



ENGINEER'S REPORT

CORTINA COMMUNITY SERVICES DISTRICT

ASSESSMENT FOR FY 2005-06
(Pursuant to the Community Services District Law)

COLUSA COUNTY, CALIFORNIA

PREPARED BY

PARATI OF CALIFORNIA
590 MENLO DRIVE, SUITE 1
ROCKLIN, CA 95765

Revised

OCTOBER 2005



10/12/2005

**ENGINEER'S REPORT
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ASSESSMENT FOR FY 2005-06
(Pursuant to the Community Services District Law)**

COLUSA COUNTY, CALIFORNIA

INTRODUCTION

A Community Services District is defined as a "district of limited powers". These powers are enumerated in section 61600 of the California Government Code. Creation of a Community Services District is governed by provisions of the District Organization Law (Government Code Title 6 Division 1). Community Services Districts may have non-contiguous boundaries.

The boundaries of Cortina Community Services District (the "CSD") are non-contiguous and are shown on Exhibit A. The CSD will consist of four (4) zones of benefit at its initial inception as shown on Exhibits B-E. It is anticipated as additional development occurs in the vicinity of the community of Arbuckle new territories will be annexed into the CSD. As these new territories are annexed, additional zones of benefit will be created to provide maintenance services needed for support of the new territories. The CSD will separate the accounting for each zone of benefit; therefore, any noticing and balloting requirements for each of the zones will be treated independently in the future. Future zones of benefit will require engineer's reports analyzing the maintenance services specific to each zone, analyzing special benefit versus general benefit, and determining the assessment for the zone of benefit.

The CSD will be an independent district and will have administrative costs that will be allocated to the zones of benefit. For example, it is anticipated that the CSD will enter into contracts for maintenance services, either with Colusa County or private vendors, rather than hiring a staff to provide those services as a public entity, all CSD contracts with private vendors will be subject to the Public Contract Code. The Public Contract Code regulates the process of advertising and awarding contracts. As previously stated, the CSD will provide accounting services to each zone of benefit. The Board of Directors will meet regularly to approve contracts and payment for services.

The District will also be required to meet all the requirements of the Ralph M. Brown Act governing public agency meetings. This will necessitate agenda postings, minutes and advertisements. Administrative costs are shown on Appendix 2.

DISTRICT FINANCING/ASSESSMENT

On November 5, 1996, the voters of California enacted Proposition 218 which is now incorporated into the California Constitution in Articles 13C and 13D. Article 13D establishes the provisions that apply to all assessments, fees and charges that are imposed by state statute or local government charter authority. Local government is defined as any county, City, City and county and any special district. Thus, as a special district, the Cortina Community Services District will be subject to the provisions of Article 13D.

Article 13D establishes the procedures and requirements for all assessments. Specifically any agency which proposes to levy an assessment shall identify all parcels which will have a Special Benefit conferred upon them and upon which an assessment will be imposed. Special Benefit is defined as "a particular and distinct benefit over and above general benefits conferred on real property located in the district or to the public at large. General enhancement of property value

does not constitute 'Special Benefit'. Only Special Benefits are assessable and an agency is required to separate the general benefits from the Special Benefits.

Article 13D also establishes procedures and requirements for property related fees and charges. Fee is defined as any levy other than ad valorem tax, a special tax, or an assessment, imposed by an agency upon a parcel or upon a person as an incident of property ownership, including a user fee or charge for property related services. No fee or charge may be imposed for general governmental services including, but not limited to, police, fire, ambulance or library services, where the service is available to the public at large in substantially the same manner as it is to property owners.

Services of the CSD may be financed through assessments, special taxes and/or fees in accordance with Article 13C and 13D of the Constitution. The following services have been identified for the CSD:

- Street light maintenance
- Street maintenance
- Pedestrian and/or bicycle trail maintenance
- Landscape maintenance
- Open space maintenance
- Collection, treatment and disposal of storm water
- Maintenance of drainage and floodway facilities
- Collection, treatment and disposal of sewage
- Supply of water for domestic use, irrigation, sanitation, and fire protection

In addition to the specific services listed above, the administrative costs of providing those services are also eligible for allocating to the benefiting properties. Administrative costs would include the cost of administering the district as well as overseeing the collection and expenditure of funds.

Fees are more appropriate for financing services that can be metered or measured such as collection, treatment and disposal of sewage and supplying domestic water. Since water meters are required in California, properties can be billed based upon the consumption of water. Also, the amount of sewage to be collected and treated can be directly correlated to the consumption of water. The remaining services are more appropriately financed with assessments or special taxes. Historically in California assessments have been used to finance services of Special Benefit.

AREA OF BENEFIT

The CSD as proposed would consist of approximately 175 acres of land zoned for single family use containing a total of 342 units. The land within the CSD consists of four subdivisions with approved tentative maps located in the Arbuckle area of Colusa County. The development of these parcels into residential subdivisions will create the need for maintenance services as listed above. These maintenance services are Special Benefits to the parcels, because they are being provided to only these parcels and not to the County residents generally as detailed as follows:

- The newly constructed streets within the subdivisions will not be accepted into the County Maintained Mileage system. Therefore funds that the County receives from the State for the Road Fund cannot legally be used to maintain the streets or appurtenant drainage and street lighting facilities. Conversely, since the streets will not be accepted into the Maintained Mileage System the County will not receive additional funds from the State of California because of increased Maintained Mileage totals that would normally ameliorate a portion of the additional street maintenance costs. Since the streets only exist to provide access to the properties within the subdivision, and Colusa County receives no additional funds because

of the additional mileage of streets, the maintenance of the streets, appurtenant drainage facilities and street lights are a Special Benefit to the properties within the subdivisions.

- The landscape and open space areas will be constructed as an enhancement of the properties within the subdivisions. These areas would not exist without the subdivisions and thus the maintenance of these areas is a Special Benefit to the properties within the subdivisions.
- The construction of impervious surfaces such as buildings and streets in the subdivisions within the boundaries of the CSD create the need for drainage detention facilities as well as flood bypass facilities consistent with the Colusa County Flood Plain Ordinance. Without these drainage and flood bypass facilities the residences within the subdivisions could not exist. Those areas in the vicinity of the new developments, whether developed or undeveloped, will not receive any additional Special or General Benefit from the new drainage and flood bypass facilities. Thus the maintenance of the drainage and flood bypass facilities is a Special Benefit to the properties within the subdivisions.
- Water and sewer services will be provided by the CSD only to residential parcels within the zones of Benefit as identified in the listing of services for each Zone of Benefit. Some of the Zones of Benefit are also located within the boundaries of the Arbuckle Public Utilities District (PUD). The Arbuckle PUD provides domestic water and sewer services for the Community of Arbuckle. Those subdivisions within the boundaries of Arbuckle PUD will receive domestic water and sewer services from that Special district. Costs for domestic water and sewer will be collected via fees for services either by the CSD or Arbuckle PUD. As property based fees, these are exempt from the requirements to determine Special versus General Benefit.

Each of the new subdivisions, because of different service needs as well as different Special Benefits, will be a zone of Benefit of the CSD. Costs are calculated for providing Special Benefits to the parcels within the subdivisions for services and maintenance activities. Not all zones of Benefit will receive all services and maintenance activities listed above. The specific services will be identified for each zone of Benefit.

The tentative maps for the subdivision areas included within the CSD were conditioned to establish a Community Services District to provide ongoing maintenance for landscaping, streets, drainage, open space, street lighting, and pedestrian/bike trails as well as water and sewer needs outside the Arbuckle Public Utility District. Creation of the CSD is essential to permit the development of the subdivisions.

BOUNDARY DESCRIPTION

All that territory situated in the County of Colusa, State of California, described in Exhibit A, Assessment District Diagram.

METHOD OF SPREAD

The methods used to spread the assessments for each zone of Benefit as the following:

Zone of Benefit 1 (Hillgate)

This subdivision has 134 single family lots on 116 acres. It will require the following maintenance and operations services from the CSD:

- Street light maintenance
- Street maintenance
- Open space maintenance

- Collection, treatment and disposal of storm water;
- Collection, treatment and disposal of sewage;
- Supply of water for domestic use, irrigation, sanitation, and fire protection.

Appendix 1 details the maintenance activities assumed for each of the operation and maintenance services. Appendix 2 details the administrative costs for the CSD. Zone of Benefit 1 contains the following units for each of the services:

Table 1
Zone of Benefit 1
Cost Estimates

Service	Units	Cost/Unit	Total Cost
Street Lights	35	\$11/light/month	4,620
Streets	2.29 miles	\$10,000/mile	22,900
Bike/Ped/Golf Cart trails	2.29 miles	1,900/mile	4,350
Landscape		900/acre	
Open space	47.85 acres	90/acre	4,310
Detention Ponds		450/acre	
Ditch Cleaning (Improved)	23,309 lf	0.25/lf	5,830
Storm Drainage Facilities	0.57 miles	4,700/mile	2,680
Contingency			4,890
Administrative Cost	134	440	59,960

TOTAL \$108,540

The cost of provision of operations and maintenance services for domestic water and sewage will be funded through user fees established by the CSD Board of Directors. Accordingly, these fees are not shown in Table 1, nor included in the cost of Special Benefit.

The subdivision that encompasses this zone of Benefit includes 134 residential parcels that receive the Special Benefit detailed in Table 1 above. The total cost of the Special Benefit is equally spread across all residential parcels. This equates to a cost of \$810/year/parcel (\$108,540/134 parcels). The assessment for each parcel in the zone of Benefit will be the amount of \$810 per year and as escalated by the Consumer Price Index, San Francisco Bay CPI, All Urban Consumers in each Fiscal Year starting with Fiscal Year 2006-07.

In addition to the above listed operations and maintenance services, this zone of Benefit also requires collection, treatment, and disposal of sewage, as well as the supply of water for domestic use, irrigation, sanitation, and fire protection. These services will be billed to the homes on the basis of meter readings or as a flat rate as determined by the board of directors. As both of these services would be paid as users fees, the board of directors of the district will have the ability to charge for services provided. These fees can be established by ordinance, resolution or minute order of the board. Therefore, this report will not address these fees.

Zone of Benefit 2 (Reddington Ranch)

This subdivision has 138 single family lots on 34 acres. It will require the following maintenance and operations services from the CSD:

- Street light maintenance
- Street maintenance
- Landscape maintenance
- Bike/ Pedestrian trails maintenance
- Collection, treatment and disposal of storm water

Appendix 1 details the maintenance activities assumed for each of the operation and maintenance services. Appendix 2 details the administrative costs for the CSD. Zone of Benefit 2 contains the following units for each of the services:

Table 2
Zone of Benefit 2
Cost Estimates

Service	Units	Cost/Unit	Total Cost
Street Lights	18	11/light/month	2,380
Streets	1.18 miles	10,000/mile	11,800
Bike/Ped trails	0.3 miles	1,900/mile	570
Landscape	4.03 acres	900/acre	3,630
Open space		90/acre	
Detention Ponds	2.43 acres	450/acre	1,090
Ditch Cleaning (Improved)		0.25/lf	
Storm Drainage Facilities	0.97 miles	4,700/mile	4,560
Flood Bypass Channel Maintenance	0.27 miles	\$20,000/mile	5,400
Contingency			3,000
Administrative Cost	138	440	60,720

TOTAL \$93,150

This property is included within the boundaries of the Arbuckle PUD. The cost of provision of operations and maintenance services for domestic water and sewage will be funded through user fees established by the Arbuckle PUD Board of Directors. Accordingly, these fees are not shown in Table 2 nor included in the cost of Special Benefit.

The subdivision that encompasses this zone of Benefit includes 138 residential parcels that receive the Special Benefit detailed in Table 2 above. The total cost of the Special Benefit is equally spread across all residential parcels. This equates to a cost of \$675/ parcel (\$93,150/138 parcels). The assessment for each parcel in the zone of Benefit will be the amount of \$675 per year and as escalated by the Consumer Price Index, San Francisco Bay CPI, All Urban Consumers in each Fiscal Year starting with Fiscal Year 2006-07.

Zone of Benefit 3 (River Glen)

This subdivision has 39 single family lots on 13.4 acres. It will require the following maintenance and operations services from the CSD:

- Street light maintenance
- Street maintenance
- Landscape maintenance
- Open space maintenance
- Bike / Pedestrian trails maintenance
- Collection, treatment, and disposal of storm water

Appendix 1 details the maintenance activities assumed for each of the operation and maintenance services. Appendix 2 details the administrative costs for the CSD. Zone of Benefit 3 contains the following units for each of the services:

Table 3

Zone of Benefit 3 Cost Estimates

Service	Units	Cost/Unit	Total Cost
Street Lights	14	11/light/month	1,840
Streets	0.65	10,000/mile	6,500
Bike/Ped trails	0.06	1,900/mile	110
Landscape	0.28	900/acre	250
Open space		90/acre	
Detention Ponds	0.41	450/acre	190
Ditch Cleaning (Improved)	1,250	0.25/lf	310
Storm Drainage Facilities	.37	4,700/mile	1,740
Contingency			1,150
Administrative Cost	39	440	17,160

TOTAL \$29,250

This property is included within the boundaries of the Arbuckle PUD. The cost of provision of operations and maintenance services for domestic water and sewage will be funded through user fees established by the Arbuckle PUD Board of Directors. Accordingly, these fees are not shown in Table 3, nor included in the cost of Special Benefit.

The subdivision that encompasses this zone of Benefit includes 39 residential parcels that receive the Special Benefit detailed in Table 3 above. The total cost of the Special Benefit is equally spread across all residential parcels. This equates to a cost of \$750/ parcel (\$29,250/39 parcel). The assessment for each parcel in the zone of Benefit will be the amount of \$750 per

year and as escalated by the Consumer Price Index, San Francisco Bay CPI, All Urban Consumers in each Fiscal Year starting with Fiscal Year 2006-07.

Zone of Benefit 4 (Wildwood EStates)

This subdivision has 31 single family lots on 8.5 acres. It will require the following maintenance and operations services:

- Street light maintenance;
- Street maintenance;
- Landscape maintenance;
- Open space maintenance;
- Collection, treatment and disposal of storm water.

Appendix 1 details the maintenance activities assumed for each of the operation and maintenance services. Appendix 2 details the administrative costs for the CSD. Zone of Benefit 5 contains the following units for each of the services:

Table 4

**Zone of Benefit 4
Cost Estimates**

Service	Units	Cost/Unit	Total Cost
Street Lights	8	11/light/month	1,060
Streets	0.28	9,400/mile	2,800
Bike/Ped trails		1,900/mile	
Landscape	0.67	900/acre	600
Detention Ponds	1	450/acre	450
Ditch Cleaning (Improved)		0.25/lf	
Storm Drainage Facilities	0.30	4,700/mile	1,410
Contingency			655
Administrative Cost	31	440	13,640

TOTAL \$20,615

This property is included within the boundaries of the Arbuckle PUD. The cost of provision of operations and maintenance services for domestic water and sewage will be funded through user fees established by the Arbuckle PUD Board of Directors. Accordingly these fees are not shown in Table 4 nor included in the cost of Special Benefit.

The subdivision that encompasses this zone of Benefit includes 31 residential parcels that receive the Special Benefit detailed in Table 4 above. The total cost of the Special Benefit is equally spread across all residential parcels. This equates to a cost of \$665/ parcel (\$20,615/31 parcels). The assessment for each parcel in the zone of Benefit will be the amount of \$665 per parcel and as escalated by the Consumer Price Index, San Francisco Bay CPI, All Urban Consumers in each Fiscal Year starting with Fiscal Year 2006-07.

APPENDIX 1

SUMMARY OF MAINTENANCE ACTIVITIES

Cortina Community Services District
Colusa County, California

STREET LIGHTS MAINTENANCE

All subdivisions include street lights based upon urban levels of lighting. Street lights maintained by PG&E. Cost charged monthly to include operation and maintenance.

STREET MAINTENANCE

- Pothole patching
- Sweeping monthly
- Slurry seal
- Maintenance overlay
- Pavement markings maintenance
- Traffic control sign maintenance and replacement
- Street name sign maintenance
- Sidewalk repair
- Curb repair

BIKE/PED TRAILS MAINTENANCE

- Patching
- Slurry seal
- Maintenance overlay
- Sign and marking maintenance

LANDSCAPE MAINTENANCE

- Irrigation water
- Irrigation system maintenance and repair
- Mowing/weeding
- Fertilizing
- Plant pruning/maintenance/replacement
- Litter removal
- Vandalism repair

OPEN SPACE MAINTENANCE

- Combustible vegetation control
- Litter removal
- Damage repair

DETENTION BASIN MAINTENANCE

- Irrigation water
- Irrigation system maintenance and repair
- Mowing/weeding
- Fertilizing
- Plant pruning/maintenance/replacement
- Litter removal
- Vandalism repair
- Debris removal

STORM DRAINAGE FACILITIES MAINTENANCE

- Catch basin cleaning
- Pipe cleaning
- Pipe repair
- Debris removal

DITCH CLEANING-IMPROVED(PAVED)

- Erosion repair
- Debris removal
- Lining patching

DITCH CLEANING-COBBLE

- Erosion repair
- Debris removal
- Cobble replacement
- Sediment removal

FLOOD BYPASS CHANNEL MAINTENANCE

- Sediment removal
- Debris removal
- Erosion repair
- Pipe cleaning
- Channel reshaping

APPENDIX 2

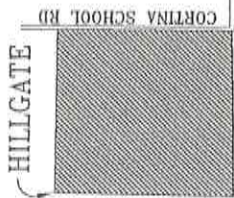
SUMMARY OF ADMINISTRATIVE COSTS

Cortina Community Services District
Colusa County, California

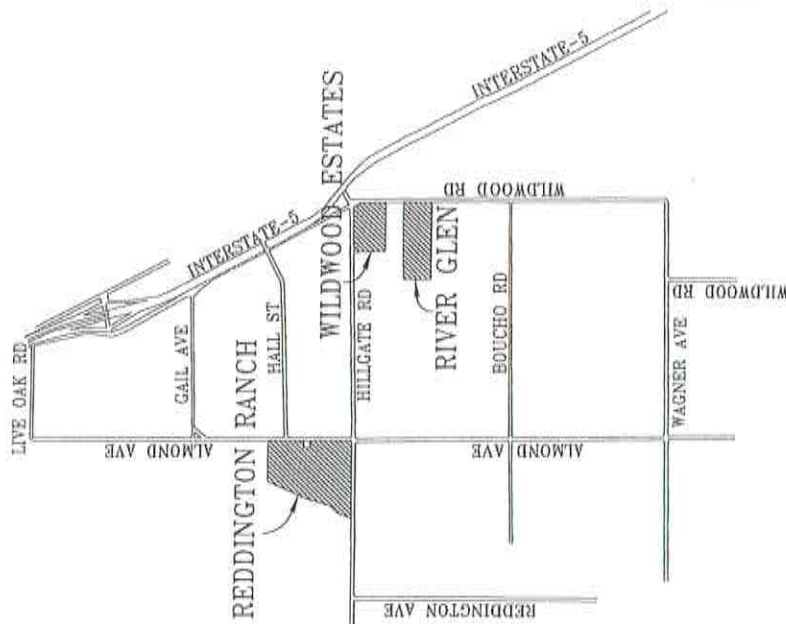
CSD Administrative budget	Source/ Assumption	Total Amount
<u>Board of Directors (5 members) Stipend</u>	\$50 per meeting	\$3,000
<u>Salaries, Wages, and Fringe Benefits</u>		
CSD Manager (contract position)	20 hours per month	\$36,000
CSD Secretary (1)	full-time position	\$24,000
CSD Attorney	10 hours per month	\$24,000
<u>Contracts, Services and Supplies</u>		
Accounting and business services	\$1,500 per month	\$18,000
Auditing services	annual expense	\$10,000
Office expenses (telephone, computer & etc.)	\$600 per month	\$7,200
Meeting room rental	\$200 per month	\$2,400
Board agenda processing	\$500 per month	\$6,000
<u>Contingency</u>	15% of budget	\$19,600
Total Administrative Budget		\$150,200

Cortina CSD Units at buildout	342
Average Cost per unit	\$440

(1) Position shared with Fire Department



Area within District Boundaries



REVISIONS	DATE	CAB DESIGNED	CAB DRAWN	REB CHECKED

REGISTERED PROFESSIONAL ENGINEER
 No. 20161
 ROBERT E. BARRETT
 CIVIL
 STATE OF CALIFORNIA
 DATE: 10/12/2005



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 Surveyors
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 580 MENLO DR., STE. 1
 RIDDING, CALIFORNIA 95765
 PHONE: (916) 625-1308
 FAX: (916) 625-1310
 www.parati.com/paraty.com

CORTINA COMMUNITY SERVICES DISTRICT
 COLUSA COUNTY, CA

EXHIBIT A

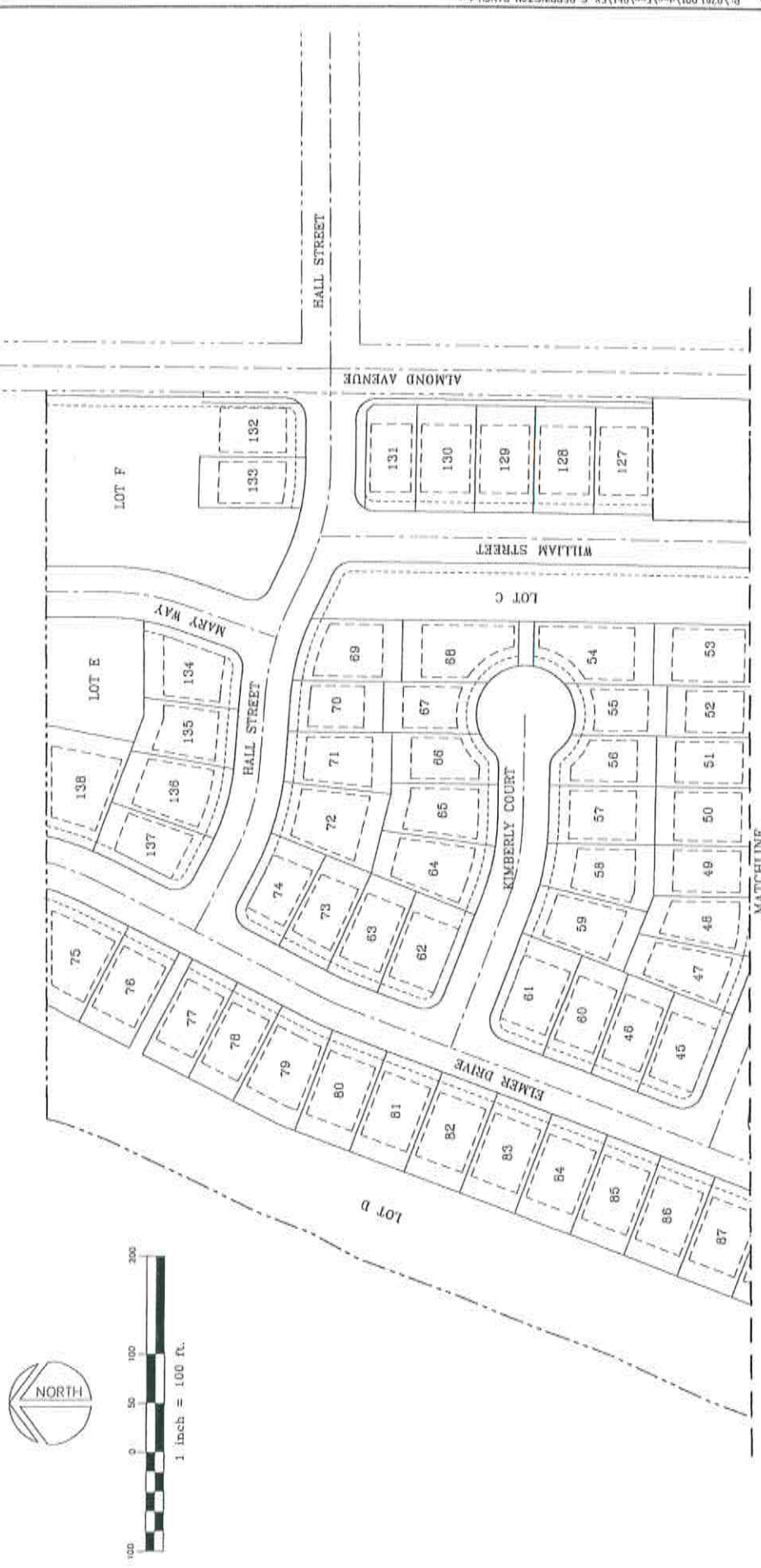
SCALE
 N/A HORIZ
 N/A VERT.
 DATE
 AUG. 2005

SHEET 1 OF 1 SHEETS

MATCHLINE
SEE SHEET 1

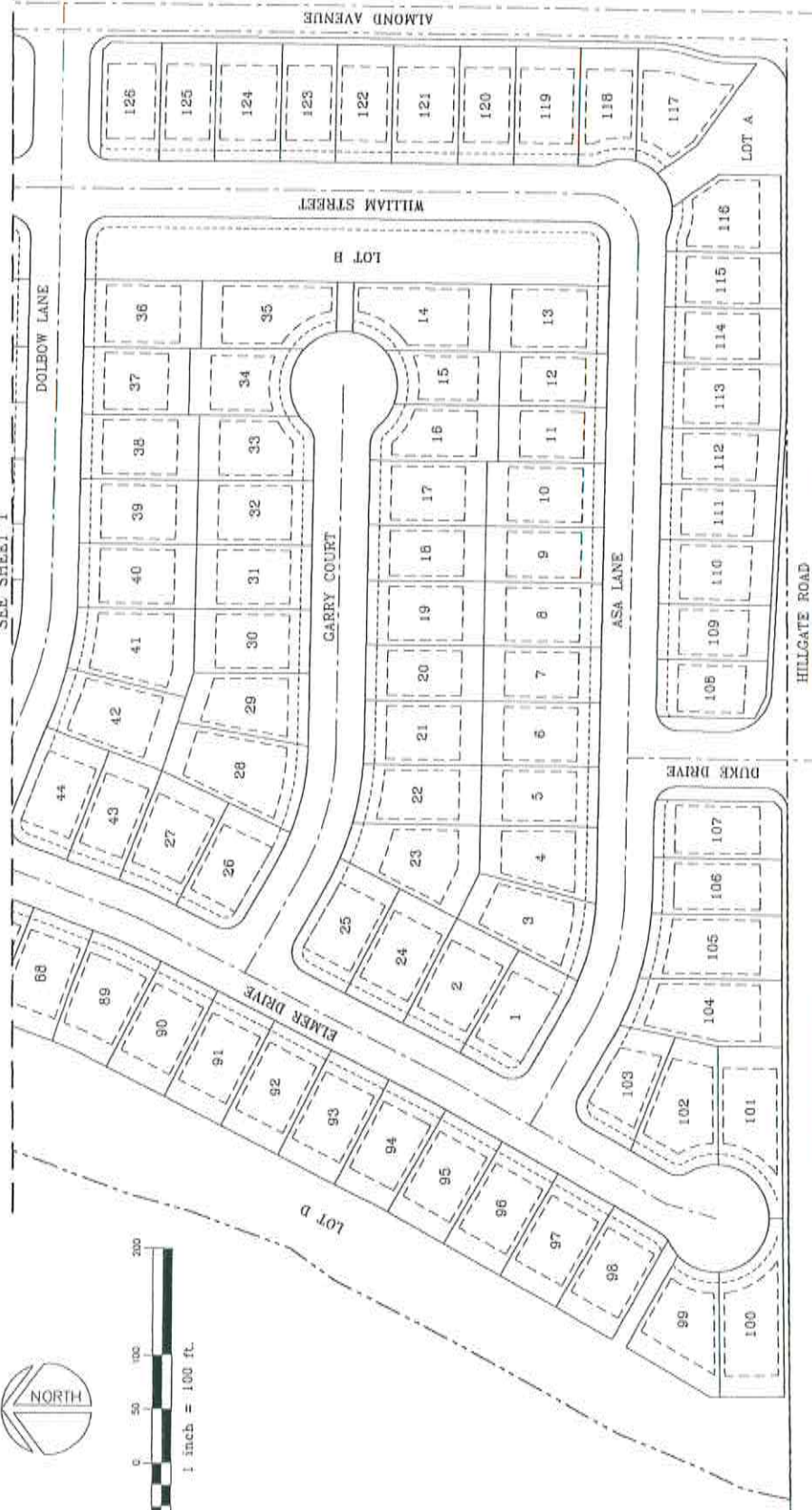


REVISIONS	DATE	CAB DESIGNED	CAB DRAWN	REB CHECKED	<p>DATE: 10/12/2005</p>
				<p>Consulting Engineers Surveyors Planners</p> <p>580 MENLO DR., STE. 1 ROCKLIN, CALIFORNIA 95765 PHONE: (916) 625-1309 FAX: (916) 625-1310 www.paraticonsulting.com</p>	
<p>ZONE OF BENEFIT 1 CORTINA COMMUNITY SERVICES DISTRICT COLUSA COUNTY, CA</p>			<p>EXHIBIT B</p>		
<p>SCALE 1" = 200'</p>		<p>HORIZ. N/A</p>		<p>DATE AUG. 2005</p>	
<p>SHEET 2</p>		<p>OF 2</p>		<p>SHEETS</p>	



REVISIONS	DATE	CAB DESIGNED	CAB DRAWN	REB CHECKED	SCALE: 1"=100' HORIZ. N/A VERT.	SHEET 1 OF 2
					DATE AUG 2005	SHEET'S
					ZONE OF BENEFIT 2 CORTINA COMMUNITY SERVICES DISTRICT COLUSA COUNTY, CA	
					EXHIBIT C	
					Consulting Engineers Surveyors Planners 590 MENDO DR., STE. 1 ROCKLIN, CALIFORNIA 95765 PHONE: (916) 625-1309 FAX: (916) 625-1310 www.cabofcalifornia.com	
					DATE: 10/12/2005	

MATCHLINE
SEE SHEET 1



REVISIONS	DATE	CAB DESIGNED	CAB DRAWN	REB CHECKED



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Planners
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ROCKLIN, CALIFORNIA 95765
PHONE: (916) 625-1308
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ZONE OF BENEFIT 2
CORTINA COMMUNITY
SERVICES DISTRICT
COLUSA COUNTY, CA

EXHIBIT C

SCALE	SHEET	SHEETS
1" = 100' HORIZ. N/A VERT.	2 OF 2	2
DATE	AUG 2005	



REVISIONS

DATE	DESCRIPTION

CAB DESIGNED
 CAB DRAWN
 REB CHECKED



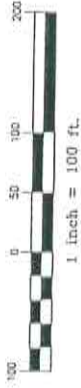
Consulting Engineers
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 PHONE: (916) 625-1309
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ZONE OF BENEFIT 3
 CORTINA COMMUNITY
 SERVICES DISTRICT
 COLUSA COUNTY, CA

EXHIBIT D

SCALE
 1" = 100'
 HORIZ.
 N/A
 VERT.
 DATE
 AUG. 2005

SHEET 1 OF 1 SHEETS



REVISIONS

DATE	

CAB DESIGNED	
CAB DRAWN	
REB CHECKED	

REGISTERED PROFESSIONAL ENGINEER
ROBERT E. BARRETT
 No. 20161
 Exp: 09-30-07
Robert E. Barrett
 CIVIL
 STATE OF CALIFORNIA
 DATE: 10/17/2005

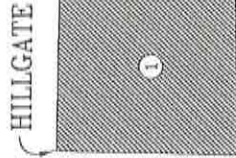


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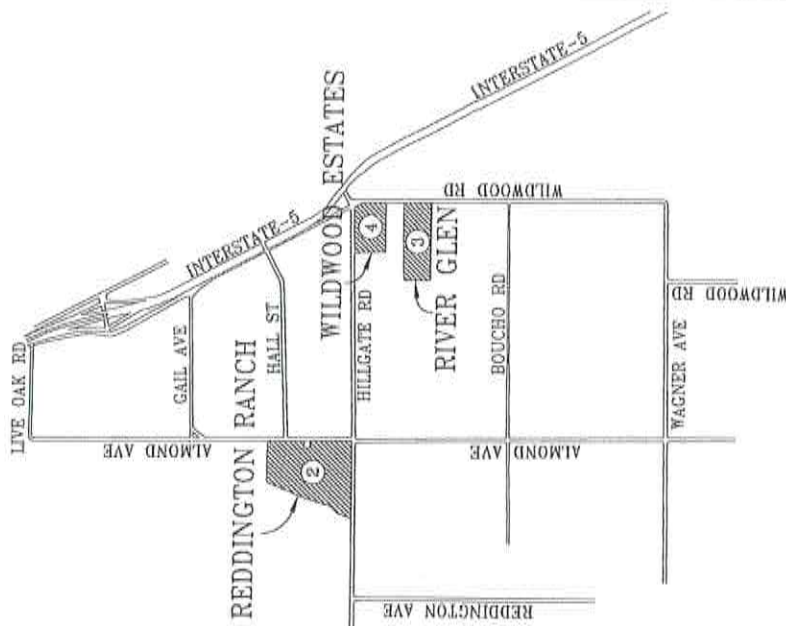
ZONE OF BENEFIT 4
 CORTINA COMMUNITY
 SERVICES DISTRICT
 COLUSA COUNTY, CA

EXHIBIT E

SCALE: 1" = 100'
 HORIZ. N/A
 VERT. DATE
 SHEET 1 OF 1
 AUG 2005
 SHEETS



Area within District Boundaries



- 1. DUNMORE HOMES
 MAINTENANCE OF:
 DOMESTIC WATER SUPPLY
 SANITARY SEWER COLLECTION & TREATMENT
 STREETS
 STREET LIGHTING
 LANDSCAPE
 OPEN SPACES
 STORM DRAINAGE SYSTEM
 BIKE/PEDESTRIAN/GOLF CART TRAILS
- 2. TIM LEWIS COMMUNITIES
 MAINTENANCE OF:
 STREETS
 STREET LIGHTING
 LANDSCAPE
 STORM DRAINAGE SYSTEM
 DETENTION POND
 FLOOD CHANNEL
 BIKE/PEDESTRIAN TRAILS
- 3. TIM LEWIS COMMUNITIES
 MAINTENANCE OF:
 STREETS
 STREET LIGHTING
 LANDSCAPE
 STORM DRAINAGE FACILITIES
 DETENTION PONDS
 BIKE/PEDESTRIAN TRAILS
- 4. PRESTINE HOMES
 MAINTENANCE OF:
 STREETS
 STREET LIGHTING
 LANDSCAPE
 STORM DRAINAGE FACILITIES
 DETENTION PONDS

REVISIONS	DATE	C.A.B. DESIGNED	C.A.B. DRAWN	REB. CHECKED



PARATI
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DATE: 8/15/2008

OWNERSHIP AND ZONE OF BENEFIT SERVICES

EXHIBIT F

SCALE	N/A HORIZ.
SCALE	N/A VERT.
DATE	AUG 2005
SHEET	1 OF 1