

Independence Ranch Community Services District

6289 Hawk Ridge Place, San Miguel, CA 93451

www.iranchcsd.org

REGULAR BOARD MEETING

Thursday, February 11, 2021

6:30 PM, Warbirds Meeting Hall

4251 Dry Creek Rd., Paso Robles, CA 93446

www.iranchcsd.org

SPECIAL NOTE RE: TELECONFERENCE/AUDIO CALL IN

THERE WILL BE NO ZOOM VIDEO OR AUDIO CALL IN AT THIS TIME. BOARD IS WORKING ON GETTING NEW ACCOUNT SET UP AND COORDINATING WITH WARBIRD TECHNOLOGY OPTIONS FOR FUTURE MEETINGS TO HAVE ELECTRONIC / PHONE ACCESS

THOSE ATTENDING THE MEETING IN PERSON ARE REQUESTED TO COMPLY WITH STATE AND LOCAL GUIDANCE FOR OFFICE WORKSPACES FOR WEARING A FACE COVERING (ATTACHED)

A G E N D A

1. 6:30 PM OPEN SESSION / PLEDGE OF ALLEGIANCE / ROLL CALL

2. APPROVAL of AGENDA

3. PUBLIC COMMENT

Members of the public may address the Board on items other than those scheduled on the agenda. PLEASE BEGIN BY STATING YOUR NAME AND ADDRESS. **EACH PERSON AND SUBJECT IS LIMITED TO A 3-MINUTE DISCUSSION.** Any person or subject requiring more than three minutes or action by the Board may be scheduled for a future Board meeting. Those persons wishing to speak on any item scheduled on the agenda will be given an opportunity to do so at the time that item is being considered.

4. APPROVAL of MINUTES FOR: [Regular Meeting January 14, 2021](#)

5. MANAGER REPORT: None given by prior Interim G.M. Dan Gilmore

6. APPROVAL OF TREASURER'S REPORT AND FINANCIALS

7. APPROVAL OF WARRANT REGISTER

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8. DISCUSSION ITEMS (Board and Community)

- A. **Road Maintenance:** On-going item to determine and prioritize road maintenance tasks and report on tasks completed to date. Discuss any known damages from current storm and appointing a date/time where 2 or more of us can do physical assessment of same.
Possible Board Action.
- B. **District Revenues:** Discussion of new ideas for Revenue such as Grants and approaching Businesses that travel our roads for share of cost, as well as discussion of ability to get some or all of previous road loan forgiven due to early breakdown in roads. Take community comments and input on revenue streamline ideas. **Possible Board Action.**
- C. **Applications for General Manager:** Discussion of details and action items for Applications for New General Manager for IRANCH CSD (i.e. creation of requirements for posting and review of Mark Kenyon's previous document, posting of same for next meeting, who will be contact to collect the Applications and process of allowing 5 minutes per Applicant to speak to the Community and Board Members on their reasons for applications and qualifications they would like to share at the next meeting, Allowing time for Q&A from community for each applicant equal or less than 3 minutes per question).
Possible Board Action.
- D. **Secretarial / Website /ZOOM Assistance Short Term: (See Attachment for Zoom)** Discussion of hiring or ability to accept a community volunteer short term to assist in the Secretarial, website management, and setting up New Zoom account . Discussion of costs associated to this to have phone call-in ability until a new G.M. can be found/hired.
Possible Board Action
- E. **Community Requests:** Discussion of procedure and process of taking and acting on requests/complaints from Community Members. **Possible Board Action**
- F. **Mailer to Community:** Discussion on a Mailer/Letter going out to Community Property Owners about status of G.M., collection of contact information (phone and email specifically), giving notice of correct website address and general information on what we are trying to get straightened out in Board functions in the interim period and going forward. Assignment of preparing same. **Possible Board Action.**

9. **DIRECTOR / MANAGER COMMENTS:** This is the opportunity for board members or staff to make brief comments or suggestions.

10. **ADJOURNMENT** The next regular board of directors meeting is scheduled for **Thursday, March 11, 2021.**

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11. **CLOSED SESSION DISCUSSION ITEMS:**

- A. **Tasks #4, #5, #6, #7 in Agenda:** Discussion of Who and Process of how we will handle said tasks while finding a new G.M. **Possible Board Action.**
- B. **Bank Account Signors:** Discussion of who is the most available Board Member to be added to the Bank Signor Card. **Possible Board Action.**
- C. **BY LAWS AND EXISTING CSD DOCUMENTATION:** Discussion of collecting and consolidating these documents for review and preparation of upload onto website as is needed. Possible setting of Special Closed Session Meeting and Notice of same for Board to go through them and organize.
- D. **New Agenda Items Process:** Discuss and set process for new upcoming Agenda items to be gathered in timely fashion to accommodate posting to website.

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MINUTES OF REGULAR BOARD MEETING

Thursday, January 14, 2021

6:30 PM, Warbirds Meeting Hall

4251 Dry Creek Rd., Paso Robles, CA 93446

www.iranchcsd.org

SPECIAL NOTE:

No notes given to Board by Dan Gilmore, previous Interim G.M., at passing back of our documents so some information is not given in specifics.

1. 6:30 PM OPEN SESSION / PLEDGE OF ALLEGIANCE / ROLL CALL

Meeting was called to Order by Dan Gilmore. Board members present: Terry Leezer, Mark Kenyon, John Hunter, Patti Claude (new) and Cinde Starke (new)

2. OATH OF OFFICE and ELECTION OF OFFICERS

A. Oath of Office for newly appointed Directors.

- Mark Kenyon was sworn in at meeting.
- John Hunter was not required to as his position was not changed and was still in effect, so no new Oath required.
- Cinde Stark and Patti Claude were sworn in by Terry Leezer prior to meeting per County approval and direction to do so.

B. Selection of President and Vice-President.

- Terry Leezer was voted in and appointed as President.
- Mark Kenyon was voted in and appointed as Vice President.

3. PUBLIC COMMENT

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It was an informal discussion between Board Members, Community members and Interim G.M. about ideas of new items wanting to be done to re-involve community members by doing a Quarterly (TBD) newsletter. Discussion took place of maybe looking for a possible new meeting place that is in the Community instead of Warbirds Meeting Hall, but will revisit that as ideas take shape and more suggestions are able to be obtained from community, etc. Discussion of Revenue generating ideas.

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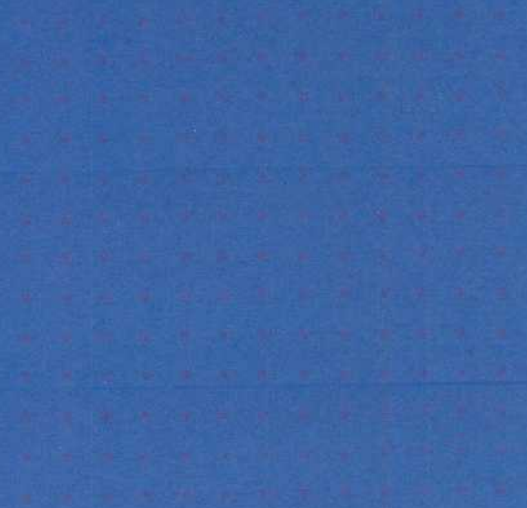
This was all done in an informal flow of conversation between parties who were present, as with new Board Members and new Interim G.M. were just figuring things on the running of the meeting and getting to know one another with those of the community that showed up..

4. **APPROVAL of AGENDA** Approved for January 14th Meeting.
5. **APPROVAL of MINUTES:** None were supplied for update. Dec 2020 meeting had been cancelled.
6. **MANAGER REPORT** None was supplied by Interim G.M.
7. **APPROVAL OF TREASURER'S REPORT AND FINANCIALS.** None was supplied by Interim G.M
8. **APPROVAL OF WARRANT REGISTER** None was supplied by Interim G.M.
9. **DISCUSSION ITEMS**
 - A. **Road Maintenance:** Discussion on this were waived until future meeting.
 - B. **District Revenues:** Discussions took place with Board and Community regarding ideas of how to handle generating more money for the CSD for Road repair and maintenance
10. **DIRECTOR / MANAGER COMMENTS:** This is the opportunity for board members or staff to make brief comments or suggestions.

Dan Gilmore, Interim G.M. had stated he was still in flux and that he and the Board Directors would need to decide if it was a fit between everyone.
11. **ADJOURNMENT:** The next regular board of directors meeting is scheduled for **Thursday, February 11, 2021.**

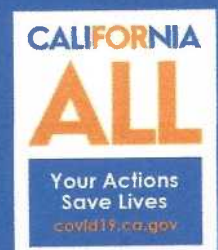


COVID-19 INDUSTRY GUIDANCE: Office Workspaces



July 29, 2020

covid19.ca.gov



OVERVIEW

On March 19, 2020, the State Public Health Officer and Director of the California Department of Public Health issued an order requiring most Californians to stay at home to disrupt the spread of COVID-19 among the population.

The impact of COVID-19 on the health of Californians is not yet fully known. Reported illness ranges from very mild (some people have no symptoms) to severe illness that may result in death. Certain groups, including people aged 65 or older and those with serious underlying medical conditions, such as heart or lung disease or diabetes, are at higher risk of hospitalization and serious complications. Transmission is most likely when people are in close contact or in a poorly ventilated area with an infected person, even if that person does not have any symptoms or has not yet developed symptoms.

Precise information about the number and rates of COVID-19 by industry or occupational groups, including among critical infrastructure workers, is not available at this time. There have been multiple outbreaks in a range of workplaces, indicating that workers are at risk of acquiring or transmitting COVID-19 infection. Examples of these workplaces include hospitals, long-term care facilities, prisons, food production, warehouses, meat processing plants, and grocery stores.

As stay-at-home orders are modified, it is essential that all possible steps be taken to ensure the safety of workers and the public.

Key prevention practices include:

- ✓ physical distancing to the maximum extent possible,
- ✓ use of face coverings by workers (where respiratory protection is not required) and customers/clients,
- ✓ frequent handwashing and regular cleaning and disinfection,
- ✓ training workers on these and other elements of the COVID-19 prevention plan.

In addition, it will be critical to have in place appropriate processes to identify new cases of illness in workplaces and, when they are identified, to intervene quickly and work with public health authorities to halt the spread of the virus.

PURPOSE

This document provides guidance for businesses operating in office workspaces to support a safe, clean environment for workers. The guidance is not intended to revoke or repeal any worker rights, either statutory, regulatory or collectively bargained, and is not exhaustive, as it does not include county health orders, nor is it a substitute for any existing safety and health-related regulatory requirements such as those of Cal/OSHA.¹ Stay current on changes to public health guidance and state/local orders, as the COVID-19 situation continues. Cal/OSHA has more safety and health guidance on their [Cal/OSHA Guidance on Requirements to Protect Workers from COVID-19 webpage](#). CDC has additional guidance [for businesses and employers](#).

Choose a plan

Find the right solution for your needs.

ZOOM FOR EDUCATIONZOOM FOR HEALTHCAREZOOM FOR DEVELOPERS

VIEW PLANS FOR

All

Billed Monthly☒

Billed Annually

CURRENCY

COUNTRY/REGION

US Dollars \$

- ☒ Zoom Meetings
- ☐ Zoom Phone
- ☐ Zoom Video Webinar

	<div>\$30 SAVINGS</div>	<div>\$400 SAVINGS</div>	<div>SAVE 15%</div>
<div>BASIC</div> <div>Personal Meeting</div>	<div>Great for Small Teams</div>	<div>Small & Med Businesses</div>	<div>BUSINESS</div> <div>Meetings. Phone. Chat</div>
<div>Free</div>	<div>\$149.90</div>	<div>\$199.90</div>	<div>\$300</div>
<div>Current Plan</div>	<div>/year/license</div>	<div>/year/license</div>	<div>/year/license</div>
<div>• Host up to 100 participants</div> <div>• Group</div>	<div>Upgrade To I</div> <div>• Host up to 100 participants</div>	<div>Upgrade</div> <div>• Host up to 300 participants</div>	<div>Buy Now</div> <div>Phone</div> <div>• Includes all</div>

meetings for up to 40 minutes

- Unlimited one-on-one Meetings

*Free, forever. No credit cards required.

- Increase participants up to 1,000 with [Large Meetings](#) add-on
- Group meetings for up to 30 hours
- Social Media Streaming
- 1 GB Cloud Recording (per license)

*Purchase up to 9 licenses per account

- Increase participants up to 1,000 with [Large Meetings](#) add-on
- Single Sign-On
- Recording Transcripts
- Managed Domains
- Company Branding
- All features included in Pro and more

*Starting at 10 licenses for \$1,999/year

the phone features of Zoom United Pro

- Unlimited calling within US & Canada
- Optional add-on: add unlimited calling in up to 18 other countries

Meetings

- Host meetings up to 300 participants
- Single Sign-On
- Recording Transcripts
- Managed Domains
- Company Branding

*Starting at 10 licenses for \$3,000/year

ENTERPRISE

Large Enterprise-Ready

- Host up to 500 Participants
- Unlimited Cloud Storage
- Dedicated Customer Success Manager

- Recording Transcripts
- All features included in Business and more

*Starting at 50 licenses for \$12,000/year

Full Plan Comparison

Optional Add-on Plans

*You must have at least one Licensed user to purchase these Add-on plans.

Audio Plan

Starting at \$1,200 per year
Audio Plan starts at \$1,200/year and is billed based on the [rates](#) per call per country. If you exceed the \$1,200/year commitment for calls, you will be charged overage usage based on the [rates listed](#).

- ☐ All paid plans come with local toll numbers, but Audio Plan allows you to add Call Out, global Toll-free and local dial-in for premium countries
- ☐ No charge to your participants to call in from any device
- ☐ Easily select one or multiple countries for Toll-free call-in

Buy Now

[Learn More](#)

Large Meetings

Starting at \$600 per year

- ☐ Increase participants capacity for your meetings plan
- ☐ Include up to 500 or 1,000 interactive participants in a meeting
- ☐ Monthly and annual billing options available

Buy Now

Premier Support

Additional support packages to help minimize risk and reduce downtime

Cloud Storage

Starting at \$480 per year

- ☐ Store, stream and download your video recordings from the Zoom Cloud
- ☐ MP4 or M4A file formats available
- ☐ Storage options include up to 3TB/month

[Buy Now](#)

- ☐ Minimize downtime and get support issues resolved quickly with priority response
- ☐ Connect directly with support engineers to diagnose problems via phone, chat, or email
- ☐ With Premier+, a Technical Account Manager can be assigned to ensure issue resolution and automated escalation

[Learn More](#)



I never get asked about how to use Zoom - people just get accounts and I never hear from them again, all I see is the usage on the dashboard go up continuously.

GREG MARTIN, DIRECTOR OF NASDAQ

[See More Stories](#)

Independence Ranch Community Services District

6289 Hawk Ridge Place, San Miguel, CA 93451

www.iranchcsd.org

Impound Acct Bank Ledger

Date	Vendor Name	Ck #	Amount Paid	Deposits	Balance	Memo
2/1/2021					\$ 48,703.28	Beginning Balance
2/1/2021	FDA	ACH	\$ (28,720.00)		\$ 19,983.28	1st annual Loan payment

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IMPOUND ACCT WARRANT REGISTER

Date	Vendor Name	Ck #	Amount	Deposits	Balance	Memo
2/1/2021					\$ 19,983.28	Beginning Balance
2/11/2021	Nikki Engle	1532	\$ (55.00)		\$ 19,928.28	
2/11/2021	PG&E	1533	\$ (125.00)		\$ 19,803.28	
2/11/2021	Warbirds Hall Rental	1534	\$ (200.00)		\$ 19,603.28	
	Adamski Moroski Madden					
2/11/2021	Cumberland & Green-LLP	1535	\$ (614.42)		\$ 18,988.86	
					\$ 18,988.86	FUNDS AVAILABLE AFTER APPROVED DEBITS

Pacific Premier Bank

2/09/21

12:26:15

DEMAND - History Inquiry

Current

X

Home Menu

Account Information

ACH Inquiry

		Short Name		Independence Ranc			
Nbr Debits	1	Last Stmt	1/29/21	Available Balance	20,001.26	Current Balance	19,983.28
Nbr Credits	0	Nbr Enclosed	0	Collected Balance	19,983.28	Last Stmt Balance	48,703.28

Monetary Activity | Non-Monetary Activity | Package Post | Teller Memo

Standard View | Debit/Credit View | Stmt Desc View

Eff Date	B Src	SubSrc	Batch	Trcd	Description	Check Nbr	Debit Amount	Credit Amount	P	Current Bal
12/15/20	ACH	FED	ACH	0021	COUNTY OF SAN LU,			4,518.00	Y	39,667.28
01/20/21	ACH	FED	ACH	0021	COUNTY OF SAN LU,			9,036.00	Y	48,703.28
02/01/21	ACH	FED	ACH	0089	USDA RD DCFO/PAYI		28,720.00			19,983.28
Pending	ACH	FED	ACH	0021	COUNTY OF SAN LU,			17.98		

Select

Image



PACIFIC PREMIER BANK

STATEMENT OF ACCOUNT ACTIVITY

866-353-1476

www.ppbi.com

**INDEPENDENCE RANCH
COMMUNITY SERVICES
6289 HAWK RIDGE PL
SAN MIGUEL CA 93451-9527**

Page 1 of 1
Branch 045
Account Number:
Date 01/29/2021
EM

BASIC BUSINESS CHECKING	Acct
-------------------------	------

Summary of Activity Since Your Last Statement

Beginning Balance	1/01/21	39,667.28
Deposits / Misc Credits	1	9,036.00
Withdrawals / Misc Debits	0	.00
** Ending Balance	1/31/21	48,703.28 **
Service Charge		.00
Average Collected Balance		43,165

Deposits and Credits

Date	Deposits	Withdrawals	Activity Description
1/20	9,036.00		COUNTY OF SAN LU/VENDOR PAY INDEPENDENCE RANCH CSD

Daily Balance Summary

Date	Balance	Date	Balance	Date	Balance
1/20	48,703.28				



PACIFIC PREMIER BANK

STATEMENT OF ACCOUNT ACTIVITY

866-353-1476
www.ppbi.com

**INDEPENDENCE RANCH
COMMUNITY SERVICES
6289 HAWK RIDGE PL
SAN MIGUEL CA 93451-9527**

Page 1 of 2
Branch 045
Account Number:
Date 12/31/2020
EM

BASIC BUSINESS CHECKING	Acct
-------------------------	------

Summary of Activity Since Your Last Statement

Beginning Balance	12/01/20	21,786.33
Deposits / Misc Credits	3	18,198.00
Withdrawals / Misc Debits	1	317.05
** Ending Balance	12/31/20	39,667.28 **
Service Charge		.00
Average Collected Balance		33,687
Enclosures		1

Deposits and Credits

Date	Deposits	Withdrawals	Activity Description
12/08	4,895.00		COUNTY OF SAN LU/VENDOR PAY RMR*OI*TCFFY21NOVME**4895.00*4895.00*0.0 0\
12/11	8,785.00		INDEPENDENCE RANCH CSD COUNTY OF SAN LU/VENDOR PAY RMR*OI*F:0479A:0760**8785.00*8785.00*0.0 0\
12/15	4,518.00		INDEPENDENCE RANCH CSD COUNTY OF SAN LU/VENDOR PAY RMR*OI*F:0479A:0760**4518.00*4518.00*0.0 0\
			INDEPENDENCE RANCH CSD

Checks in Check Number Order

Date	Check No	Amount	Date	Check No	Amount	Date	Check No	Amount
12/01	1527	317.05						

* indicates a break in check number sequence

Daily Balance Summary

Date	Balance	Date	Balance	Date	Balance
12/01	21,469.28	12/11	35,149.28		
12/08	26,364.28	12/15	39,667.28		

Page
Account:
Date

2 of 2
12/31/20

1527

INDEPENDENCE RANCH CSD
8200 PINEHURST PLACE
SAN ANGELO, CA 93422

Mission
COMMUNITY FUND
FUND 006 1527
50 1120/122

NOV 30 2020
10/15/2020

PAY TO THE ORDER OF: Allsigns
Three Hundred Seventeen and 08/100
\$317.05
DOLLARS

Allsigns
2732 El Camino Real
Avalon, CA 93422

125

12/01/2020 1527 \$317.05

11/30/2020 Cash/HRs CU #322210622

12/31/20

Nikki Engle Bookkeeping & Teaching
 9352 Bocina Ln. # D
 Atascadero, CA 93422

Statement

Date
1/4/2021

(805) 441-8148

nikki@nikkisbookkeeping.com

www.nikkisbookkeeping.com

To:
Hagemann & Associates RE: Independence Ranch 9372 Carmel Rd. Atascadero, CA 93422

		Amount Due	Amount Enc.
		\$55.00	
Date	Transaction	Amount	Balance
10/12/2020	Independence Ranch- INV #2560. Due 10/12/2020. Orig. Amount \$27.50.	27.50	27.50
11/09/2020	INV #2582. Due 11/09/2020. Orig. Amount \$27.50.	27.50	55.00

9990937086129370000000089100000000632

IRCSID

Pre pays
\$125.00
@ new year
for the year

Due Date:
02/01/2021

Total Amount Due:
\$6.32

Amount Enclosed:

\$

495650208112 01 AB 0.41 1076 4847 18
INDEPENDENCE RANCH COMM SVC DISTRICT
6289 HAWK RIDGE PL
SAN MIGUEL, CA 93451-9527

PG&E
BOX 997300
SACRAMENTO, CA 95899-7300

Page 1 of 3

Printed with Water Based inks on SFI certified paper

ESTRELLA WARBIRDS MUSEUM

FACILITY USE CONTRACT

Government Multiple Rental

Organization Name: Independence Ranch Community Services District
Contact Person: Terry Leezer Title/Position President
Address: 6289 Hawk Ridge Place City: San Miguel Zip: 93451
Home Phone: (805) 467-2671 Business Phone: _____
FAX Number: _____ email address: terry.leezer@hotmail.com
[] 501(c)(3) or [] 501(c)(4) No: _____ Org. Clearance Certificate No.: _____
Days Facility Needed: 1/9, 2/11, 3/11, 4/8, 5/6, 6/10, 8/5, 9/9, 10/7, 11/11, 12/9, 1/7/22
Time Needed--From: 6:30 PM To: 8:00 PM (Event must end by 10:30pm) Is use Open to the Public? ☒ YES [] NO
Area to be used: Thomson Hall Square footage of area: 2470 sq ft
Type of Event (Circle all that apply)
☒ Business Meeting ☐ Dinner ☐ Luncheon ☐ Social Gathering
Other _____

MUSEUM USE LIMITATIONS: As a non-profit organization, the Museum is limited to renting any part of our facility to only other non-profit or Organizational Clearance Certificate organizations for multiple uses per year. This contract is for one year and will be offered for renewal annually.

MANDATORY INSURANCE REQUIREMENT: Waived by the Estrella Warbirds Museum.

LIABILITY: The Museum reserves the right to inspect and control all private functions. The Museum cannot assume responsibility for personal property brought on to the premises.

OVERTIME USE: The facility is rented for the time specified in this contract, including setup and cleaning time. Additional time beyond the basic time will be for \$100 per hour. Any overtime use of the facility beyond the time stated in this contract will be invoiced to the renter separately.

EXTRA SECURITY: If, in the sole judgment of the Museum, EXTRA security is required due to the size and nature of your event, the Museum will hire a professional Security Service that will be billed to the individual or group renting the facility separately. The cost of the Security Firm will be provided in advance to the renter.

TABLES AND CHAIRS: Thomson Hall - (Max Occupancy standing 180, or 165 seated) Banquet tables and chairs are in place. You may rearrange them for your event, but they must be returned to the same setup that you found them in. A photo will be provided to you for your reference.

TABLE LINENS & DECORATIONS:

Sole responsibility of the facility renter to provide and return to the source they rented them from.

MUSEUM DECORATIONS: The Renter is responsible for all decorating and related decorating materials. The Estrella Warbirds Museum was founded to honor the men and women who served and continue to serve in the armed services. The Museum contains many pictures and painting of historical and monetary value that are irreplaceable. Because of the potential for damage and/or loss, all pictures, paintings, and artifacts hanging on the walls of the Museum are not to be removed at any time. Should you desire to cover them, you may do so as long as you do not take them down. Please call Hall Rental Coordinator for information on how to cover them.

Please Initial and Date this Page to Indicate You Have Read It. A T D L Date: 2-5-21

ESTRELLA WARBIRDS MUSEUM

FACILITY USE CONTRACT

Government Multiple Rental

USE OF GLITTER, or FEATHERS ARE PROHIBITED WITHIN THE MUSEUM BUILDINGS. Use of candles must be limited to electric battery tea light votive candles in votive containers or Hurricane Globe holders. Use of open flame candles in candleholders or candelabras is not permitted.

USE DEPOSIT, CLEANING DEPOSIT & FINAL PAYMENT INFORMATION:

1. The signed contract, Insurance Information, non-profit documentation, Use Fee and Cleaning (separate) checks must be received 10 business days before the first use.
2. The Use Fee and separate Cleaning checks are refundable if the contract is canceled 15 days before the first use.
3. If either party terminates the contract, a pro-rated portion of the Use Fee will be returned.

PAYMENT:

1. Please make all checks payable to:

ESTRELLA WARBIRDS MUSEUM, INC.

2. MAIL PAYMENT(S) TO:

**ESTRELLA WARBIRDS MUSEUM
Attn: TREASURER
4251-A DRY CREEK ROAD
PASO ROBLES, CA 93446**

CATERER:

The Hall Rental Coordinator can provide a list of Museum pre-approved caterers.

All your menu, Food prices and billing arrangements must be handled directly through whichever caterer you choose to work with.

Outside Caterers must be pre-approved by the Estrella Warbirds Museum and must have a current Business License from the City of Paso Robles, a current Food Safety Certificate and proof of Insurance, copies of which must be submitted at the time of returning the contract. The Caterer will need to meet in person with the Estrella Warbird Museum Hall Rental Coordinator or their designated representative to go over Kitchen details prior to your event. Please have the Caterer contact us at (805) 674-3939.

Kitchen facilities shall be left in better or same form as initial condition at time of entry

CONTRACT COMPLETION: The Hall Rental Coordinator will insure all required information is completed on page 1, the appropriate fees and client signatures are entered on page 3, or when an open line is NOT APPLICABLE they will enter N/A and initial it, before signing on the last page. The Coordinator will update the Event Calendar with the booking when the reservation is initially made, but it is not permanent until all required forms and payments are made.

COORDINATOR NOTES:

Please Initial and Date this Page to Indicate You Have Read It. ATD L Date: 2-5-21

ESTRELLA WARBIRODS MUSEUM

FACILITY USE CONTRACT

Government Multiple Rental

Rental Fee and Payment Breakdown

Use Fee:	<u>12</u> Days (4 Hours/Day max) X \$25.00 =	\$ <u>200.00</u>
Kitchen Use:	\$50.00	\$ <u>0</u>
TOTAL DUE ESTRELLA WARBIRODS MUSEUM		\$ <u>200.00</u>
Cleaning Deposit (Refundable upon satisfactory inspection by Museum Staff)		\$ <u>275.00</u>

I certify I/We have read all the requirements of this Facility Use Contract in its' entirety (3 pages), and as the designated representative of my Organization/Group will ensure compliance with same.

****Corporations must have two (2) Corporate Officers sign

<u>★TERRY D LEEZER</u>	<u>Terry D Leezer</u>	Date: <u>2-5-21</u>
(Print Name)	(Signature)	

_____	_____	Date: _____
(Print Name)	(Signature)	

Estrella Warbirds Museum Hall Rental Coordinator

<u>Ken Neuman</u>	<u>[Signature]</u>	Date: <u>2/5/21</u>
(Print Name)	(Signature)	
Telephone #: (805) 674-3939	E-Mail: facilityrental@ewarbirds.org	

Adamski Moroski Madden Cumberland & Green LLP

Post Office Box 3835
San Luis Obispo, CA 93403-3835

Phone: (805) 543-0990 Fax: (805) 543-0980

6081-001 JAM

December 31, 2020

Independence Ranch CSD
Attn: Brad Hagemann, General Manager
6289 Hawk Ridge Place
San Miguel, CA 93451-9527

For Services Rendered and Costs Incurred Through November 30, 2020

In Reference To: General

Previous Balance

Total
\$614.42

BALANCE DUE

\$614.42

Aged Balances

Current	30 Days	60 Days	90 Days	120+ Days
\$0.00	\$614.42	\$0.00	\$0.00	\$0.00

INVOICES ARE DUE UPON RECEIPT AND ARE SUBJECT TO
INTEREST CHARGES 30 DAYS FROM DATE OF INVOICE.

PLEASE INDICATE INVOICE NUMBER ON YOUR REMITTANCE CHECK. THANK YOU.