

Cortina Community Services District
PO Box 43
Arbuckle CA 95912

Karl Drexel, General Manager
(707) 318-7369
karl@kdmanagement.us



Rod Bradford, Chairman
Karen Gage, Secretary
Dolores Gomez, Director
Kimberly Valles, Director
Jesika Johnson, Director

AGENDA

Regular Meeting
Arbuckle Golf Course
5918 Hillgate Rd, Arbuckle, CA 95912
MAY 23, 2022, at 6 pm

1. CALL TO ORDER AND ESTABLISH QUORUM:

Cortina CSD Board of Directors Roll Call: President: Bradford____ Members: Gage____ Gomez____
Valles ____ Johnson____

2. PLEDGE OF ALLEGIANCE:

3. PUBLIC COMMENTS: *(Each speaker is limited to two minutes)*

Members of the public are appreciated for taking the time to attend this meeting and provide comments on matters of District business. Any member of the public may address the Board relating to any matter within the District's jurisdiction. This need not be related to any item on the agenda; however, the Board with cannot act on an item unless it was noticed on the agenda

4. CONSENT CALENDAR:

Items listed on the consent agenda are considered routine and may be enacted in one motion. Any item may be removed for discussion at the request of the Board or the Public.

- a) Approval of Minutes: Regular Meeting March 28, 2022
- b) Ratification of Disbursements: Don't have from County
- c) Approve Payables for June 2022

5. DISCUSSION / REPORTS: ACTION ITEMS:

- a) Discuss and take action on Board resignation and filling the seat
- b) Board Elections filing 7-18-22 to 8-12, 2022 for three seats: Karen, Kimberly and Jesika.
- c) Review and discuss Proposals for Landscape Maintenance
- d) Update Board on NRCS Engineering for Levee behind Redington Ranch
- e) Park Funding Reddington Ranch at North end of Elmer
- f) Form 700 Annual Report, Due April 1, 2022 Find Fillable Form here:
<https://www.fppc.ca.gov/Form700.html>

6. CORRESPONDENCE, STAFF and BOARD MEMBER REPORTS:

7. ADJOURNMENT:

Meeting agendas and written materials supporting agenda items, if produced, can be received by the public for free in advance of the meeting by any of the following options:

- A paper copy mailed pursuant to a written request and payment of associated mailing fees.
- An electronic copy received by email. Note – if you would like electronic copies, please email the board at ArbuckleCCSD@gmail.com prior to the Board meeting
- On the CSD Website on the Friday proceeding each regular meeting date. A limited amount of meeting materials will also be available at the meeting. The next Cortina CSD Board Meeting is scheduled to be held on June 27, 2022 at 6:00 pm.

CONSENT CALENDAR

Cortina Community Services District
P.O. Box 43
Arbuckle, CA 95912

DIRECTORS
Rod Bradford, Chair
Karen Gage, Director
Dolores Gomez, Director
Jesika Johnson, Director
Kimberly Valles, Director

Regular Meeting of the Board of Directors

March 28, 2022 at 6:00 pm

Minutes

1. CALL TO ORDER – Board President Rod Bradford called the meeting to order at 6:15 pm
ROLL CALL – Present were board members Rod Bradford, Karen Gage, and Kimberly Valles. Absent Jesika Johnson and Delores Gomez. Also present, General manager, Karl Drexel of KD Management, LLC
2. PLEDGE ALLEGIANCE – Rod Bradford led the Pledge of Allegiance
3. PUBLIC COMMENT – None
4. CONSENT CALENDAR
The consent Calendar was presented for the approval of the Minutes of the Regular Meeting on February 28, 2022; Ratify the March 1, 2022 through March 23, 2022 disbursements and approve April 2022 payables, and review the YTD Financials.

Motion made by:	Karen Gage to Approve the Consent Calendar	Motion seconded by:	Kimberly Valles
Ayes:	Rod Bradford, Karen Gage, Kimberly Valles,	Noes:	None
Abstained:	None	Absent	Jesika Johnson, Delores Gomez

5. DISCUSSION / REPORTS: ACTION ITEMS
 - a) **REVIEW AND DISCUSS PROPOSALS FOR LANDSCAPE MAINTENANCE** The General Manger reported that Botanica had submitted a proposal for a new contract, that was somewhat higher than the current proposal and mentioned that he didn't see a lot of differences between the two. One item that was new, was cleaning the gutters, and was not sure what that meant to Botanica. He noted that we could put out another RFP, but there were no guarantees there would be more bidders. Discussion continued about getting a professional opinion regarding changing out the irrigation system to something more resilient. The Board asked for more clarification on the proposal and bring it back for further discussion.
 - b) **UPDATE THE BOARD ON NRCS ENGINEERING FOR LEVEE BEHIND REDDINGTON.** The General Manager reported that he didn't have anything new to report. He had reached out to the Colusa National Resource Conservation Service office, but had not heard anything back. The Engineer that met with Rod and the GM offered to provide conceptual or engineered drawings for some kind of Levee containment system, but he hasn't got them yet.
 - c) **DISCUSS AND APPROVE STREET SWEEPING**
The General Manager reported that he contacted Williams and is trying to contact City of Colusa regarding contracting with them to do street sweeping. Williams said they do not have a street sweeper and they contract with the Colusa when they need to, or they rent one.

Cortina Community Services District

P.O. Box 43
Arbuckle, CA 95912

DIRECTORS

Rod Bradford, Chair
Karen Gage, Director
Dolores Gomez, Director
Jesika Johnson, Director
Kimberly Valles, Director

d) **DISCUSS AND APPROVE STORM DRAIN CLEANING**

The General Manager reported that he had talked to Nor Cal Pipeline Services out of Roseville about cleaning the storm drains and inlets to the retention ponds in River Glen and Reddington Ranch. He reminded the Board we got a bid for cleaning all of the inlets and the entire system a while back and got a price of around \$80,000. Nor Cal said they could do the main inlets and drains at the ponds for about \$3,000. He also talked to Casey Cox of the Arbuckle Fire Department, and he seemed to be open to it, but had not looked at it yet. He also talked to the City of Williams Public Works Director, and he said he was going to look at it as well. He said he will wait to hear back from Arbuckle and Williams to make a decision.

e) **UPDATE ON FIRE AND POLICE CFD**

The General Manager reported that in 2006, the Board of Supervisors established a Community Facilities District and established an assessment on all properties in each of the three developments. The idea was that the County would provide these services until such time as the District was established and then the District would provide these services. The Board asked the GM to investigate it further, which he is doing. The options are to leave it as is, request the County pay that money to the District to provide those services or give the money to the District to contract individually for fire and police services. The other possibility is to stop the assessment and let the County provide police and fire services with the 1% property tax like everybody else. The GM reported that he has asked Counsel to look into all of the possibilities, but nothing reported yet. They have only billed us for their initial investigation, which was reading the documents. The question is how far the Board wants the manager to take this line of pursuit. The consensus was the General Manager would continue to look into eliminating the CFD.

d) **PARK FUNDING REDINGTON RANCH AT NORTH END OF ELMER**

The General Manager submitted some typical play structure designs by Landscape Structures, a company producing playground structures. He noted that typically in a playground, you want to have equipment that is designed for 0-5 year old's and 5-12 year old's. He noted that the area being considered is a triangle shape parcel and all of the designed structures are rectangle shaped. The typical structure would not fit into the space available as they are. However, there are different ways to design something else. The consensus was to get the most that can be put into the space for both age groups. The fall surface people liked was the pour in place if it can be done. Features that were discussed were long slides, climbing structure, hammock swings, and features for little ones. The Manager was tasked with getting more information and to investigate funding.

e) **FORM 700 ANNUAL REPORT, DUE APRIL 1, 2022**

Discussion was held regarding the Form 700 and Rod and Kimberly have submitted their Form 700.

6. **STAFF AND BOARD MEMBER REPORTS**

a) Rod requested paper for all Board members. GM will provide at next meeting

7. **ADJOURNMENT:** Adjourn at 6:45 pm – Next meeting will be a Regular Meeting to be held on May 23, 2022, at 6 pm at the Arbuckle Golf Course.

Cortina Community Services District

P.O. Box 43
Arbuckle, CA 95912

DIRECTORS

Rod Bradford, Chair
Karen Gage, Director
Dolores Gomez, Director
Jesika Johnson, Director
Kimberly Valles, Director

Approved

Rod Bradford, Chair

Attest

Karl Drexel, Secretary

Cortina Community Services District
June Payables
June 2022

<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Amount</u>
Arbuckle PUD	Water Service	03511 - Reddington Ranch	242.41
Arbuckle PUD	Water Service	03512 - River Glen	54.60
Botanica Landscapes	Landscape Maintenance	03511 - Reddington Ranch	2,236.00
Botanica Landscapes	Landscape Maintenance	03512 - River Glen	659.00
KD Management	GM Services	03511 - Reddington Ranch	0.00
KD Management	GM Services	03512 - River Glen	0.00
KD Management	GM Services	03513 - Wildwood	0.00
PGE	Street Lights	03511 - Reddington Ranch	2,156.61
PGE	Street Lights	03512 - River Glen	111.10
PGE	Street Lights	03513 - Wildwood	0.00
PGE	Irrigation Control	03511 - Reddington Ranch	10.51
PGE	Irrigation Control	03512 - River Glen	10.51
Streamline	Web Hosting	03511 - Reddington Ranch	33.00
Streamline	Web Hosting	03512 - River Glen	9.00
Streamline	Web Hosting	03513 - Wildwood	8.00
			<u><u>5,530.74</u></u>

DISCUSSION / REPORTS

ACTION ITEMS



CORTINA COMMUNITY SERVICES DISTRICT

TO: CORTINA BOARD OF DIRECTORS

MEETING DATE: MAY 23, 2022

FROM: KARL DREXEL, GENERAL MANAGER

SUBJECT: RESIGNATION AND OPEN BOARD SEAT

BACKGROUND:

As you are aware, our distinguished stalwart Board Member, Karen Gage, is unfortunately leaving us for the Florida sunshine. By law, we are required to post the vacancy for 15 days minimum and appoint someone to fill that vacancy within 60 days. I talked to Rose at the County Clerk's office, and she said she has Notices that they like to use for this, and we will post it as soon as we get it from her. She has found someone to fill the seat, although no one can fill her shoes. As soon as the Notice is posted, the Board can accept letters of interest and appoint someone to fill the seat at the June meeting. The person filling the vacant seat would be on the Board until December 2, 2022, when the newly elected person will fill the seat.

RECOMMENDATION:

Board to join me in wishing Karen the very best.



GOVERNMENT CODE - GOV

TITLE 1. GENERAL [100 - 7931.000] (Title 1 enacted by Stats. 1943, Ch. 134.)

DIVISION 4. PUBLIC OFFICERS AND EMPLOYEES [1000 - 3599] (Division 4 enacted by Stats. 1943, Ch. 134.)

CHAPTER 4. Resignations and Vacancies [1750 - 1782] (Chapter 4 enacted by Stats. 1943, Ch. 134.)

ARTICLE 2. Vacancies [1770 - 1782] (Article 2 added by Stats. 1943, Ch. 134.)

1780. (a) Notwithstanding any other provision of law, a vacancy in any elective office on the governing board of a special district, other than those specified in Section 1781, shall be filled pursuant to this section.

(b) The district shall notify the county elections official of the vacancy no later than 15 days after either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later.

(c) The remaining members of the district board may fill the vacancy either by appointment pursuant to subdivision (d) or by calling an election pursuant to subdivision (e).

(d) (1) The remaining members of the district board shall make the appointment pursuant to this subdivision within 60 days after either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later. The district shall post a notice of the vacancy in three or more conspicuous places in the district at least 15 days before the district board makes the appointment. The district shall notify the county elections official of the appointment no later than 15 days after the appointment.

(2) If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold office until the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

(3) If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general district election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.

(e) (1) In lieu of making an appointment the remaining members of the board may within 60 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the district board calls the election.

(f) (1) If the vacancy is not filled by the district board by appointment, or if the district board has not called for an election within 60 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, then the city council of the city in which the district is wholly located, or if the district is not wholly located within a city, the board of supervisors of the county representing the larger portion of the district area in which the election to fill the vacancy will be held, may appoint a person to fill the vacancy within 90 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, or the city council or board of supervisors may order the district to call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the city council or board

of supervisors calls the election.

(g) (1) If within 90 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, the remaining members of the district board or the appropriate board of supervisors or city council have not filled the vacancy and no election has been called for, then the district board shall call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the district board calls the election.

(h) (1) Notwithstanding any other provision of this section, if the number of remaining members of the district board falls below a quorum, then at the request of the district secretary or a remaining member of the district board, the appropriate board of supervisors or the city council shall promptly appoint a person to fill the vacancy, or may call an election to fill the vacancy.

(2) The board of supervisors or the city council shall only fill enough vacancies by appointment or by election to provide the district board with a quorum.

(3) If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold the office until the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

(4) If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general district election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.

(5) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is held 130 or more days after the date the city council or board of supervisors calls the election.

(Amended by Stats. 2007, Ch. 343, Sec. 4. Effective January 1, 2008.)



CORTINA COMMUNITY SERVICES DISTRICT

TO: CORTINA BOARD OF DIRECTORS

MEETING DATE: MAY 23, 2022

FROM: KARL DREXEL, GENERAL MANAGER

SUBJECT: THREE SEATS OPEN FOR NOVEMBER ELECTION

BACKGROUND:

In the upcoming election in November, three seats are up for election. Those seats are currently being held by Karen Gage (and her appointed replacement), Jesika Johnson and Kimberly Valles. The filing for being on the ballot opens July 18, 2022, and will remain open until August 12, 2022. The County will be announcing this sometime next month. The open seats are for a term of 4 years. Please be sure to fill out your paperwork to run for the position of Director of the Cortina CSD.

RECOMMENDATION:

Make sure you get your paperwork in on time.



CORTINA COMMUNITY SERVICES DISTRICT

TO: CORTINA BOARD OF DIRECTORS

MEETING DATE: MAY 23, 2022

FROM: KARL DREXEL, GENERAL MANAGER

SUBJECT: UPDATE BOARD ON RFP FOR LANDSCAPE MAINTENANCE

BACKGROUND:

As you know, I sent out Requests for Proposals to approximately 15 firms listed online that performed Municipal Landscaping Maintenance. As I reported last month only one firm responded – Botanica Landscaping. Their proposal was presented last month for review and action. In reviewing the proposal, it appeared on the surface to be more complete than the current contract we have with them, but we needed more clarification. One item that I noticed was keeping the gutters clean, but not sure what that entails. Jennifer is supposed to get back with more information. She did say that they added one more worker and more equipment, so service should be better, but I have not received anything in writing as of today. As you can see from the correspondence attached to these proposals, they are not increasing the hours or days, but promise to use the full time, which apparently hasn't been done in the past. In my original correspondence I told them we would reject all bids and put out another RFP with a wider audience. The reality is there isn't a wider audience, but if we do put out another RFP, we might get some additional bids back.

RECOMMENDATION:

Review and discuss the Landscape Maintenance Proposal and advise staff of whether to accept this proposal, put out another RFP or continue with the existing contract.

Karl Drexel
Cortina Community Services District
PO Box 43
Arbuckle, CA 95912

Phone: 707.318.7369
Fax: 530.239.3737
karl@kdmanagement.us

Landscape Maintenance Specifications for
Cortina Community Services District – Reddington Ranch Subdivision in Arbuckle, CA

Maintenance includes the following:

- Remove and dispose of all refuse material in the entire length of the two retention basins on the West side of William St and the culvert to Hillgate
- Remove and dispose of all refuse material at south end of culvert to county basin
- Weed and clear all debris, rock, gravel and refuse in all gutters in subdivision
- Maintain three retention basins by mowing, weeding, edging lawns, removing all refuse, debris, weeds and litter, including all intake and outflow areas and keep pipes clean of all debris
- Weed and clear all debris from bank between retention basins and roadway and top of embankment to encompass all brush and trees. Prune all brush and trees as necessary
- Weed, prune and remove and dispose debris of on both sides of Duke Drive
- Weed, prune and maintain all shrubbery on perimeter of subdivision on Hillgate and Almond
- Weed, prune and maintain all trees and shrubbery on cart/walking path

Turf Areas

- Control weeds and debris
- Weed-eat and edge
- Mow with clean, sharp mowers
- Fertilize twice each year

Shrubs, Flowerbeds and Groundcovers

- Detail, prune and shape
- Trim around walkways, structures, fixtures, and plants
- Fertilize as needed
- Maintain proper space between shrubbery and PG&E Service boxes (2'-3' of clear space)

Trees

- Maintain lower canopies to approximately 6' in height

Parking areas and sidewalks

- Control and remove weeds, leaves, and debris

Irrigation Systems

- Irrigation times adjusted monthly to provide adequate watering and conservation
- Twice monthly inspection of irrigation system, risers, sprinklers and controllers

NOTE: All terms relating to refuse, debris, rock, gravel and litter refer to a normal amount of debris, as is regularly accumulated. The removal of any debris dumped or left on the property by others can be removed and disposed of as an extra. The removal of mud can be removed and disposed of as an extra.

EXTRA WORK: All extra work not included in standard maintenance will be approved in writing. Any services not listed in the Landscape Maintenance Specifications are considered additional services. These include, but are not limited to items listed below, at the rate of \$65.00 per labor hour, plus materials. If additional work is expected, Botanica Landscapes will first obtain approval before any work is performed.

Some examples of extra work:

- Irrigation repairs
- Bark refresh
- Over-seeding
- Annual flowers
- Dirt or rock removal
- Plant and tree replacement
- Tree work outside of normal maintenance scope, including but not limited to removal of large limbs, trees, stump grinding
- Trash removal outside of what would be considered normal (large piles green waste, household items and appliances, etc.)



Thank you for considering Botanica Landscapes' Maintenance Proposal based on the preceding Specifications dated February 28, 2022.

Services will be performed weekly and invoiced monthly.

The areas to be serviced are highlighted on the attached maps and outlined as follows:


- Redington Ranch Subdivision, located on Hillgate Road, Almond Ave, Elmer Drive, William St and Hall St. The subdivision includes three storm water detention basins, cart and walking paths, trees and bushes, lawn areas, curbs and gutters, and concrete intake and outflow channels at each retention basin.
- River Glen Subdivision, located on Wildwood Road, Barbara Way, South 9th Street and Kleeman Way. The subdivision includes two storm water detention basins, cart and walking paths, trees and bushes, lawn areas, curbs and gutters, and a concrete irrigation ditch the entire length of Barbara Way.

Maintenance Monthly Cost..... \$2,800.00
 Proposed Annual Major Tree Work Budget..... \$10,000.00
 Proposed Annual Irrigation Repair Budget.....\$10,000.00

Botanica Landscapes observe the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and the day after Thanksgiving, and the week of Christmas.

This Proposal, when signed, becomes a Contract. This Contract may be canceled by either party with a sixty (60) day written notice and may be reviewed annually. To accept this Proposal and execute it as a Contract, please return a signed copy to Ed Clavel (eclavel@botanica.net) and/or Peter Borja (pborja@botanica.net).

We look forward to the opportunity of working with you.

_____	_____
Property Owner, Manager, or Agent	Date
	<u>3-1-22</u>
_____	_____
Ed Clavel, President	Date
Head of Maintenance Department	
Botanica Landscapes	

Karl Drexel
Cortina Community Services District
PO Box 43
Arbuckle, CA 95912

Phone: 707.318.7369
Fax: 530.239.3737
karl@kdmanagement.us

Landscape Maintenance Specifications for
Cortina Community Services District – River Glen Subdivision in Arbuckle, CA

Maintenance includes the following:

- Remove and dispose of all refuse material in the entire length of the two retention basins on the West side of William St and the culvert to Hillgate
- Remove and dispose of all refuse material at south end of culvert to county basin
- Weed and clear all debris, rock, gravel and refuse in all gutters in subdivision
- Maintain three retention basins by mowing, weeding, edging lawns, removing all refuse, debris, weeds and litter, including all intake and outflow areas and keep pipes clean of all debris
- Weed and clear all debris from bank between retention basins and roadway and top of embankment to encompass all brush and trees. Prune all brush and trees as necessary
- Weed, prune and remove and dispose debris of on both sides of Duke Drive
- Weed, prune and maintain all shrubbery on perimeter of subdivision on Hillgate and Almond
- Weed, prune and maintain all trees and shrubbery on cart/walking path

Turf Areas

- Control weeds and debris
- Weed-eat and edge
- Mow with clean, sharp mowers
- Fertilize twice each year

Shrubs, Flowerbeds and Groundcovers

- Detail, prune and shape
- Trim around walkways, structures, fixtures, and plants
- Fertilize as needed
- Maintain proper space between shrubbery and PG&E Service boxes (2'-3' of clear space)

Trees

- Maintain lower canopies to approximately 6' in height

Parking areas and sidewalks

- Control and remove weeds, leaves, and debris

Irrigation Systems

- Irrigation times adjusted monthly to provide adequate watering and conservation
- Twice monthly inspection of irrigation system, risers, sprinklers and controllers

NOTE: All terms relating to refuse, debris, rock, gravel and litter refer to a normal amount of debris, as is regularly accumulated. The removal of any debris dumped or left on the property by others can be removed and disposed of as an extra. The removal of mud can be removed and disposed of as an extra.

EXTRA WORK: All extra work not included in standard maintenance will be approved in writing. Any services not listed in the Landscape Maintenance Specifications are considered additional services. These include, but are not limited to items listed below, at the rate of \$65.00 per labor hour, plus materials. If additional work is expected, Botanica Landscapes will first obtain approval before any work is performed.

Some examples of extra work:

- Irrigation repairs
- Bark refresh
- Over-seeding
- Annual flowers
- Plant and tree replacement
- Dirt or rock removal
- Tree work outside of normal maintenance scope, including but not limited to removal of large limbs, trees, stump grinding
- Trash removal outside of what would be considered normal (large piles green waste, household items and appliances, etc.)



Thank you for considering Botanica Landscapes' Maintenance Proposal based on the preceding Specifications dated February 28, 2022.

Services will be performed weekly and invoiced monthly.

The areas to be serviced are highlighted on the attached maps and outlined as follows:

- Redington Ranch Subdivision, located on Hillgate Road, Almond Ave, Elmer Drive, William St and Hall St. The subdivision includes three storm water detention basins, cart and walking paths, trees and bushes, lawn areas, curbs and gutters, and concrete intake and outflow channels at each retention basin.
- River Glen Subdivision, located on Wildwood Road, Barbara Way, South 9th Street and Kleeman Way. The subdivision includes two storm water detention basins, cart and walking paths, trees and bushes, lawn areas, curbs and gutters, and a concrete irrigation ditch the entire length of Barbara Way.

Maintenance Monthly Cost.....	\$757.85
Proposed Annual Major Tree Work Budget.....	\$5,000.00
Proposed Annual Irrigation Repair Budget.....	\$5,000.00


Botanica Landscapes observe the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and the day after Thanksgiving, and the week of Christmas.

This Proposal, when signed, becomes a Contract. This Contract may be canceled by either party with a sixty (60) day written notice and may be reviewed annually. To accept this Proposal and execute it as a Contract, please return a signed copy to Ed Clavel (eclavel@botanica.net) and/or Peter Borja (pborja@botanica.net).

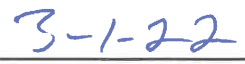
We look forward to the opportunity of working with you.

Property Owner, Manager, or Agent

Date



 Ed Clavel, President
 Head of Maintenance Department
 Botanica Landscapes



 Date



CORTINA COMMUNITY SERVICES DISTRICT

TO: CORTINA BOARD OF DIRECTORS

MEETING DATE: MAY 23, 2022

FROM: KARL DREXEL, GENERAL MANAGER

SUBJECT: UPDATE BOARD ON NRCS LEVEE REPAIR PLANS

BACKGROUND:

Rod and I met with NRCS conservationist Wendy Krehbiel, and an engineer to look at the creek behind Redington Ranch to see if anything could be done to stop further erosion. At the time, the engineer made some suggestions and said he would draw up plans and drawings we could use to solicit funding for repairs. To date, they have not submitted anything to us, and I have not heard back from them on my queries.

RECOMMENDATION:

No action necessary, for information only



CORTINA COMMUNITY SERVICES DISTRICT

TO: CORTINA BOARD OF DIRECTORS

MEETING DATE: MAY 23, 2022

FROM: KARL DREXEL, GENERAL MANAGER

SUBJECT: PARK FUNDING REDDINGTON RANCH

BACKGROUND:

We discussed the park at the last Board meeting and I was tasked with getting some more ideas about play structures that will fit into the space allocated. Unfortunately there is no way of making the space larger. I have been trying to get a park designer from Ross Recreation, a company out of Santa Rosa that sells Landscape Structures play structures, to come up and design what might fit. So far we have been playing a lot of phone tag, but I will keep trying.

RECOMMENDATION:

No action necessary, for information only













