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

Special Board Meeting Agenda
June 16, 2021 ~ 7:00PM
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 SPECIAL MEETING FOR JUNE 16, 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/81288780000?pwd=Q2huRGJkd1Brc25mOThnWjErVEZxdz09

Telephone number: 1 (669) 900-6833, Meeting ID 812 8878 0000, Password 535540 #

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 pbarrry@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.

ACTION ITEMS

1. **2021-2022 FY Budget** – Discussion/Action – Review and approve preliminary 2021-2022 FY Budget.

ADJOURNMENT

Cazadero Community Services District

Profit & Loss Budget Performance

July 2017 through June 2021

	Actuals			Through June 12, 2021	Budget	Proposed Budget
	Jul '17 - Jun 18	Jul '18 - Jun 19	Jul '19 - Jun 20	Jul '20 - Jun 21	*Jul '20 - Jun 21*	Jul '21 - Jun 22
Ordinary Income/Expense						
Income						
10 · Tax Revenue						
1000 · Property Taxes-CY Secured	250,745.66	270,272.06	273,779.14	287,143.02	*283,950.00*	290,000.00
1011 · SB 2557 Prop Tax Admin	-3,221.11	-3,293.00	-3,349.06	-3,142.17	*-3,325.00*	-3,325.00
1020 · Prop Tax-CY Supplemental	5,263.63	6,021.73	2,806.86	5,264.62	*5,700.00*	5,700.00
1040 · Prop Tax-CY Unsecured	7,048.31	7,906.97	8,560.27	8,797.25	*7,500.00*	8,000.00
1042 · Cost Reim-Coll DEL CY UNS	-109.14	0.00	0.00	0.00	*-80.00*	-80.00
1060 · Prop Tax-PY Secured	-65.13	-46.08	0.00	-4.50	*-60.00*	-60.00
1080 · Supplemental Prop Tax-PY	-36.70	-21.40	0.00	-4.98	*-30.00*	-30.00
1100 · Prop Taxes-PY Unsecured	87.46	145.89	0.00	143.49	*150.00*	150.00
1105 · 2017 Wildfire Tax Loss	0.00	5,136.81	0.00	0.00		0.00
1106 · State Property Tax Backfill	0.00	0.00	126.19	0.00		0.00
Total 10 · Tax Revenue	259,712.98	286,122.98	281,923.40	298,196.73	*293,805.00*	300,355.00
17 · Use of Money/Property						
1700 · Interest on Pooled Cash	307.69	0.00	54.91	586.74	*530.00*	530.00
1702 · WestAmerica Bank	56.13	701.34	72.95	6.68	*70.00*	70.00
1703 · LAIF Interest	2,378.33	77.75	4,791.07	1,896.52	*3,200.00*	3,200.00
1704 · Comm First CU - Savings	0.00	3,284.90	7.75	9.18	*0.00*	0.00
1801 · Hall Use	0.00	550.00	550.00	0.00	*0.00*	0.00
Total 17 · Use of Money/Property	2,742.15	4,613.99	5,476.68	2,499.12	*3,800.00*	3,800.00
20 · Intergovernmental Revenues						
2080 · Fish & Game in lieu of Prop T	12.63	0.00	6.29	6.21		0.00
2440 · ST-HOPTR	1,749.63	1,758.47	836.51	1,677.60	*1,750.00*	1,750.00
2500 · State-Other Funding (ST)	0.00	148,399.05	40,602.24	0.00	*0.00*	0.00
Total 20 · Intergovernmental Revenues	1,762.26	150,157.52	41,445.04	1,683.81	*1,750.00*	1,750.00
40 · Miscellaneous Revenues						
4040 · Misc. Income						
4040 A · Recruitment/Retention-Region 5	0.00	15,000.00	5,000.00	0.00	*0.00*	0.00
4040 · Misc. Income - Other	43,096.37	775.00	15.00	0.00	*0.00*	0.00
Total 4040 · Misc. Income	43,096.37	15,775.00	5,015.00	0.00	*0.00*	0.00
4050 · State & Local Grants	20,838.00	22,000.00	0.00	32,613.00	*0.00*	0.00
4051 · Federal Grants	0.00	0.00	90,904.00	272,715.04	*0.00*	0.00

	Jul '17 - Jun 18	Jul '18 - Jun 19	Jul '19 - Jun 20	Jul '20 - Jun 21	*Budget* *Jul '20 - Jun 21*	Jul '21 - Jun 22
4105 · Insurance Loss Payment	8,900.54	0.00	0.00	0.00	*0.00*	0.00
4102 · Donations	0.00	0.00	0.00	0.00	*0.00*	0.00
4128 · Dispatch Fee Reimbursement	0.00	0.00	0.00	0.00	*0.00*	0.00
4210 · State of CA EDD Refund	16.80	106.47	0.00	0.00	*0.00*	0.00
Total 40 · Miscellaneous Revenues	72,851.71	37,881.47	95,919.00	305,328.04	*0.00*	0.00
Total Income	337,069.10	478,775.96	424,764.12	607,707.70	*299,355.00*	305,905.00
Gross Profit	337,069.10	478,775.96	424,764.12	607,707.70	*299,355.00*	305,905.00
Expense						
Misc. Operating						
Equipment & Equip Testing	0.00	0.00	0.00	998.00		
Total Misc. Operating	0.00	0.00	0.00	998.00	*0.00*	0.00
50 · Salaries/Employment Benefits						
51 · Fire Department-Salaries/Empl B						
5915 · Fire Department Payroll Expense	0.00	0.00	5,205.84	1,625.76		15,988.00
5911 · Firefighter C & D Reimbursement						
Calls	1,510.00	1,560.00	3,185.00	4,280.00		4,400.00
Drills	2,130.00	2,330.00	4,200.00	3,020.00		3,600.00
Stipend	0.00	0.00	0.00	16,200.00		40,000.00
Strike Team	27,097.92	83,590.72	23,466.24	61,220.04		
5911 · Firefighter C & D Reimbursement - Other	0.00	0.00	0.00	0.00	*33,000.00*	
Total 5911 · Firefighter C & D Reimbursement	30,737.92	87,480.72	30,851.24	84,720.04	*33,000.00*	48,000.00
Total 51 · Fire Department-Salaries/Empl B	30,737.92	87,480.72	36,057.08	86,345.80	*33,000.00*	63,988.00
52 · Park & Rec-Salaries/Employ Bene						
5912 · Park & Rec Payroll Expenses	0.00	0.00	0.00	720.00		7,346.00
Total 52 · Park & Rec-Salaries/Employ Bene	0.00	0.00	0.00	720.00	*0.00*	7,346.00
54 · Admin-Salaries/Employ Benefits						
5914 · Admin Payroll Expenses	0.00	20.00	0.00	12,037.50		22,238.00
Total 54 · Admin-Salaries/Employ Benefits	0.00	20.00	0.00	12,037.50	*0.00*	22,238.00
5910 · Payroll Expenses	18,585.51	30,787.47	38,175.24	33,270.21	*39,986.00*	
5922 · FICA Retirement	0.00	0.00	0.00	0.00		
5924 · Medicare	0.00	0.00	0.00	0.00		
5925 · CA Employment Training Tax	0.00	0.00	0.00	0.00		
5935 · Unemployment Insurance	0.00	491.57	0.00	0.00		
5940 · Wrkmn Comp	8,482.00	9,590.00	17,185.00	21,664.00	*10,000.00*	15,000.00
Total 50 · Salaries/Employment Benefits	57,805.43	128,369.76	91,417.32	154,037.51	*82,986.00*	108,572.00
60 · Services/Supplies						

	Jul '17 - Jun 18	Jul '18 - Jun 19	Jul '19 - Jun 20	Jul '20 - Jun 21	*Budget* *Jul '20 - Jun 21*	Jul '21 - Jun 22
61 · Fire Department-Services/Suppli						
6021 · Clothing, Uniform, Personal	0.00	1,307.94	1,310.73	2,306.04	*1,300.00*	1,300.00
6022 · Safety Clothing	11,823.83	488.96	948.77	2,569.61	*12,000.00*	9,000.00
6040 · Communications						
Station 1 Emergency Phones	0.00	1,128.51	1,958.18	2,437.47	*1,020.00*	2,450.00
Stn 1 Internet	1,832.55	1,802.12	1,889.62	1,971.08	*1,887.00*	1,975.00
Stn 1 Telephone	1,778.03	2,503.10	2,425.81	2,559.30	*2,601.00*	2,600.00
Stn 2 Internet	1,350.12	1,192.82	1,349.69	1,445.10	*1,250.00*	1,450.00
Stn 2 Telephone	803.08	997.99	752.33	704.72	*979.00*	750.00
6040 · Communications - Other	-189.00	2,871.13	0.00	0.00	*0.00*	0.00
Total 6040 · Communications	5,574.78	10,495.67	8,375.63	9,117.67	*7,737.00*	9,225.00
6060 · Food	30.00	424.85	461.24	85.31	*500.00*	500.00
6149 · Maintenance-Radio/Pagers	5,791.51	3,550.33	1,907.88	17,873.34	*11,600.00*	5,000.00
6181 · Maintenance - Fire Department						
Bi-Annual Gen Load Test	1,283.66	0.00	894.95	0.00	*1,000.00*	1,000.00
Siren Maintenance	0.00	0.00	0.00	1,988.35	*0.00*	250.00
Station 2	0.00	0.00	0.00	178.32	*500.00*	250.00
Station 1	18,909.68	432.22	4,054.54	2,336.16	*6,500.00*	4,000.00
Total 6181 · Maintenance - Fire Department	20,193.34	432.22	4,949.49	4,502.83	*8,000.00*	5,500.00
6261 · Medical Equip	2,810.93	1,728.47	2,344.50	2,924.51	*3,000.00*	3,000.00
6457 · Computer Chrgs-Firehouse Softwa	0.00	0.00	339.93	99.98	*3,500.00*	2,000.00
6461 · Supplies/Expenses (Maintenance)	0.00	0.00	0.00	96.00	*0.00*	
6510 · Recruitment/Retention	0.00	12,236.63	0.00	0.00	*1,000.00*	1,000.00
6526 · REDCOM	0.00	0.00	0.00	0.00	*0.00*	
6654 · Medical Exam	0.00	0.00	0.00	0.00	*3,000.00*	2,500.00
6881 · Safety Equip	0.00	2,584.35	3,809.70	369.84	*7,500.00*	5,000.00
6820 · Rents and Leases - Equipment	0.00	0.00	0.00	0.00	*0.00*	
6880 · Minor Equipment/Sm Tools	1,188.60	726.96	1,120.16	1,688.91	*3,000.00*	2,500.00
6883 · Fire Equip & Testing	4,471.88	9,822.70	2,068.42	2,331.05	*4,000.00*	3,500.00
7053 · Permits/License/Fees	0.00	0.00	0.00	129.00	*700.00*	500.00
7131 · Textbooks	0.00	0.00	0.00	0.00	*200.00*	200.00
7201 · Gas & Oil	4,033.09	4,984.69	5,597.18	1,874.29	*5,000.00*	5,000.00
7321 · Utilities - Fire Department						
Stn 2 Water	0.00	0.00	0.00	0.00	*408.00*	408.00
Stn 2 Propane	1,261.02	1,739.55	1,459.46	1,087.53	*1,811.00*	1,800.00
Stn 2 Garbage	431.64	517.18	318.29	184.50	*561.00*	560.00

	Jul '17 - Jun 18	Jul '18 - Jun 19	Jul '19 - Jun 20	Jul '20 - Jun 21	Budget Jul '20 - Jun 21	Jul '21 - Jun 22
Stn 2 Electricity	847.13	767.23	916.22	1,080.99	*796.00*	1,090.00
Stn 1 Water	12.06	1,042.73	695.80	601.87	*612.00*	650.00
Stn 1 Propane	3,803.36	2,753.65	1,270.86	2,410.63	*2,056.00*	2,450.00
Stn 1 Garbage	1,224.08	1,265.27	1,559.59	1,063.68	*1,326.00*	1,500.00
Stn 1 Electricity	2,352.54	2,077.66	2,372.60	2,690.70	*2,193.00*	2,700.00
Siren Electricity	248.62	229.83	283.77	281.00	*500.00*	300.00
Septic Monitoring Fee	300.00	350.00	350.00	350.00	*408.00*	400.00
Total 7321 · Utilities - Fire Department	10,480.45	10,743.10	9,226.59	9,750.90	*10,671.00*	11,858.00
7330 · Sanitation-Annual Septic Permit	0.00	840.00	436.00	436.00	*500.00*	500.00
7930 · Interest Expense	5,175.54	4,369.37	3,525.35	2,691.13	*3,541.00*	1,820.00
Total 61 · Fire Department-Services/Suppli	71,573.95	64,736.24	46,421.57	58,846.41	*86,749.00*	69,903.00
62 · Park & Rec-Services/Supplies						
7322 · Utilities - Park & Rec						
Park Water	7.33	2,178.91	2,678.82	0.00	*1,530.00*	1,530.00
Total 7322 · Utilities - Park & Rec	7.33	2,178.91	2,678.82	0.00	*1,530.00*	1,530.00
Total 62 · Park & Rec-Services/Supplies	7.33	2,178.91	2,678.82	0.00	*1,530.00*	1,530.00
63 · Street Lights-Services/Supplies						
7323 · Utilities - Street Lights						
Street Lights Electricity	4,509.39	4,310.23	4,581.92	4,029.91	*4,488.00*	4,488.00
Total 7323 · Utilities - Street Lights	4,509.39	4,310.23	4,581.92	4,029.91	*4,488.00*	4,488.00
7340 · Street Lights Expenses	0.00	0.00	0.00	396.33	*0.00*	
Total 63 · Street Lights-Services/Supplies	4,509.39	4,310.23	4,581.92	4,426.24	*4,488.00*	4,488.00
64 · Admin-Services/Supplies						
6015 · Annex/Consolidation/Parcel Tax	0.00	0.00	180.00	0.00	*0.00*	0.00
6080 · Household Supplies	395.20	793.52	231.19	81.96	*500.00*	500.00
6400 · Office expense	3,270.94	2,123.08	6,391.79	2,876.84	*2,000.00*	2,800.00
6405 · Office Equip & Furnishings	1,433.85	0.00	636.15	49.00	*1,000.00*	1,000.00
6410 · Mail and Postage Supplies	0.00	0.00	151.59	131.50	*300.00*	250.00
6500 · Other Professional Svcs	6,159.39	7,039.34	0.00	0.00	*2,500.00*	2,500.00
6587 · LAFCO	423.00	1,143.00	0.00	614.00	*614.00*	620.00
6610 · Legal	0.00	5,728.00	5,081.50	3,210.00	*8,000.00*	8,000.00
6630 · Audit	6,500.00	5,300.00	4,950.00	4,950.00	*5,300.00*	4,950.00
6634 · Bank Fees	0.00	0.00	5.31	40.20	*0.00*	0.00
6800 · Publications and Legal Notices	0.00	0.00	85.00	260.00	*250.00*	270.00
7051 · Refunds	0.00	0.00	0.00	0.00	*0.00*	0.00
Total 64 · Admin-Services/Supplies	18,182.38	22,126.94	17,712.53	12,213.50	*20,464.00*	20,890.00

	Jul '17 - Jun 18	Jul '18 - Jun 19	Jul '19 - Jun 20	Jul '20 - Jun 21	Budget *Jul '20 - Jun 21*	Jul '21 - Jun 22
6100 · Insurance	13,146.00	14,979.00	27,158.32	4,131.00	*28,420.00*	28,420.00
6140 · Equipment	4,481.21	7,522.95	6,963.79	10,517.33	*7,700.00*	7,700.00
6180 · Maintenance-Bldg & Imp.						
Parks Maintenance-Playground	6,116.70	2,446.35	2,288.36	986.20	*2,500.00*	2,500.00
Brush Removal	0.00	0.00	0.00	0.00	*0.00*	
6180 · Maintenance-Bldg & Imp. - Other	-17,509.13	2,090.08	160.77	0.00	*0.00*	
Total 6180 · Maintenance-Bldg & Imp.	-11,392.43	4,536.43	2,449.13	986.20	*2,500.00*	2,500.00
6280 · Memberships/Certs	0.00	225.00	952.00	625.00	*1,000.00*	1,000.00
6462 · COVID-19 Expenses	0.00	0.00	3,125.73	1,841.27	*0.00*	
7120 · Training	6,867.69	397.00	2,269.72	6,773.20	*9,500.00*	9,086.00
7320 · Utilities						
Stn 1 Electricity Outdoor	465.63	444.26	621.58	566.54	*459.00*	600.00
7320 · Utilities - Other	-418.24	0.00	0.00	0.00	*0.00*	
Total 7320 · Utilities	47.39	444.26	621.58	566.54	*459.00*	600.00
7335 · Park Development	0.00	0.00	0.00	7,905.96	*10,000.00*	10,000.00
7910 · Principal Payment	0.00	30,664.48	31,515.20	32,342.72	*31,492.00*	33,216.00
7920 · Interest Paid	0.00	0.00	0.00	0.00	*0.00*	
7950 · E5266 Strike Team	0.00	0.00	0.00	0.00	*0.00*	
Total 60 · Services/Supplies	107,422.91	152,121.44	146,450.31	141,175.37	*204,302.00*	189,333.00
85 · Capital-Fixed Asset Expense						
8560 · Equipment (F/A)	50,024.37	36,493.36	0.00	0.00	*8,000.00*	8,000.00
8570 · Structure	-13,458.37	25,600.00	0.00	0.00	*0.00*	0.00
Total 85 · Capital-Fixed Asset Expense	36,566.00	62,093.36	0.00	0.00	*8,000.00*	8,000.00
Total Expense	201,794.34	342,584.56	237,867.63	296,210.88	*295,288.00*	305,905.00
Net Ordinary Income	135,274.76	136,191.40	186,896.49	311,496.82	*4,067.00*	0.00
Other Income/Expense						
Other Expense						
Depreciation Expense						
Equipment	57,120.02	0.00	0.00	0.00	*0.00*	0.00
Buildings	8,442.94	0.00	0.00	0.00	*0.00*	0.00
Total Depreciation Expense	65,562.96	0.00	0.00	0.00	*0.00*	0.00
Total Other Expense	65,562.96	0.00	0.00	0.00	*0.00*	0.00
Net Other Income	-65,562.96	0.00	0.00	0.00	*0.00*	0.00
Net Income	**69,711.80**	**136,191.40**	**186,896.49**	**311,496.82**	***4,067.00***	**0.00**