



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

Board Meeting Agenda
July 12, 2023 ~ 6:30PM
Location ~ Fire Station #1
5980 Cazadero Hwy, Cazadero, CA 95421

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

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

President P. Barry

Director M. Berry

Director H. Canelis

Director D. DeBeaune

Director S. Griswold

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 – June 14, 2023

ACTION ITEMS

1. Legal Counsel – Discussion/Action –
2. Playground Equipment – Discussion/Action – Update
3. Use of firehall (including tables, chairs, fencing) by third parties – Discussion/Action –
4. Tennis/Basketball Court resurfacing project – Discussion/Action –
5. DMV Employer Pull Notice Program – Discussion –
6. Backboard for tennis courts – Discussion –
7. Resolution 23/24-01 Resolution Adopting 2023/2024 fiscal year final budget and the 2023/24 appropriations limit – Discussion/Action –

DISCUSSION ITEMS

1. Update on Grants – Discussion –
2. Fiber Optic Grant and Emergency Communications – Discussion – Update on implementation of Emergency Radio Communications in Cazadero.

FINANCIAL REPORTS

COMMUNICATIONS

1. Mail from Matthew Duarte, CAPRI, re: Change to Insurance Policy
2. Mail from Daniel Berlant, Cal Fire, re: Fire Hazard Safety Zone map and public comment acceptance
3. Mail from Cynthia Olson, LAFCO, re: LAFCO approved fiscal year 2023-24 final budget

ADJOURNMENT

STAFF REPORTS

Fire Department

Operations:

- Chief Krausmann reports that the UTV is expected to be placed into service this month.

June 2023 Calls

Nature of Call	Number of Calls
Medical Aid	8
Traffic Accident	2
Vehicle Fire	1
Gas Outside a Structure	1
Fire Alarm	1

Administration

An Officers' meeting is tentatively scheduled for the middle of July to address upcoming training and to discuss items needing attention.

Training- Upcoming Training

- July 20, 1800hrs.- LARRO Drills/over the edge

Firefighters Association

- Next meeting is July 6 (Meeting/Maintenance).



CAZADERO COMMUNITY SERVICES DISTRICT
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Parmeter Park Maintenance Summary Jan 2022 - June 2023

6-28-23

The park is in overall good condition although there is still ongoing renovation in the upper children's playground area. The new playground equipment has been installed. The installation of new perimeter fencing and redwood bark under the playground equipment is nearly completed.

I have installed yellow caution tape around the perimeter of the playground until all the work is completed. I have been regularly checking and changing out the yellow caution tape due to wind tearing and occasional tear downs from unknown causes.

The metal gate on Austin Creek Rd next to the community club shed has been padlocked for safety to prevent anyone from walking down those concrete steps to the renovation in progress.

The parks restrooms have been cleaned a minimum of 4 times weekly (Mon, Wed, Fri and Sat). I have been power blowing and sweeping the park, courts, adjacent paths, parking areas and lower Austin Creek Rd. 3-4 times per week. Line trimming (weedwacking) had begun in May and will continue in July. Trimming of overhanging tree branches on to court areas will begin in late June or July.

As reported previously, the basketball and tennis courts will need resurfacing. Paul Barry has indicated that courts will be resurfaced soon. The tennis court has small cracks (approx. 1/16" to 1/4" wide) that are gradually becoming larger. In 2021 and 2022 I filled the cracks with concrete crack seal, which lasts for about 6 months, but they continue to reopen up. The basketball court doesn't have any significant cracking but the court surface is peeling and deteriorating.

The bathroom sinks and toilets are older but functioning well. The paper hand towel dispensers are older but functioning well. One of the toilet paper roll dispensers is new and one is older but still functioning well.

Alan Dewart

Park Worker

Alan Dewart <aldewart@gmail.com>

7/6/2023 1:21 PM

Park tennis ct net

To Paul Barry <cazhwy@gmail.com> Copy cazaderocsd@comcast.net

Fyi. I adjusted the net height from 34"3/4" to the ITT "standard" 36". I am using a pipe wrench to tighten the net which will work fine. The net and crank mechanism, although older, are working good. Back steps are pressure washed. I am working on pressure washing the other set of steps this morning.

Sent from my iPhone

Facilities

I did my usual this month. I mopped the floors several times a week. Cleaned counters and the refrigerator, cleaned the bathrooms and replaced toilet paper and paper towels. I watered the flowers in the front several times a week. I dusted where needed, I washed the windows in the front several times, I got cob webs down, and swept the big room. Hours-20.

I don't know if you know this or can do anything about this but someone set off major fireworks last night. Really big ones that burst high in the sky. We were very nervous about it starting a fire. We called 911 but I don't know if police actually came out. It ended soon after I called. The fourth of July is a very dangerous time to do that and I think they should save the fireworks until New Year's Eve when things are damp.

Nancy Caplan

CONSENT ITEMS



Cazadero Community Services District Meeting Minutes – June 14, 2023

1. Call to Order and Roll Call

The regular meeting of the Cazadero CSD Board was called to order at 6:36 PM on June 14, 2023. Director Canelis led the Pledge of Allegiance. The following Directors were present: P. Barry, M. Berry, H. Canelis, D. DeBeaune, and S. Griswold. AA Kulczewski and several members of the public were also present.

2. Public Comment

None.

3. Agenda Adjustments

Discussion Item #2 – Fiber Optic Grant and Emergency Communications, followed by Action Item #9 – Tennis/Basketball Court resurfacing project, moved to before Director Reports.

4. Director Reports

None.

5. Staff Reports

AA Kulczewski reported the CSDA trial membership is expiring, cost is very high and no one used the trial membership so we will not pay for a membership.

Director P. Barry reported we received the insurance funds for Station 1 roof repair, waiting for the roofer to schedule roofing; there will be a tax initiative on the March 2024 election, ½ cent tax to be used for fire department operations (not apparatus), all the fire departments and their unions are for the measure, funds are not to replace regular budget, main uses will be to fund firefighter personnel and facilities, estimated \$648,000 for Cazadero (we asked for funding for personnel). Director P. Barry reported AI has been doing a lot of weed-whacking at and around the park and will trim back the brush along the fences.

The Call Report for April:

Nature of Call	Number of Calls
Medical Aid	10
Traffic Accident	1
Gas outside a Structure	1

The Call Report for May:

Nature of Call	Number of Calls
Medical Aid	8
Traffic Accident	2

6. Consent Calendar Items

On a motion by Director Canelis, seconded by Director M. Berry, the Board moved to approve the minutes for the April 19, 2023, meeting and the financials for the months of March and April, 2023. VOTE: 5-0-0:

7. Action Items

- a. **Legal Counsel** – After Board discussion, on a motion by Director Canelis, seconded by Director Griswold, the Board moved to retain Epstein, Holtzapple & Christo (EHC) of San Rafael as Cazadero Community Services District legal counsel. VOTE: 5-0-0
- b. **LWCF Grant Application – Proposed Projects** – After discussion, the Board declined to submit the LWCF grant application due to the conditions required by the grant.
- c. **Playground Equipment** – Director P. Barry reported Parmeter Logging and Excavation will be hauling in the chips, just waiting on scheduling; fencing installation is several weeks out. After further Board discussion, item tabled to July meeting.
- d. **Use of firehall (including tables, chairs, fencing) by third parties** – Director M. Berry reported CAPRI strongly encourages indemnification language in our rental agreement. After further Board discussion, item tabled to July meeting.
- e. **Disposal of 1992 International Heavy Rescue Unit** – Director P. Barry reported that the unit was given to us by Monte Rio Fire Department for shared use between Cazadero and Fort Ross but it was never used and has been sitting. After Board discussion, on a motion by Director Canelis, seconded by Director Griswold, the Board moved to give the unit back to Monte Rio Fire Department. VOTE: 5-0-0
- f. **Cazadero Community Club Shed Exterior Paint** – Director P. Barry reported that the siding on the shed on the playground side is damaged and the shed needs painting. After Board discussion, on a motion by Director Canelis, seconded by Director Griswold, the Board moved to hire John Brennan to repair and paint the shed. VOTE: 5-0-0
- g. **Resolution 22/23-18 Resolution Approving the 2023-24 Fiscal Year Preliminary Budget** – After Board discussion, on a motion by Director Canelis, seconded by Director DeBeaune, the Board moved to adopt Resolution 22/23-18 to approve the 2023-24 fiscal year preliminary budget. VOTE: 5-0-0
- h. **Resolution 22/23-19 Resolution Confirming Contract with Coggins Fence & Supply** – After Board discussion, on a motion by Director Griswold, seconded by Director Canelis, the Board moved to adopt Resolution 22/23-19 to confirm the park fencing contract with Coggins Fence & Supply. VOTE: 5-0-0
- i. **Tennis/Basketball Court resurfacing project** – It was reported that the cracks in the courts are structural and won't be fixed by resurfacing; drainage issues must be addressed before repair can be done; repair will be expensive, will need to find a grant to fund them. Also, a crank is needed to adjust the tennis net and a backboard is needed for the tennis courts. The Board requested an Action item for the tennis court backboard be added to the agenda for the July meeting. After further Board discussion, item tabled to July meeting.
- j. **District-owned vacant lot clearing** – After Board discussion, on a motion by Director Canelis, seconded by Director Griswold, the Board moved to hire John Brennan to clear brush from the vacant lot. VOTE: 5-0-0

8. Discussion Items

- a. **Update on grants** – Nothing new to report.
- b. **Fiber Optic Grant and Emergency Communications** – Tony Goodwin reported that one of three repeaters for Caz Red has been installed and is successfully working, other two are in process; security cameras are being installed at the Sheridan site due to previous thefts. Director P. Barry reported that the free public Wi-Fi has been installed in Cazadero, paid for by a grant that covers three years, and you must be outside to connect to it.

- c. **Firehouse Rental Rates** – After Board discussion, the consensus was to leave the rates as currently listed on the rental agreement.
- d. **DMV Employer Pull Notice Program** – Item to be moved to July meeting as an Action item.

9. Correspondence
Reviewed.

10. Financial Reports
AA Kulczewski reported bills totaling \$84,736.20 were presented for payment, which included \$33,825.67 from May and \$50,910.53 from June.

11. Adjournment
On a motion by Director PM. Berry, Seconded by Director DeBeaune, the Board moved to adjourn the meeting at 8:22 PM. VOTE: 5-0-0:

Paul Barry

Maureen Barry

Homer Canelis

Daina DeBeaune

Scott Griswold

Date

ACTION ITEMS

P. L. Barry <cazhwy@gmail.com>

6/17/2023 6:48 AM

Fwd: Tennis & Basketball Court Proposal

To CAZADERO COMM SVS DISTRICT <cazaderocsd@comcast.net>

----- Forwarded message -----

From: **Scott Griswold** <royanehranger@comcast.net>
Date: Thu, Jun 15, 2023 at 4:43 PM
Subject: Fwd: Tennis & Basketball Court Proposal
To: Paul Barry <cazhwy@gmail.com>

FYI Revised

Begin forwarded message:

From: David Jefferson <david@deckingaround.com>
Subject: Re: Tennis & Basketball Court Proposal
Date: June 15, 2023 at 2:56:07 PM PDT
To: "Scott Griswold" <scottgriswold04@comcast.net>

Hi Scott,

Sorry I forgot to break that out separately, I revised the proposal on lines 4-5, if you decide to replace the concrete as we talked about, then I would have to come out after it's poured and re measure.

Hope this helps.

Cheers,

Decking Around
David D. Jefferson
[707-255-1555](tel:707-255-1555) office
[707-261-9182](tel:707-261-9182) fx
[707-695-0391](tel:707-695-0391) mobile
david@deckingaround.com
deckingaround.com

---- On Thu, 15 Jun 2023 12:40:09 -0700 **Scott Griswold**
<scottgriswold04@comcast.net> wrote ---

David I see one attachment for 39k plus but I think you were going to give it two ways and or separate the basketball court from tennis court... ?? Looks like maybe we combined them?

Thank you...

Scott

On Jun 15, 2023, at 9:25 AM, David Jefferson <david@deckingaround.com> wrote:

Hi Scott,

I attached the proposal for the surfacing of the tennis & Basketball court, please confirm you received the 2 attachments, should you have any questions feel free to contact me.

Cheers,

Decking Around
David D. Jefferson
[707-255-1555](tel:707-255-1555) office
[707-261-9182](tel:707-261-9182) fx
[707-695-0391](tel:707-695-0391) mobile
david@deckingaround.com
deckingaround.com

-
- CSLB Contract Adendum_03262021_125845.pdf (920 KB)
 - Nova Play Concrete Basketball Surfacing-23 Revised.pdf (228 KB)



Decking Around Inc.

1030 Second Ave. Napa, Ca. 94558
Phone: (707) 255-1555 / Fax: (707) 261-9182
Lic. # 800322

CONTRACT

PROPOSAL SUBMITTED TO:

City of Atascadero
PO Box 192
Cazadero, Ca. 95421
Attn: Scott Griswold

PHONE: 922-6345/479-0672 FAX: _____

Job Name & Address

Gerald T. Parmeter Memorial Park

Tennis Court/Basketball Full Court

e-mail scottgriswold04@comcast.net



Decking Around Inc.
1030 SECOND AVE., NAPA, CA 94558
Phone: (707) 255-1555 / Fax: (707) 261-9182

We hereby submit specifications and estimates for:

1. Install Nova Sport Surfacing color system on a existing concrete Tennis & Basketball courts.
2. Procedure: Repair all cracks and fill with UPC (Urethane Polymer Concrete) prior to pressure washing and flood the entire surface with water, to check for proper drainage. Fill any birdbaths with Nova Bond, sand & cement and any uneven areas. Apply 2-coats of Nova AR Black with sand, apply 2- coats of Nova Play color coating. Layout and install the playing lines.
3. Colors to be chosen off our color charts.
4. Just the Tennis court only: Cost for all crack repairs and filling low areas holding water as described above is \$ 31,446.00
5. Basketball Ct: Remove all loose material, fill low area and surface as described above \$ 8,520.00

We hereby propose to furnish labor and materials – complete in accordance with the above specifications for the sum of THIRTY-NINE THOUSAND NINE HUNDRED SIXTY-SIX Dollars.

(\$ **39,966.00**) with payment to be made as follows:

D.A. requires a progress payment of \$0.00 after starting project then the remaining upon receipt of Invoice.

All material is guaranteed to be as specified, but all concrete cracks and cracks should be expected. All work to be subject to a mutually agreed work schedule. Any alteration or deviation from the above specifications involving extra costs will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, unstable prices in raw materials and labor, or delays beyond our control. This price is good, and this proposal is subject to acceptance for 20 days. We are not responsible for damage or delays caused by others. We reserve the sole option to arbitrate any dispute using the American Arbitration Association. If there is a dispute the prevailing party gets attorney's fees and costs. This proposal must be attached and included in any subcontract.

Date: 06/15/2023

Authorized Signature: David D Jefferson

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

ACCEPTED:

Signature: _____

Date: _____

Signature: _____



Specializing in Deck Coverings • Pool Decks • Epoxy Flooring • Patios & Concrete Coatings

NOTICE TO OWNER

CONTRACTORS ARE REQUIRED BY LAW TO BE LICENCED AND REGULATED BY THE CONTRACTORS STATE LICENCE BOARD. ANY QUESTIONS CONCERNING A CONTRACTOR MAY BE REFERRED TO THE REGISTRAR OF THE BOARD, CONTRACTORE STATE LICENCE BOARD, 3132 BRADSHAW ROAD, SACRAMENTO, CA 95826.

Extra Work: Decking Around Inc. shall be allowed extra time and reasonable compensation for all delays and extra work over which it has no control. Allocation shall be allowed if Decking Around Inc. is partially responsible.

Arbitration: Decking Around Inc. shall have the sole option to request arbitration by the American Arbitration Association rules. In the event either suit or arbitration is brought to collect payment hereon, Decking Around Inc. shall be allowed reasonable costs and attorney's fees.

Punch list: Decking Around Inc. provides all warranties required by law. In the event money is withheld from any payment, Decking Around Inc. must be notified within 10 days on exactly and specifically caused by Decking Around Inc.

Permits: Decking Around Inc. has a valid contractor's license and will obtain and pay for city business licenses as required. The owner shall obtain and pay for any permit, plan check or special inspection, except any specifically caused by Decking Around Inc.

Bonds: Decking Around Inc. has the required contractor's license bonds. Any other bond shall be paid by the owner.

Invalidity: Should any provision in this contract be deemed invalid, the remainder shall have full and effect.

Venue: Disputes may be determined in Napa County, California.

Insurance: Decking Around Inc. has workers compensation insurance for its own workers, but the Owner agrees to provide worker's compensation to cover any other worker's that he may hire and course of construction insurance, including fire, to cover the project.

Requirements of Public Bodies: Unless specifically included, work does not include any changes or alterations from the drawings or specification, which may be required by any public body, utility or inspector Decking Around Inc., at contractor's option, may alter specifications only so as to comply with requirements of governmental agencies having jurisdiction over same. Any alteration undertaken to further this end shall be treated as an extra.

Asbestos: At present we are not aware of any asbestos work being included in our work or in the proximity of our work, the owner has an obligation to determine and advise us if asbestos exists. If asbestos is detected after we start the work, Decking Around Inc. shall have the option to terminate the work and/or negotiate a revised price.

EMPLOYER PULL NOTICE PROGRAM

Apply for an EPN requester account or access your current requester account.

Go to EPN Online Requester
[[portal/vehicle-industry-services/motor-carrier-services-mcs/account-manager/](#)]

Save time, go online.

Using the digital EPN service is 5x faster than the paper process.

The Employer Pull Notice (EPN) program enables commercial and government organizations to monitor the driving records of employees who drive for them. By monitoring their employees' driving records, organizations can:

- Ensure that each driver has a valid driver's license.
- Recognize problem drivers or driving behavior.
- Improve public safety.
- Minimize liability.

How it Works

Each employer enrolled in the EPN program is assigned a requester code. The requester code is added to applicable employees' driver's license records. When an employee's driver's license record is updated due to an action or activity, we make an electronic check to determine if a pull notice is on file. If the action or activity is one that must be reported under the EPN program (see below), a driver's record is generated and sent to the employer.

Who is Required to Enroll?

Employers must enroll any driver employed to operate any vehicle if:

- The driver is required to have a [Commercial Class A or Class B driver's license](#) [[portal/driver-licenses-identification-cards/commercial-driver-licenses-cdl/](#)].
- The driver is required to have a [Commercial Class C driver's license special endorsement \(Hazardous Materials, Passenger Vehicles, Tank Vehicles\)](#) [[portal/driver-licenses-identification-cards/commercial-driver-licenses-cdl/](#)].
- The driver operates passenger vehicles with a seating capacity of 10 or fewer people (including the driver) for compensation by a charter-party passenger carrier.
- The driver works for a passenger stage corporation with a certificate of public convenience and necessity, or permit issued by the [California Public Utilities Commission \(CPUC\)](#) [<https://www.cpuc.ca.gov/>].

These requirements include:

- Owners who own, lease, or otherwise operate more than one motor unit or more than three towed vehicles.
- Owner/operators who have partners.
- Family members and volunteer drivers.

- Individuals employed for more than 30 work days in the preceding six months.

How to Enroll in the EPN Program and Request Records

Commercial and government employers have different steps for enrolling and requesting records:

- [Commercial](#)
[\[/portal/vehicle-industry-services/motor-carrier-services-mcs/employer-pull-notice-epn-program/commercial-employers/\]](#)
requester accounts
- [Government](#)
[\[/portal/vehicle-industry-services/motor-carrier-services-mcs/employer-pull-notice-epn-program/government-employers/\]](#)
requester accounts

Action and Activity Reports

Every year on the enrollment date, the EPN program automatically generates and sends a driver record when any of the following actions or activities occurs:

- The driver is enrolled in the EPN program.
- When a driver has any of the following actions or activities added to their driver record:
 - Convictions.
 - Failures to appear (FTAs).
 - Accidents.
 - Driver's license suspensions or revocations.
 - Any other actions taken against their driving privilege.

Changes to an EPN Account



Digital Inquiry Methods



EPN Agents

EPN Agents are authorized by DMV to act on the behalf of an EPN account holder. All EPN Agents must use our SFT website for submitting and receiving driver records and adding and deleting drivers from the account holder's file.

EPN Agents receive record information directly from DMV to perform a specific business function as defined in CVC §1808.1. Use of an EPN Agent **does not absolve** the employer of responsibility for compliance with the requirements of CVC §1808.1.

Permitting employers to utilize agents does not affect the current procedures for processing EPN requests. It is important that all parties involved understand the [EPN Program Requirements \(INF 1107\) \(PDF\)](#).

To utilize the service of an approved EPN Agent, the EPN account holder must complete and sign the [EPN Agent Authorization \(INF 2110\) \(PDF\)](#).

EMPLOYER PULL NOTICE PROGRAM REQUIREMENTS

To promote highway safety, California Department of Motor Vehicles (DMV) created the Employer Pull Notice (EPN) Program pursuant to *California Vehicle Code* (CVC) §1808.1. Employers required to participate in EPN must submit an application (INF 1104) for an account, and comply with the below requirements.

DMV reserves the right to amend or enhance its requirements. It is the responsibility of the employer to periodically review the DMV Website for updates to the EPN Requirements.

SECTION 1 — ENROLLMENT REQUIREMENTS

1. The employer must enroll all employed drivers identified in CVC §1808.1 in EPN.
2. Drivers not identified in CVC §1808.1 may be enrolled by the employer upon consent of the driver and by completing the Authorization for Release of Driver Record Information (INF 1101), or by completing a document that provides similar language. The authorization form must be retained at the employer's principal place of business.
3. Employers must obtain a current driver license record for any prospective employee or casual driver (a casual driver is one that is employed less than thirty (30) days during the preceding six (6) months) who drives any vehicle requiring a commercial license and/or a special endorsement/certificate. The record is to be reviewed, dated, and signed by the employer, and retained at the employer's principle place of business.

SECTION 2 — GENERAL PROVISIONS

1. EPN accounts will be valid from the date of account approval until termination for cause, (e.g., failure to comply with the EPN requirements), voluntary cancellation by the employer, or upon written notice from DMV.
2. The information acquired pursuant to EPN shall not be used for any purpose other than administering employer policies related to driving record requirements in accordance with CVC §1808.1.
3. Employer shall notify DMV in writing within ten (10) days of any changes to the Employer Account Application, (e.g., address, telephone number, contact person, changes in ownership, partnership, or corporate principal staff officers, etc.).
4. Employer shall notify DMV in writing at least one (1) day in advance of an intended date of account closure.
5. Requester codes assigned to an employer are confidential and shall not be shared with any other party unless expressly authorized by DMV.
6. Employer must include the requester code on all future enrollment or deletion requests and all correspondence submitted to DMV.
7. Employers shall not sell, retain, distribute, provide, or transfer any information or portion of the record information acquired, except as authorized by the DMV.
8. Employer shall not represent itself as an agent or employee of the DMV.
9. Employer agrees to defend, indemnify, and hold harmless DMV and its employees or agents from any and all claims, actions, damages, or losses which may be brought or alleged against its employees or agent for the negligent, improper, or unauthorized use or dissemination by the employer of information furnished to it by DMV or by reason of inaccurate information furnished by DMV.
10. EPN account is personal to the employer and no rights or responsibilities are assignable by the employer, either in whole or in part.
11. Employer understands that the EPN account may be modified and/or terminated immediately for failure to comply with EPN account terms and statutory or regulatory requirements.

SECTION 3 — INFORMATION USE

1. DMV retains ownership of all information extracted from its files.
 2. DMV information must be destroyed when it is no longer needed for the reason for which it was originally requested. The method of destruction must be in a manner that it cannot be reproduced or identified in any physical or electronic form. Security measures must be in place to prevent unauthorized access to any DMV data.
-

SECTION 3 — INFORMATION USE *Continued*

3. Requester codes are confidential and must be protected from unauthorized use or disclosure. The EPN contact person must be an authorized employee of the company/agency.
4. Information received from DMV shall not be retained, stored, combined and/or linked with any other data on any database for any reason.

SECTION 4 — SECURITY REQUIREMENTS

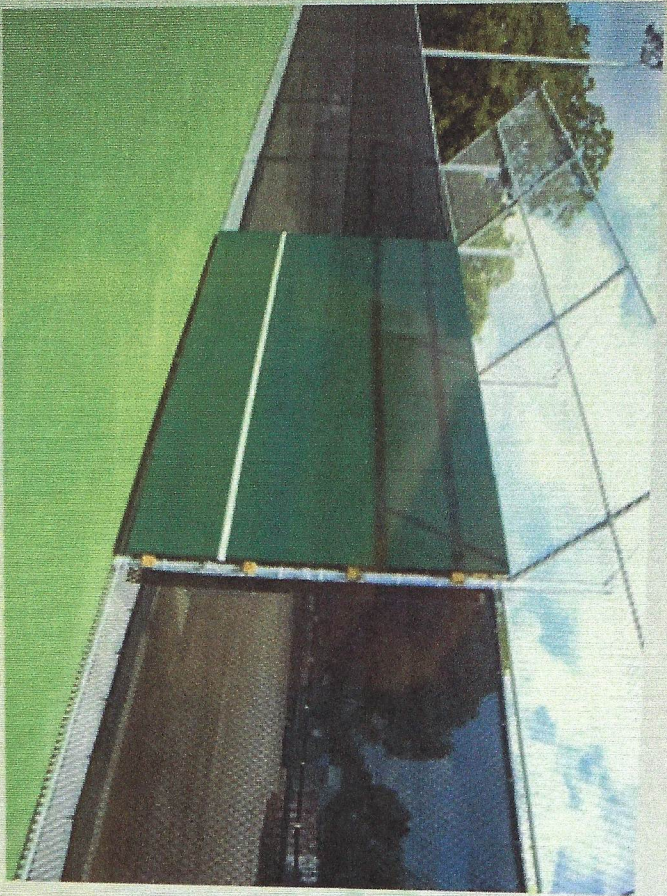
1. Employer shall maintain the security and integrity of the information it receives. A violation of any provision of these requirements, whether by omission or act, shall be grounds for action by DMV and may result in suspension or termination of service to the employer. DMV may pursue appropriate administrative, civil, and/or criminal action for violation of these requirements.
2. Employer shall ensure compliance with all security provisions. Employer shall notify DMV's EPN section at (916) 657-6346 within one (1) business day, when information is received in error. All original documentation received in error must be mailed within one (1) business day to:
Department of Motor Vehicles
Employer Pull Notice Manager - H264
P.O. Box 944231
Sacramento, CA 94244
3. If fraud or abuse of DMV information is suspected, employer shall notify DMV's Policy and Information Privacy Section at (916) 657-5583 within one (1) business day. Written notification must be submitted using the Misuse of Record Information Complaint (INF 1164) form or on company letterhead and shall be prepared by the employer within one (1) business day and mailed to:
Department of Motor Vehicles
Information Services Branch
Policy and Information Privacy Section - H225
P.O. Box 942890
Sacramento, CA 94290-0001
4. Employer shall require every employee having direct or incidental access to DMV records to sign a copy of the Employee Security Statement (INF 1128) upon initial authorization for access to DMV records and annually thereafter. A copy of the signed statement shall be maintained at the employer's principle place of business for a minimum of two (2) years following the deactivation or termination of the account.

SECTION 5 — FEES

1. Employers receiving information directly from the DMV will be billed by the Automated Billing Information Services (ABIS) Section. The invoice shall be payable, in full, upon receipt. If any amount remains unpaid sixty (60) days after the invoice date, the EPN account may be closed. To dispute the invoice, DMV must be notified in writing within thirty (30) days of the invoice date. The invoice must be paid on time and accompanied with documentation substantiating the dispute. ABIS will review the employer's documentation and issue a refund or revise the billing, as appropriate. The dispute process does not allow for a 30-day extension on account balances.
2. If the payment received is not honored by a financial institution, a \$30 dishonored check fee will be assessed and added to the existing fee. Failure to pay the full fee may result in cancellation of the EPN account. Guaranteed funds (e.g. Money order or cashier check) are required to satisfy the original invoice and dishonored check fee. Personal or Business Checks will not be accepted.

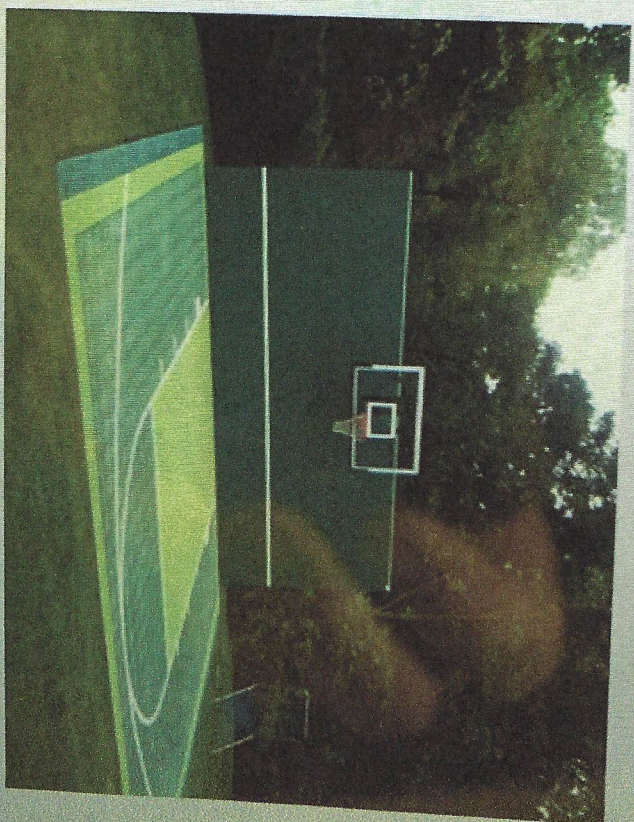
SECTION 6 — SIGNATURE REQUIREMENTS

1. All documents must be signed with an original signature by a company/agency official responsible for managing the EPN account and for administering the provisions of these requirements.
 2. The person within the company/agency that is authorized to complete and sign the application on behalf of the employer may be held personally responsible to the DMV for any debts and obligations arising under these requirements.
 3. By signing the EPN Enrollment Application (INF 1104) the employer agrees to comply with all EPN requirements.
-



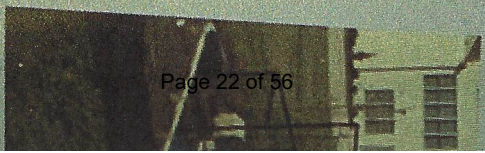
Bakko Backboard

Bakko backboards give tennis players of all ages and ability levels the best practice



Rally Master

Rally backboards Rally Master Backboards are the perfect compliment to any tennis court. Backboard practice is one of the best ways to



Bakko Backboard

#864 Bakko Backboard Economy 8 x 12 - \$1,485.00

#864-B Bakko Backboard Economy 8 x 16 - \$1,992.00

#864-C Bakko Backboard Economy 8 x 20 - \$2,390.00

#865-A Bakko Backboard slimline 8 x 12 - \$2,155.00

#865-B Bakko Backboard slimline 8 x 16 - \$2,852.00

#865-C Bakko Backboard slimline 8 x 20 - \$3,650.00

#866-A Bakko Backboard Professional Flat 10 x 20 - \$3,382.00

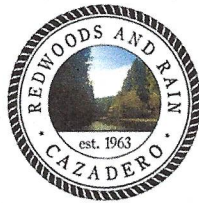
#866-C Bakko Backboard Professional Flat 10 x 20 - \$5,384.00

#866-X Bakko Backboard Single Curved 10 x 12 - \$3,382.00

#866-Y Bakko Backboard Single Curved 10 x 16 - \$4,315.00

#866-Z Bakko Backboard Single Curved 10 x 20 - \$5,384.00

Net Series



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

RESOLUTION 23/24-01

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAZADERO COMMUNITY SERVICE DISTRICT
OF SONOMA COUNTY ADOPTING THE 2023/24 FISCAL YEAR
FINAL BUDGET AND THE 2023/24 APPROPRIATIONS LIMIT.**

WHEREAS, the Board of Directors has adopted the proposed 2023/24 Budget in accordance with Section 29064 of the Government Code, State of California; and,

WHEREAS, the Board of Directors has completed the Budget Hearings as required by Sections 29080 and 29081 of the Government Code, State of California; and

WHEREAS, it is the desire of the Board of Directors to approve the Final 2023/24 Fiscal Year Final Budget as referenced for the Cazadero Community Services District.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Directors of the Cazadero Community Services District does hereby adopt the 2023/24 Fiscal Year Final Budget, in the amount of \$349,921.50; and,

NOW THEREFORE, BE IT FURTHER RESOLVED, that the Board of Directors of the Cazadero Community Services District does hereby set the 2023/24 Appropriations Limit for the District, pursuant to Article XIII of the Constitution of the State of California, and using the factors as determined by the Sonoma County Auditor's Office, the limit shall be set at \$449,707.00.

The foregoing resolution was introduced by Director _____, who moved to waive the first reading and adopt the Resolution, and seconded by Director _____, and adopted by the Board of Directors of the Cazadero Community Services District of Sonoma County, on the twelfth day of July, 2023, on a roll call vote of the members of said Board as follows:

Director P. Barry	_____
Director M. Berry	_____
Director H. Canelis	_____
Director D. DeBeaune	_____
Director S. Griswold	_____

AYES:

NOES:

ABSENT OR NOT VOTING:

WHEREUPON, the Board President declared the above and foregoing resolution adopted, and

SO ORDERED.

/s/ _____
Paul Barry, President of the Board

Date: _____

/s/ _____
Maureen Berry, Vice President of the Board

/s/ _____
Homer Canelis, Director

/s/ _____
Daina DeBeaune, Secretary of the Board

/s/ _____
Scott Griswold, Director

Cazadero Community Services District		
Final Budget		
FY 2023-2024		Final
		Budget
		Jul '23 - Jun 24
Ordinary Income/Expense		
Income		
10 · Tax Revenue		
1000 · Property Taxes-CY Secured		329,702.09
1011 · SB 2557 Prop Tax Admin		-4,230.37
1020 · Prop Tax-CY Supplemental		6,554.89
1040 · Prop Tax-CY Unsecured		9,636.09
1042 · Cost Reim-Coll DEL CY UNS		0.00
1060 · Prop Tax-PY Secured		-9.87
1080 · Supplemental Prop Tax-PY		-4.18
1100 · Prop Taxes-PY Unsecured		166.76
1105 · 2017 Wildfire Tax Loss		0.00
1106 · State Property Tax Backfill		0.00
Total 10 · Tax Revenue		341,815.41
17 · Use of Money/Property		
1700 · Interest on Pooled Cash		2,200.00
1702 · WestAmerica Bank		0.00
1703 · LAIF Interest		3,900.00
1704 · Comm First CU - Savings		55.00
1801 · Hall Use		450.00
Total 17 · Use of Money/Property		6,605.00
20 · Intergovernmental Revenues		
2080 · Fish & Game in lieu of Prop T		0.00
2440 · ST-HOPTR		1,500.00
2500 · State-Other Funding (ST)		0.00
Total 20 · Intergovernmental Revenues		1,500.00
40 · Miscellaneous Revenues		
4212 · Covid Fiscal Relief		
4040 · Misc. Income		0.00
4040 A · Recruitment/Retention-Region 5		0.00
4040 · Misc. Income - Other		0.00
Total 4040 · Misc. Income		0.00
4050 · State & Local Grants		0.00
4051 · Federal Grants		0.00
4105 · Insurance Loss Payment		0.00
4102 · Donations		0.00
4128 · Dispatch Fee Reimbursement		0.00
4200 · Equip Rental-State of CA		0.00
4201 · Strike Team-State of CA		0.00
42111 · State - Other In-Lieu		0.00
4210 · State of CA EDD Refund		0.00
Total 40 · Miscellaneous Revenues		0.00
Total Income		349,921.50
Gross Profit		349,921.50
Expense		
50 · Salaries/Employment Benefits		
51 · Fire Department-Salaries/Empl B		
5915 · Fire Department Payroll Expense		23,333.00
5911 · Firefighter C & D Reimbursement		
Calls		4,400.00
Drills		3,600.00
Stipend		40,000.00
Strike Team		0.00

		Budget
		Jul '23 - Jun 24
	5911 · Firefighter C & D Reimbursement - Other	0.00
	Total 5911 · Firefighter C & D Reimbursement	48,000.00
	Total 51 · Fire Department-Salaries/Empl B	71,333.00
	52 · Park & Rec-Salaries/Employ Bene	
	5912 · Park & Rec Payroll Expenses	7,346.00
	Total 52 · Park & Rec-Salaries/Employ Bene	7,346.00
	54 · Admin-Salaries/Employ Benefits	
	5914 · Admin Payroll Expenses	24,595.00
	Total 54 · Admin-Salaries/Employ Benefits	24,595.00
	5910 · Payroll Expenses	
	5935 · Unemployment Insurance	
	5940 · Wrkmn Comp	23,553.00
	Total 50 · Salaries/Employment Benefits	126,827.00
	60 · Services/Supplies	
	61 · Fire Department-Services/Suppli	
	6021 · Clothing, Uniform, Personal	1,300.00
	6022 · Safety Clothing	9,000.00
	6040 · Communications	
	Station 1 Emergency Phones	3,050.00
	Stn 1 Internet	2,400.00
	Stn 1 Telephone	3,400.00
	Stn 2 Internet	2,050.00
	Stn 2 Telephone	950.00
	6040 · Communications - Other	0.00
	Total 6040 · Communications	11,850.00
	6060 · Food	700.00
	6101 · Insurance - Fire Department	
	6149 · Maintenance-Radio/Pagers	5,000.00
	6181 · Maintenance - Fire Department	
	Apparatus Annual Pump Testing	1,100.00
	Gen Bi-Annual Load Test	1,000.00
	Generator Maintenance	200.00
	SCBA Testing	1,700.00
	Main Siren Maintenance	500.00
	Station 2 Mntce (Include Siren)	250.00
	Stn 2 Well Maintenance	408.00
	Station 1-Mntce	4,000.00
	6181 · Maintenance - Fire Department - Other	0.00
	Total 6181 · Maintenance - Fire Department	9,158.00
	6261 · Medical Equip	4,550.00
	6457 · Computer Chrgs-Firehouse Softwa	1,000.00
	6461 · Misc Supplies/Expenses	0.00
	6510 · Recruitment/Retention	1,000.00
	6526 · REDCOM	1,000.00
	6654 · Medical Exam	2,500.00
	6881 · Safety Equip	10,000.00
	6820 · Rents and Leases - Equipment	0.00
	6880 · Minor Equipment/Sm Tools	2,500.00
	6883 · Fire Equip	3,500.00
	7053 · Permits/License/Fees	500.00
	7201 · Gas & Oil	12,000.00
	7321 · Utilities - Fire Department	
	Stn 2 Propane	3,400.00
	Stn 2 Garbage	560.00
	Stn 2 Electricity	1,200.00
	Stn 1 Water	650.00
	Stn 1 Propane	2,500.00

		Budget
		Jul '23 - Jun 24
	Stn 1 Garbage	1,350.00
	Stn 1 Electricity	3,000.00
	Siren Electricity	300.00
	7321 · Utilities - Fire Department - Other	0.00
	Total 7321 · Utilities - Fire Department	12,960.00
	7330 · Sanitation-Stn2	
	Annual Septic Permit	500.00
	Septic Monitoring Fee	400.00
	Total 7330 · Sanitation-Stn2	900.00
	7930 · Interest Expense	1,820.00
	Total 61 · Fire Department-Services/Suppli	91,238.00
	62 · Park & Rec-Services/Supplies	
	7322 · Utilities - Park & Rec	
	Electricity Outdoor	700.00
	Park Garbage	200.00
	Park Water	1,530.00
	Total 7322 · Utilities - Park & Rec	2,430.00
	Total 62 · Park & Rec-Services/Supplies	2,430.00
	63 · Street Lights-Services/Supplies	
	7323 · Utilities - Street Lights	
	Street Lights Electricity	5,400.00
	Total 7323 · Utilities - Street Lights	5,400.00
	7340 · Street Lights Expenses	0.00
	Total 63 · Street Lights-Services/Supplies	5,400.00
	64 · Admin-Services/Supplies	
	6280 · Memberships/Certs	1,000.00
	6015 · Annex/Consolidation/Parcel Tax	0.00
	6080 · Household Supplies	500.00
	6400 · Office expense	3,500.00
	6405 · Office Equip & Furnishings	1,000.00
	6410 · Mail and Postage Supplies	250.00
	6500 · Other Professional Svcs	2,500.00
	6587 · LAFCO	620.00
	6610 · Legal	8,000.00
	6630 · Audit	4,950.00
	6634 · Bank Fees	0.00
	6800 · Publications and Legal Notices	270.00
	7051 · Refunds	0.00
	Total 64 · Admin-Services/Supplies	22,590.00
	65 · Vegetation Management	
	6540 · Chipper Maintenance	1,400.00
	6545 · Boom Truck Maintenance	1,500.00
	65 · Vegetation Management - Other	50.00
	Total 65 · Vegetation Management	2,950.00
	6100 · Insurance	56,920.00
	6140 · Apparatus Maintenance	9,000.00
	6180 · Maintenance-Bldg & Imp.	
	Parks Maintenance-Playground	2,500.00
	Brush Removal	0.00
	6180 · Maintenance-Bldg & Imp. - Other	2,000.00
	Total 6180 · Maintenance-Bldg & Imp.	4,500.00
	6462 · COVID-19 Expenses	
	7120 · Training	10,000.00
	7320 · Utilities	0.00
	7335 · Park Development	10,000.00
	7910 · Principal Payment	0.00

		Budget
		Jul '23 - Jun 24
	7920 · Interest Paid	0.00
	7950 · E5266 Strike Team	0.00
	Total 60 · Services/Supplies	215,028.00
	85 · Capital-Fixed Asset Expense	
	8560 · Equipment (F/A)	8,000.00
	8570 · Structure	0.00
	Total 85 · Capital-Fixed Asset Expense	8,000.00
	Total Expense	349,855.00
	Net Ordinary Income	66.50
	Other Income/Expense	
	Other Expense	
	Depreciation Expense	
	Equipment	0.00
	Buildings	0.00
	Total Depreciation Expense	0.00
	Total Other Expense	0.00
	Net Other Income	0.00
	Net Income	66.50

"P1" CALCULATION OF APPROPRIATION LIMITS

	22-23	23-24
PER CAPITA INCREASE	1.0755	1.0444
POPULATION CHANGE	1.0054	0.9947
POPULATION FACTOR USED	(UNICORP TOTAL)	(COUNTY TOTAL)
<u>FIRE DISTRICTS:</u>		
71301 RANCHO ADOBE	7,420,119 *	7,708,500
71451 GRATON	1,788,255	1,857,755
71551 KENWOOD	809,061	840,505
71601 MONTE RIO	1,215,493	1,262,733
71750 SCHELL-VISTA	2,144,043 *	2,227,371
71801 GOLD RIDGE	5,711,999	5,933,994
71901 SONOMA COUNTY FIRE DISTR	37,000,000 *	38,437,993
71951 NORTHERN SONOMA COUNTY	1,428,588 *	1,484,110
72001 TIMBER COVE	304,299	316,125
72051 CLOVERDALE	2,296,121	2,385,359
72751 NORTH SONOMA COAST	3,597,188	3,736,992
72901 SONOMA VALLEY FIRE DISTRICT	22,531,498	23,407,177
SUBTOTAL	86,246,664	89,598,614
<u>REC & PARK DISTRICTS:</u>		
72151 CAMP MEEKER	343,829	357,192
72251 MONTE RIO	408,897 *	424,788
72301 RUSSIAN RIVER	707,797	735,305
SUBTOTAL	1,460,523	1,517,285
<u>OTHER DISTRICTS:</u>		
72550 OCCIDENTAL CSD	480,096	498,755
72601 CAZADERO CSD	432,883	449,707
72701 COAST LIFE SUPPORT	2,935,679	3,049,773
74501 SONOMA COUNTY TRANSPORTATION AUTHORITY	60,051,555	62,385,439
74807 SONOMA COUNTY LIBRARY	50,587,150	52,553,203
76151 FORESTVILLE WTR	219,873	228,418
76901 BODEGA BAY P.U.D.	931,387	967,585
77051 NO SO CO HOSPITAL	21,832,195	22,680,696
78350 SMART	163,175,521 *	169,517,285
SUBTOTAL	300,646,339	312,330,861
TOTAL LOCAL BOARDS	388,353,526	403,446,760

*Figure Adopted by district replaces limit calculated by the Auditor's Office.

DISCUSSION ITEMS

FINANCIALS

Cazadero Community Services District
Bills Presented for Payment
June 15 through July 12, 2023

Date	Num	Name	Amount
Jun 15 - Jul 12, 23			
06/16/2023	EFT	Comcast	-210.27
06/28/2023	EFT	Comcast	-174.96
06/15/2023	EFT	Recology Sonoma Marin	-55.96
07/10/2023	EFT	Frontier Communications	-256.71
07/10/2023	EFT	Frontier Communications	-80.18
07/10/2023	EFT	Frontier Communications	-302.29
07/07/2023	EFT	P. G. & E.	-463.96
07/03/2023	EFT	P. G. & E.	-96.09
07/03/2023	EFT	P. G. & E.	-323.60
07/12/2023	E-pay	EFTPS	-1,000.44
07/04/2023	10336	USPS	-178.00
07/01/2023	10337	Caplan, Nancy K.	-415.57
07/01/2023	10338	Dewart, Alan	-1,371.04
07/01/2023	10339	Endsley, Stephanie R	-184.70
07/01/2023	10340	Krausmann, Steven M	-606.80
07/01/2023	10341	Kulczewski, Sharon	-722.89
07/01/2023	10342	Schanz, Eric E.	-461.75
07/01/2023	10343	Shane, Stephen	-184.70
07/12/2023	10344	Bank of America Business Mastercard	-487.00
07/12/2023	10345	Barry, Paul	-63.00
07/12/2023	10346	Caplan, Nancy	-11.92
07/12/2023	10347	CAPRI	-2,201.50
07/12/2023	10348	CARPD	-500.00
07/12/2023	10349	Cazadero Supply	-2,013.02
07/12/2023	10350	Complete Welders Supply	-84.10
07/12/2023	10351	Dewart, Al	-26.27
07/12/2023	10352	Kulczewski, Sherry	-78.64
07/12/2023	10353	Sonoma County ACTTC-LAFCO	-517.00
07/12/2023	10354	United Forest Products LLC	-1,302.00
07/12/2023	10355	Kulczewski, Sherry	-151.00
07/12/2023	10356	Nick Barbieri Trucking, LLC	-2,481.72
Jun 15 - Jul 12, 23			-17,007.08

CORRESPONDENCE

June 23, 2023

TO: CAPRI Member Districts

FROM: Matthew Duarte, Executive Director

RE: CAPRI General Liability & Property Coverage – Change to Insurance Policy

Dear CAPRI Member:

I am writing to inform you of an upcoming change to your District's insurance policy under the CAPRI Memorandum of Coverage ("MOC"). At the CAPRI Board Meeting on Wednesday, June 21st, the CAPRI Board of Directors voted to amend the General Liability & Property MOC and reduce the amount of available earthquake coverage effective **July 1, 2023**. This amendment was made after deliberation by the Board and in consideration of the rising costs of insurance and the best interests of the membership at large.

Historically, CAPRI's legacy earthquake coverage was a shared policy that had a modest limit of \$5M per occurrence and in the aggregate. This meant that in the event of an earthquake-related loss, all affected CAPRI members would share the \$5M proceeds from the policy (i.e. If five districts were impacted, each would split the \$5M policy less their \$50,000 deductible.) Notably, in the history of the policy, no CAPRI members had ever had an earthquake related-claim.

Following tens of billions of insurer losses flowing from natural disasters across the nation over the last several years, the property insurance market has continued to be a challenge for the public and private sectors, alike. Moreover, California in particular has become a difficult market to place -- as evidenced by two major carriers (Allstate and StateFarm) announcing their withdrawal from the State. While being self-insured has insulated our membership from a lot of these market pressures, earlier this month CAPRI's excess property insurance carrier informed us that renewing the earthquake coverage for 2023-2024 would cost the pool an additional **\$800,000.00**. As a result, the CAPRI Board instead concluded it best to capture the member-wide cost savings and *decline* the legacy earthquake coverage for the upcoming fiscal year.

In order to assist the members in the transition away from the prior coverage, the CAPRI Board further directed that the MOC be amended to cover earthquake-related losses up to \$150,000 per occurrence. This level of coverage will serve to assist in any immediate clean-up efforts and help facilitate the potential recovery of any additional losses from emergency management services like FEMA and/or CalOES. We appreciate the CAPRI Board's thoughtfulness in reaching this decision and providing a financially sound insurance option for our members.

We do recognize this policy change comes on the eve of the new fiscal year and we apologize for any inconvenience this may cause you and your District. Unfortunately, the excess insurance quotes are now arriving in June which requires the Board to make these type of policy decisions that go into effect in only a few short weeks. However, we have been in communication with our brokers at Alliant and made arrangements for members to supplement their earthquake coverage if your District so desires. **If you would like to request a quote for additional earthquake insurance for your District as a whole or for specific properties in your District, please send me an email at mduarte@capri-jpa.org as soon as possible and we will work together with Alliant to explore your options.**

If you have any questions or wish to discuss your coverage further, please feel free to reach out. We hope you are off to a great start to your Summer and look forward to a great new fiscal year!

Sincerely,



Matthew Duarte
Executive Director



DEPARTMENT OF FORESTRY AND FIRE PROTECTION
OFFICE OF THE STATE FIRE MARSHAL
 P.O. Box 944246
 SACRAMENTO, CA 94244-2460
 (916) 568-3800
 Website: www.fire.ca.gov



June 26, 2023

CORRECTED

Dear Valued Stakeholder,

CAL FIRE - Office of the State Fire Marshal will begin an additional public comment period for the regulatory adoption process of the Fire Hazard Severity Zone (FHSZ) map. After carefully reviewing more than a thousand comments, adjustments were made to the map which resulted in just over 100,000 acres receiving an updated designation. Public comment on the updated zones is being accepted through August 9, 2023. This public comment period allows for communities to review the updated map and provide additional feedback. The public may submit written comment at the address below or through email at FHSZcomments@fire.ca.gov.

This extended comment period includes specific map changes made to the November 21, 2022, regulatory map from comments received during the public comment period from December 16, 2022, to April 4, 2023. Additionally, additional data sets have been posted online should the public wish to also review and comment on these. The data is available at osfm.fire.ca.gov/FHSZ and consists of additional technical data, including intermediate modeling steps and approximately 22 spatial datasets, and several associated tables.

Written comments may be submitted by U.S. mail to the following address:

Office of the State Fire Marshal
 C/O: FHSZ Comments
 California Department of Forestry and Fire Protection
 P.O. Box 944246
 Sacramento, CA 94244-2460

CAL FIRE's fire scientists, and wildfire mitigation experts, developed the map using a science-based and field-tested model that assigns a hazard score based on the factors that influence fire likelihood and fire behavior. Many factors are considered, such as fire history, existing and potential fuel (natural vegetation), predicted flame length, blowing embers, terrain, and typical fire weather for an area. These zones fall into the following classifications – moderate, high, and very high.

Overall, the map shows increased fire hazard, reflecting California's increase in wildfire severity as a result of many factors including a changing climate. The map has been updated to more accurately reflect the zones in California that are susceptible to wildfire, to help provide transparency for planning and preparedness efforts, and to provide communities a forecasting tool so that the public can take steps to prevent and prepare for wildfire. The hazard mapping process

Stakeholder
Page 2
June 26, 2023

incorporates local climate data and changes in burn probability based on recent trends in fire occurrence. The model was reviewed and validated by members of the science community, as well as with outreach with various stakeholders including insurance, building, fire, and local agencies.

In order to help California residents better understand the FHSZ map and answer questions, CAL FIRE has created a public toolkit on its website to include new and easy to follow sections, including maps, frequently asked questions, and an automated “hotline” to contact for specific information. ~~The new website also includes dates, times, and locations of FHSZ public hearings that will be held in the 56 Counties that have FHSZs within the SRA.~~ For information about FHSZs, visit the program’s website at osfm.fire.ca.gov/FHSZ. The public can also call an automated hotline at (916) 633-7655.

Following the adoption of the SRA FHSZ Map, CAL FIRE - Office of the State Fire Marshal will begin providing local agencies updated FHSZ maps for Local Responsibility Areas. Under California Government Code 51178, the State Fire Marshal is required to provide local agencies with the areas within their jurisdiction that meet FHSZ criteria for their local adoption and implementation.

For information about FHSZs, visit the program’s website at osfm.fire.ca.gov/FHSZ. If you have additional questions, please feel free to contact our Team at FHSZinformation@fire.ca.gov.

Sincerely,



Daniel Berlant
Acting State Fire Marshal / Deputy Director
Community Wildfire Preparedness & Mitigation
CAL FIRE – Office of the State Fire Marshal



**DEPARTMENT OF FORESTRY AND FIRE PROTECTION
OFFICE OF THE STATE FIRE MARSHAL**

715 'P' Street, Suite 900
PO Box 944246
SACRAMENTO, CA 94244-2460
Website: www.fire.ca.gov



**GENERAL PUBLIC INTEREST
ADDITIONAL WRITTEN COMMENT PERIOD**

**California Code of Regulations
TITLE 14. Natural Resources
DIVISION 1.5. Department of Forestry and Fire Protection
CHAPTER 7. Fire Protection
SUBCHAPTER 3. Fire Hazard
ARTICLE 1. Fire Hazard Severity
SECTION 1280.01. Fire Hazard Severity Zones in the SRA**

**TITLE 19. Public Safety
DIVISION 1. State Fire Marshal
CHAPTER 17. Fire Hazard Severity Zones, 2022**

NOTICE OF ADDITIONAL WRITTEN COMMENT PERIOD

On December 16, 2022, the Office of the State Fire Marshal published a Notice of Proposed Action concerning the Regulations Relating to Fire Hazard Severity Zones in the State Responsibility Area. (California Regulatory Notice Register 2022, No. 50-Z, December 16, 2022, p. 1490.)

The original written comment period for this action was:
December 16, 2022, through February 3, 2023.

The Department then provided an additional written comment period to allow more time for review of the map entitled "State Responsibility Area Fire Hazard Severity Zones." The additional written comment period for this action was:
February 3, 2023, through April 4, 2023.

The Department is now providing an additional written comment period to allow for review of changes made to the map entitled "State Responsibility Area Fire Hazard Severity Zones" dated June 15, 2023. This written comment period also allows for review of the intermediate data used to create the map. The additional written comment availability is:
June 26, 2023, through August 9, 2023.

Written comments may be submitted by U.S. mail to the following address:

Office of the State Fire Marshal
California Department of Forestry and Fire Protection
P.O. Box 944246
Sacramento, CA 94244-2460
Attn: Scott Witt, Deputy Chief

Written comments can also be hand delivered or sent by courier to the contact person listed in this notice at the following address:

California Department of Forestry and Fire Protection
Office of the State Fire Marshal
C/O: Scott Witt
California Natural Resources Building
715 P Street, 9th floor
Sacramento, CA 95818

Written comments may also be delivered via e-mail at the following address:

fhszcomments@fire.ca.gov

AVAILABILITY OF DOCUMENTS

The Additional Written Comment Period, Notice of Proposed Action, Initial Statement of Reasons, Express Terms (TEXT) of Regulations, and any other materials concerning this rulemaking can be accessed on the Office of the State Fire Marshal website: [Title 19 Development \(ca.gov\)](#) under the tab titled: (FHSZ) Fire Hazard Severity Zones Classification in the State Responsibility Area.

Text (**Modified**) Title 14 and Title 19

Title 14. Natural Resources
Division 1.5. Department of Forestry and Fire Protection* (Refs & Annos)
Chapter 7. Fire Protection* (Refs & Annos)
Subchapter 3. Fire Hazard
Article 1. Fire Hazard Severity
Section 1280.01

~~**1280.01. Fire Hazard Severity Zones in the SRA.**~~

~~The fire hazard severity zones and the rating reflecting the degree of severity of fire hazard that is expected to prevail in those zones, shall be designated by the Director and delineated on a series of maps on file in the Sacramento Office of the Department of Forestry and Fire Protection, Fire and Resources Assessment Program, 1300 U St. The official maps are also filed electronically on the Department's web site, <https://osfm.fire.ca.gov/divisions/community-wildfire-preparedness-and-mitigation/wildland-hazards-building-codes/fire-hazard-severity-zones-maps/>. The maps are entitled "Fire Hazard Severity Zones in [State Responsibility Area] SRA," dated November 7, 2007, and are incorporated by reference.~~

~~Credits~~

~~NOTE: Authority cited: Sections 4202, 4203 and 4204, Public Resources Code.
Reference: Sections 4201, 4202, 4203 and 4204, Public Resources Code; and Section 51179, Government Code.~~

~~Regulations previously found in this section are now adopted as Title 19, Division 1. State Fire Marshal, Chapter 17. Fire Hazard Severity Zone, Article 1. Fire Hazard Severity Zone Classification Section 1280.01.~~

~~Credits NOTE: Authority cited: Sections 4202, 4203 and 4204, Public Resources Code.
Reference: Sections 4125, 4201, 4202, 4203 and 4204, Public Resources Code; and Section 51179, Government Code.~~

Title 19 Public Safety
Division 1. State Fire Marshal
Chapter 17. Fire Hazard Severity Zone
Article 1. Fire Hazard Severity Zone Classification

Section 1280. Definitions
Section 1280.01. Fire Hazard Severity Zones in the SRA

1280.00. Definitions.

The following definitions apply to Title 19 of the California Code of Regulations (19 CCR), Division 1, Chapter 17, Article 1.

State Fire Marshal: The State Fire Marshal or their designee.

Local responsibility area (LRA): Those areas of land classified by the Board of Forestry and Fire Protection (Board) where the financial responsibility of preventing and suppressing wildfires is not that of the state or federal government, pursuant to Public Resources Code (PRC) section 4125.

Portable document format (PDF): file format used to present and exchange documents reliably, independent of software, hardware, or operating system. PDF is an open standard maintained by the International Organization for Standardization (ISO).

State Responsibility Area (SRA): As defined in Public Resources Code section 4102.

Very high fire hazard severity zone (VHFHSZ): as defined in Government Code section 51177(i).

Credits

NOTE: Authority cited: Sections 4202, 4203 and 4204, Public Resources Code.
Reference: Sections 4125, 4201, 4202, 4203 and 4204, Public Resources Code; and
Section 51179, Government Code.

1280.01. Fire Hazard Severity Zones in the SRA.

The fire hazard severity zones and the rating reflecting the degree of severity of fire hazard that is expected to prevail in those zones, shall be designated by the State Fire Marshal and delineated on a map on file in the Sacramento Office of the Department of Forestry and Fire Protection, Office of the State Fire Marshal, Fire and Resources Assessment Program, 715 P Street.

The map, approved by the Office of the State Fire Marshal, is hereby incorporated by reference and entitled "State Responsibility Area Fire Hazard Severity Zones" dated ~~November 21, 2022~~ June 15, 2023.

The official map is also filed electronically on the following website:

<https://osfm.fire.ca.gov/fire-hazard-severity-zones>

Credits

NOTE: Authority cited: Sections 4202, 4203 and 4204, Public Resources Code.

Reference: Sections 4201, 4202, 4203 and 4204, Public Resources Code; and Section 51179, Government Code.

**Addendum to the INITIAL STATEMENT OF REASONS (ISOR)
Second 45 Day Comment Period June 26, 2023, to August 9, 2023**

**California Code of Regulations
Title 14. Natural Resources
Division 1.5. Department of Forestry and Fire Protection* (Refs & Annos)
Chapter 7. Fire Protection* (Refs & Annos)
Subchapter 3. Fire Hazard
Article 1. Fire Hazard Severity
Section 1280.01**

**Fire Hazard Severity Zone Designations and Ratings
in the State Responsibility Area:**

Introduction:

Public Resources Code (PRC) Section 4204 requires the State Fire Marshal (SFM) to periodically review and revise the Fire Hazard Severity Zone (FHSZ) designations and ratings in the State Responsibility Area (SRA). If the review results in revisions to the designations or ratings, the Office of the State Fire Marshal (OSFM) is required to transmit the proposed regulations to each impacted county and hold a public hearing, compliant with PRC Section 4203.

There are three FHSZ designations, based on increasing fire hazard. Hazard is based on the physical conditions that create a likelihood and potential fire behavior over a 30 to 50-year period. Classification of a zone as Moderate, High, or Very High fire hazard is based on a combination of how a fire will behave and the probability of flames and embers threatening buildings. Each area of the map gets a score for flame length, embers, and the likelihood of the area burning.

The SRA is made up of areas of the state in which the financial responsibility of preventing and suppressing fires has been determined to be primarily the responsibility of the state.

The boundaries of the SRA are identified by the Board of Forestry and Fire Protection, as directed by PRC Section 4125, using the criteria provided in PRC Sections 4126-4135.

Problem Statement:

PRC Section 4201 requires that FHSZ classifications are used to identify the most effective measures for fire prevention, intensity, and spread; in order to reduce the threat to resources, life, or property. PRC Section 4202 outlines the technical requirements for the classification development.

Improved fire science, data, and mapping techniques are now available to identify the most effective measures for fire prevention, intensity, and spread. The technical requirements for the classifications, located in PRC Section 4202, have also been amended. The new FHSZ map is intended to map fire hazard based on fuel loading, slope, fire weather, and other relevant

factors present, including areas where winds have been identified by the department as a major cause of wildfire spread. These factors are combined into the term “hazard” to refer to the physical conditions that create fire behavior that can lead to damage.

Based on these factors, there is substantial evidence that the current FHSZ classifications must be updated to effectuate the purpose of PRC Sections 4201 and 4202. The current FHSZ classifications are incorporated by reference into CCR14 Section 1280.01, “Fire Hazard Severity Zones in [State Responsibility Area] SRA,” dated November 7, 2007.

A Statement of the Specific Purpose of Each Adoption, Amendment, or Repeal:

The adoption of an updated version of the FHSZ SRA map and the repeal of the current map as documents incorporated by reference will provide directly affected persons with improved resources to identify the most effective measures for fire prevention, intensity, and spread; based on their local conditions. These updates are necessary to effectuate the public safety purposes of PRC Sections 4202, 4203, and 4204.

The revisions will also be compliant with legislative mandates found in both Assembly Bill (AB) 9 (Wood, Chapter 255, Statutes of 2021) and AB 1595 (Kehoe, Chapter 366, Statutes of 2008). These statutes amended PRC Sections 4202, 4203, and 4204. New requirements include shifting approval responsibilities from the Director to the SFM and including “areas where winds have been identified by the department as a major cause of wildfire spread” in map development.

The requirements for legal compliance within the OSFM’s regulatory scope are not changed by the FHSZ classifications. In the SRA, fire prevention requirements within the OSFM’s regulatory authority are enforced uniformly. All locations in the SRA are subject to the same requirements, rights, responsibilities, conditions, prescriptions, or other regulatory elements within the OSFM’s jurisdiction.

However, separate statutory mandates outside of the OSFM’s regulatory scope require that all property in High or Very High FHSZs comply with Civil Code 1102.6f, real estate disclosures Assembly Bill 38 (Wood, Chapter 391, Statutes of 2019). These disclosures are known as “AB 38 Defensible Space Inspections,” and are not required for property in Moderate FHSZs. As a result of the proposed regulations, the boundaries of Moderate, High, or Very High FHSZs may shift, altering which properties are required to comply. However, every FHSZ in the SRA is already required to comply with the underlying defensible space requirements of AB 38 located in PRC Section 4291.

Addendum Updates

This addendum includes changes to the map which is incorporated by reference by the regulation. Adjustments were made to the November 21, 2022, FHSZ Map following public comment. These adjustments are reflected in the new map dated June 15, 2023, and resulted in 106,543 acres receiving an updated designation. In 15 counties, public comment revealed issues that supported a map edit, and specific change maps highlighting the nature and extent of these changes are located at osfm.fire.ca.gov/FHSZ . Rerunning the hazard firebrand model

with updated input data impacted zones in non-wildland areas. Updates included changes to the number of modeled brands produced by montane hardwood and east side pine vegetation types. Also, some buffer edges have moved one cell reflecting a precision adjustment in those cases, to show zones in whole 30 meter cells. These model changes amounted to reclassifications statewide.

Additionally, data sets have been posted online and added to the Documents Relied Upon should the public wish to review and comment. The data is available at <https://osfmfhsz.blob.core.windows.net/public/index.html> and consists of additional technical data, including intermediate modeling steps and approximately 22 spatial datasets, and several associated tables.

Evidence Supporting Finding of No Significant Adverse Economic Impact on Any Business.

The OSFM has initially determined that the proposed regulations will not have a significant adverse economic impact on business or incur a cost beyond what a reasonable person could expect. This determination is based on uniform enforcement of fire prevention requirements within the SRA.

Because standards and procedures used to judge compliance with fire prevention requirements are not changed by the FHSZ classifications, a change in the classifications does not create or incur a direct cost to businesses beyond what a reasonable person could expect.

The creation or elimination of jobs within the state.

The proposed regulations are not expected to have a significant impact on the creation or elimination of jobs within the State of California.

The creation of new businesses or the elimination of existing businesses within the state.

It is anticipated that the proposed regulations will not significantly impact the creation or elimination of businesses in California.

The expansion of businesses currently doing business within the state.

It is unlikely that the proposed regulation will encourage or discourage businesses from expanding their business in California.

The benefits of the regulation to the health and welfare of California residents, worker safety, and the state's environment.

The OSFM has determined that this regulatory proposal will benefit public safety by providing directly affected persons with improved resources to identify the most effective measures for fire prevention, intensity, and spread; based on their local conditions. Measures include elements such as wildland-urban interface building standards for new construction, natural hazard real estate disclosure at time of sale, 100-foot defensible space clearance requirements around buildings, and State Minimum Fire Safe Regulations such as road widths, water supply and signage.

Documents Incorporated by Reference.

The maps incorporated by reference in this action are formal publications reasonably available from the OSFM at any time upon request and during the rulemaking action. The map will not be printed in the California Code of Regulations because to do so would be cumbersome, unduly expensive, or otherwise impractical. The map, including the Geographic Information System (GIS) data, are available on the OSFM website located at <https://osfm.fire.ca.gov/fire-hazard-severity-zones>. The link is also provided in the express terms of the proposed amendments to the regulation.

The map, approved by the OSFM, are documents incorporated by reference and entitled "State Responsibility Area Fire Hazard Severity Zones" dated June 15, 2023.

Technical, Theoretical or Empirical Study, Report, or Similar document relied upon.

As part of the development process, a Technical Advisory Committee (TAC) reviewed the model that created the maps. TAC members included members from public agencies, academic institutions, and representatives from the Insurance Institute for Business and Home Safety. These were conversations only, and there were no documents relied upon in connection with these consultations.

The TAC was composed of external subject matter experts in wildland hazard and risk assessment, geospatial modeling, urban-interface fire mechanics, and mechanical engineering. Each TAC member was instructed to work independently, to maintain the perspective of each discipline. The TAC was provided a detailed methods and draft dataset for review for a subset of California and comments received were incorporated where possible into the model revision and development of the statewide SRA map.

A two-kilometer grid of climate data covering the years 2003-2018 was used as the foundation for the model. The previous model used stock weather inputs across the state to calculate wildland fire intensity scores. The updated model will adjust fire intensity scores based on the most extreme fire weather at a given location, considering temperature, humidity, and wind speed. In addition, ember transport is being modeled based on local distributions of observed wind speed and direction values instead of using a generic buffer distance for urban areas adjacent to wildlands. A FHSZ class is assigned based on the average hazard across the area included in the zone.

The fire hazard was modeled and the FHSZ map is built focusing only on fire hazard, which is best understood in terms of the nature of fire. Hazard is based on the physical conditions that create a likelihood and potential fire behavior over a 30 to 50-year period without considering mitigation measures such as home hardening, recent wildfires, or fuel reduction efforts.

Zones in this context are defined as areas that have similar potential fire behavior characteristics. Data used to determine hazard, including both fire behavior and burn probability, are averaged over a minimum zone size of 20 acres in urbanized areas and 200 acres in non-urbanized wildland areas.

The product of the FHSZ model is a GIS data set that can be used to assess hazard. Areas are mapped in Moderate, High, and Very High classifications.

The OSFM maintains an ongoing public outreach campaign to educate the directly affected public about the nature and impacts of FHSZs. This includes materials such as Frequently Asked Questions, an interactive viewer, and a link to the AB 38 Defensible Space Inspection Form/Real Estate Disclosure.

Pursuant to PRC Section 4203, before adopting the new map, the OSFM is required to transmit a copy of the proposed map to the Board of Supervisors of each county where a zone assignment of a rating is designated in the SRA. The transmittal must be at least 45 days before the adoption of the regulation and a public hearing must be held during the 45-day period in each county.

Background about fire prevention can also be found at the following websites:

<https://www.readyforwildfire.org/>

<https://osfm.fire.ca.gov/fire-hazard-severity-zones>

<https://frap.fire.ca.gov/>

Documents Relied Upon:

Vegetation. CAL FIRE FRAP. 2015. <https://map.dfg.ca.gov/metadata/ds1327.html>

Fire history (firep20_1). CAL FIRE FRAP. 2020. <https://frap.fire.ca.gov/frap-projects/fire-perimeters/>

Climate data. Desert Research Institute, California and Nevada Smoke and Air Committee. 2018. <https://cansac.dri.edu/cofframe.php?page=reanalysis.php>

Climatic regions. CAL FIRE FRAP. 2017. [//n] California's Forests and Rangelands 2017 Assessment. <https://frap.fire.ca.gov/media/4babn5pw/assessment2017.pdf>

Urbanized Areas. US Census. 2010. <https://www.census.gov/programs-surveys/geography/guidance/geo-areas/urban-rural/2010-urban-rural.html>

Canopy Cover (source 1). Earth Define LLC. 2020. Tree Map. <https://www.earthdefine.com/treemap/>

Canopy Cover (source 2). Salo Sciences. 2020. California Forest Observatory Canopy Cover. <https://salo.ai/blog/2020/04/observatory-documents>

State Responsibility Area. CAL FIRE. 2020. <https://bof.fire.ca.gov/projects-and-programs/state-responsibility-area-viewer/>

Slope. US Geologic Survey. 2019. 1 arc-second (30 m) DEM.
<https://apps.nationalmap.gov/downloader/>

Watershed boundaries. California Interagency Watershed Mapping Committee. 2018. Calwater 2.2.1.
<https://gispublic.waterboards.ca.gov/portal/home/item.html?id=be2edf6d62f54e7a82594ad7f5464209>

Intermediary Data Sets, CAL FIRE FRAP. 2023.
<https://osfmfhsz.blob.core.windows.net/public/index.html>

Anticipated benefits from this regulatory action:

While this regulatory action has very limited direct impacts, broad compliance with fire prevention measures by directly affected persons results in improved outcomes for the protection of life and property against wildfire.

Measures include more effective use of statutory requirements such as wildland-urban interface building standards for new construction, use of natural hazard real estate disclosure at time of sale, 100-foot defensible space clearance requirements around buildings, and State Minimum Fire Safe Regulations such as road widths, water supply, and signage.

Benefits of the Regulations to the Health and Welfare of California Residents, Worker Safety, and the State’s Environment.

These regulations will provide a direct benefit to the public safety of the people of California. The OSFM has determined that this regulatory proposal will benefit public safety by providing directly affected persons with improved resources to identify the most effective measures for fire prevention and mitigation.

Small Business Determination:

Businesses may self-identify as part of their public participation in the regulatory process. However, the public safety requirements of this program do not require disclosure of business details which would identify a “small business,” as it is defined by Government Code 11342.610.

The OSFM has made the initial determination that these proposed regulations will have no “substantial” effect to small businesses as identified.

Alternatives:

The OSFM has determined that no alternatives would be more effective in carrying out the purpose for which the action is proposed, would be as effective and less burdensome to affected private persons than the proposed action; or would be more cost-effective to affected private persons and equally effective in implementing the statutory policy or other provision of law.

The requirements for legal compliance are not changed by the FHSZ classifications, therefore alternatives to the proposed regulations would not provide an option that would provide a benefit to directly affected persons.

In the SRA, fire prevention requirements are enforced uniformly. All individuals who are legally required to comply with these regulations are located in the SRA. Within the OSFM's regulatory authority, all locations in the SRA are subject to the same requirements, rights, responsibilities, conditions, prescriptions, and other regulatory elements.

Use of Required Standards:

The OSFM has not identified a performance standard which would replace the model used to determine hazard classifications in the SRA and prevent any unnecessary regulatory burden on private individuals. The model used for this development, and the future compliance with development requirements in PRC Section 4202 required a multiyear effort, participation and coordination across multiple governmental agencies, participation by a variety of science and technical professionals. There is no performance standard that can be reasonably expected to be as effective and less burdensome, than the standard included in the proposed regulations.

Facts, evidence, documents, testimony, or other evidence relied upon to support an initial determination that the regulation will not have a significant adverse economic impact on business:

The OSFM has initially determined that the proposed regulations will not have a significant adverse economic impact on business. In the SRA, fire prevention requirements are enforced uniformly. All individuals who are legally required to comply with these regulations are located in the SRA. Within the OSFM's regulatory authority, all locations in the SRA are subject to the same requirements, rights, responsibilities, conditions, prescriptions, and other regulatory elements. As noted above, because the requirements for legal compliance are not changed by the FHSZ classifications, the proposed regulations are not anticipated to have a significant economic impact on businesses.

Coordination with Federal Law:

The SFM has determined that this proposed regulatory action neither conflicts with nor duplicates any federal regulation contained in the Code of Federal Regulations.

SONOMA LOCAL AGENCY FORMATION COMMISSION

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

June 15, 2023

TO: County Administrator, County of Sonoma
City Managers
Clerks to Boards of Directors of Independent Special Districts

FROM: Cynthia Olson, Senior Administrative Analyst

SUBJECT: Sonoma LAFCO Approved Fiscal Year 2023-24 Final Budget

At its meeting on June 7, 2023, the Sonoma Local Agency Formation Commission (LAFCO or Commission) adopted its Fiscal Year 2023-24 Final Budget. The Commission had adopted its Proposed Budget at its meeting on April 5. State law requires consideration of the upcoming year's budget at two noticed budget hearings.

The Commission directed staff to circulate the adopted Final Budget to our funding agencies: the County, Cities, and Independent Special Districts. The 2023-24 Budget will become effective on July 1, 2023.

Overall Budget

The 2023-24 adopted Budget projects expenditures at \$994,237, an increase of \$42,992, or about 5 percent over the current year Adopted Budget of \$951,245. Apportionments from the County, the Cities and the Independent Special Districts, interest from invested cash, and revenue from processing fees fund LAFCO operations. For 2023-24, the Commission approved an increase of five percent in overall agency apportionments and directed that \$183,892 of the Commission's Fund Balance be contributed to reduce agency costs and balance expenditures.

Expenditures

Pursuant to a Memorandum of Understanding between the Commission and the County, LAFCO staff are County employees contracted to LAFCO. The Commission will continue to be staffed at the current 3.7 Full-Time Equivalent level. Increases in salaries and associated costs are due in part to cost of living increases and merit raises for employees. Increases in benefits amounts reflect, in part, projected additional costs in health care coverage. Changes in services and supplies reflect increased costs associated with a bi-annual audit of Commission operations and fees for professional services for CEQA review.

Revenues and Fund Balance

Revenues to fund Commission operations come largely from apportionments from funding agencies. The County pays 40 percent, the Cities, as a whole, pay 40 percent and Independent Special Districts, as a whole, pay 20 percent of the operational costs. A small amount of funding accrues from interest on invested cash. Commission staff tracks processing fee revenues but does not budget for them due to the difficulty of projecting the future number and type of applications.

Commission policy directs that 50% or more of the adopted budget be held in reserve to meet unexpected or unforeseen needs. The reserve amount for FY 2023-24 is \$415,680. Of the remaining

available Fund Balance, the Commission determined to apply \$183,892 to reduce agency apportionments for next year.

As noted, overall apportionments for the upcoming year are projected to increase by five percent over the current fiscal year level, as reflected in the attached spreadsheet. Individual agency apportionments, which are based on revenues reported to the State Controller's Office for FY 2020-21, the most recent available, may vary from the current-year apportionment.

Please note that apportionment amounts for most of the Independent Special Districts will be lower for FY 2023-24 due to the one-time sale of a large asset by one of the funding districts. The revenue generated by the sale substantially increased that district's proportional share of the total revenues thereby increasing its share of the apportionments.

A listing of apportionments by agency is included in this correspondence. The Auditor's Office, which is responsible for calculating, billing, and collecting apportionments will provide invoices to agencies shortly.

If your agency has questions about the Commission's Fiscal Year 2023-24 Final Budget, please contact me at (707) 565-2587 or at Cynthia.Olson@sonoma-county.org.

Attachment

LAFCO APPORTIONMENTS FOR FY 2023-2024

40/40/20 Apportionment (FY 20-21 LAFCO State Controller Annual Report)

Description	Total Revenues	2023/24 Final Allocation
<u>COUNTY</u>		
County General Fund	\$	320,938.00
Total County	\$	320,938.00
<u>CITIES</u>		
Cloverdale	\$ 16,737,797	\$ 5,330
Cotati	\$ 18,250,942	\$ 5,812
Healdsburg	\$ 65,819,022	\$ 20,958
Petaluma	\$ 136,897,959	\$ 43,592
Rohnert Park	\$ 101,886,535	\$ 32,443
Santa Rosa	\$ 561,659,367	\$ 178,847
Sebastopol	\$ 18,491,320	\$ 5,888
Sonoma	\$ 25,450,596	\$ 8,104
Windsor ³	\$ 62,695,546	\$ 19,964
Total Cities	\$ 1,007,889,084	\$ 320,938
<u>INDEPENDENT DISTRICTS</u>		
<u>Ambulance Service:</u>		
Cloverdale Health Care	753,402	828.00
Coast Life Support	3,180,152	3,497.00
Subtotal	3,933,554	4,325.00
<u>Cemetery:</u>		
Green Valley	18,564	20.00
Shiloh	647,523	712.00
Subtotal	666,087	732.00
<u>Fire Protection:</u>		
Bodega Bay	2,473,552	2,720.00
Cazadero CSD ¹	439,945	484.00
Cloverdale	1,981,228	2,179.00
Forestville	1,898,429	2,087.00
Geyserville	2,976,988	3,273.00
Gold Ridge	3,423,712	3,765.00
Graton	1,673,528	1,840.00
Kenwood	1,119,027	1,230.00
North Sonoma Coast	1,480,803	1,628.00
Monte Rio	1,054,437	1,159.00
Occidental CSD ⁴	823,484	905.00
Rancho Adobe	6,330,026	6,961.00
Schell-Vista	1,888,562	2,077.00
Sonoma County ²	17,075,307	18,777.00
Sonoma Valley	8,841,591	9,722.00
Timber Cove	452,668	498.00
Subtotal	53,933,287	59,305.00
<u>Pest Control</u>		
Marin/Sonoma Mosq & Vect	10,052,024	11,053.00
Subtotal	10,052,024	11,053.00

<u>Recreation & Park:</u>		
Camp Meeker ⁴	89,985	99.00
Cazadero CSD ⁴	30,285	33.00
Monte Rio	390,944	430.00
Russian River	465,250	512.00
Subtotal	976,464	1,074.00
<u>Resource Conservation:</u>		
Gold Ridge RCD	56,058	62.00
Sonoma RCD	586,800	645.00
Subtotal	642,858	707.00
<u>Waste Disposal:</u>		
Bodega Bay PUD ⁴	1,691,880	1,860.00
Forestville Water District ⁴	1,179,463	1,297.00
Graton CSD	1,077,965	1,185.00
Subtotal	3,949,308	4,342.00
<u>Water Utility:</u>		
Bodega Bay PUD ₄	1,570,631	1,727.00
Camp Meeker Rec & Park ⁴	436,256	480.00
Forestville Water ₄	1,357,163	1,492.00
North Bay Water	30,499	34.00
Occidental CSD ⁴	204,568	225.00
Rains Creek Water	126,716	139.00
Russian River Water	583,895	642.00
Sonoma Mtn Water	93,846	103.00
Sweetwater Springs Water	3,875,348	4,262.00
Timber Cove Water	705,418	776.00
Valley of the Moon Water	6,659,230	7,322.00
Subtotal	15,643,570	17,202.00
<u>Health/Hospital:</u>		
North Sonoma County ⁵	3,434,467	3,776.00
Healthy Petaluma District ⁶	52,704,626	57,953.00
Subtotal	56,139,093	61,729
Total Independent Dists	145,936,245	160,469.00
GRAND TOTALS	1,153,825,329	802,345.00

¹As of 2016-17, Cazadero CSD Lighting/Landscape Maintenance revenues are combined with the

²Bodega Bay, Bennett Valley, Rincon Valley, Roseland, Russian River and Windsor Fire Protection District have reorganized into Sonoma County Fire District. The former districts' revenues are combined to provide a single apportionment amount for the reorganized district.

³Revenues from Windsor Water District are combined with revenues for the Town of Windsor.

⁴District revenues reported in multiple categories are consolidated before billing.

⁵Health Care Districts operating a hospital have no apportionment until the fiscal year following positive net from operations.

⁶Higher single year revenue due to sale of hospital.

SONOMA LAFCO
Proposed FY 2023-24 FINAL BUDGET
June 7, 2023

EXPENDITURES- SALARIES AND BENEFITS

Account	Description	2021-22 Adopted	2021-22 Year End Actuals	2022-23 Adopted	2022-23 Year End Projections	2023-24 Proposed ¹
50101	Regular Earnings	\$ 421,917	\$ 259,951	\$ 438,170	\$ 330,699	\$ 455,473
50110	Cash Allowance	\$ 26,653	\$ 13,984	\$ 26,653	\$ 20,521	\$ 26,551
50114	Bds & Commissions	\$ 9,600	\$ 3,400	\$ 9,600	\$ 7,875	\$ 9,600
50201	County Retirement	\$ 174,328	\$ 96,482	\$ 157,719	\$ 108,299	\$ 159,778
50205	FICA/Medicare	\$ 32,458	\$ 20,899	\$ 33,846	\$ 25,453	\$ 35,766
50301	Health Insurance	\$ 55,387	\$ 25,063	\$ 60,951	\$ 46,812	\$ 76,000
50304	HRA	\$ 3,270	\$ 1,805	\$ 3,270	\$ 2,869	\$ 3,257
50306	Disability	\$ 2,600	\$ 1,556	\$ 2,695	\$ 2,039	\$ 2,797
50307	Dental Insurance	\$ 4,004	\$ 1,780	\$ 3,995	\$ 2,155	\$ 3,995
50308	Life Insurance	\$ 607	\$ 365	\$ 632	\$ 452	\$ 661
50309	Vision Insurance	\$ 662	\$ 353	\$ 662	\$ 515	\$ 662
50310	Unemploy. Insurance	\$ 104	\$ 60	\$ 155	\$ 111	\$ 108
50401	Workers Compensation	\$ 5,927	\$ 3,634	\$ 6,209	\$ 4,786	\$ 7,345
50501	Other Expenses	\$ 108	\$ 47	\$ 97	\$ 69	\$ 96
50502	Deferred Compensation	\$ 15,813	\$ 9,682	\$ 16,443	\$ 11,468	\$ 17,153
Total Salaries and Benefits		\$ 753,438	\$ 439,061	\$ 761,096	\$ 564,122	\$ 799,242

¹ Based on 3.7 FTE

SERVICES AND SUPPLIES

Account	Description	2021-22 Adopted	2021-22 Year End Actuals	2022-23 Adopted	2022-23 Year End Projections	2023-24 Proposed
51206	Auditing Services	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ 17,000
51207	Auditor Accting Svces	\$ 5,000	\$ 6,278	\$ 5,000	\$ 7,000	\$ 7,000
51211	Legal Services	\$ 25,000	\$ 17,484	\$ 25,000	\$ 38,000	\$ 35,000
51249	Professional Services	\$ 35,000	\$ 20,953	\$ 35,000	\$ 20,000	\$ 35,000
51301	Legal Notices	\$ 5,000	\$ 2,186	\$ 2,500	\$ 2,500	\$ 2,500
51421	Rents & Leases	\$ 45,150	\$ 43,248	\$ 45,500	\$ 45,500	\$ 43,000
51602	Travel Expense	\$ 5,000	\$ -	\$ 5,000	\$ 3,800	\$ 5,000
51605	Private Car Expense	\$ 500	\$ -	\$ 500	\$ 500	\$ 500
51901	Communications	\$ 2,600	\$ 2,457	\$ 2,600	\$ 2,500	\$ 2,700
51904	ISD-Data Processing	\$ 26,000	\$ 25,121	\$ 26,000	\$ 25,000	\$ 27,000
51905	Info Systems -Develop.	\$ 500	\$ -	\$ 500	\$ -	\$ -
51906	ISD-Supp. Website	\$ 500	\$ 3,000	\$ 1,000	\$ -	\$ 1,000
51911	Postage	\$ -	\$ 7,198	\$ 1,000	\$ 800	\$ 1,000
51915	Printing	\$ 2,000	\$ 734	\$ 500	\$ -	\$ 500
51916	County Services	\$ 1,000	\$ 1,172	\$ 11,000	\$ 9,000	\$ 3,000
52091	Memberships	\$ 12,500	\$ 7,639	\$ 8,233	\$ 8,233	\$ 8,913
52111	Office Expense	\$ 7,848	\$ 7,848	\$ 4,000	\$ 3,800	\$ 4,000
52181	Business Meals/Supplies	\$ 5,000	\$ 3,064	\$ -	\$ -	\$ -
57015	Major Equip. Replace.	\$ 1,800	\$ 1,816	\$ 1,816	\$ 1,816	\$ 1,882
Total Services & Supplies		\$ 180,398	\$ 150,197	\$ 190,149	\$ 183,449	\$ 194,995
Total Expenditures		\$ 933,836	\$ 589,258	\$ 951,245	\$ 747,571	\$ 994,237

SONOMA LAFCO
Proposed FY 2023-24 FINAL BUDGET
June 7, 2023

REVENUES

Account	Revenue Source	2021-22 Adopted	2021-22 Year End Actuals	2022-23 Adopted	2022-23 Year End Projections	2023-24 Preliminary
42601	County	\$ 296,753	\$ 296,753	\$ 305,656	\$ 305,656	\$ 320,938
42627	Special Districts	\$ 148,376	\$ 148,308	\$ 152,827	\$ 152,827	\$ 160,469
42628	Cities	\$ 296,753	\$ 296,753	\$ 305,656	\$ 305,656	\$ 320,938
Total Intergovernmental Revenue		\$ 741,882	\$ 741,814	\$ 764,138	\$ 764,138	\$ 802,345
44002	Interest Pooled Cash	\$ 10,000	\$ 5,627	\$ 5,000	\$ 11,000	\$ 8,000
45061	Fees for Services	\$ -	\$ 64,358	\$ -	\$ 40,000	\$ -
47103	Comp Equip Replacement	\$ -	\$ 6,598	\$ -	\$ -	\$ -
Other Revenue Sources		\$ 10,000	\$ 76,582	\$ 5,000	\$ 51,000	\$ 8,000
Total Projected Revenues		\$ 751,882	\$ 818,396	\$ 769,138	\$ 815,138	\$ 810,345
Use of Fund Balance		\$ 181,954	\$ (229,138)	\$ 182,107	\$ (67,568)	\$ 183,892
Total Revenue Sources		\$ 933,836	\$ 589,258	\$ 951,245	\$ 747,571	\$ 994,237

FUND BALANCE

Beginning 2020-21 Fund Balance	\$ 508,894
Added to 2020-21 Fund Balance	\$ 25,760
Beginning 2021-22 Fund Balance	\$ 534,654
Added to Fund Balance	\$ 229,138
Beginning 2022-23 Fund Balance	\$ 763,792
Projected Addition to Fund Balance	\$ 67,568
Projected Beginning 2023-04 Fund Balance	\$ 831,360
Fiscal Reserve (50% of Operating Expense)	\$ 415,680