	9725	KME Fire Apparatus	-4,000.00
03/01/2021	9726	Caplan, Nancy K.	-415.57
03/01/2021	9727	Dewart, Alan	-461.75
03/01/2021	9728	Krausmann, Steven M	-606.80
03/01/2021	9729	Kulczewski, Sharon	-903.60
03/08/2021	9730	Bank of America Business ...	-1,652.25
03/08/2021	9731	Christian Ottolini	-375.00
03/08/2021	9732	Complete Welders Supply	-66.74
03/08/2021	9733	Heiman Fire Equipment, Inc.	-344.07
03/08/2021	9734	Sherry Kulczewski	-49.00
Feb 9 - Mar 8, 21			-20,421.51

Cazadero Community Services District Check Detail

February 9 through March 8, 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	EFT	02/13/2021	Recology Sonoma ...		1-Community First ...		-45.85
Bill	19993...	01/31/2021			Stn 2 Garbage	-45.85	45.85
TOTAL						-45.85	45.85
Bill Pmt -Check	EFT	02/16/2021	Comcast		1-Community First ...		-192.11
Bill	7647 ...	01/21/2021			Stn 1 Internet	-192.11	192.11
TOTAL						-192.11	192.11
Bill Pmt -Check	EFT	02/26/2021	McPhail Fuel Co.		1-Community First ...		-1,006.49
Bill	U1042...	01/06/2021			Stn 1 Propane	-458.93	458.93
Bill	U1042...	01/08/2021			Stn 2 Propane	-547.56	547.56
TOTAL						-1,006.49	1,006.49
Bill Pmt -Check	EFT	02/28/2021	Comcast		1-Community First ...		-151.49
Bill	4727 ...	02/03/2021			Stn 2 Internet	-151.49	151.49
TOTAL						-151.49	151.49
Bill Pmt -Check	EFT	03/02/2021	EDD		1-Community First ...		-500.41
Bill	L1057...	02/22/2021			5910 · Payroll Expe...	-500.41	500.41
TOTAL						-500.41	500.41
Bill Pmt -Check	EFT	03/05/2021	P. G. & E.		1-Community First ...		-109.09
Bill	5192-...	02/16/2021			Stn 2 Electricity	-109.09	109.09
TOTAL						-109.09	109.09
Bill Pmt -Check	EFT	03/05/2021	P. G. & E.		1-Community First ...		-253.82
Bill	1483-...	02/16/2021			Stn 1 Electricity	-179.28	179.28
					Stn 1 Electricity Out...	-48.59	48.59
					Siren Electricity	-25.95	25.95
TOTAL						-253.82	253.82
Liability Check	E-pay	02/28/2021	EFTPS		1-Community First ...		-832.74
					2100 · Payroll Liabili...	-246.00	246.00
					2100 · Payroll Liabili...	-237.77	237.77
					2100 · Payroll Liabili...	-237.77	237.77
					2100 · Payroll Liabili...	-55.60	55.60
					2100 · Payroll Liabili...	-55.60	55.60
TOTAL						-832.74	832.74
Bill Pmt -Check	9723	02/24/2021	BEI		1-Community First ...		-8,454.73
Bill	02092...	02/09/2021			Equipment	-8,454.73	16,909.46
TOTAL						-8,454.73	16,909.46

Cazadero Community Services District Check Detail February 9 through March 8, 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	9725	02/24/2021	KME Fire Apparatus		1-Community First ...		-4,000.00
Bill	ca 55...	08/04/2020			6140 · Equipment	-4,000.00	4,000.00
TOTAL						-4,000.00	4,000.00
Paycheck	9726	03/01/2021	Caplan, Nancy K.		1-Community First ...		-415.57
					5910 · Payroll Expe...	-450.00	450.00
					5910 · Payroll Expe...	-0.45	0.45
					2100 · Payroll Liabili...	0.45	-0.45
					5910 · Payroll Expe...	-27.90	27.90
					2100 · Payroll Liabili...	27.90	-27.90
					2100 · Payroll Liabili...	27.90	-27.90
					5910 · Payroll Expe...	-6.53	6.53
					2100 · Payroll Liabili...	6.53	-6.53
					2100 · Payroll Liabili...	6.53	-6.53
					5910 · Payroll Expe...	-16.20	16.20
					2100 · Payroll Liabili...	16.20	-16.20
TOTAL						-415.57	415.57
Paycheck	9727	03/01/2021	Dewart, Alan		1-Community First ...		-461.75
					5910 · Payroll Expe...	-500.00	500.00
					5910 · Payroll Expe...	-0.50	0.50
					2100 · Payroll Liabili...	0.50	-0.50
					5910 · Payroll Expe...	-31.00	31.00
					2100 · Payroll Liabili...	31.00	-31.00
					2100 · Payroll Liabili...	31.00	-31.00
					5910 · Payroll Expe...	-7.25	7.25
					2100 · Payroll Liabili...	7.25	-7.25
					2100 · Payroll Liabili...	7.25	-7.25
					5910 · Payroll Expe...	-18.00	18.00
					2100 · Payroll Liabili...	18.00	-18.00
TOTAL						-461.75	461.75
Paycheck	9728	03/01/2021	Krausmann, Steve...		1-Community First ...		-606.80
					5910 · Payroll Expe...	-800.00	800.00
					5910 · Payroll Expe...	-0.80	0.80
					2100 · Payroll Liabili...	0.80	-0.80
					2100 · Payroll Liabili...	97.00	-97.00
					5910 · Payroll Expe...	-49.60	49.60
					2100 · Payroll Liabili...	49.60	-49.60
					2100 · Payroll Liabili...	49.60	-49.60
					5910 · Payroll Expe...	-11.60	11.60
					2100 · Payroll Liabili...	11.60	-11.60
					2100 · Payroll Liabili...	11.60	-11.60
					2100 · Payroll Liabili...	35.00	-35.00
					5910 · Payroll Expe...	-28.80	28.80
					2100 · Payroll Liabili...	28.80	-28.80
TOTAL						-606.80	606.80

Cazadero Community Services District Check Detail February 9 through March 8, 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	9729	03/01/2021	Kulczewski, Sharon		1-Community First ...		-903.60
					5910 · Payroll Expe...	-1,057.50	1,057.50
					5910 · Payroll Expe...	-1.05	1.05
					2100 · Payroll Liabili...	1.05	-1.05
					2100 · Payroll Liabili...	73.00	-73.00
					5910 · Payroll Expe...	-65.57	65.57
					2100 · Payroll Liabili...	65.57	-65.57
					2100 · Payroll Liabili...	65.57	-65.57
					5910 · Payroll Expe...	-15.33	15.33
					2100 · Payroll Liabili...	15.33	-15.33
					2100 · Payroll Liabili...	15.33	-15.33
					5910 · Payroll Expe...	-39.33	39.33
					2100 · Payroll Liabili...	39.33	-39.33
TOTAL						-903.60	903.60
Bill Pmt -Check	9730	03/08/2021	Bank of America B...		1-Community First ...		-1,652.25
Bill	1/28-2...	02/27/2021			Bank of America Cr...	-1,652.25	1,652.25
TOTAL						-1,652.25	1,652.25
Bill Pmt -Check	9731	03/08/2021	Christian Ottolini		1-Community First ...		-375.00
Bill	03152...	03/01/2021			7120 · Training	-375.00	375.00
TOTAL						-375.00	375.00
Bill Pmt -Check	9732	03/08/2021	Complete Welders ...		1-Community First ...		-66.74
Bill	02221...	02/28/2021			6261 · Medical Equip	-66.74	66.74
TOTAL						-66.74	66.74
Bill Pmt -Check	9733	03/08/2021	Heiman Fire Equip...		1-Community First ...		-344.07
Bill	08955...	02/02/2021			6883 · Fire Equip & ...	-344.07	344.07
TOTAL						-344.07	344.07
Bill Pmt -Check	9734	03/08/2021	Sherry Kulczewski		1-Community First ...		-49.00
Bill	Amaz...	03/01/2021			6400 · Office expense	-49.00	49.00
TOTAL						-49.00	49.00

CORRESPONDENCE



Photos by John Hubiak

2020 WALBRIDGE AND MEYERS FIRES: A COMMUNITY RESPONSE MEETING

SATURDAY | MARCH 13TH | 10:00 AM

PRESENTED BY: BOHAN RANCH AND COAST RIDGE COMMUNITY FOREST

WHY: The Walbridge and Meyers fires came too close to home last year and inflicted millions of dollars of losses in our community. These include burnt timber, smoke tainted wine grapes, wages, working capital for agriculturists, structures, and ecosystem degradation. These losses, in addition to the stress and difficulty involving free range livestock and domestic animal roundup, evacuations and careworn, displaced homeowners, are now a yearly strain and concern for our community.

As mega-fires rage throughout California annually, the negative economic and environmental impacts heavily burden our already struggling state, livelihoods, and the overall health and well-being of our citizens and environment.

What were the impacts of these two fires and the perceptions of our firefighting citizens and community regarding them? What can we as landowners do now to reduce fire fuels on our properties and on our evacuation routes?

We are hoping that this meeting will facilitate a collaboration of our unique, rural community, with citizen, local and state firefighters — working toward a common goal of fire pre-planning, fire organization and prevention.

WHO: Panel participants include, FRVFD Chief Steve Ginesi (retired), TCVFD Chief Erich Lynn, TCVFD Asst. Chief Dennis Meredith, CVFD Chief Steve Krausmann, CAL FIRE Battalion Chief, Marshall Turbeville and CAL FIRE Division Chief, Ben Nicholls. Pending: CAL FIRE Chief Matthew Macdonald.

WHAT: A panel discussion of the 2020 Walbridge & Meyers fires regarding citizen concerns, including firefighting methods, future fire prevention, protection and organization within our rural community. Pre-posed community questions relating to these topics - moderated - with a time limited period for answers.

SHORT TALKS: Following the panel discussions, there will be two 20-minute presentations.

CAL FIRE BATTALION CHIEF MARSHALL TURBEVILLE

Wildfire Preparedness: Things We Need to Do Before an Emergency

CAL FIRE DIVISION CHIEF BEN NICHOLLS

WHERE: COVID-19 restrictions will determine if we meet live at Bohan Ranch or virtually via Zoom.

SIGN UP: Please RSVP to Bohan Ranch, <https://bohanranch.com>, or Coast Ridge Community Forest, <https://coastridgecommunityforest.org/>.

Once you are registered and COVID requirements are determined, you will receive an update with the meeting venue of either Bohan Ranch or Zoom.

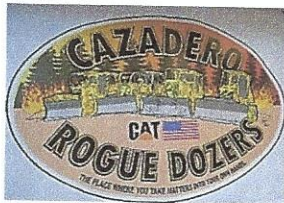
JOIN THE CONVERSATION AND GET INVOLVED: Please email your Walbridge or Meyers fires questions or comments for the panel in advance to: <https://bohanranch.com>. You will have the option of including your name or choosing anonymity. This will be a moderated discussion. If time allows, the floor will open to accept questions following the pre-written question portion.

SCONES, COFFEE AND TEA PROVIDED BY AVANT GARDENS

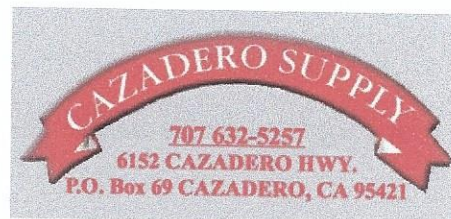
We very much hope to see you there!

Nikki Bohan, Bohan Ranch and Judy Rosales, Coast Ridge Community Forest

COMMUNITY SPONSORS

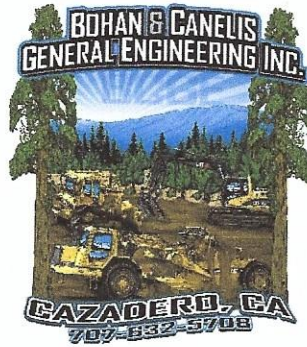
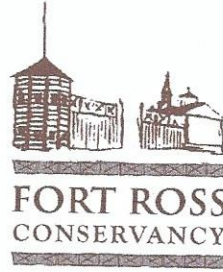


FLOWERS
Vineyards & Winery





The Gualala Ranch Homeowners Association



TIM SCHMIDT
29600
Bohan Dillon Rd.
Casadero, CA 95421
707/847-3667
sall@tmcn.org

HIRSCH VINEYARDS



CazaderoCSD

From: AUSTIN CREEK FIRE DEPT. #1 <acfd1@comcast.net>
Sent: Monday, February 15, 2021 6:50 AM
To: Sherry Bohan Kulczewski; Michael Nicholls
Subject: Fwd: New submission from Request Quote Form
Attachments: image001.png; image002.png; image003.png; image004.png; image006.png

Sent from Xfinity Connect App

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

From: Erica Driskell
To: acfd1@comcast.net
Sent: February 14, 2021 at 10:23 PM
Subject: FW: New submission from Request Quote Form

Good Evening,

The cost for 1 hand washing sink w/ weekly service is \$167.00 plus tax every 28 day billing cycle and a one time delivery fee of \$75 plus tax.

Hand Sanitizer is \$150.00 every 28 day billing.

Please reply back if you would like to move forward with an order for delivery this week.

Thank you

Erica Driskell

Key Accounts Manager
510-778-7092 ext. 4701
415-683-9443 (cell)
925-363-7817 (fax)
www.HoneyBucket.com

Honey Bucket – a division of [Northwest Cascade Inc.](#)
104 Avila Road
Pittsburg, CA 94565

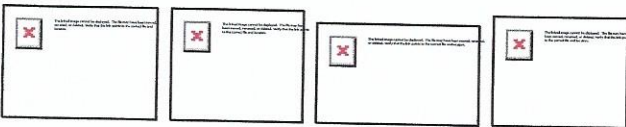


From: Malcolm Jones <MalcolmJones@nwcascade.com>
Sent: Sunday, February 14, 2021 4:57 PM
To: 'dev@bigfin.com' <dev@bigfin.com>; HB Sales <HBSales@HoneyBucket.com>; Tom Ramsay <TomRamsay@nwcascade.com>
Cc: Hector Ramirez <HectorRamirez@HoneyBucket.com>
Subject: RE: New submission from Request Quote Form

Good Afternoon,

Due to the area being a quote area, I have forward to hector ramiez for more assistance.

Malcolm Jones
Customer Service Representative
253-848-2371 ext 4470
www.nwcascade.com



From: wordpress@honeybucket.com [<mailto:wordpress@honeybucket.com>] On Behalf Of 'dev@bigfin.com'
Sent: Sunday, February 14, 2021 4:50 PM
To: HB Sales <HBSales@HoneyBucket.com>; Tom Ramsay <TomRamsay@nwcascade.com>
Subject: New submission from Request Quote Form

Contact Information:

Full Name:

Paul Barry

Title:

Director

Company:

Cazadero CSD

Address:

5980 Cazadero Hwy

City:

Cazadero

State:

Ca

Zip Code:

95421

Phone:

(707) 696-5337

Email:

acfd1@comcast.net

Contact Preference:

Email

Service Information:

Service Type:

Construction

Delivery Information:

Address

5980 Cazadero Hwy
Cazadero, California 95421
United States
[Map It](#)

Delivery Contact Phone:

7076965337

Delivery Contact Name:

Paul

Event Date:

02/15/2021

Will Food or Alcohol be served?

No

Is the Event Ticketed?

No

Briefly describe the event or request. (Parade, wedding, race, etc.) Please include any additional instructions or comments:

This is for a hand wash and sanitizer station for a public park to comply with State and County regulations

From: Parks & Rec Business <info@northstarpubs.com>
Sent: Monday, February 22, 2021 9:16 AM
To: Sherry Kulczewski
Subject: Win a Burke® playground worth over \$36,000! 🎉

[View this email in your browser](#)

PRB

Special Feature



**Win a Burke® playground
worth over \$36,000!**

The 7th Annual Great Play Giveaway is on now. It's an exclusive contest for Parks & Recreation Departments and Summer Camps in the United States. Enter now for a chance to bring play to your community!

Enter Now



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You're receiving this email because you subscribed to Parks & Rec Business magazine.

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McCall, ID 83638-2910

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From: Office of Grants and Local Services <LocalServices@parks.ca.gov>
Sent: Monday, March 1, 2021 10:44 AM
To: cazaderocsd@comcast.net
Subject: \$395.3 million Statewide Park Program March 12 deadline reminders



Office of Grants and Local Services

Greetings!

This email provides reminders about the upcoming March 12th, 2021 deadline for the \$395.3 million [Statewide Park Program](#).

Letters of Support Are Not Requested - Reminder: Per the instructions under #3 on page 10 of the Statewide Park Program [Application Guide](#), “*Send only the items requested in the Checklist. Do not send supplementary materials, such as...letters of support.*” Applicants are encouraged to focus on the grant application requirements only. If a local decision-maker is requiring that you include support letters, please address the letters to your agency (the applicant). If every application had support letters addressed to the Department, the grant reviewers would need to draft responses to hundreds or thousands of letters statewide, which slows down the competitive application review process. Thank you.

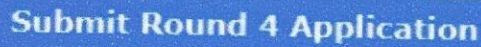
Community FactFinder Report Reminder: The Community FactFinder Report must have a brown header and must be dated between November 11, 2020, and March 12, 2021. A date is shown on the top right corner of the report. If your current Community FactFinder report is dated before November 11, 2020, please [create a new report](#) for the application.

Please follow the steps listed on [page 2](#) of the [Community FactFinder Handbook](#) as soon as possible. To be as competitive as possible, **pay close attention to rules in the blue boxes of the Handbook:**

- 1) Review the project area’s entire half mile radius and report the addition or removal of park acreage as explained on [pages 8-11](#). Park acreage updates may take four weeks to process. Therefore, please report acreage updates as soon as possible this week.
- 2) The pin must be located in the boundary of the proposed park when creating the final report as explained on [pages 12-17](#).

Submitting the Statewide Park Program application: Applications must be submitted through the [online application system](#) by or before **11:59 pm on March 12, 2021**.

To submit the application by or before March 12, you must click the blue “Submit Round 4 Application” at the bottom of the online application to ensure it is final before the deadline. The button looks like this:



Submit Round 4 Application

Please only click the “Submit Round 4 Application” button when the application is ready for submittal by or before the March 12 deadline. A brief video guide of the online application system is available at parks.ca.gov/spp.

Please email any application questions as soon as possible to your “[Competitive Application Project Officer](#)” to get ahead of technical assistance requests in the final few days.

We look forward to your applications!

Share this email:



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Got this as a forward? [Sign up](#) to receive our future emails.
View this email [online](#).

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

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

emma

Cazadero Water Chemistry-2021

Buckeye Horiz.-Potential Corrosion Parameters

Instrument-Apera PC 60 plus Brelje- Race & Far West Lab. Data

	Date	pH	Temp.	Conduct.	Total Dissolved Solids	Salt	Total Alkal.	Calcium	Lang. Index
FW	5/14/97	6.7		233	235	N.A. 7.7	108	28.8	—
B4R	6/17/98	No values sent							
B4R	9/3/09	6.5		240	140	8.4	120	29	—
B4R	3/22/10	No values sent							
B4R	3/15/12	7.2		270	160	10	130	25	11.1
	2/12/14						110	20	
B4R	3/18/15	6.7		250	150	9.3	110	20	10
B4R	5/12/16	No results sent							
ARR	3/22/19	6.3		200	110	4.6	82	19	9.9
RRU	1/11/21	6.91	11.9	293	211	0.12			
RRU	1/17/21	7.15	15.4	281	200	0.14			
	1/25/21	6.68	12.6	296	211	0.15			
RRU	2/1/21	6.77	12.3	304	216	0.15			
	2/9/21	6.79	16.5	308	220	0.16			
	2/15/21	6.84	15.2	302	215	0.15			
	2/22/21	6.89	20.0	315	224	0.16			
B4R	11/18/03	6.7	NM	200	141	NM	108		
B4R	4/9/09	6.5	NM	240	140	NM	120		
	9/27/11	6.9							

by Jim Berry

Cazadero Water Chemistry-2021

Buckeye Vert.-Potential Corrosion Parameters

NM = not measured

Instrument-Apera PC 60 plus Brelje- Race & Far West Lab. Data

	Date	pH	Temp.	Conduct.	Total Dissolved Solids	Salt Na.	Total Alkal.	Calcium	Lang. Index
FW	1/3/79	7.3	N/A	260	120		100	24	NM
B&R	4/9/09	6.4		180	95	5.7	82	12	NM
B&R	2/24/10	6.2		160	100	6.0	72	12	NM
B&R	3/27/13	7.7		180	98	6.1	78	9.3	NM
B&R	3/18/15		No results						
B&R	5/12/16	6.3		160	110	4.8	82	7.6	NM
B&R	5/26/17	6.2		160	83	4.8	66.0	7.5	NM
B&R	3/22/19	6.1		140	56	1.0	54	7.5	9.1
RRU	1/8/21	7.02	16.0	303	217	0.15			
RRU	1/17/21	7.15	15.4	281	200	0.14			
RRU	1/25/21	7.06	10.0	259	185	0.13			
RRU	2/1/21	7.12	9.2	389	277	0.20			
B&R	12/21/20	6.6	NM	310	160	NM	120		
	2/9/21	6.81	13.4	260	182	0.13			
	2/22/21	6.99	12.3	252	179	0.13			
B&R	3/12/09	6.4	NM	180	95	NM	82		

by Jim Berry

Cazadero Water Chemistry-2021

Hotel Tank Outlet-Potential Corrosion Parameters

RRU's Instrument-Apera PC 60 plus Brelje- Race & Far West Lab. Data

	Date	pH	Temp.	Conduct.	Total Dissolved Solids	Salt	Total Alkal.	Calcium	Lang. Index
RRU	1/8/21	7.2	12.1	187	133	0.09			9.6
RRU	1/17/21	7.45	15.1	156	110	0.08			
RRU	1/25/21	7.38	9.6	204	146	0.10			
B&R	2/21/18	6.9	12.3	160	70	NM			
B&R	5/18/11	NM	—	140	86	NM	60		NM
B&R	7/27/11	6.6	16.7	160	100	NM	70		NM
RRU	2/11/21	6.96	12.3	115	82	0.06	NM		NM
RRU	2/19/21	7.33	12.5	121	87	0.06		NM	NM
RRU	2/15/21	7.20	14.5	120	85	0.06			
RRU	2/22/21	7.42	14.5	121	86	0.06			
B&R	2/21/18	6.9	12.3	160	70		70		
B&R	5/18/11	NM	NM	140	86	NM	60		
	9/27/11	6.9							

by Jim Berry

Cazadero Water Chemistry-2021

Hotel Spring-Potential Corrosion Parameters

Instrument-Apera PC 60 plus Brelje- Race & Far West Lab. Data

	Date	pH	Temp.	Conduct.	Total Dissolved Solids	Salt	Total Alkal.	Calcium	Lang. Index
B&R	4/19/03								
B&R	6/6/06	6.5		140	82	5.5	260	8.3	9.85
B&R	2/24/10	6.4		150	98		70	10	10.2
B&R	4/3/19	6.5		130	62		52	10	
B&R	6/6/17	6.5		140	82	5.5	260	8.3	10.2
RRU	1/8/21	6.93	14.1	130	130	0.09			
RRU	1/17/21	6.89	14.9	270	191	0.14			
RRU	1/25/21	7.03	10.1	122	87	0.06			
RRU	2/17/21	6.83	12.8	105	75	0.05			
B&R	12/21/20	6.5		130	54	NM	56	NM	NM
"	2/19/21	6.91	13.2	108	77	0.05	NM	NM	NM
RRU	2/15/21	7.06	14.1	114	82	0.06			
RRU	2/22/21	7.16	14.1	114	81	0.06			
B&R	2/24/10	6.4	NM	150	98	NM	70		

by Jim Berry

February 2021

RE: New state law in effect January 1, 2022

California Senate Bill (SB) 1383 “Short-lived Climate Pollutants” goes into effect on **January 1, 2022**. This state law requires a 75% reduction of organic material disposed in landfills and a 20% increase in edible food recovery.

Studies show that 33% or more of our waste sent to landfills is made up of food, yard debris, and other organic matter. Landfilled organic matter creates methane and other powerful greenhouse gases that cause climate change. We must all do our part to slow climate change and save food that could feed people instead.

Although SB 1383 does not go into effect until 2022, current state law (AB 1826) already mandates that most commercial entities compost. You may have already received several letters regarding AB 1826 in the past few years. As of **December 31, 2020**, the requirements of AB 1826 have changed, and now require all commercial entities to compost if they generate two (2) cubic yards or more of solid waste per week. Solid waste means the entire waste stream, including garbage, recycling, and organic materials.



Composting is easy and free. Contact Recology Sonoma Marin at RecologySonomaMarin@recology.com or 800.243.0291 to set up organic material collection service, if you have not already done so. Familiarize yourself with SB 1383 requirements listed on the following pages. Look for another letter in the mail this summer, which will have more resources to assist you in compliance. Monetary fines may be issued for non-compliance.

For more information about SB 1383, including a link to the regulation text, please visit www.zerowastesonoma.gov/SB1383. Check back again soon as we work to include more resources in the coming months.

Thank you,

Xinci Tan - Organics Program Manager
Zero Waste Sonoma
xinci.tan@sonoma-county.org
707.565.1733



Also known as the Sonoma County
Waste Management Agency (SCWMA)



Summary of SB 1383 Requirements

These requirements will become effective on **January 1, 2022**, but you should start preparing now. Zero Waste Sonoma, the County of Sonoma, and Recology Sonoma Marin are available to assist in compliance. Contact us for free educational resources such as indoor containers, posters, labels, and workshops.

Multifamily Residential Buildings (5 units or more)

1. **Provide organic material collection services for employees and tenants, in addition to recycling and garbage.**
 - a. Collect landscaping debris and food scraps for composting.
 - b. Provide easy access to containers with correct labels and colors (black/gray for garbage, blue for recycling, and green for organics).
 - c. Provide annual education on how to properly sort waste into the three bins; provide education to new tenants within 14 days of move-in.

All Other Commercial Entities and Institutions

1. **Divert your organics from the landfill.**
 - a. Collect landscaping debris and food scraps for composting.
 - b. Alternatively, you may self-haul organics to a composting facility, anaerobic digestion facility, community composting program, or other landfill diversion program. Please keep records such as weight receipts in case of an audit.
2. **Provide organic material collection service to employees, contractors, commercial tenants, and customers, in addition to recycling and garbage.**
 - a. Provide containers to collect recycling and organics in all areas where garbage is provided. Restrooms are exempt.
 - b. Provide easy access to containers with correct labels and colors (black/gray for garbage, blue for recycling, and green for organics).
 - c. Provide annual education on how to properly sort waste into the three bins; provide education to new commercial tenants within 14 days of occupying the premises.
 - d. Periodically inspect organics and recycling containers. Inform employees if contamination is found and provide education to correct behavior.



Also known as the Sonoma County
Waste Management Agency (SCWMA)



- 3. Tier One and Tier Two commercial entities must donate excess edible food to feed people.**
- a. Maintain a contract or written agreement with food recovery service(s) or organization(s) who will pick up or receive edible food.
 - b. Keep records of all types of food being donated, pounds donated per month, frequency of donations, and the contact information of the contracted food recovery service(s) and/or organization(s).
 - c. Do not intentionally spoil food that can be donated.
 - d. Large venues or event operators shall also require all food facilities operating on site to comply with the above composting and food recovery requirements.

Tier One Commercial Entities	Tier Two Commercial Entities
Supermarkets with gross annual sales of \$2 million dollars or more	Restaurants with 250 or more seats, or a total facility size 5,000 sq. ft. or greater
Grocery stores (10,000+ sq. ft.)	Hotels with on-site food facility, and 200 or more rooms
Food service providers	Health facility with on-site food facility, and 100 or more beds
Food distributors	Large venues that annually seat or serve an average of more than 2,000 individuals per day of operation
Wholesale food vendors	Large events that serve an average of more than 2,000 individuals per day of operation

Esta es importante información de Zero Waste Sonoma. Si usted necesita ayuda para entender esta información, llame al 707.565.3375 y pida ayuda en su idioma.



Also known as the Sonoma County Waste Management Agency (SCWMA)





February 16, 2021

TO: CARPD Member Districts

FROM: Matthew Duarte, Executive Director

SUBJECT: CARPD Conference 2021 – June 23 -26, 2021, Monterey, CA

It has been a year unlike any other. Yet through it all, the member districts of CARPD have persevered! As we enter 2021, full of hope and primed for healing, our annual CARPD Conference will honor the dedicated service of you, our members, as everyday heroes within our communities.

On behalf of the Board of Directors of CARPD, we would like to invite you to join us at our **Annual Conference in Monterey on June 23 – 26, 2021**. Our team is working diligently to make this year's Conference a safe and an enjoyable experience and we are looking forward to a great event! To register for the 2021 CARPD Conference, please visit our website or fill out the enclosed registration form.

We also want to remind our members that CARPD has a **Conference Scholarship Program** that awards member districts with complimentary Conference registration and hotel accommodations for the event. You are invited to review the enclosed Scholarship criteria to see if you and your District might qualify.

Finally, CARPD is committed to honoring excellence in the field by again recognizing the winners of our esteemed **Awards of Distinction**. While this past year has certainly been different, CARPD will be continuing its tradition by acknowledging Districts, Board Members, Staff Members, and community members who -- by parks and rec standards -- have really "knocked it out of the park!" Please review the enclosed materials and submit your nominations today.

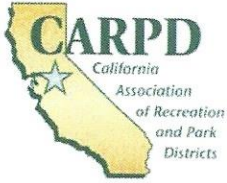
If you have any questions regarding the Conference, please feel free to contact our team at (916) 722-5550. See you in Monterey!

Sincerely,

A handwritten signature in blue ink that reads "Matthew Duarte".

Matthew Duarte
Executive Director

enclosures



CARPD Annual Conference: June 23 - 26, 2021 - Monterey, CA

Attendee Registration Form

For convenient and immediate processing, please go to at caparkdistricts.org to register and pay electronically. Or complete the below form and return to CARPD. See you all in Monterey!

1. Fill out your District Information:

District Name: _____
 District Contact: _____ Contact Email: _____

2. Fill out your Attendee Information:

Attendee #1 Name: _____ Attendee Title: _____
 Attendee Email: _____ Guest Name (if applicable): _____
 Attendee #2 Name: _____ Attendee Title: _____
 Attendee Email: _____ Guest Name (if applicable): _____
 Attendee #3 Name: _____ Attendee Title: _____
 Attendee Email: _____ Guest Name (if applicable): _____
 Attendee #4 Name: _____ Attendee Title: _____
 Attendee Email: _____ Guest Name (if applicable): _____
 Attendee #5 Name: _____ Attendee Title: _____
 Attendee Email: _____ Guest Name (if applicable): _____

3. Calculate Your Attendee & Guest Pricing:

Attendee Registration <i>before</i> April 16, 2021	\$275	x _____	=	_____
Attendee Registration <i>after</i> April 16, 2021	\$300	x _____	=	_____
Guests (All Lunches & Awards Banquet)	\$50	x _____	=	_____
Non-Member Registration	\$375	x _____	=	_____
One Day Attendee	\$175	x _____	=	_____
Grand Total:		_____		_____

4. Select your Payment Type:

- Check (Payable to CARPD)
 1075 Creekside Ridge Drive, Ste. 240
 Roseville, CA 95678
- Credit Card
 Pay online at:
caparkdistricts.org

Cancellations must be received no later than **May 21, 2021**. All cancellations made within the specified time frame will be refunded, less a \$50 processing fee. Substitutions are accepted, but must be submitted no later than **June 4, 2021**.

Hotel Accommodations <i>Hyatt Regency Monterey Hotel & Spa</i> One Old Golf Course Rd. Monterey, CA 93940 Reserve by Phone: (800) 233-1234 Group Code: G-CPRI Reserve Online: hyatt.com/en-US/group-booking/MRYDM/G-CPRI	Conference Schedule (Condensed & Tentative) <table border="0"> <tr> <td>Wednesday PM</td> <td>June 23</td> <td>4:30pm 5:30pm</td> <td>Hotel Check In Welcome Reception</td> </tr> <tr> <td>Thursday AM</td> <td>June 24</td> <td>9:00am 10:30am</td> <td>General Membership Mtg. Sessions</td> </tr> <tr> <td>Thursday PM</td> <td>June 24</td> <td>6:00pm</td> <td>Sponsor Reception & Awards Banquet</td> </tr> <tr> <td>Friday AM PM</td> <td>June 25</td> <td>9:00am</td> <td>Sessions Closing Reception</td> </tr> <tr> <td>Saturday AM</td> <td>June 26</td> <td>11:00am</td> <td>Hotel Check Out</td> </tr> </table>	Wednesday PM	June 23	4:30pm 5:30pm	Hotel Check In Welcome Reception	Thursday AM	June 24	9:00am 10:30am	General Membership Mtg. Sessions	Thursday PM	June 24	6:00pm	Sponsor Reception & Awards Banquet	Friday AM PM	June 25	9:00am	Sessions Closing Reception	Saturday AM	June 26	11:00am	Hotel Check Out
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1075 Creekside Ridge Drive, Suite 240, Roseville, CA Phone: (916) 722-5550

Educate | Advocate | Support



CARPD Annual Conference: June 23 - 26, 2021 - Monterey, CA

Awards of Distinction - Nomination Form

For convenient and immediate processing, please go to at caparkdistricts.org to register and pay electronically. Or complete the below form and return to CARPD. See you all in Monterey!

District Name: _____

District Contact: _____ Contact Email: _____

NOMINATION

Nominee Name: _____

District Awards

- Outstanding New Facility: Honors excellence in design and planning of newly constructed public park facilities. Demonstrates high standards of quality, versatility, accessibility, and community involvement.
- Outstanding Renovated Facility: Honors excellence in design and planning of newly renovated public park facilities. Exhibits high standards of quality, versatility, accessibility, and community involvement.
- Environmental Excellence Award: Honors programming or planning that supports environmental sustainability in the operation and management of District facilities.
- Outstanding Activity/Program/Special Event: Honors outstanding and unique achievements in program planning, development, and implementation of a District activity or special event.
- Outstanding Innovation: Honors unique or groundbreaking recreation programs, park maintenance practices, or District operations.
- CARPD Community Landmark Award: Recognizes public park facilities that have served communities for 30 or more years. Honors those facilities that have been at the core of recreation and park activities for a diverse user base and provided a wide-range of experiences and activities to the community.

Individual Awards

- Outstanding District Employee: Any employee whose significant contributions have gone above and beyond in service of their District.
- Outstanding General Manager: Any General Manager or District Administrator whose significant contributions have gone above and beyond in service of their District.
- Outstanding Board Member: Any individual serving as Board Member for at least one term of office (4 years) whose significant contributions have benefitted their District.

Community Awards (Limit 1 Per District—ALL Nominees Honored)

- Outstanding Community Organization/Partner: Honors any public or private club, special interest group, or public agency that has made a significant contribution to a District recreation or park program.
- Outstanding Volunteer: Honors any person who has provided outstanding participation, volunteer service, or other significant contributions to a District recreation or park program.

SUBMITTAL OF NOMINATION (Written submission no longer than 1 page & 1-2 photographs in support of your Nominee.)

Submissions must be received by **May 7, 2021**. Districts may submit nominations in multiple categories. To submit:

Online: www.caparkdistricts.org or Email this completed form, written submission, & photos to: awards@capri-jpa.org

1075 Creekside Ridge Drive, Suite 240, Roseville, CA Phone: (916) 722-5550

Educate | Advocate | Support

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CARPD CONFERENCE

Scholarship Opportunity

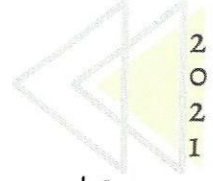
CARPD Conference Scholarship recipients receive one (1) complimentary Conference Registration including hotel accommodations at Hyatt Regency Monterey Hotel & Spa.

Scholarship applications will be evaluated on the following criteria:

- i. Districts that have never attended, rarely attended, or whose District has budget constraints that will not allow them to attend.
- ii. Individuals who have never attended the CARPD Conference.

To apply, please submit 2-3 paragraphs addressing why you should be selected and how the Conference will benefit you and your District. Submissions may be emailed to awards@capri-jpa.org or you can apply online at caparkdistricts.org.

Submissions must be received by 5:00 p.m. on **April 16, 2021**. Good luck!



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Educate | Advocate | Support

District Name: _____

Applicant Name: _____

Scholarship Application:

SONOMA LOCAL AGENCY FORMATION COMMISSION

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

Date: February 1, 2020
To: All Independent Special Districts
Subject: Availability of Special District Representative Position on LAFCO

The purpose of this letter is to notify you of a vacancy on the Sonoma Local Agency Formation Commission (LAFCO) for the commissioner representing Independent Special Districts Class I and to request nominations for the position. 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.

Candidates should complete the application and provide a current resume. Applications submitted without a resume will not be accepted. Please make copies of the application form attached to this letter if more than one board member from your district wishes to apply. **Completed applications and accompanying resumes must be received in the LAFCO office by 5:00 p.m. on Monday, March 15, 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, 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

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

Date: February 1, 2021
To: All Independent Special Districts
From: Diana Wilson, Clerk
Subject: Availability of Alternate Special District Member on LAFCO

Sonoma LAFCO has a vacancy for the Alternate Member representing Independent Special Districts for a term beginning immediately and ending in May 2024.

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. 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 in the LAFCO office by 5:00 p.m. on Monday, March 15, 2021. Late applications cannot be accepted.

Shortly thereafter, 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 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:

From: john@cprs.mmsend.com on behalf of john@cprs.org
Sent: Wednesday, March 3, 2021 2:32 PM
To: cazaderocsd@comcast.net
Subject: CPRS Conference & Expo - A unique experience you don't want to miss

To view this message from your Web browser, copy & paste this ENTIRE LINK into your browser:
http://www.magnetmail.net/actions/email_web_version.cfm?recipient_id=171800539&message_id=19996710&user_id=CPRS



CONNECTIONS
VIRTUAL
CPRS CONFERENCE & EXPO
Prepare for a Unique Experience! March 22-26, 2021

March 3, 2021

Register Now - Don't Wait

**Have you registered for conference yet?
Don't wait until the last minute to register.**

Beginning March 15 attendees will gain access to our conference platform to start building their profiles, schedules and browse our exhibit space. Our schedule is set up so that you can balance work and your professional development all at the same time. If you can't make it to a session, no need to worry, our content will be available to you for 30 days!

Whether you're starting your career in parks and recreation or advanced in your career, CONNECTIONS Virtual offers a once-a-year opportunity to delve into hot topics and hear from leaders in our community. Hot topics include:

- Public safety and recreation
- Youth sports
- Data-driven park planning
- Equitable Aquatics
- All Inclusive Special Needs

Conference Sponsors

Champion
PLAYCORE
Building communities through play & recreation

GameTime
PLAYCORE

Advocate
since 1919
dave bang
associates inc.
park+playground outfitters

- Health

You won't want to miss this unique learning opportunity of CONNECTIONS Virtual.

Conference Extras:

- Expo Hall Drawings
- Watercooler Chats
- Evening Socials
- Exhibitor Video Chats
- Solution Circles
- CPRS 75th Anniversary – Silver Jubilee Celebration

Check out our educational breakouts [HERE](#). Below are just a few highlights:

Connecting the Dots for Health

Jo Burns, CTRS – Chief Connection and Collaboration Officer, Jo Burns Connects

Parks and recreation is an essential dot in the big picture of health for communities, individuals and families. What are Parks & Recreation professionals doing to make sure we are an integral "dot" in the picture both in times of crisis and calm? What is national research showing? What makes us a great fit to be part of the overall picture of health for our citizens, our communities and our state?

Public Safety and Recreation: An Essential Community-Focused Partnership

Cindy Bagley, MA, CPRP – Deputy Director of Community Services, City of Rohnert Park

Tim Mattos – Director of Public Safety/Chief of Police, City of Rohnert Park

Public Safety serves to protect the physical well-being of the residents in our communities, while recreation protects the social and emotional well-being of our residents. When put together, these two departments can even more effectively ensure that the life of the residents in our communities are better in every way.

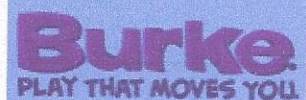
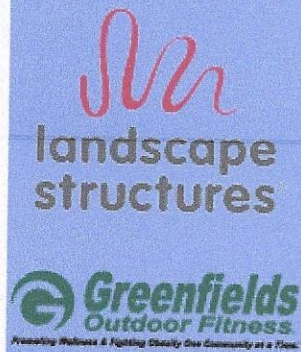
Data-Driven Park Planning

Clement Lau, AICP – Departmental Facilities Planner, Los Angeles County Department of Parks and Recreation

John Diaz – Geographic Information System Analyst, Department of Parks and Recreation, Los Angeles County Department of Parks and Recreation

There are over 3,000 parks in Los Angeles County. Some are managed by the County's Department of Parks and Recreation (DPR). Others are run by the 88 cities within the county's 4,084 square miles. But some communities are critically lacking in parks. A few years ago, DPR launched a sustainability-focused master planning effort for a slice of that underserved group, creating plans for six of its most park-poor unincorporated communities.

Partners



Friends



Visit the CPRS Website!

If you have any questions or even fun ideas to help us make 2021 CONNECTIONS Virtual a one-of-a-kind experience, connect with crystal@cprs.org



California Park & Recreation Society
7971 Freeport Boulevard
Sacramento, CA 95832
916-665-2777
www.cprs.org

Click [here](#) to unsubscribe.

