

Cortina Community Services District
PO Box 43
Arbuckle CA 95912

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



Rod Bradford, Chairman
Victor Zarate, Director
Dolores Gomez, Director
Kimberly Valles, Director
Jesika Johnson, Director

AGENDA

Regular Meeting
Arbuckle Golf Course
5918 Hillgate Rd, Arbuckle, CA 95912
SEPTEMBER 26, 2022, at 6 pm

1. CALL TO ORDER AND ESTABLISH QUORUM:

Cortina CSD Board of Directors Roll Call: President: Bradford____ Members: Zarate____ 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 August 22, 2022
- b) Ratification of August – September 2022 Disbursements
- c) Approve Payables for October 2022
- d) Review YTD Financials

5. DISCUSSION / REPORTS: ACTION ITEMS:

- a) Discuss Assessments for Police and Fire – Update
- b) Discuss Fence and Maintenance Issues
- c) Discuss Creek levee stabilization
- d) Discuss Park Project

6. CORRESPONDENCE, STAFF and BOARD MEMBER REPORTS: Updates and New Business

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 General Manager at karl@kdmanagement.us 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 October 24, 2022 at 6:00 pm at the Arbuckle Golf Club

CONSENT CALENDAR

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

DIRECTORS
Rod Bradford, Chair
Victor Zarate, Director
Dolores Gomez, Director
Jesika Johnson, Director
Kimberly Valles, Director

Regular Meeting of the Board of Directors

August 22, 2022 at 6:03 pm

Minutes

1. **CALL TO ORDER** – Board President Rod Bradford called the meeting to order at 6:00 pm

ROLL CALL – Present were board members Rod Bradford, Delores Gomez and Victor Zarate.. Absent Kimberly Valles and Jesika Johnson. Also present, General manager, Karl Drexel of KD Management Services, 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 July 25, 2022; Ratify the July 2022 disbursements; approve August 2022 payables; review the YTD Financials and approve the 22-23 Budget.

| | | | |
|-----------------|---|---------------------|----------------------------------|
| Motion made by: | Delores Gomez to Approve the Consent Calendar | Motion seconded by: | Victor Zarate |
| Ayes: | Rod Bradford, Dolores Gomez, Victor Zarate | Noes: | None |
| Abstained: | None | Absent | Kimberley Valles, Jesika Johnson |

5. **DISCUSSION / REPORTS: ACTION ITEMS**

- a) **DISCUSS ASSESSMENTS FOR POLICE AND FIRE – DETERMINE NEXT STEPS** The General Manager recapped the meeting with Supervisor Corona and County Administrator Wendy Tyler and noted the County said we could do whatever we want with the CFD and CSD. He noted that the Board can contact LAFCo and tell them we want to eliminate Police and Fire from the CSD's latent powers and revert services to the County. Discussion was held among the Board and the consensus was to pursue with our attorney the elimination of the CFD since the transitional program is over and ask the attorney to explain to the Fire Department and County Sheriff that services are still legally required.
- b) **DISCUSS SNAKE PROBLEM ON WALKING PATH IN REDDINGTON** The General Manager mentioned that the Snake habitat report we got from the Snake Consultant was very thorough and comprehensive. One of the things they suggested was to remove the concrete blocks that have been put on the bank of the creek, however he noted that may be protecting that bank and if we remove it, the bank is open for more erosion during high rains. Victor said he hears snakes there once or twice a year, The manager recommended we leave the concrete and rip rap and remove some of the ground cover. The consensus was the District do nothing at this time regarding the snake habitat.
- c) **DISCUSS FENCE AND MAINTENANCE ISSUES** The General Manager reported that he had contacted several fence companies and had not heard back from any, except a company in Palo Alto. Victor offered to contact his concrete contractor and get a price.

Cortina Community Services District

P.O. Box 43
Arbuckle, CA 95912

DIRECTORS

Rod Bradford, Chair
Victor Zarate, Director
Dolores Gomez, Director
Jesika Johnson, Director
Kimberly Valles, Director

- d) **DISCUSS CREEK LEVEE STABILIZATION** The General Manager reported he has sent several emails and phone calls and has not heard back from Wendy at NRCS or the engineer.
- e) **DISCUSS PARK PROJECT** The General Manager reported that he and Victor looked at another site on the south end of the Elmer St walkway as a potential park site that is larger and flatter than the site discussed on the North end. He noted that he would be meeting with the District's Engineer to view the site and come up with some estimated costs, so we have a target amount to go after grants.

6. STAFF AND BOARD MEMBER REPORTS

a) None

- 7. **ADJOURNMENT:** Adjourn at 6:23 pm – Next meeting will be a Regular Meeting to be held on October 24, 2022, at 6 pm at the Arbuckle Golf Course.

Approved

Attest

Rod Bradford, Chair

Karl Drexel, Secretary

Cortina Community Services District
August Disbursements
August 2022

| <u>Type</u> | <u>Date</u> | <u>Name</u> | <u>Account</u> | <u>Original Amount</u> |
|-----------------|-------------|---------------|---|------------------------|
| Bill Pmt -Check | 08/18/2022 | Arbuckle PUD | 10010 · County Auditor - 03511 Red Ranc | -213.87 |
| Bill Pmt -Check | 08/18/2022 | Arbuckle PUD | 10020 · County Auditor - 03512 Riv Glen | -68.72 |
| Bill Pmt -Check | 08/18/2022 | Botanica | 10010 · County Auditor - 03511 Red Ranc | -2,236.00 |
| Bill Pmt -Check | 08/18/2022 | Botanica | 10020 · County Auditor - 03512 Riv Glen | -659.00 |
| Bill Pmt -Check | 08/18/2022 | PGE | 10010 · County Auditor - 03511 Red Ranc | -10.51 |
| Bill Pmt -Check | 08/18/2022 | PGE | 10020 · County Auditor - 03512 Riv Glen | -10.51 |
| Bill Pmt -Check | 08/18/2022 | PGE | 10010 · County Auditor - 03511 Red Ranc | -601.04 |
| Bill Pmt -Check | 08/18/2022 | PGE | 10020 · County Auditor - 03512 Riv Glen | -166.63 |
| Bill Pmt -Check | 08/18/2022 | PGE | 10030 · County Auditor - 03513 Wildwood | -95.21 |
| Bill Pmt -Check | 08/17/2022 | Prentice Long | 10010 · County Auditor - 03511 Red Ranc | -57.75 |
| Bill Pmt -Check | 08/17/2022 | Prentice Long | 10020 · County Auditor - 03512 Riv Glen | -15.75 |
| Bill Pmt -Check | 08/17/2022 | Prentice Long | 10030 · County Auditor - 03513 Wildwood | -14.00 |
| Bill Pmt -Check | 08/18/2022 | Roy Blodgett | 10010 · County Auditor - 03511 Red Ranc | -102.30 |
| Bill Pmt -Check | 08/18/2022 | Roy Blodgett | 10020 · County Auditor - 03512 Riv Glen | -27.90 |
| Bill Pmt -Check | 08/18/2022 | Roy Blodgett | 10030 · County Auditor - 03513 Wildwood | -24.80 |
| Bill Pmt -Check | 08/18/2022 | Streamline | 10010 · County Auditor - 03511 Red Ranc | -33.00 |
| Bill Pmt -Check | 08/18/2022 | Streamline | 10020 · County Auditor - 03512 Riv Glen | -9.00 |
| Bill Pmt -Check | 08/18/2022 | Streamline | 10030 · County Auditor - 03513 Wildwood | -8.00 |
| TOTAL | | | | -4,353.99 |

Cortina Community Services District
October Payables
Sept - Oct 2022

| <u>Name</u> | <u>Memo</u> | <u>Class</u> | <u>Amount</u> |
|---------------------|-----------------------|--------------------------|------------------------|
| Arbuckle PUD | Water Service | 03511 - Reddington Ranch | 211.76 |
| Arbuckle PUD | Water Service | 03512 - River Glen | 62.73 |
| Botanica Landscapes | Landscape Maintenance | 03511 - Reddington Ranch | 2,236.00 |
| Botanica Landscapes | Landscape Maintenance | 03512 - River Glen | 659.00 |
| KD Management | Consulting | 03511 - Reddington Ranch | 2,996.40 |
| KD Management | Consulting | 03512 - River Glen | 817.20 |
| KD Management | Consulting | 03513 - Wildwood | 726.40 |
| PGE | Street Lights | 03511 - Reddington Ranch | 474.51 |
| PGE | Street Lights | 03512 - River Glen | 166.63 |
| PGE | Street Lights | 03513 - Wildwood | 95.21 |
| PGE | Irrigation Control | 03511 - Reddington Ranch | 9.86 |
| PGE | Irrigation Control | 03512 - River Glen | 9.86 |
| Streamline | Web Hosting | 03511 - Reddington Ranch | 33.00 |
| Streamline | Web Hosting | 03512 - River Glen | 9.00 |
| Streamline | Web Hosting | 03513 - Wildwood | 8.00 |
| | | | <u>8,515.56</u> |

Cortina Community Services District
Profit & Loss by Class
July 1 through September 22, 2022

| | <u>03511 - Reddington Ranch</u> | <u>03512 - River Glen</u> | <u>03513 - Wildwood</u> | <u>TOTAL</u> |
|--|---------------------------------|---------------------------|-------------------------|------------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 410510 · Property Assessment | 7,381.00 | 0.00 | 0.00 | 7,381.00 |
| Total Income | 7,381.00 | 0.00 | 0.00 | 7,381.00 |
| Expense | | | | |
| 53175 · Insurance Expense | 1,832.94 | 499.89 | 444.35 | 2,777.18 |
| 53180 · Professional Services | | | | |
| 53182 · Consulting | 2,996.40 | 817.20 | 726.40 | 4,540.00 |
| 53184 · Legal | 57.75 | 15.75 | 14.00 | 87.50 |
| 53185 · Landscape Maintenance | 4,574.30 | 1,345.90 | 24.80 | 5,945.00 |
| Total 53180 · Professional Services | 7,628.45 | 2,178.85 | 765.20 | 10,572.50 |
| 53260 · Utilities | | | | |
| 53262 · Street Lights | 1,075.55 | 333.26 | 190.42 | 1,599.23 |
| 53263 · Irrigation Controller | 20.37 | 20.37 | 0.00 | 40.74 |
| 53264 · Water Service | 666.40 | 204.49 | 0.00 | 870.89 |
| Total 53260 · Utilities | 1,762.32 | 558.12 | 190.42 | 2,510.86 |
| 53265 · Web Hosting | 99.00 | 27.00 | 24.00 | 150.00 |
| Total Expense | 11,322.71 | 3,263.86 | 1,423.97 | 16,010.54 |
| Net Ordinary Income | -3,941.71 | -3,263.86 | -1,423.97 | -8,629.54 |
| Net Income | -3,941.71 | -3,263.86 | -1,423.97 | -8,629.54 |



CORTINA COMMUNITY SERVICES DISTRICT

TO: CORTINA BOARD OF DIRECTORS

MEETING DATE: SEPTEMBER 26, 2022

FROM: KARL DREXEL, GENERAL MANAGER

SUBJECT: DISCUSS FENCE AND MAINTENANCE ISSUES

BACKGROUND:

I called and emailed 5 fence contractors in the Sacramento Valley and also contacted Frank Pasquale from Neighborworks and Tracy Bybee, the Colusa County Building Inspector and did not receive any proposals or even discussions. Victor, however, was able to get four bids for replacing the two sections of fence at the end of Garry and Kimberly Courts with similar style fence. The sections of fence will be between the houses and will have an opening so kids can walk through without doing damage to the fence. It is the Board's responsibility to review these bids and select the lowest responsible bidder to contract with for the fence replacement. Some of the neighbors want to replace the fences adjacent to their property and the contractors have been advised of those residents so they can negotiate separately.

Additionally, as I mentioned in an earlier staff report, a lot of the irrigation systems throughout Reddington, seem to be getting damaged by vandalism or by the maintenance crews. After mentioning this to Botanica, they have proposed having a complete audit of all irrigation systems to determine if there is something else we can do. I think there might be something else we can do regarding the actual material being used, like using hard plastic or galvanized pipes in order to eliminate the constant repairs to the drip system.

RECOMMENDATION:

Staff recommends we contract with Sucavitch Construction to replace the fence sections. Not only are they the lowest responsible bidder, but they also live right here on Hall Street and would be able to help with other small projects like signposts and such.

Staff also would like Rod to contact Alsco-Geyer to see if they would be interested in doing the irrigation system audit and get us a proposal for improving the system we have. If they are not able to do that, I would like the Board to approve the irrigation system audit from Botanica.

Zarate 3135@gmail.com

Project Name & Address:
 Name Victor Phone 530-908-05-69 **Guillen Fence** 1533
 Street Kimberly www.guillenfence.com
 City Arbuckle State CA Zip _____
 8029 Renton Way Ph: 916.226.0604
 Sacramento, CA 95828 Fax: 916.423.5054
 Lic. #1024746 Insured and Bonded

| Total Length | Total Height | Fabric Gauge | Diam. Term. Posts | Diam. Gate Posts | Diam. Line Post | Top Rail | Bracing | Barb/Raz | Line Post Spacing | Set Instr. |
|--------------|--------------|---------------|-------------------|------------------|-----------------|------------------------|---------|----------|-------------------|------------|
| 148' | 6' | 1X6X6 FINT | 4X4 PT | - | 4X4 PT | (3)2X4 (1)2X6 RW | RW | - | 8' | 2' |

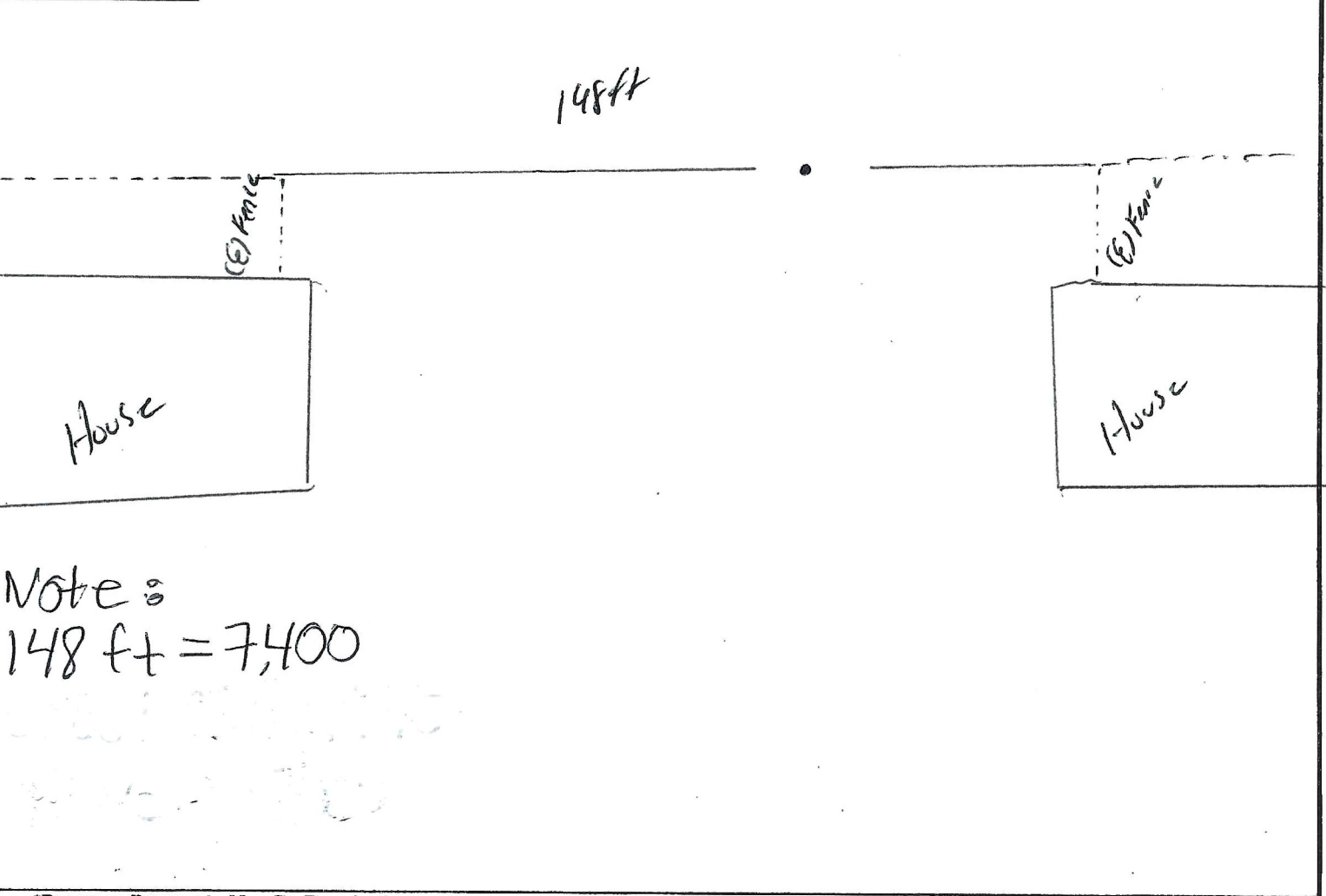
- Prevailing Wage
- Pre Lien
- Water / Electrical Avail.
- Needs USA Called
- Meet Cust. At Site
- Corners Marked
- Obstructions Marked
- Haul Off Dirt
- Salvage

Billing Name _____ **Billing Address** _____

Comments: Remove and Replace 148 ft of wood fence.

Gates/Locks/Hold Backs: _____

Diagram:



Note:
 148 ft = 7,400

***Progress Payments May Be Required**

We hereby propose to furnish labor and materials - complete in accordance with the above specifications, for the sum of: _____ dollars (\$ _____) with payment to be made as follows: _____

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accident or delays beyond our control. This proposal subject to acceptance within _____ days and is void thereafter at the option of the undersigned. Terms of invoices are net 30 days. All bills not paid within 30 days will incur a 1.5% late charge.
***If contract is not paid in full within 30 days property is subject to lien.**

Date of Proposal 09-06-2022 Authorized Signature Carlos Guillen

ACCEPTANCE OF PROPOSAL

The above prices, specifications, payment terms and conditions are hereby accepted. **Guillen Fence** is authorized to perform the work as described above. **Upon acceptance of proposal, please sign and return white copy.**

Signature _____ ** Date _____

Accepted this _____ day of _____, _____.

****Customer Please Note**** It is the responsibility of the customer to clearly mark sprinkler lines. Broken sprinkler lines not marked will be repaired at the expense of the customer. Guillen Fence will exercise caution to those areas marked.

Project Name & Address:
 Name Vicki Phone (530) 908-05-69 **Guillen Fence** 1534
 Street Garry www.guillenfence.com
 City Aubucke State CA Zip _____
 8029 Renton Way Ph: 916.226.0604
 Sacramento, CA 95828 Fax: 916.423.5054
 Lic. #1024746 Insured and Bonded

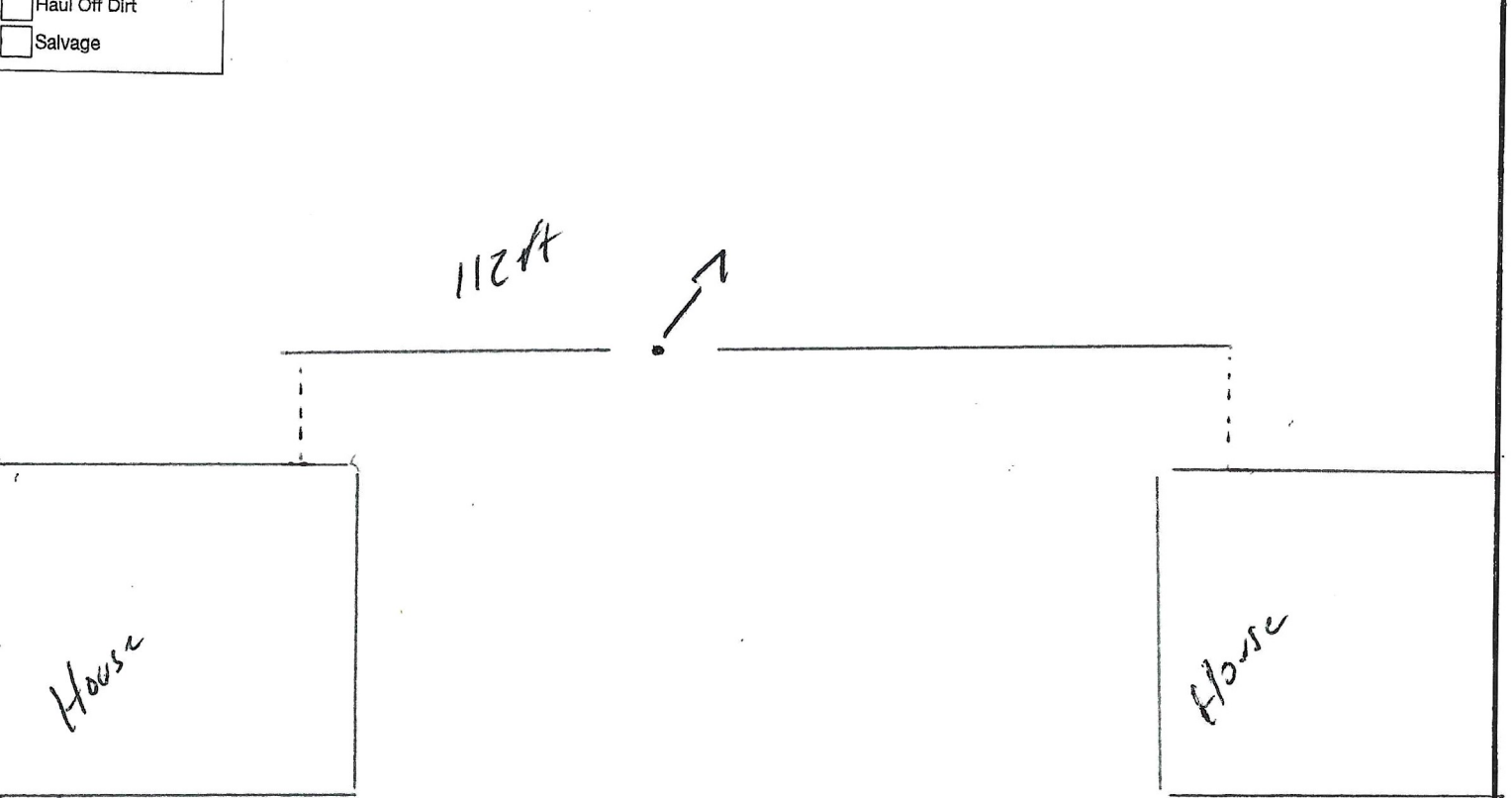
| Total Length | Total Height | Fabric Gauge | Diam. Term. Posts | Diam. Gate Posts | Diam. Line Post | Top Rail | Bracing | Barb/Raz | Line Post Spacing | Set Instr. |
|--------------|--------------|---------------|-------------------|------------------|-----------------|------------------------|---------|----------|-------------------|------------|
| 112ft | 6' | 1X6X6 FIAT | 4X4 PT | - | 4X4 PT | (3)1X4 112X6 No Cap | 1W | - | 8' | 2' |

- Prevailing Wage
- Pre Lien
- Water / Electrical Avail.
- Needs USA Called
- Meet Cust. At Site
- Corners Marked
- Obstructions Marked
- Haul Off Dirt
- Salvage

Billing Name _____ **Billing Address** _____

Comments: Remove and Replace 112ft of wood

Gates/Locks/Hold Backs: _____



Note:
 112ft = \$5600

***Progress Payments May Be Required**

We hereby propose to furnish labor and materials - complete in accordance with the above specifications, for the sum of: _____ dollars (\$) with payment to be made as follows: _____

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accident or delays beyond our control. This proposal subject to acceptance within _____ days and is void thereafter at the option of the undersigned. Terms of invoices are net 30 days. All bills not paid within 30 days will incur a 1.5% late charge. ***If contract is not paid in full within 30 days property is subject to lien.**

Date of Proposal 09-06-2022 Authorized Signature Carlos Guillen

ACCEPTANCE OF PROPOSAL

The above prices, specifications, payment terms and conditions are hereby accepted. **Guillen Fence** is authorized to perform the work as described above. **Upon acceptance of proposal, please sign and return white copy.**

Signature _____ ** Date _____

Accepted this _____ day of _____, _____.

****Customer Please Note**** It is the responsibility of the customer to clearly mark sprinkler lines. Broken sprinkler lines not marked will be repaired at the expense of the customer. Guillen Fence will exercise caution to those areas marked.

Quote #443582 - Cap and Rail Fence

[Save as PDF](#)

ORDER ADDRESS

6559 Asa Ln, Arbuckle, CA 95912, USA

SALES REP

Kenneth William Bond 

LICENSES

CA CSLB License (C13-Fencing/C27-Driveways/C8-Concrete)

#1040925 **#1040925**

Vendor Smart

VIVE

ORDER ID

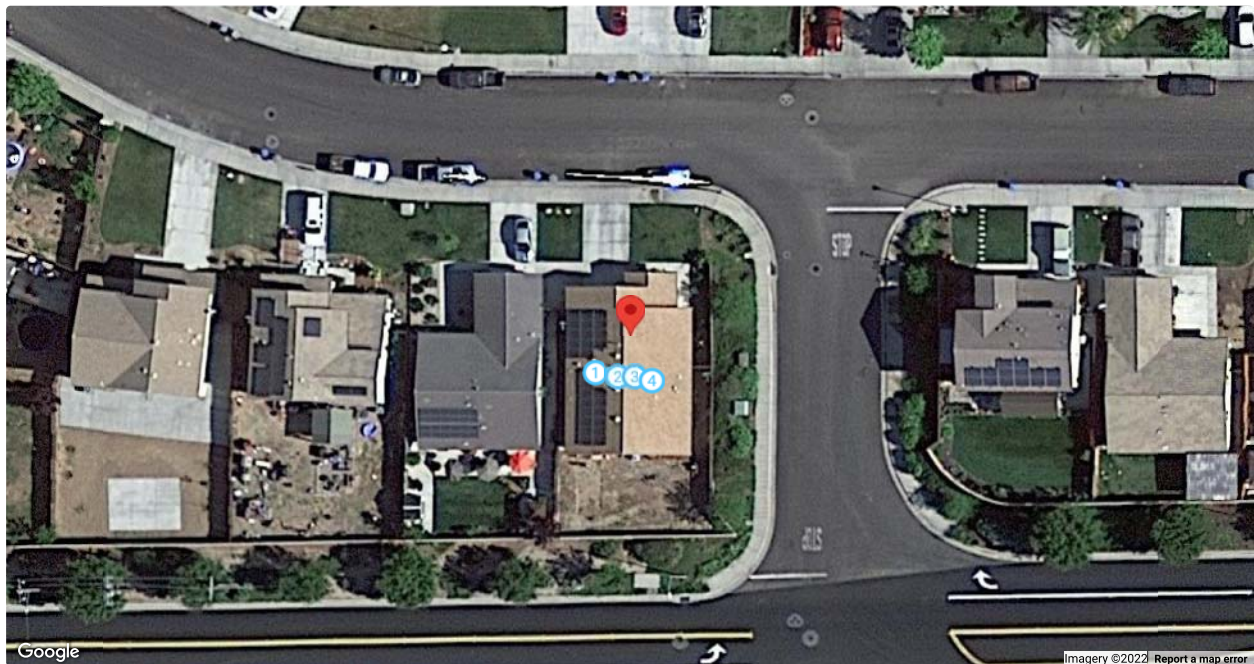
#225155

SENT AT

Sep 9, 2022, 09:16 am

EXPIRES AT

Oct 9, 2022, 11:59 pm





A Side A

Finish Height of 6'; Cap and Rail with top and bottom 1"x 4" Fascia, Side by Side, Flat Top 1"x6" Redwood Con Common Pickets, 4"x4" PT Brown Stained Posts , 3 PT Brown Stained 2"x4" Rails with 2"x6" PT Brown Stained Cap Rail, Demo and Haul Away

Length: 64 ft.

\$3,120.00

[Build Specifications](#)



B Side B

Finish Height of 6'; Cap and Rail with top and bottom 1"x 4" Fascia, Side by Side, Flat Top 1"x6" Redwood Con Common Pickets, 4"x4" PT Brown Stained Posts , 3 PT Brown Stained 2"x4" Rails with 2"x6" PT Brown Stained Cap Rail, Demo and Haul Away

Length: 68 ft.

\$3,315.00

[Build Specifications](#)



C Side C

Finish Height of 6'; Cap and Rail with top and bottom 1"x 4" Fascia, Side by Side, Flat Top 1"x6" Redwood Con Common Pickets, 4"x4" PT Brown Stained Posts , 3 PT Brown Stained 2"x4" Rails with 2"x6" PT Brown Stained Cap Rail, Demo and Haul Away

Length: 74 ft.

\$3,609.00

[Build Specifications](#)



D Side D

Finish Height of 6'; Cap and Rail with top and bottom 1"x 4" Fascia, Side by Side, Flat Top 1"x6" Redwood Con Common Pickets, 4"x4" PT Brown Stained Posts , 3 PT Brown Stained 2"x4" Rails with 2"x6" PT Brown Stained Cap Rail, Demo and Haul Away

Length: 60 ft.

\$2,925.00

[Build Specifications](#)

①

\$0.00

This proposal has been prepared using customer requirements, satellite and video technology. Conditions such as, but not limited to: slopes, concrete, vegetation or structures that are not clearly visible through the aforementioned will be subject to validation during a pre-installation visit and presented through a change order for customer consideration. Ergeon shall not proceed with change order without formal confirmation of acceptance.

②

\$0.00

Ergeon depends on the customer to remove or cut back all vegetation and move all objects to provide 2 ft. clearance on both sides of the fence line(s) in order to avoid possible delays in schedule or additional charges.

③

\$0.00

As a licensed contractor Ergeon adheres to all HOA, City, and County regulations. The completion of this project is subject to and dependent on the attainment of a permit. In accordance with CSLB guidelines, the presentation of the proper permits will be required before commencing work.

④

-\$200.00

Angi/HomeAdvisor Coupon

Total: \$12,769.00*

** – An additional 2% fee will be added for credit/debit cards*

Project notes

✓ Why choose us?

- ✓ We guarantee the quality of our work through our industry leading warranty and source high quality materials to ensure a long lasting construction.
- ✓ You will have an assigned project manager to coordinate your installation and our customer service desk will be available to assist Monday through Sunday.

Important things to Consider:

- ✓ All lumber sizes are stated in nominal dimensions not actual measurements, this is part of the industry standard, please allow a small tolerance in case there is a few inches difference in the final measurements or fence height.
- ✓ As part of our due diligence we request a dig clearance to identify underground public utility pipes, avoiding any unwanted incidents.
Please make sure to verify and point out property boundaries, buried private lines (gas, water or electric) or objects and sprinklers.
- ✓ Lastly, please, arrange a 2ft clearance is provided along the fence line (cutting back vegetation and removing objects such as: household articles, river rocks, mulch among others) otherwise the project may be delayed causing additional charges.

| CUSTOMER | ADDRESS | PHONE | EMAIL |
|---------------|--------------------------------------|----------------|----------------------|
| Victor Zarate | 6559 Asa Ln, Arbuckle, CA 95912, USA | (530) 908-0569 | zarate3135@gmail.com |

Billing Information



You **will not be charged** until after your service is completed. Credit/debit card payments are subject to an additional 2% transaction fee. The current payment options

TOTAL PAY

\$12,769.00

Approve and place order

[Request changes to quote](#)

I accept [the terms and condition included in the](#)

Sucevich Construction

1405 hall street
Arbuckle CA, 95912
(530)867-1069

Proposal

Submitted on 09/13/2022

| Description | Total price |
|---|-------------|
| Remove and reinstall approximately 262 lineal feet of fence. Fence will be built to match existing. | |
| Each site will have a 4' opening as discussed on the job walk. | |
| | |
| | |
| | |
| | |

Notes: Quote is good for 30 days.

Subtotal

\$12,000.00

Adjustments



September 22, 2022

Karl Drexel, SDA, General Manager
PO Box 43
Arbuckle, CA 95912
Direct (707) 318-7369
karl@kdmanagement.us
EmailAddress@email.com

PROPOSAL

FENCE REMOVAL AND REPLACEMENT

LOCATION ONE: WILLIAMS STREET (APPROXIMATELY 110 LINEAR FEET)

LOCATION TWO: GARRY COURT (APPROXIMATELY 148 LINEAR FEET)

Landscape renovation will include the following items, as listed below:

1. Removal and disposal of exiting fence pickets, rails and posts.
 - a. Includes cutting back trees and shrubs approximately 3' from fence line for access. Includes disposal of shrubs.
 - b. Residents will be responsible for keeping their pets inside and for securing their own personal property that is stored on or near any existing fencing.
2. Installation of new fence pickets (redwood), rails (redwood) and posts (pressure treated).
 - a. Two spaces will be left open (same as where existing open spaces are now).
 - b. The existing fence has rough cut trim. Our pricing is for standard redwood 2x4 boards.
 - c. Some areas of the existing fence are painted. Our pricing does not include painting or treatment.
3. A note regarding this pricing: our price for this fence project is \$75 per linear foot. The fence style (top trim) is more labor intensive than the typical fence, and access (hauling materials out and then in) is difficult, which increases our labor cost.

TOTAL COST LABOR AND MATERIALS..... \$19,350.00

****Valid for (10) ten calendar days****

Thank you for the opportunity to bid this project.
To approve this estimate and schedule a start date for the above work,
please sign below and return a copy to us by fax or mail.
Proposal cost is based on cash/check payment.
Only items listed on this proposal are included.

X _____
Authorized Signature

Date



September 22, 2022

Karl Drexel, SDA, General Manager
PO Box 43
Arbuckle, CA 95912
Direct (707) 318-7369
karl@kdmanagement.us
EmailAddress@email.com

PROPOSAL

IRRIGATION AUDIT

We recommend a thorough irrigation audit of both properties. This audit is much more extensive than the irrigation check included in our contract. This audit is led by our most seasoned irrigation tech, who has over ten years of experience working on irrigation systems for various municipalities. He has worked for Botanica for over 20 years.

The audit is a complete check of the operations of the entire system. Two techs work on it together, one is at the controller and the other is at the sprinkler/emitter/bubbler. The valves are also all checked.

After, you will receive a full written report, station by station with our diagnosis and recommendation. Then the board is able to make some educated decisions about what should be repaired first, and we can have a plan, instead of continuing to chase leaks around.

We estimate this audit of both properties will take two techs all day.

TOTAL COST LABOR AND MATERIALS..... \$1,200.00

****Valid for (10) ten calendar days****

Thank you for the opportunity to bid this project.
To approve this estimate and schedule a start date for the above work,
please sign below and return a copy to us by fax or mail.
Proposal cost is based on cash/check payment.
Only items listed on this proposal are included.

X _____
Authorized Signature

Date



CORTINA COMMUNITY SERVICES DISTRICT

TO: CORTINA BOARD OF DIRECTORS

MEETING DATE: SEPTEMBER 26, 2022

FROM: KARL DREXEL, GENERAL MANAGER

SUBJECT: DISCUSS CREEK LEVEE STABILIZATION

BACKGROUND:

Some time ago, Rod and I met with Wendy Krehbiel with the local National Resource Conservation Service (NRCS) office, and Lyle Thompson, an Engineer with the NRCS. They discussed the need to put some kind of stabilization project on the banks of the Creek behind the houses on Elmer Street to reduce further erosion of the District's property. They offered to work up some drawings that we could use to present to Fish and Game for permits and our own engineers for some cost estimates we could use for seeking grants to accomplish the project. Here are those drawings. I have forwarded them to California Engineering Corporation for Engineers Estimate.

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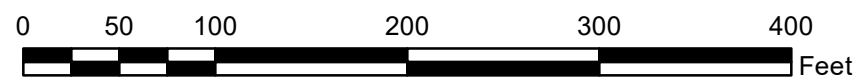
RECOMMENDATION:

No action necessary at this time



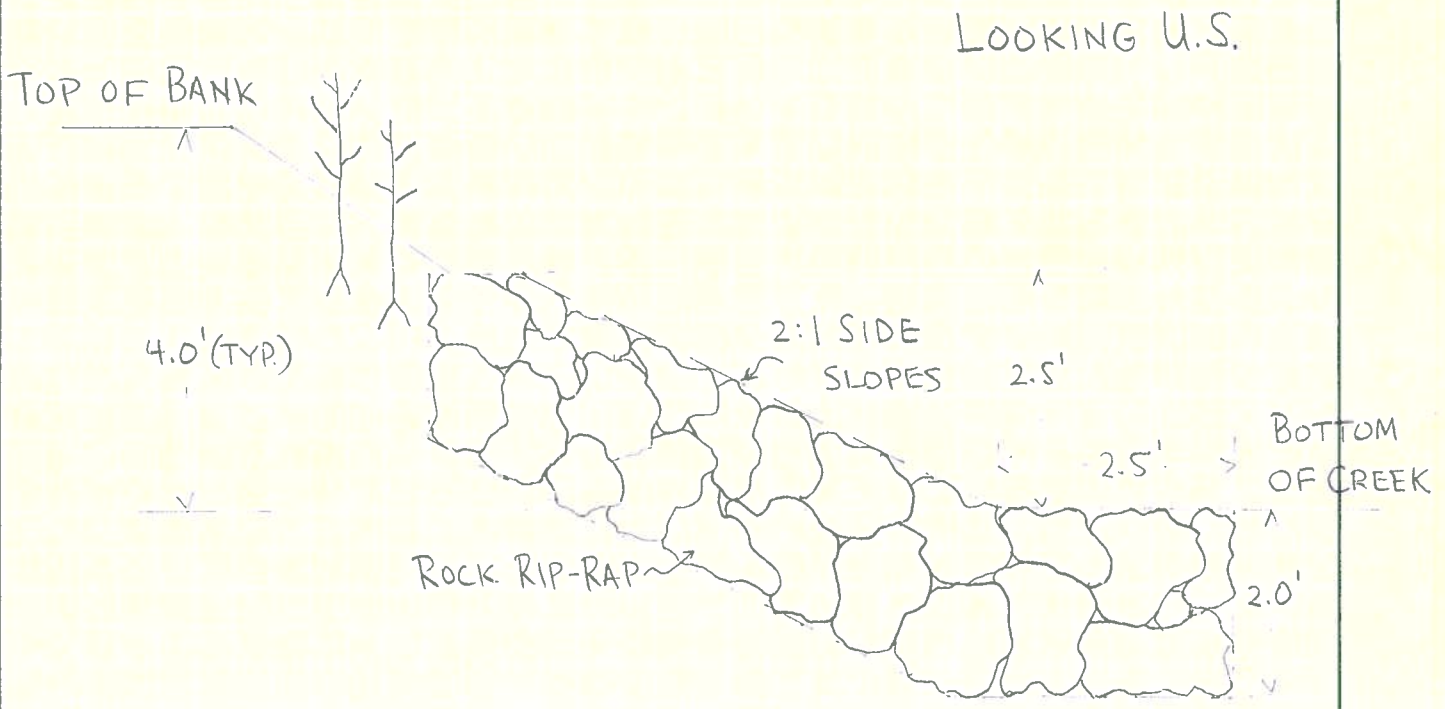
Cortina CSD Streambank Stabilization Draft Plan View

Assisted By: Lyle Thompson
7-29-22



3-0235 — 50 SHEETS — 5 SQUARES
3-0236 — 100 SHEETS — 5 SQUARES
3-0237 — 200 SHEETS — 5 SQUARES
3-0137 — 200 SHEETS — FILLER

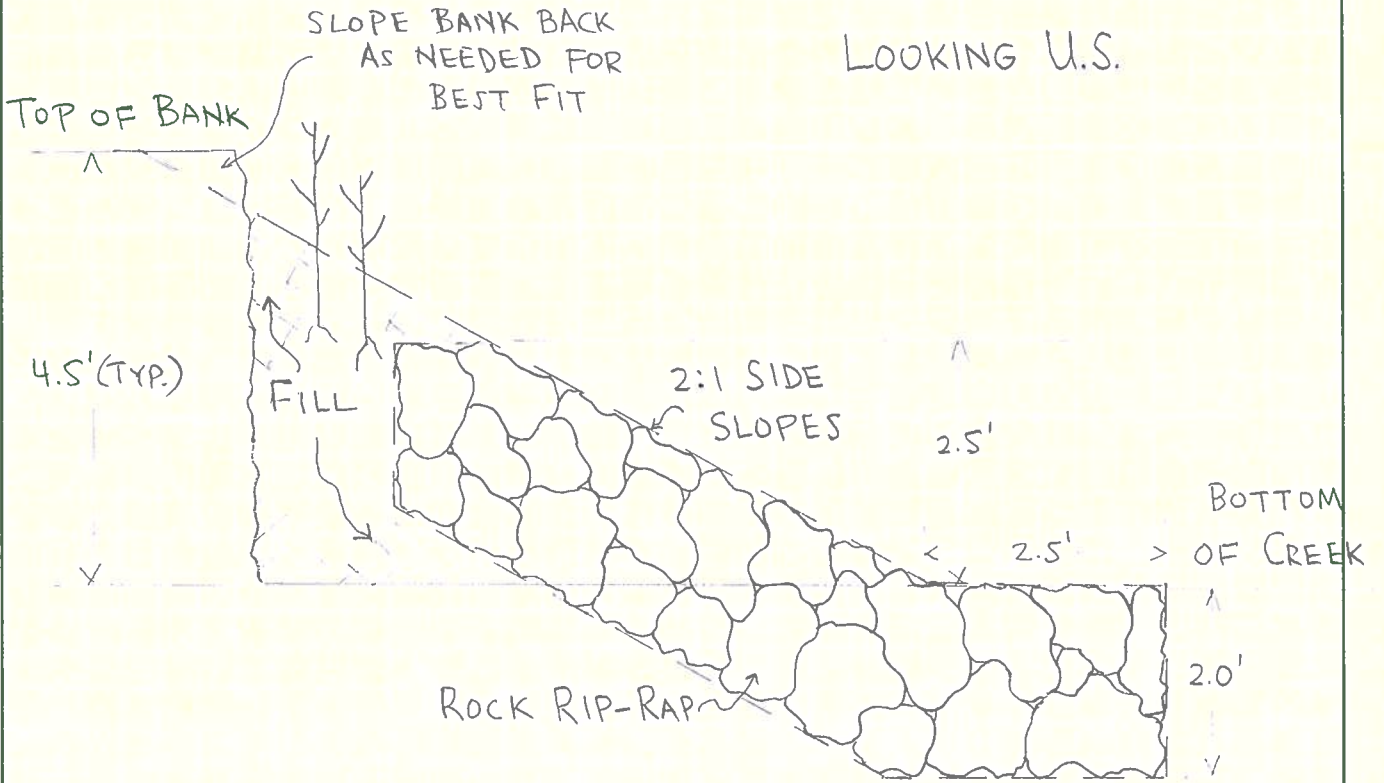
COMET



STA. 0+00 TO 0+40
 TYPICAL X-SECTION
 TOE-ROCK & PLANTINGS ONLY
 SCALE: 1" = 2'

3-0235 — 50 SHEETS — 5 SQUARES
3-0236 — 100 SHEETS — 5 SQUARES
3-0237 — 200 SHEETS — 5 SQUARES
3-0137 — 200 SHEETS — FILLER

COMET



STA. 0+40 TO 3+40

TYPICAL X-SECTION

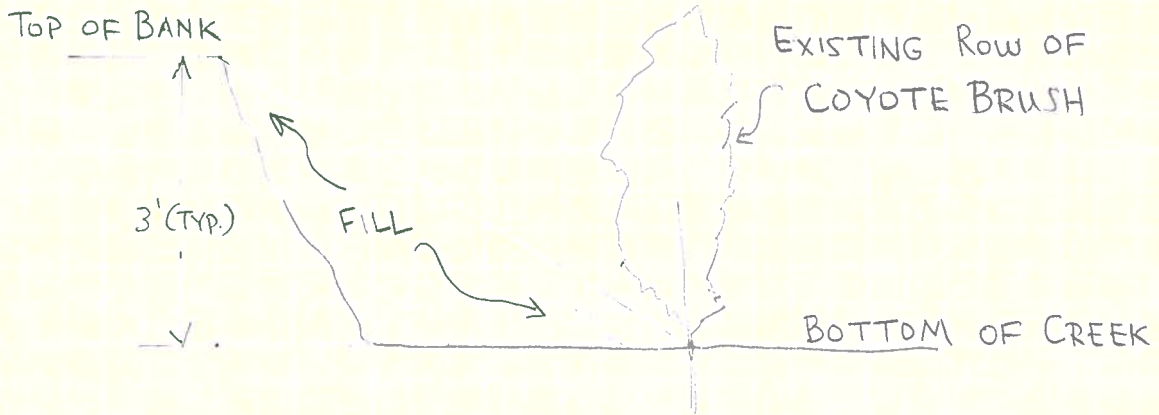
FILL, TOE-ROCK & PLANTINGS

SCALE: 1" = 2'

3-0235 — 50 SHEETS — 5 SQUARES
3-0236 — 100 SHEETS — 5 SQUARES
3-0237 — 200 SHEETS — 5 SQUARES
3-0137 — 200 SHEETS — FILLER

COMET

LOOKING U.S.



STA. 3+40 TO 4+30

TYPICAL X-SECTION

FILL ONLY

SCALE - 1" = 2'

Hedgerow Plants

10/04
JA

| Most Suitable | Plant | Local ¹ | Size |
|-------------------------|---|--------------------|------|
| Yarrow | <i>Achillea millefolium</i> | 1 | S |
| Chamise | <i>Adenostoma fasciculatum</i> | 1 | M |
| California buckeye | <i>Aesculus californica</i> | 1 | L |
| Big manzanita | <i>Arctostaphylos manzanita</i> | 1 | L |
| Narrow-leaf milkweed | <i>Asclepias fascicularis</i> | 1 | S |
| Coyote brush | <i>Bacharis pilularis</i> | 1 | L |
| Mulefat | <i>Bacharis vininea</i> | 1 | M |
| Spice bush | <i>Calycanthus occidentalis</i> | 2 | L |
| Buckbrush | <i>Ceanothus cuneatus</i> | 1 | M |
| Deerbrush | <i>Ceanothus integerrimus</i> | 3 | M |
| Buttonwillow | <i>Cephalanthus occidentalis</i> | 2 | L |
| Redbud | <i>Cercis occidentalis</i> | 2 | M |
| Yerba santa | <i>Eriodictyon californicum</i> | 1 | M |
| California buckwheat | <i>Eriognum fasciculatum</i> | 3 | S |
| California flannel bush | <i>Fremontodendron californicum</i> | 3 | L |
| Toyon | <i>Heteromeles arbutifolia</i> | 1 | L |
| Deerweed | <i>Lotus scoparius</i> | 1 | S |
| Silver lupine | <i>Lupinus albifrons</i> | 1 | M |
| Sticky monkeyflower | <i>Mimulus aurantiacus</i> | 2 | S |
| Deergrass | <i>Muhlenbergia rigens</i> | 2 | M |
| Holly-leaf cherry | <i>Prunus ilicifolia</i> | 3 | M |
| Holly-leaf redberry | <i>Rhamnus crocea</i> ssp <i>ilicifolia</i> | 2 | M |
| Coffeeberry | <i>Rhamnus tomentella</i> | 1 | L |
| Lemonade berry | <i>Rhus trilobata</i> | 2 | M |
| California wild rose | <i>Rosa californica</i> | 1 | M |
| California blackberry | <i>Rubus ursinus</i> | 2 | M |
| Red willow | <i>Salix laevigata</i> | 1 | L |
| Mexican elderberry | <i>Sambucus mexicana</i> | 1 | L |
| Snowberry | <i>Symphoricarpos albus</i> | 2 | M |
| Poison oak ² | <i>Toxidendron diversilobum</i> | 1 | M |
| California bay | <i>Umbellularia californica</i> | 2 | L |
| California wild grape | <i>Vitis californica</i> | 1 | L |

¹All California native plants: 1 - upland foothill and valley plants
2 - generally streamside plants
3 - native, but not local

²Toxic



CORTINA COMMUNITY SERVICES DISTRICT

TO: CORTINA BOARD OF DIRECTORS

MEETING DATE: SEPTEMBER 26, 2022

FROM: KARL DREXEL, GENERAL MANAGER

SUBJECT: REVIEW AND DISCUSS DRAFT PARK LAYOUT

BACKGROUND:

The District's Engineer toured the site proposed for a new park with Rod, Victor and myself. They have come up with a Draft layout, that provides for shaded seating, play structures for 2-5 year old's and a play structure for 5-12 YO. There also was a suggestion that the park also include some exercise equipment along the entry path. The one thing this does not show, which you need to discuss is access to Hillgate, that is used now by adults jogging on the path. I have included a couple of pictures of a retaining wall and stairway that I had built in Tomales Park several years ago, but was similar in topography as this area.

RECOMMENDATION:

Staff recommends the Board review and discuss the Draft Park Layout and advise what you want me to report out to the Engineer. Thanks



- (C) CONSTRUCTION NOTES**
- EXISTING WALNUT TREE
 - ROUNDED CONCRETE BENCH
 - CONCRETE TABLE
 - HEXAGONAL SHADE STRUCTURE
 - ROCK SHORING
 - PROPOSED FENCE
- LEGEND**
- PROPERTY LINE
 - EXISTING FENCE
 - PROPOSED FENCE
 - ROCK SHORING

DRAFT

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