

March 6, 2019

To: CSA-21 Residents,

Re: County Service Area No. 21

Dear Residents and Property Owners,

This letter is a detailed correspondence regarding services to the clubhouse and surrounding open space area within County Service Area No. 21 ("CSA-21"). This correspondence also discusses future options involving the collection of assessments for the continued management and maintenance of the recreational facilities. We hope you find this letter informative.

### **Background**

The Madera County Board of Supervisors created CSA-21 on December 10, 1984. <sup>1</sup> The resolution forming CSA-21 specifies that its purpose is to provide "local recreational facilities and services only". Later, a mechanism was established for CSA-21 to collect funds for property maintenance purposes.

On March 19, 1985, the Board of Supervisors released a notice of intention to purchase real property, specifically, the golf course and clubhouse. The notice states that the "County of Madera, for and on behalf of County Service Area No. 21 ["CSA-21"], intends to purchase...certain real property..." and "the County intends to contract with the Cascadel Woods Property Owners Association to manage, operate, and maintain said property, and to restrict usage of such property to residents of CSA-21." While the document makes it clear that the money to repay the purchase loan was to be raised from assessments and charges levied against the properties, there was no noticed intent to transfer the real property to the property-owners.

The Board of Supervisors approved the land purchase on May 21, 1985 through Resolution no. 85-205.<sup>3</sup> The grant deed, dated May 22, 1985, transferred the property



<sup>&</sup>lt;sup>1</sup> See Exhibit A: Madera County Resolution no. 84-599.

<sup>&</sup>lt;sup>2</sup> See Exhibit B: Notice of Intention dated March 19, 1985.

<sup>&</sup>lt;sup>3</sup> See Exhibit C: Madera County Resolution no. 85-205.

to the County.<sup>4</sup> The land conveyed consists of four lots contained within three parcels. The County remains the landowner today.

On May 28, 1985, the County of Madera entered into contract no. 3780-C-85 with the Cascadel Property Owners Association ("CPOA") for the continuing operation and maintenance of the real property acquired by the County.<sup>5</sup> This contract was set to expire 10 years from the date of creation (1995) or when the loan was paid off, whichever was sooner.

Prior to expiration, the parties entered into a second contract dated August 8, 1995. This agreement automatically renewed each year until 2013 when it was terminated by the Board of Supervisors.<sup>6</sup>

In 1998, a District-wide vote established assessments at \$100 per parcel, per year. The Madera County Auditor/Controller's office accounts for the collection of assessments and related fiscal responsibilities associated with the management, operation, and maintenance of the clubhouse and surrounding open space area. These funds are used solely for those purposes and not for other activities previously performed by the CPOA, such as road maintenance.

At this time, CSA-21 provides local recreational facilities and services only. It does not maintain roads or provide water, sewer or other services.

# **Current Projects**

In July 2018, the County entered into a purchasing agent agreement with a contractor to mow portions of the County-owned land. The Public Works Department (PWD) is continuing to solicit proposals to enter into a multi-year agreement with an outside contractor to ensure the grounds are mowed on an annual basis. The PWD also facilitated a proposal process seeking qualified property management services for the clubhouse. Until a qualified property management company is chosen, please continue calling the PWD for all clubhouse maintenance and use requests at (559) 675-7811.

Regarding the structural integrity of the clubhouse, it was evident from the recent snow storms that the building has sustained some damage and the PWD is working on sending a qualified structural engineering firm to evaluate the structure and give recommendations for

<sup>&</sup>lt;sup>4</sup> See Exhibit D: Grant Deed dated May 22, 1985.

<sup>&</sup>lt;sup>5</sup> See Exhibit E: Contract between the County of Madera and the CPOA dated May 28, 1985.

<sup>&</sup>lt;sup>6</sup> See Exhibit F: Contract between the County of Madera and the CPOA dated August 8, 1995.

<sup>&</sup>lt;sup>7</sup> See Exhibit G: Contract between the County of Madera and Property Management Consultant sample agreement.

the safe use of the facility, meanwhile, the County will not allow the use of the clubhouse until further notice.

In addition to mowing services, the County has entered into several maintenance agreements, specifically for tree services needed on County-owned land.<sup>8</sup> The County will continue to facilitate this work.

### **Future Options**

## 1. <u>Dissolve CSA-21</u>

Existing state law authorizes the Local Agency Formation Commission ("LAFCo") to process applications for the dissolution of a county service area and allows a board of supervisors to initiate a proposal to dissolve a CSA, by following specified procedures.

At present, the procedures for dissolution may be commenced by the district's legislative body, by petition or by LAFCo. The legislative body of a district, in this case the Madera County Board of Supervisors, may begin the process by adopting a resolution of application. The dissolution of CSA-21 would mean the County of Madera would no longer collect assessments and would likely include a provision for transferring title to County-owned properties.

### a. <u>Property Owners Association Control</u>

As a possible outcome of dissolution, all assets and responsibilities may be transferred to a property owners association. The County could enter into a purchase agreement with a property owners association, such as the CPOA, for the land and transfer of any existing fund balance received from assessments to the organization so they can manage the funds directly. The CPOA has provided the maintenance and operation of the recreational facilities in the past; however, the Superior Court ruled in 2016 that it does not possess the power to collect mandatory assessments. This option would allow residents to retain local control, as long as the property owners association adequately represented all residents and developed a revenue source.

### b. Create an Independent Special District

An independent special district may be created by Madera County. The new district would have its own elected governing board and continue to collect assessments. For example, a community services district ("CSD") can be formed in Cascadel Woods under existing law (Government Code section 61000, et seq).

<sup>&</sup>lt;sup>8</sup> See Exhibit H: Contract between the County of Madera and Dale Johnson Services dated August 13, 2018.

A CSD is an entity that is formed following LAFCo approval and following a vote of the registered voters within the proposed boundaries of the CSD. A CSD is a separate legal entity that would have its own board of directors directly elected by the registered voters in the Cascadel Woods area. The voters would also vote to assess themselves for a certain amount a month (to replace the County assessment) that would provide a revenue source for CSD services. The CSD would be a separate legal entity from the County and, once formed, could be the grantee of the County owned CSA-21 properties. The formation process can be started by a petition signed by the people or by a Board of Supervisors resolution.

# 2. <u>Conservation Easement</u>

A conservation easement is the relinquishment of a property right, like development, in exchange for money or perpetual protection by a land trust while retaining ownership of the property. To qualify for a conservation easement, the land must be significant. Examples include oak woodlands, conifer forests, wetlands, certain ranches and forests, endangered species habitat, and scenic areas. Further analysis and consideration of this option is needed to determine whether it is feasible. Under this option, Madera County would continue to provide local recreational facilities and services.

I will keep you updated with any future issues concerning CSA-21 and if you have any questions, please do not hesitate to contact me.

Sincerely,

Ahmad M. Alkhayyat Director of Public Works

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# Exhibit "A"

12/10/84

RESOLUTION NO. 84-599

WHEREAS, the Board of Supervisors of the County of Madera conducted a public hearing on December 10, 1984, at 9:30 A.M., to consider the formation of Madera County Service Area No. 21 (Cascadel Woods), and

WHEREAS, the hearing was noticed as required by law, and WHEREAS, the Board of Supervisors received no protests, either written or oral, to the formation of the proposed service area, or to the extension of the following described services, and

WHEREAS, the formation of the proposed service area was, on October 16, 1984, approved by the Madera County Local Agency Formation Commission,

NOW, THEREFORE, BE IT HEREBY RESOLVED that Madera County Service Area No. 21 (Cascadel Woods) be and it is established without an election.

BE IT FURTHER RESOLVED that the territory to be included within the service area shall be as described on Exhibit "A" attached hereto and incorporated herein.

BE IT FURTHER RESOLVED that the services to be provided within the service area shall be for the specific purpose of providing local recreation facilities and services only.

BE IT FURTHER RESOLVED that the formation of Service Area No. 21 (Cascadel Woods) is contingent upon the payment of all required costs and fees, including, but not limited to, the State Board of Equalization fee.

1 The foregoing Resolution was adopted this 10th day of 2 December \_\_\_\_, 1984 , by the following vote: 3 Supervisor Kennedy voted: YES 4 Supervisor Ginsburg voted: ABSTAIN 5 Supervisor Hanhart McIntyre voted: YES 6 Supervisor Lopez voted: YES 7 Supervisor Darnell voted: YES ' 8 9 GAIL HANHART MCINTYRE Chair 10 Board of Supervisors 11 ATTEST: 12 13 WANDA BRADLEY
Clerk, Board of Supervisors (SEAL) 14 15 16 17 18 19 20 21 22 23 24 25 26 27

- 2 -

The South 1/2 of Section 16, and the West 1/4 of the Southwest 1/4 of Section 15, both in Township 8 South, Range 23 East, MDB&M

EXCEPTING THEREFROM, parcel numbers 2, 3, and 4 of Parcel Map No. 1064, recorded in Book 22 of maps at page 45, M.C.R.

ALSO EXCEPTING THEREFROM, parcel number 2 and 4 of Parcel Map No. 968, recorded in Book 21 of maps at pages 39-43, M.C.R.

ALSO EXCEPTING THEREFROM, percels number 1 and 2 of Parcel Map No. 1358, recorded in Book 25 of maps at page 85, M.C.R.

ALSO EXCEPTING THEREFROM, parcel numbers 2 and 4 of Parcel Map No. 1221, recorded in Book 24 of maps at page 5, M.C.R.

ALSO EXCEPTING THEREFROM, parcel number 2 of Parcel Map No. 1639, recorded in Book 25 of maps at page 101, M.C.R.

ALSO EXCEPTING THEREFROM, parcel numbers 1, 2, and 3 of Parcel Map No. 2228, recorded in Book 30 of maps at page 14, M.C.R.

Together with parcel number 1 of Parcel map No. 329, recorded in Book 16 of maps at page 146, M.C.R.

Area of proposed service area 270.78 acres

# Exhibit "B"

#### NOTICE OF INTENTION TO PURCHASE REAL PROPERTY

#### PLEASE TAKE NOTICE that:

- 1. The County of Madera, for and on behalf of County Service Area No. 21 ["CSA 21"], intends to purchase that certain real property located in the State of California, County of Madera which is described on Exhibit "A" attached hereto.
- 2. The purchase price of said property shall be \$139,500.00 payable as follows:
  - a. \$59,500.00 on or before June 1, 1985; b. \$928.88 per month, or more, for 10 years, commencing July 1, 1985 (computed at 7% interest).
- 3. The County of Madera intends to loan CSA 21 \$70,000.00 pursuant to California Government Code \$ 25210.9c to complete said purchase and assure the payment of the first year's monthly payments.
- 4. The repayment of said loan and the payment of all monthly payments will be funded entirely from assessments and charges levied against the properties located within CSA 21.
- 5. The County intends to contract with the Cascadel Woods Property Owners Association to manage, operate, and maintain said property, and to restrict usage of such property to residents of CSA 21.
- 6. The vendors of the property are Linda E. Martin, Arlon L. Moon, Dr. E. L. Moon, and Betty E. Moon.
- 7. The Board of Supervisors of the County of Madera will meet on April 16, 1985, at 10:00 a.m. to consummate the purchase of said property upon the terms and conditions set forth above.

#### EXHIBIT AND

#### PARCEL W. 1

Out Lot A in the Cascadel Woods Subdivision No. 4, according to the map thereof, recorded August 5, 1963, in Book 9 of Paps, at pages 146 to 150, Madera County Records.

EXCEPTING THEREFERS any portion thereof which lies within that strip of land 60 foot wide through the S 1/2 of Section 15, Township 8 South, Ranga 23 East, M. D. B. 6 M., as dedicated to the County of Madera as a street right of way in that certain Offer of Dedication dated December 22, 1967 and recorded July 11, 1969 in Book 1038 of Official Records, page 466, Madera County Records, Document Mo. 7595.

#### PARCEL NO. 2

Out Lot B in the Cascadel Books Subdivision No. 4, according to the map thereof regorded August 5, 1963, in Book 9 of Maps, at pages 146 to 150, Madera County Records.

EXCEPTING THEREFROM any portion thereof which lies within that strip of land 60 feet wide through the S 1/2 of Section 15. Township A South, Range 23 East, H. D. R. & N., as/dedicated to the County of Madera as a street right of way in that certain Offer of Dedication dated December 22, 1967 and recorded July 11, 1969 in Pook 1038 of Official Perords, page 466, Madera County Records, Document No. 7595.

#### PARCEI, NO. 1

Ont Lot C and Out Lot . In the Cascadal Woods Subdivision No. 4, according to the map thereof recorded August 5, 1953 in Book 9 of Maps, at pages 146 to 150, Madara County Records.

EXCEPTING TREREPRON any portion thereof which lies within that strip of land 60 feat wide through the S 1/2 of Section 16, Township 8 South, Range 23 East, M. D. B. S M., as dedicated to the County of Madera as a street right of way in that certain Offer of Dedication dated December 22, 1967 and recorded July 11, 1969 in Book 1938 of Official Records, page 466, Madera County Records, Document No. 7595.





#### NOTICE OF INTENTION TO PURCHASE REAL PROPERTY

#### PLEASE TAKE NOTICE that:

- 1. The County of Madera, for and on behalf of County Service Area No. 21 ["CSA 21"], intends to purchase that certain real property located in the State of California, County of Madera which is described on Exhibit "A" attached hereto.
- The purchase price of said property shall be \$139,500.00 payable as follows:
  - \$59,500.00 on or before June 1, 1985;
     \$928.88 per month, or more, for 10 years, commencing July 1, 1985 (computed at 7% interest).
- 3. The County of Madera intends to loan CSA 21 \$70,000.00 pursuant to California Government Code \$ 25210.9c to complete said purchase and assure the payment of the first year's monthly payments.
- 4. The repayment of said loan and the payment of all monthly payments will be funded entirely from assessments and charges levied against the properties located within CSA 21.
- 5. The County intends to contract with the Cascadel Woods Property Owners Association to manage, operate, and maintain said property, and to restrict usage of such property to residents of CSA 21.
- The vendors of the property are Linda E. Martin, Arlon L. Moon, Dr. E. L. Moon, and Betty E. Moon.
- 7. The Board of Supervisors of the County of Madera will meet on April 16, 1985, at 10:00 a.m. to consummate the purchase of said property upon the terms and conditions set forth above.

# Exhibit "C"

COPY

OF

# RESOLUTION NO. \$5-205

. WHEREAS, Madera County Service Area No. 21 (Cascadel Woods) ["CSA 21"] is in need of funds to acquire certain real property for the provision of local recreation facilities and services; and

WHEREAS, California Government Code \$ 25210.9c provides for the appropriation of money for use by a county service area for the acquisition of real property;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Supervisors of the County of Madera as follows:

- 1. That said Board approves the transfer of \$70,000 from the County's Insurance Trust Fund to a revolving fund and the use of said \$70,000 for the acquisition of that certain real property located within the State of California, County of Madera, described on Exhibit A attached hereto, on behalf of CSA 21.
- 2. That said \$70,000 is to be reimbursed, together with interest at the rate of 9% per annum, within five years, by equal annual charges and assessments levied against each of the parcels of property within CSA 21.
- 3. Said charges and assessments shall appear as separate items on the tax bills for each parcel of property within CSA 21 and shall be collected at the same time and in the same manner as ad valorem property taxes are collected.
- 4. The County Auditor-Controller be, and he hereby is, authorized to make such budgetary adjustments and transfers as are necessary to carry out the intent and

purpose of this Resolution.

The foregoing Resolution was adopted this All day of

The state of the s

Supervisor Kennedy voted:

Supervisor Ginsburg voted:

Supervisor Hanhart McIntyre voted:

Supervisor Lopez voted:

Supervisor Darnell voted:

Chairman Board of Supervisors

ATTEST:

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Clerk, Board of Supervisors



# Exhibit "D"

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Nos. 1 and 3 and ARLEN L. MOON, a single	can, as to Parcel No. 2.	
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THE COUNTY OF MADERA , on bohe	ilf of County Service Area 9 2.	
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	ARION E. MOON	
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#### PAROEL NO. 1

Out Lot A in the Gascadel Woods Bubdivision No. 4, according to the app thereof, recorded August 5, 1969, in Book 9 of Maps, at pages 146 to 130, Waders County Records.

EXCEPTING THEREFRON any portion thereof which lies within that strip of land 60 feet wide through the S & of Service 16, Township 8 South, Range 23 Rant, N. D. B. & M., es dedicated to the County of Madera as a street right of way in that certain offer of Dedication dated December 22, 1967 and recorded July II, 1969 in Book 1038 of Official Records, page 466, Raders County Records, Document Ro. 7595.

#### PARORE NO. 2

Out Lot B in the Gascadel Wands Subdivision No. 4, seconding to the map thermof recorded August 5, 1963, in Book 9 of Maps, at pages 146 to 150, Maders County Records.

EXCEPTING THRESPRON may portion thereof which lies within that strip of land 60 feat wide through the S & of Section 16, Township 8 South, Idlange 23 Heat, M. D. E. & M., an dedicated to the County of Nadera as a street right of vay in that certain offer of Dadication dated December 22, 1967 and recorded July 11, 1969 in Book 1038 of Official Records, page 466, Hadara County Records, Document No. 7595.

#### PARCEL NO. 3

Out Lot 0 and Out Lot E in the Cascadel Woods Subdivision No. 4, seconding to the map thereof recorded August 5, 1963 in Book 9 of Maps, at pages 146 to 150, Medera County Records.

EXCEPTING THREFROM any portion thereof which lies within that strip of land 60 fact wide through the B 4 of Section 16, Taymship B South, Renga 23 Rast, R. D. B. & M., as dedicated to the County of Mainra as a street right of way in that certain Offer of Dedication detad December 22, 1967 and recorded July 11, 1969 in Book 1038 of Official Records, page 466, Medana County Records, Decement No. 7595.

EXORPTING THEREFICH a strip of land 60.00 feet is width lying in Outlot "G" shown on the Hap of Treat No. 119, GASCADEL ROOMS SUBDIVISION Ro. 4, recorded in Volumn 9 at Page 146 in Hadera County Official Records, lying in Section 16, T.6 B, R.23 B, M. D. B. & H. end more particularly described as follows:

Enginning at the Northwest Corner of Let 41 of said Tract No. 119; THERCE N20 35 00°4, along the Mest Line of Cascadel Drive, a distance of 60.29 feet; THENGE N75 02'00°E, parallel to and 60 feet from the Northerly line of said Lot 41, a distance of 124.09 feet; THENGE N62°05'00°E, parallel to and 60.00 feet from the Northwesterly line of Lot 40, a distance of 133.46 feet; THENGE N62°35'10°E, parallel to and 60.00 feet; THENGE N62°35'10°E, parallel to and 60.00 feet from the Northwesterly line of Lot 40, a distance of 147.99 feet; THENGE S2°25'10°E a distance of 60.00 feet; THENGE S62°35'10°E, along the Northwesterly line of said Lot 40, a distance of 147.22 feet, THENGE S52°05'00W along the Northwesterly line of said Lot 40, a distance of 140.00 feet, to the North Line of Lot 41, a distance of 145.00 feet, THENGE S75°02'00°E, along the North Line of Lot 41, a distance of 125.00 feet, TO THE POINT OF BEGINNING.

Containing 0.56 scres wors or less.

### RESOLUTION NO. 85-221

DE IT HEREEY RESOLVED that the County of Madera, a political subdivision of the State of California, hereby accepts that certain deed dated the 28th day of June, 1985, executed by E. L. MOON and BESTY E. MOON, husband a wife as joint tenants, and ARLON L. MOON, a single man, (Cascadel Woods Subdivision \$4, Lots A, B C & E) conveying to said County of Madera, the real property described therein and concents to the recordation of said deed.

The foregoing Resolution was adopted this Niday of

1985, by the following votes:

Supervisor Kennedy voted:

Supervisor Ginsburg voted:

Supervisor Hanhart Mointyre voted:

Supervisor Lopez voted:

Supervisor Darnell voted:

Board of Supervisors

ATTEST:

Clerk, Board of Supervisors



END OF DOCUMENT ...

# Exhibit "E"

MADERA COUNTY CONTRACT NO. 3780-C-R5

WHEREAS, the ASSOCIATION has entered into escrow instructions for the purchase and sale of certain real property, a description of which is attached hereto as Exhibit "A"; and

WHEREAS, it is the desire of the parties to have said real property acquired by COUNTY by and on behalf of Madera County Service Area No. 21 ["CSA 21"] for recreational purposes; and

WHEREAS, it is the desire of the parties to provide for the continuing operation and maintenance of the heretofore described real property as a recreational area for the residents of CSA 21; and

WHEREAS, it is the desire of the parties to provide appropriate liability insurance to protect all parties involved; NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

- 1. ASSOCIATION agrees to operate and maintain the entire real property described on Exhibit "A" attached hereto, including all recreational facilities thereupon [hereinafter collectively referred to as the "Subject Property"].
- 2. ASSOCIATION agrees to undertake the responsibilities indicated in Paragraph 1 above at its entire and complete expense, and shall absorb all costs in connection therewith, so that no monetary contributions to this end will be required from COUNTY.

- 3. ASSOCIATION shall operate and maintain the Subject
  Property for the sole and exclusive use of those persons
  described in Paragraph 4 of the Judgment recorded in Book 1197,
  Page 166 of the Official Records of the County of Madera.
- 4. This Agreement shall extend for a period of ten (10)

  years, or until such time as all monies due to COUNTY and the

  seller of the Subject Property have been paid, whichever is

  sooner.
- Compensation insurance.

  6. ASSOCIATION shall acquire a policy of liability
  insurance, naming COUNTY as an additional insured, with a minimum

ASSOCIATION shall obtain all necessary Workers'

- amount of \$1,000,000 combined single limit coverage, for property damage and bodily injury, and a \$2,000,000 aggregate. ASSOCIATI( shall provide COUNTY with a certificate evidencing such insurance.

  7. No later than April 1 each year, ASSOCIATION agrees to advise COUNTY in writing of the annual amount of the premiums
- due for the insurance prescribed by Paragraphs 5 and 6 above, so that said amounts may be included in the assessments levied upon the residents of CSA 21.

  8. ASSOCIATION agrees that if any of the foregoing
- insurance provisions are not complied with, COUNTY may itself obtain the necessary insurance coverage and assess the costs thereof to each of the residents of CSA 21.

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9. ASSOCIATION agrees to indemnify, defend, and hold harmless COUNTY and all of its officers and employees from any liability or claims arising out of the performance of this Agreement or in any way connected with the Subject Property.

- 10. COUNTY agrees to loan \$70,000 to CSA 21 and to establish an assessment mechanism for the repayment of said loan as well as the payment of the balance of the purchase price to the seller of the Subject Property.
- 11. If the amounts collected pursuant to said assessment mechanism for any fiscal year are less than the total amounts due for said fiscal year for the repayment of said loan and the payments due to the seller of the Subject Property, ASSOCIATION shall pay the amount of said difference to COUNTY within thirty (30) days of receipt of written notice of such deficiency.
- 12. COUNTY may in its sole discretion terminate this contract for any reason upon 30 days written notice.
- 13. This Agreement shall inure to the benefit of, and bind, the heirs, successors, assigns, and transfers of the respective parties hereto.

COUNTY OF MADERA

By NonDarn

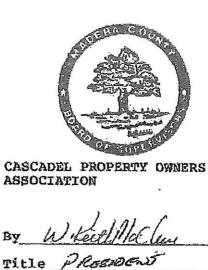
Board of Supervisors

Clerk, Board of Supervisors



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ATTEST: Clerk, Board of Supervisors 1. ASSOCIATION S70.SD-2895 Employer I.D. or Social Security Number Approved as to Legal Form: County Counsel Approved as to Accounting Form: Auditor-Controller Approved.



CASCADEL PROPERTY OWNERS ASSOCIATION

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