

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

**DIRECTORS**  
Amy Gibbons, Chair  
Rod Bradford, Vice-chair  
Terry Wilderman, Treasurer  
Karen Gage, Secretary  
Victor Grice, Director

### **Regular Meeting of the Board of Directors**

Arbuckle Parks and Recreation District Office  
309 5<sup>th</sup> Street, Arbuckle, CA 95912  
March 9, 2018 at 6 pm

### **Minutes**

CALL TO ORDER at 6pm

ROLL CALL: Present were Board Members Rod A. Bradford, Karen Gage, Amy Gibbons, and Victor Grice. Peter Kampa, District Manager and CCSD community members present were Catherine Shahan and Judith Grice.

**PERIOD OF PUBLIC COMMENT - None**

### **DISCUSSION AND ACTION ITEMS**

- a) Adoption of a resolution approving Board Bylaws, which detail the policies and procedures governing the Board of Directors and Board meetings  
Rod Bradford moved to approve Resolution 2018-03. Karen Gage seconded the motion. Motion passed by unanimous vote.
- b) Adoption of a resolution approving agreement with Special District Risk Management Authority for property/liability insurance  
Rod Bradford moved to approve Resolution 2018-04. Amy Gibbons seconded the motion. Motion passed by unanimous vote.
- c) Adoption of a resolution approving an expense authorization policy  
Victor Grice moved to approve Resolution 2018-05. Amy Gibbons seconded the motion. Motion passed by unanimous vote.
- d) Adoption of a resolution adopting a conflict of interest policy  
Karen Gage moved to approve Resolution 2018-06. Rod Bradford seconded the motion. Motion passed by unanimous vote.
- e) Discussion and action related to approval of developing and maintaining a website for the district  
Karen Gage moved to approve action. Victor Grice seconded the motion. Motion passed by unanimous vote.

### **CONSENT CALENDAR**

#### Financial Review

1. Expenses to be approved –
  - a. PG&E - \$118.32, Wildwood Estates; \$207.07, River Glen; \$419.63, Reddington Ranch
  - b. Botanica Landscaping - \$659, River Glen; \$2236, Reddington Ranch
  - c. Arbuckle Public Utility District – (2 months for irrigation) \$100.34, River Glen; \$384.90, Reddington Ranch
2. Account balances – Reddington Ranch, \$317,467.41; Wildwood Estates, \$24,684.88; River Glen, \$218,579

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Motion to approve payment of all expenses made by Victor Grice, seconded by Rod Bradford.  
Motion passed by unanimous vote.

3. Motion to approve minutes

Rod Bradford made the motion to approve the minutes for the February 9, 2018 board meeting. Victor Grice seconded the motion. All members voted in the affirmative.

**DIRECTORS REPORTS - None**

**ADJOURNMENT**

Next meeting to be held on April 13, 2018 at 6PM, 309 5<sup>th</sup> Street, Arbuckle, CA.