

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
MARCH 28, 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 February 28, 2022
- b) Ratification of Disbursements: March 1, 2022 through March 23, 2022
- c) Approve Payables for April 2022
- d) Review and Acknowledge YTD Financials

5. DISCUSSION / REPORTS: ACTION ITEMS:

- a) Review and discuss Proposals for Landscape Maintenance
- b) Update Board on NRCS Engineering for Levee behind Redington Ranch
- c) Discuss and approve Street sweeping
- d) Discuss and approve storm Drain Cleaning
- e) Update on Fire and Police CFD
- f) Park Funding Redington Ranch at North end of Elmer
- g) 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.

Americans with Disabilities Act Compliance: If you require special assistance to participate in Board Meetings, please contact the board at ArbuckleCCSD@gmail.com. Advance notification will enable the District to make reasonable arrangements to insure accessibility. The next Cortina CSD Board Meeting is scheduled to be held on April 25, 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

February 28, 2022 at 6:00 pm

Minutes

1. CALL TO ORDER – Board President Rod Bradford called the meeting to order at 6:05 pm
ROLL CALL – Present were board members Rod Bradford, Karen Gage, Delores Gomez and Kimberly Valles. Absent Jesika Johnson. 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 January 24, 2022; Ratify the February 1, 2022 through February 23, 2022 disbursements and approve March 2022 payables, and review the YTD Financials.

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

5. DISCUSSION / REPORTS: ACTION ITEMS
 - a) **UPDATE BOARD ON RFP FOR LANDSCAPE MAINTENANCE** The General Manger reported that he had sent out an RFP to about 15 different companies he had researched and found throughout the area, including Botanica. He noted the RFP had a mandatory site visit for all bidders. He and Rod met the bidders at the appointed time and place and only Botanica showed up. Rod and Karl walked the site with Botanica's rep Peter Borja and feel they were sufficiently advised of what has been expected of them and what is expected of them in the future moving forward. They have not submitted a proposal yet, however.
 - b) **UPDATE THE BOARD ON NRCS ENGINEERING FOR LEVEE BEHIND REDDINGTON.** The General Manager reported that he and Rod met with the Director of the Colusa Natural Resource Conservation Service, Wendy Krehbiel, and their engineer at the site of the damage to the levee from storms. Although they do not have funding for repairs, they offered to provide some concept drawings and budget numbers so we can go after grant funding through other agencies. Their preliminary budget for rip rap on this stretch of bank was roughly \$80,000, which sounds a little low. In fact the plans and specifications by an engineer will probably be close to that. However, the first step to doing anything with the levee is to get some engineered drawings, which it looks like NRCS is going to do for free. Once we have that, we can go to Fish and Game with the plans and get permission and direction, and then we can go look for funding.

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

6. STAFF AND BOARD MEMBER REPORTS

a) None

7. ADJOURNMENT: Adjourn at 6:45 pm – Next meeting will be a Regular Meeting to be held on March 28, 2022, at 6 pm at the Arbuckle Golf Course.

Approved

Rod Bradford, Chair

Attest

Karl Drexel, Secretary

Cortina Community Services District

Check Detail

March 1 - 23, 2022

Type	Num	Date	Name	Account	Original Amount
Bill Pmt -Check	455620	03/09/2022	Arbuckle PUD	10010 · County Auditor - 03511 Red Ranc	-245.73
Bill Pmt -Check	455620	03/09/2022	Arbuckle PUD	10020 · County Auditor - 03512 Riv Glen	-54.60
Bill Pmt -Check	455620	03/09/2022	Arbuckle PUD	10010 · County Auditor - 03511 Red Ranc	-233.83
Bill Pmt -Check	455620	03/09/2022	Arbuckle PUD	10020 · County Auditor - 03512 Riv Glen	-54.60
Bill Pmt -Check	455630	03/09/2022	KD Management	10010 · County Auditor - 03511 Red Ranc	-2,141.70
Bill Pmt -Check	455630	03/09/2022	KD Management	10020 · County Auditor - 03512 Riv Glen	-584.10
Bill Pmt -Check	455630	03/09/2022	KD Management	10030 · County Auditor - 03513 Wildwood	-519.20
Bill Pmt -Check	455632	03/09/2022	PGE	10020 · County Auditor - 03512 Riv Glen	-161.67
Bill Pmt -Check	455632	03/09/2022	PGE	10030 · County Auditor - 03513 Wildwood	-92.39
Bill Pmt -Check	455632	03/09/2022	PGE	10010 · County Auditor - 03511 Red Ranc	-10.51
Bill Pmt -Check	455632	03/09/2022	PGE	10020 · County Auditor - 03512 Riv Glen	-10.51
Bill Pmt -Check	455646	03/09/2022	Streamline	10010 · County Auditor - 03511 Red Ranc	-33.00
Bill Pmt -Check	455646	03/09/2022	Streamline	10020 · County Auditor - 03512 Riv Glen	-9.00
Bill Pmt -Check	455646	03/09/2022	Streamline	10030 · County Auditor - 03513 Wildwood	-8.00
Bill Pmt -Check	455646	03/09/2022	Streamline	10010 · County Auditor - 03511 Red Ranc	-33.00
Bill Pmt -Check	455646	03/09/2022	Streamline	10020 · County Auditor - 03512 Riv Glen	-9.00
Bill Pmt -Check	455646	03/09/2022	Streamline	10030 · County Auditor - 03513 Wildwood	-8.00
Bill Pmt -Check	455653	03/09/2022	Botanica Landscapes	10010 · County Auditor - 03511 Red Ranc	-2,236.00
Bill Pmt -Check	455653	03/09/2022	Botanica Landscapes	10020 · County Auditor - 03512 Riv Glen	-659.00
Bill Pmt -Check	455654	03/09/2022	Karen Gage	10010 · County Auditor - 03511 Red Ranc	-52.80
Bill Pmt -Check	455654	03/09/2022	Karen Gage	10020 · County Auditor - 03512 Riv Glen	-14.40
Bill Pmt -Check	455654	03/09/2022	Karen Gage	10030 · County Auditor - 03513 Wildwood	-12.80
TOTAL					-7,183.84

Cortina Community Services District
April Payables
April 2022

<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Amount</u>
Arbuckle PUD	Water Service	03511 - Reddington Ranch	260.00
Arbuckle PUD	Water Service	03512 - River Glen	60.00
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	2,000.00
KD Management	GM Services	03512 - River Glen	545.00
KD Management	GM Services	03513 - Wildwood	485.00
PGE	Street Lights	03511 - Reddington Ranch	280.00
PGE	Street Lights	03512 - River Glen	160.00
PGE	Street Lights	03513 - Wildwood	92.00
PGE	Irrigation Control	03511 - Reddington Ranch	10.00
PGE	Irrigation Control	03512 - River Glen	10.00
Streamline	Web Hosting	03511 - Reddington Ranch	33.00
Streamline	Web Hosting	03512 - River Glen	9.00
Streamline	Web Hosting	03513 - Wildwood	8.00
			<u>6,847.00</u>

Cortina Community Services District
Profit & Loss by Class
July 1, 2021 through March 23, 2022

	<u>03511 - RR</u>	<u>03512 - RG</u>	<u>03513 - WW</u>	<u>TOTAL</u>
Ordinary Income/Expense				
Income				
410510 · Property Assessment	152,687.56	47,949.79	9,884.80	210,522.15
441901 · Interest Adj. to Mkt Value	1,259.58	666.60	54.36	1,980.54
Total Income	<u>153,947.14</u>	<u>48,616.39</u>	<u>9,939.16</u>	<u>212,502.69</u>
Expense				
53220 · Road Improvement Projects				
53225 · Road Project Retention	0.00	0.00	0.00	0.00
53220 · Road Improvement Projects - Other	346,654.91	231,103.28	0.00	577,758.19
Total 53220 · Road Improvement Projects	<u>346,654.91</u>	<u>231,103.28</u>	<u>0.00</u>	<u>577,758.19</u>
53150 · Dues and Subscriptions	727.32	198.36	176.32	1,102.00
53130 · Maintenance - Bldgs and Grounds	6,708.00	4,758.00	0.00	11,466.00
53170 · Office Expense	52.80	14.40	12.80	80.00
53175 · Insurance Expense	1,791.65	488.63	434.34	2,714.62
53180 · Professional Services				
53181 · Accounting/Audit	6,930.00	1,890.00	1,680.00	10,500.00
53182 · Consulting	10,584.64	2,886.72	2,565.97	16,037.33
53183 · Engineering	456.21	124.42	110.60	691.23
53184 · Legal	161.70	44.10	39.20	245.00
53185 · Landscape Maintenance	11,180.00	3,954.00	0.00	15,134.00
Total 53180 · Professional Services	<u>29,312.55</u>	<u>8,899.24</u>	<u>4,395.77</u>	<u>42,607.56</u>
53260 · Utilities				
53262 · Street Lights	2,426.20	1,132.96	641.39	4,200.55
53263 · Irrigation Controller	74.88	79.77	0.00	154.65
53264 · Water Service	2,544.32	669.35	0.00	3,213.67
Total 53260 · Utilities	<u>5,045.40</u>	<u>1,882.08</u>	<u>641.39</u>	<u>7,568.87</u>
53265 · Web Hosting	297.00	81.00	72.00	450.00
Total Expense	<u>390,589.63</u>	<u>247,424.99</u>	<u>5,732.62</u>	<u>643,747.24</u>
Net Ordinary Income	<u>-236,642.49</u>	<u>-198,808.60</u>	<u>4,206.54</u>	<u>-431,244.55</u>
	<u>-236,642.49</u>	<u>-198,808.60</u>	<u>4,206.54</u>	<u>-431,244.55</u>

DISCUSSION / REPORTS

ACTION ITEMS



CORTINA COMMUNITY SERVICES DISTRICT

TO: CORTINA BOARD OF DIRECTORS

MEETING DATE: MARCH 28, 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 is presented here for review and action. In reviewing the proposal, it appears on the surface to be more complete than the previous contract we have with them, but we can't be completely sure it is more than they already promised. One item that I noticed was keeping the gutters clean, but not sure what that entails. It would have to be explained in detail if we were to sign another contract with them. 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

Dear Karl,

Thank you for the opportunity to bid the landscape maintenance for the Cortina Community Services District.

Following you will find our Landscape Maintenance Specifications and Proposal. If you have any questions, please contact our office at 530.671.1029, or you may reach me on my cell phone at 530.682.8839. Alternatively, you can email me at eclavel@botanica.net.

Thank you for considering Botanica Landscapes.

Ed Clavel
President
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 – 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.

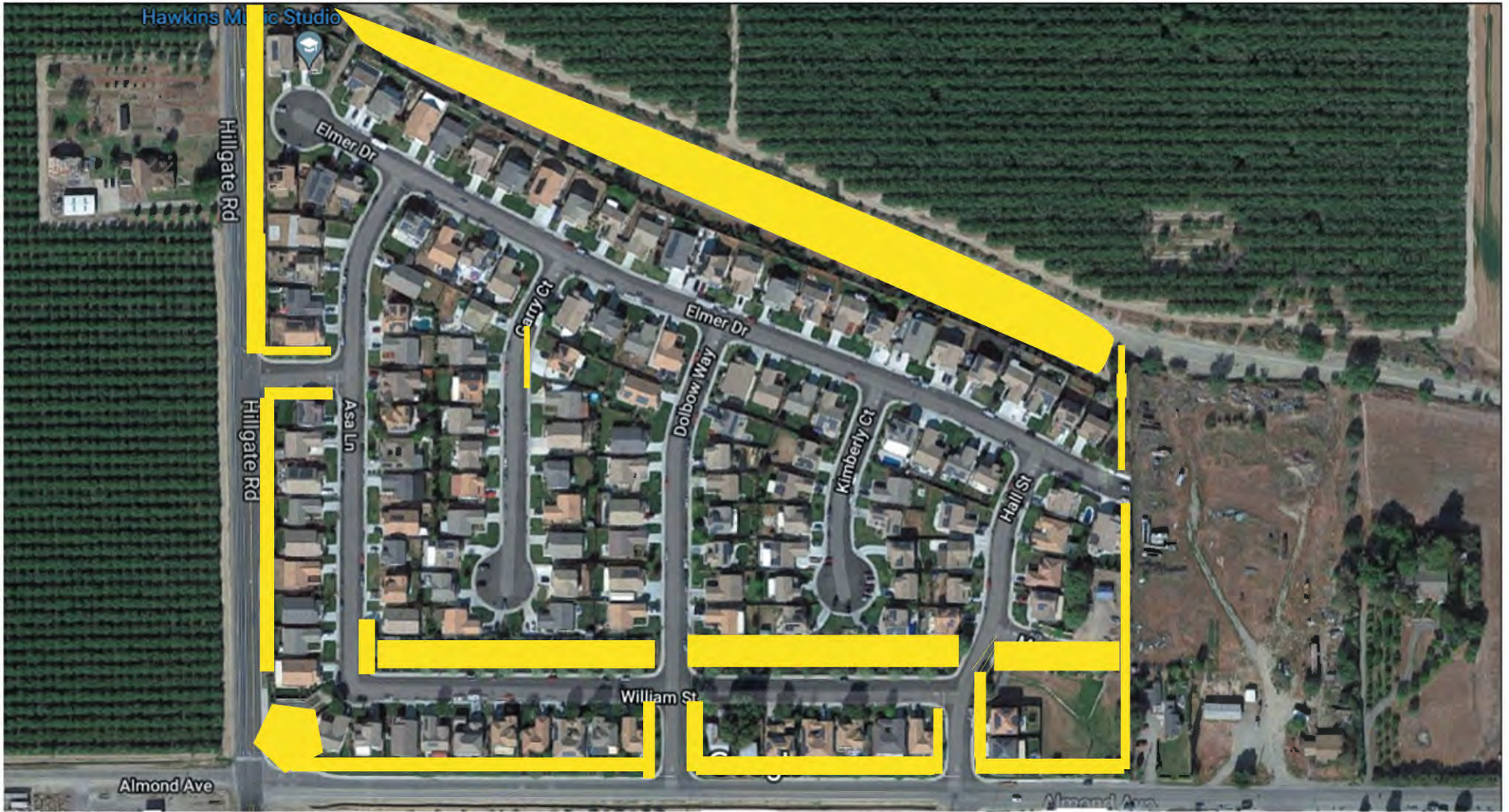
Property Owner, Manager, or Agent

Date

3-1-22

Ed Clavel, President
Head of Maintenance Department
Botanica Landscapes

Date





COMMERCIAL • RESIDENTIAL

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

Dear Karl,

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Thank you for considering Botanica Landscapes.

A handwritten signature in blue ink that reads "Ed Clavel".

Ed Clavel
President
Head of Maintenance Department
Botanica Landscapes



COMMERCIAL • RESIDENTIAL

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:

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- 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.

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- 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

RIVER GLEN SUBDIVISION



From: [Karl Drexel](#)
To: ["Jennifer Chaplin"; "Peter Borja"](#)
Subject: RE: Maintenance Proposal
Date: Thursday, March 24, 2022 12:08:00 PM
Attachments: [image001.png](#)

Thank you again. It appears a lot of changes need to take place within your firm. Although our current contract calls for two men four hours per week each, or 8 hours a week. You say that has not been happening recently. Our contention is it has not been happening for a long time. We can't really determine if that is sufficient to get the job done since we haven't been getting that service. We don't think it is. Also, we don't think the amount you are charging should be limited to 8 hours a week. I will advise you of our next steps after I talk to the Board. Thanks

Karl

Cortina Community Services District
Gateway to Colusa County

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

REMEMBER: WASH YOUR HANDS AND STAY HEALTHY

 Please consider the environment before you print

From: Jennifer Chaplin <jchaplin@botanica.net>
Sent: Thursday, March 24, 2022 11:34 AM
To: Karl Drexel <karl@kdmanagement.us>; Peter Borja <pborja@botanica.net>
Subject: RE: Maintenance Proposal

Recently Peter spoke with the maintenance foreman for Cortina and learned that there were many weeks that the foreman was working on his own. Also, when he started, there were four hours allotted for the Cortina properties. As time has progressed, the schedule has been changed, and Cortina was allotted less and less time. Ed has always been in charge of the scheduling.

Moving forward, if we are able to keep Cortina as a client, I will personally be overseeing this account, and 8 man-hours (2 men at 4 hours each) will be dedicated to Cortina. The foreman will also be provided with maps and a copy of the proposal and there will be quality control by me and Peter.

So I guess the big change is me. Every day I am more and more involved in the maintenance department. Botanica used to be the premier landscaping company in our area, both as an employer and a service provider. Every decision I make is a step closer to getting us back to where we used to be.

I realize I didn't provide very many concrete answers here, and I will be able to provide those in the future, but I am not at liberty to do so today.

I do respect your decision and the board's decision either way.

Jennifer Chaplin
CEO
530-671-1029
530-415-5284
jchaplin@botanica.net



From: Karl Drexel <karl@kdmanagement.us>
Sent: Thursday, March 24, 2022 11:10 AM
To: Jennifer Chaplin <jchaplin@botanica.net>; Peter Borja <pborja@botanica.net>
Subject: RE: Maintenance Proposal

Thank you for this. Do you want to explain what changes are coming for the Board and what is different from your proposal to the existing contract? I am presenting it to the Board on Monday evening and am working on the Agenda packet now. Thanks

Karl

The Town of Fort Jones
Gateway to the Marble Mountains

Karl Drexel, SDA, City Administrator
11960 East St.
Fort Jones, CA 96032
(530) 468-2281
Direct (707) 318-7369
karl@kdmanagement.us

REMEMBER: WASH YOUR HANDS AND STAY HEALTHY

 Please consider the environment before you print

From: Jennifer Chaplin <jchaplin@botanica.net>
Sent: Thursday, March 24, 2022 10:30 AM
To: Karl Drexel <karl@kdmanagement.us>; Peter Borja <pborja@botanica.net>
Subject: RE: Maintenance Proposal

Good Morning Karl.

I apologize for the delay. I was out of the office yesterday.

I completely understand your recommendation.

There will be some big changes in the next few weeks that will hopefully have a positive impact on our level of service, and we would be happy to re-bid this contract when the new RFPs are sent out, if you would be amenable to that.

Jennifer Chaplin
CEO
530-671-1029
530-415-5284
jchaplin@botanica.net



From: Karl Drexel <karl@kdmanagement.us>
Sent: Wednesday, March 23, 2022 10:34 AM
To: Jennifer Chaplin <jchaplin@botanica.net>; Peter Borja <pborja@botanica.net>
Subject: Maintenance Proposal

Dear Jennifer and Peter,

Thank you for submitting a Proposal for Landscape Maintenance at the two residential developments of the Cortina Community Services District. I will be submitting it to the Board of Directors for their approval next week. Although Botanica has made a concerted effort to clean up the things we brought to your attention, the Board is of the opinion that we have paid a lot of money for a long time for not getting what was contracted for and is not going to pay more than we are already paying. Also, there is a consensus among the Board that two people 4 hours each per week which is what we were told you were providing, is not enough manpower and is far less than what we are paying for. Although the proposal was thorough, it does not appear there is anything different from our existing contract or our existing service. If you want to add anything to your proposal as an addendum for more clarification, I will present that to the Board as well. I will need anything you want to add, by tomorrow morning so I can get it to the Board in their Agenda Packet. My current recommendation is to reject all proposals and send out new RFPs to a larger audience. Thanks

Karl

Cortina Community Services District
Gateway to Colusa County

Karl Drexel, SDA, General Manager

PO Box 43
Arbuckle, CA 95912
Direct (707) 318-7369
karl@kdmanagement.us

REMEMBER: WASH YOUR HANDS AND STAY HEALTHY

 Please consider the environment before you print



CORTINA COMMUNITY SERVICES DISTRICT

TO: CORTINA BOARD OF DIRECTORS

MEETING DATE: MARCH 28, 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: MARCH 28, 2022

FROM: KARL DREXEL, GENERAL MANAGER

SUBJECT: REVIEW AND APPROVE STREET SWEEPING

BACKGROUND:

I contacted our on-call Engineer for names of local companies that could come in and sweep the gutters in all three residential developments. He said he did not know of any companies, but that we might talk to the City of Williams and the City of Colusa. I called both cities and Williams said they did not have a street sweeper and would occasionally use Colusa for that when they needed. I contacted the City Manager of Colusa and have not heard back from him as yet. I will keep trying to see if we can contract with them for a few different days in order to deal with cars, and maybe annually after that.

RECOMMENDATION:

Board to advise staff how they want to proceed with contracting with City of Colusa for street sweeping.



CORTINA COMMUNITY SERVICES DISTRICT

TO: CORTINA BOARD OF DIRECTORS

MEETING DATE: MARCH 28, 2022

FROM: KARL DREXEL, GENERAL MANAGER

SUBJECT: REVIEW AND APPROVE STORM DRAIN CLEANING

BACKGROUND:

I contacted our on-call Engineer for names of local companies that could come in and flush out the storm drains in Redington and River Glen developments. He gave me the name of Nor Cal Pipeline Services. They came out and looked at the storm drains and said it would take two men and a flusher truck and cost approx. \$3,000. In those discussions Dave and I concluded that the Fire Department should be able to flush the drains. I have contacted Casey Cox at the Arbuckle Fire Department and he said he would look at it and get back to us. I also talked to the Williams Public Works Director, and he said he would meet me out there and look at it as well but haven't heard back from either yet. There is no rush now that the rains, what they were, are over. It appears one of these two should be able to help. Even if we go with NorCal Pipeline Services at \$3,000 for the inlets to the retention ponds, it is better than the \$20,000+ bid we got for the whole system and I don't think it needs the whole system.

RECOMMENDATION:

Board to advise staff how they want to proceed with contracting with Arbuckle Fire Department, City of Williams or NorCal Pipeline for flushing the storm drains at Redington and River Glen.



CORTINA COMMUNITY SERVICES DISTRICT

TO: CORTINA BOARD OF DIRECTORS

MEETING DATE: MARCH 28, 2022

FROM: KARL DREXEL, GENERAL MANAGER

SUBJECT: UPDATE ON FIRE AND POLICE COMMUNITY FACILITIES DISTRICT 2006-1

BACKGROUND:

When I started looking into the CFD and the documents establishing it, it appeared that the CSD Board has the option of eliminating the Special Tax for Fire and Police and disbanding the Community Facilities District. Since that is beyond my expertise and knowledge, I submitted a request to our On-Call Attorney, Margaret Long. I submitted copies of the original Resolution 2006-11 establishing the CFD and asked them to investigate. They have begun the investigation but have not gotten very far. I asked for a report from them for this meeting and did not get one to date. I am attaching a copy of the Resolution, with highlighted sections indicating the CSD Board may have the ability to dismantle the CFD and eliminate the special tax. I have also attached the financials of the Arbuckle College City Fire Protection District for your perusal. You can see they get over \$550,000 annually from the 1% property tax everyone pays and another \$65,000 from the CFD. They and the County Sheriff's office are not going to take this lightly or quietly if we are able to make it happen.

RECOMMENDATION:

Board to advise staff how they want to proceed with legal research into the dismantling of the Community Facilities District.

RESOLUTION NO. 06- 11

A RESOLUTION OF THE COLUSA COUNTY BOARD OF SUPERVISORS DECLARING ITS INTENT TO ESTABLISH A COMMUNITY FACILITIES DISTRICT TO BE KNOWN AS COMMUNITY FACILITIES DISTRICT NO. 2006-1 (CORTINA COMMUNITY SERVICES DISTRICT SERVICES MITIGATION)

WHEREAS, it is proposed to establish a community facilities district within the County of Colusa (the "County") under the terms of the Mello-Roos Community Facilities Act of 1982 (Sections 53311 and following, California Government Code, hereafter referred to as the "Act"), and the proposed boundaries of the proposed community facilities district are shown on the boundary map (the "Boundary Map") on file with the County Clerk-Recorder of the County (the "County Clerk-Recorder") and approved by resolution of the Board of Supervisors ("Board") adopted this same date; and

WHEREAS, by said resolution approving the Boundary Map, the Board has established that the name of the proposed community facilities district shall be "Community Facilities District No. 2006-1 (Cortina Community Services District Services Mitigation), County of Colusa, State of California", referred to hereafter in this resolution as "CFD No. 2006-1";

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

1. The Board hereby finds that any property included within the boundary which is currently in agricultural use will nonetheless be benefitted by the proposed services. This is an area anticipated to begin transitioning out of agriculture as the developments now anticipated to be included in the District are built out. Having a community facilities district in place **during this transitioning period** will be a benefit to the residential development which follows.
2. The types of services proposed to be partially financed with the proceeds of special taxes to be levied within CFD No. 2006-1 are set forth on the Exhibit A attached to this resolution.
3. The types of incidental expenses proposed to be incurred and authorized to be paid from the proceeds of the special tax are set forth on Exhibit B attached to this Resolution, as supplemented by the definition of "Administrative Expenses" as set forth in Exhibit C attached to this Resolution.
4. Except where funds are otherwise available, a special tax to pay a portion of the cost of such services and related incidental expenses, will be annually levied within CFD No. 2006-1. Upon recordation of a notice of special tax lien pursuant to Section 3114.5 of the California Streets and Highways Code, a continuing lien to secure each levy of the special tax shall attach to all nonexempt real property within CFD No. 2006-1, and **this lien shall continue in force and effect in perpetuity unless, by subsequent action, the**

County provides that levy and collection of the tax shall cease. The rate and method of apportionment of the special tax is set forth in Exhibit C hereto.

5. Advances of funds or contributions of work in kind from any lawful source, specifically including but not limited to the County and owners of property within CFD No. 2006-1 may be reimbursed from special tax revenue to the extent of the lesser of the value or cost of the contribution, but any agreement to do so shall not constitute a debt or liability of the County.

6. The Board hereby sets Tuesday March 21, 2006 at 9:30 a.m. in the Board Chambers at the County Courthouse, 546 Jay Street, Colusa, California as the time and place for the public hearing on the establishment of CFD No. 2006-1. At the hearing, testimony of all interested persons and taxpayers for or against establishment of CFD No. 2006-1, the extent of CFD No. 2006-1, the proposed list of services to be authorized for partial funding, the proposed rate and method of apportionment of the special tax, or any other aspect of the proposed CFD No., 2006-1 will be heard and protests will be considered from registered voters residing within CFD No. 2006-1 and persons owning real property within CFD No. 2006-1. As provided by the Act, written protests by a majority of the registered voters, if any, but including a minimum of six registered voters, or by the owners of a majority of the land within the proposed CFD No. 2006-1 will constitute a "majority protest" and will require the suspension of proceedings for at least one year. Written protests must be filed with the County Clerk-Recorder at or before the time fixed for the hearing. If such majority protests are directed only against certain elements of the proposed improvements or proposed special tax, only those elements shall be deleted from the proceedings.

7. It is anticipated that the special tax will be billed as a separate line item on the regular property tax bill of the County of Colusa. However, the Board reserves the right, under Section 53340, to utilize any method of collecting the special tax which it shall, from time to time, determine to be in the best interests of the County, including, but not limited to, direct billing by the County to the property owners and supplemental billing.

8. Economic & Planning Systems, Inc., as consultant to the County, is directed to study the proposed CFD No. 2006-1 and to cause the preparation and filing of the report required by Section 53321.5 of the Act prior to the time of the public hearing.

9. If an election is held in these proceedings, it is the intention of the Board that the electors will be the landowners within the proposed CFD No. 2006-1 and will take place at the conclusion of the public hearing on March 21, 2006. The election will take place at the Colusa County Courthouse in the chambers of the Board of Supervisors. The election official shall be the County Clerk-Recorder or her designee who will have available ballots which may be marked at the election location on the election day by the qualified electors. Pursuant to Government Code section 53226, the qualified electors are the landowners within the proposed District and the vote shall be by the landowners, or their authorized representatives, each having one vote for each acre or portion thereof the landowner owns in the proposed District as of the close of the public hearing.

///

10. The Board also intends to establish the annual appropriations limit of CFD No. 2006-1 at \$200,000 for the 2006-2007 fiscal year.

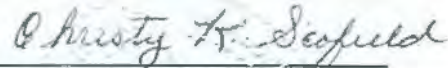
11. The county Clerk-Recorder is hereby directed to have a notice of hearing, containing the matters specified by Section 53222 of the Act, published one time in the Colusa Sun Herald no later than seven calendar days prior to the date set forth above for the public hearing.

PASSED AND ADOPTED this 7th day of February 2006 by the following vote:

AYES: Supervisors, Womble, Evans, Indrieri and Scofield.

NOES: None.

ABSENT: Supervisor Marshall.

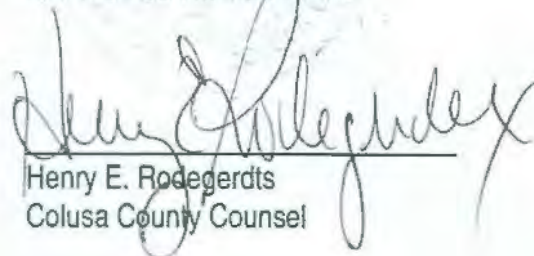


Christy K. Scofield, Chairman
Board of Supervisors

ATTEST: Kathleen Moran, County Clerk
and ex-officio clerk to the Colusa County
Board of Supervisors

By  Deputy

APPROVED AS TO FORM:



Henry E. Rodegerdts
Colusa County Counsel

EXHIBIT A**DESCRIPTION OF AUTHORIZED SERVICES**

Services to be funded by the collection of Special Taxes in the County of Colusa Community Facilities District No. 2006-1 (Cortina Community Services District Services Mitigation) are listed below. Authorized costs of the County and/or Cortina Community Services District to provide the services listed below include, but are not limited to, compensation of employees and contractors, supplies, materials, equipment, lease or rental fees for equipment or building space, contracts, or any other costs associated with the provision of authorized services.

PUBLIC SAFETY

Authorized costs include all costs associated with the provision of:

- Police Services
- Fire Services

EXHIBIT B

INCIDENTAL EXPENSES

It is anticipated that the following incidental expenses may be incurred in the proposed financing:

- Special tax consultant fees and expenses
- County staff review and administration
- CSD staff review and administration
- Special legal counsel fees and expenses
- Publishing, mailing and posting of notices
- Governmental notification and filing costs

In addition to the foregoing initial expenses, certain annual expenses may be included in each annual special tax levy. These include:

- Special tax administrator costs
- Costs of posting, collecting and enforcing payment of the special taxes
- Personnel and administrative costs of the County and/or the Cortina CSD

EXHIBIT C

County of Colusa, California
Community Facilities District No. 2006-1
(Cortina Community Services District Services Mitigation)

RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX

1. Basis of Special Tax Levy

A Special Tax authorized under the Mello-Roos Community Facilities Act of 1982 (Act) applicable to the land in the Community Facilities District No. 2006-1 (CFD) of the County of Colusa (County) shall be levied and collected according to the tax liability determined by the County or, eventually, the Cortina Community Services District (CSD) through the application of the appropriate amount or rate, as described below.

2. Definitions

“Act” means the Mello-Roos Community Facilities Act of 1982, as amended, Sections 53311 and following of the California Government Code.

“Administrative Expenses” means the actual or estimated costs incurred by the County and / or the CSD to form the CFD and to annually determine, levy, and collect the Special Taxes, including compensation of County and / or CSD employees for administrative work performed in relation to the CFD, the fees of consultants and legal counsel; the costs, including all County charges of collecting installments of the Special Taxes upon the general tax rolls; preparation of required reports; and any other costs required to administer the CFD as determined by the County and / or CSD.

“Administrator” means the Auditor-Controller and, eventually, the CSD Manager, or his/her designee.

“Annexation Parcel” means an Assessor's Parcel that is annexed to the CFD after the CFD has been formed.

“Annual Costs” means for each Fiscal Year, the total costs of 1) Authorized Services and 2) Administrative Expenses.

“Assessor” means the Assessor of the County of Colusa.

“Assessor's Parcel” means a parcel of land in the County identified by Assessor's Parcel Number.

“**Assessor’s Parcel Number**” means the number as assigned to a Parcel by the Assessor as recorded by the Assessor on the last equalized tax roll.

“**Auditor-Controller**” means the Auditor-Controller of the County.

“**Authorized Services**” mean those services, as listed in the resolution forming the CFD.

“**Base Fiscal Year**” means the Fiscal Year beginning July 1, 2005 and ending June 30, 2006

“**Base Special Tax per EDU**” means the amount of Special Tax assigned to each equivalent dwelling unit (EDU) in the Base Year. This amount is \$525, including a 5 percent component for annual Administration Expenses. This amount is increased by the Tax Escalation Factor in each Fiscal Year after the Base Year.

“**Board**” means the Board of Supervisors of the County of Colusa and, eventually, the Board of Directors of the CSD acting for the CFD under the Act.

“**Building Permit**” means a permit issued by the Planning and Building Department of the County for residential and / or non-residential uses.

“**Building Square Foot**” means a measurement of the habitable area contained within the perimeter of each individual residential unit, or the covered and enclosed area contained within the perimeter of a nonresidential use structure on a given Parcel, which can be or has been developed on that Parcel based on a Building Permit. This figure shall be determined in accordance with the standard practice of the County in calculating structural parameters.

“**CFD**” means the Community Facilities District No. 2006-1 (Cortina Community Services District Services Mitigation) of the County of Colusa, California.

“**Condominium/Townhouse Parcel**” means a Parcel that has a Building Permit for Condominium or Townhouse uses. The number of Residential Units assigned to each Condominium/Townhouse Parcel is determined by the number of condominium or townhouse units approved by the Building Permit.

“**County**” means the County of Colusa, California.

“**CSD**” means the Cortina Community Services District in the County.

“**CSD Manager**” means the appointed Manager of the Cortina Community Services District.

“**Developed Parcel**” means a Parcel that has a Building Permit for the land uses stated below.

- Single-Family Residential Parcels,
- Duplex/Triplex Residential Parcels,
- Multifamily Residential Parcels,

- Condominium/Townhouse Parcels.
- Mobile Home Park Parcels.
- Mixed Use Parcels, or
- Nonresidential Use Parcels.

A Developed Parcel that is acquired by a public agency and becomes a Public Parcel is classified as Tax-Exempt.

“Duplex/Triplex Residential Parcel” means a Parcel with a Building Permit for a Duplex or Triplex residential use. The number of Residential Units assigned to a Duplex/Triplex Residential Parcel is determined by the number of Residential Units approved in the Building Permit.

“Fiscal Year” means the period starting July 1 and ending the following June 30.

“For Rent Residential Uses” means residential uses found on a Mixed Use Parcel that are not Condominium/Townhouse Parcels. The number of Residential Units assigned to a Mixed Use Parcel is the number of Residential Units that are For Rent Residential Uses approved in the Building Permit.

“Industrial Uses Parcel” means a Parcel designated for industrial uses. The Building Square Foot assigned to the Industrial Uses Parcel is determined by the Building Square Foot approved in the Building Permit.

“Maximum Annual Special Tax” means the maximum amount of Special Tax that can be levied against a Taxable Parcel calculated by multiplying the Maximum Annual Special Tax Rate times the Residential Units for residential uses or Building Square Foot for non-residential uses assigned to a Taxable Parcel.

“Maximum Annual Special Tax Rate” means the amount shown in Attachment 1 for a Fiscal Year that is used in calculating the Maximum Annual Special Tax for a Parcel based on its land use classification. The Maximum Annual Special Tax Rate is calculated by multiply the Base Special Tax per EDU times the Police and Fire Protection EDU Factor.

“Mixed Use Parcel” means a Parcel with a Building Permit for a mix of uses, which includes For Rent Residential Uses. The number of Residential Units assigned to a Mixed Use Parcel is determined by the Building Permit for the original construction or expansion. The Building Square Foot is determined for that area designated for Non-Residential Uses under the Building Permit.

“Mobile Home Park Parcel” means a Parcel with required authorization from the California Department of Housing and Development/Division of Codes and Standards for mobile home park uses. The number of Residential Units assigned to the Mobile Home Park Parcel is determined by the number of Residential Units approved under the required authorization.

“**Multifamily Residential Parcel**” means a Parcel with a Building Permit for multifamily residential use. The number of Residential Units assigned to a Multifamily Residential Parcel is determined by the number of Residential Units approved in the Building Permit.

“**Office/Business Park Parcel**” means a Parcel designated for office or business park use. The Building Square Foot assigned to the Office/Business Park Parcel is determined by the Building Square Foot approved in the Building Permit.

“**Parcel**” means any Assessor's Parcel in the CFD based on the equalized tax rolls of the County as of January 1 preceding the Fiscal Year.

“**Planning and Building Department**” means the department of the County, or the successor department, or agency, having the responsibility of providing residential and nonresidential building permit services for the County, and further authorized to issue the Building Permit.

“**Police and Fire Protection EDU Factor**” means an equivalent dwelling unit (EDU) factor used to show the proportional benefit received by various land uses as compared to Single-Family Residential Parcels. Single-Family Residential Parcels are assigned a Police and Fire Protection EDU Factor of one. Other land uses are assigned a Police and Fire Protection EDU Factor based on the assumed persons per house for residential uses and per employees per square foot for nonresidential uses in comparison to the persons per household for Single-Family Residential Parcels. The Police and Fire Protection EDU Factor is used to adjust the Maximum Annual Special Tax Rate for land uses in **Attachment 1**.

“**Public Parcel**” means, except as otherwise provided herein, any Parcel, that is publicly owned—that is, normally exempt from the levy of general *ad valorem* property taxes under California law, including, but not limited to, public streets, schools, parks, and public drainageways; public landscaping, wetlands, greenbelts, and public open space. These Parcels are exempt from the levy of Special Taxes. Any such Parcel shall be a Tax-Exempt Parcel. A Public Parcel that is a Developed Parcel and that is no longer needed for public uses and is converted to residential uses will be reclassified as a Taxable Parcel.

“**Residential Unit(s)**” means the number of taxable residential unit(s) as assigned to a Developed Parcel by the Administrator using the Building Permit to verify the unit count.

“**Retail Commercial Parcel**” means a Parcel that has a Building Permit for commercial use. The Building Square Foot assigned to the Commercial Parcel is determined by the Building Square Foot approved in the Building Permit.

“**Single-Family Residential Parcel**” means a single-family residential lot created by the recordation of a final subdivision map. A Single-Family Residential Parcel is assigned one Residential Unit upon issuance of a Building Permit.

“**Special Tax(es)**” mean(s) any tax levy under the Act in the CFD.

“Tax Collection Schedule” means the document prepared by the County and, eventually the CSD, for the Auditor-Controller to use in levying and collecting the Special Taxes each Fiscal Year.

“Tax Escalation Factor” means an annual percentage increase as published by Consumer Price Index (CPI), San Francisco Bay CPI, All Urban Consumers for December of the current Fiscal Year compared to December of the prior Fiscal Year. The Tax Escalation Factor is applied to the Maximum Annual Special Tax Rates beginning in Fiscal Year 2006-2007.

“Taxable Parcel” means any Parcel that is not a Tax-Exempt Parcel.

“Tax-Exempt Parcel” means a Parcel not subject to the Special Tax. Tax-Exempt Parcels are (i) Public Parcels including developed parcels acquired by a public agency (subject to the limitations set forth in Section 5, below), or (ii) Undeveloped Parcels.

“Undeveloped Parcel” means a Parcel that is not a Developed Parcel. An Undeveloped Parcel shall be exempt from the Special Tax.

3. Determination of Taxable Parcels

By not later than July 1 of each year, the Administrator shall prepare a list of the Taxable Parcels using the records of the County as of July 1 of each year. The Administrator shall identify the Taxable Parcels from a list of all Parcels in the CFD using the procedure described below.

- 1) Exclude all Tax-Exempt Parcels.
- 2) The remaining Parcels are Taxable Parcels and shall be subject to the Special Tax according to the formula detailed below.

It shall be the burden of the taxpayer to timely prove any alleged errors in the determination of the Taxable Parcels and their Special Tax assignments.

4. Duration of the Special Tax

Parcels in the CFD will remain subject to the Special Tax in perpetuity or until the services financed by the Special Tax are no longer necessary, as determined by the County or, eventually, the CSD.

If the Special Tax ceases to be levied, the County, or eventually the CSD, shall direct the County Recorder to record a Notice of Cessation of Special Tax. Such notice will state that the obligation to pay the Special Tax has ceased and that the lien imposed by the Notice of Special Tax Lien is extinguished. The Notice of Cessation of Special Tax shall also identify the book and page of the Book of Maps of Assessment and Community Facilities Districts where the map of the boundaries of the CFD is recorded.

5. Assignment of Maximum Annual Special Tax

By August 1 of each Fiscal Year, using the Definitions from Section 2 and the Maximum Annual Special Tax Rates from Attachment 1, the Administrator shall assign the Maximum Annual Special Taxes to Taxable Parcels as follows:

- A. **Classification of Parcels**. Each Fiscal Year, using the Definitions above, the Parcel records of the County Assessor's Secured Tax Roll as of January 1, and other County development approval records as of June 1, the Administrator shall cause:
 1. Each Parcel to be classified as a Tax-Exempt Parcel or a Taxable Parcel;
 2. Each Taxable Parcel to be classified as a Developed Parcel or Undeveloped Parcel; and
 3. Each Developed Parcel to be classified as a Single-Family Residential Parcel, Multifamily Residential Parcel, Duplex/Triplex Residential Parcel, Mixed Use Parcel; Mobile Home Park Parcel; Industrial Use Parcel, Office/Business Park Parcel, or Retail Commercial Parcel.
 4. Each Developed Parcel to be classified as a Market Rate Unit or Affordable Unit.
- B. **Developed Parcels** Taxable Parcels that are classified as Developed Parcels shall be assigned a Maximum Annual Special Tax using the following steps.
 1. **Single-Family Residential Parcels**. The Maximum Annual Special Tax Rate (as shown in Attachment 1) for Single-Family Residential Parcels is calculated by multiplying the Base Special Tax per EDU by the Police and Fire Protection EDU Factor. Maximum Annual Special Tax for Single-Family Residential Parcels is then calculated by multiplying the Maximum Annual Special Tax Rate by the number of Residential Units assigned to the Parcel.
 2. **Duplex/Triplex Residential Parcels**. The Maximum Annual Special Tax Rate (as shown in Attachment 1) for Duplex/Triplex Residential Uses is calculated by multiplying the Base Special Tax per EDU by the Police and Fire Protection EDU Factor. The Maximum Annual Special Tax for Duplex/Triplex Residential Parcels is then calculated by multiplying the Maximum Annual Special Tax Rate for Duplex/Triplex Residential Parcels by the number of Residential Units assigned to the Parcel.
 3. **Multifamily Residential Parcels**. The Maximum Annual Special Tax Rate (as shown in Attachment 1) for Multifamily Residential Parcels is calculated by multiplying the Base Special Tax per EDU by the Police and Fire Protection EDU Factor. The Maximum Annual Special Tax for Multifamily Residential Parcels is then calculated by multiplying the Maximum Annual Special Tax Rate for Multifamily Residential Parcels by the number of Residential Units assigned to the Parcel.
 4. **Condominium/Townhouse Parcels**. The Maximum Annual Special Tax Rate (as shown in Attachment 1) for Condominium/Townhouse Parcels is calculated

- by multiplying the Base Special Tax per EDU by the Police and Fire Protection EDU Factor. The Maximum Annual Special Tax for Condominium/Townhouse Parcels is then calculated by multiplying the Maximum Annual Special Tax Rate for Condominium/Townhouse Parcels by the number of Residential Units assigned to the Parcel.
5. **Mixed Use Parcels.** The Maximum Annual Special Tax Rate (as shown in **Attachment 1**) for Mixed Use Parcels is calculated by multiplying the Base Special Tax per EDU by the Police and Fire Protection EDU Factor for the residential and nonresidential components of the Parcel. The Maximum Annual Special Tax for Mixed Use Parcels is then calculated in two steps. First calculate the Maximum Annual Special Tax for the residential component of the Mixed Use Parcel by multiplying the Maximum Annual Special Tax Rate in **Attachment 1** for Mixed Use Parcels by the number of Residential Units assigned to the Parcel. Next, multiply the Building Square Foot for the nonresidential component of the Mixed Use Parcel by the Maximum Annual Special Tax Rate per Building Square Foot (as shown in **Attachment 1**). Add this amount to the Maximum Annual Special Tax calculated for the residential component to derive the Maximum Annual Special Tax for the Mixed Use Parcel.
 6. **Mobile Home Park Parcels.** The Maximum Annual Special Tax Rate (as shown in **Attachment 1**) for Condominium/Townhouse Parcels is calculated by multiplying the Base Special Tax per EDU by the Police and Fire Protection EDU Factor. The Maximum Annual Special Tax for Mobile Home Park Parcels is then calculated by multiplying the Maximum Annual Special Tax Rate in **Attachment 1** for Mobile Home Park Parcels by the number of Residential Units assigned to the Parcel.
 7. **Industrial Uses Parcels.** The Maximum Annual Special Tax Rate (as shown in **Attachment 1**) for Industrial Uses Parcels is calculated by multiplying the Base Special Tax per EDU by the Police and Fire Protection EDU Factor. The Maximum Annual Special Tax for Industrial Uses Parcels is then calculated by multiplying the Maximum Annual Special Tax Rate in **Attachment 1** for Industrial Uses Parcels by the Building Square Foot assigned to the Parcel.
 8. **Office/Business Park Parcels.** The Maximum Annual Special Tax Rate (as shown in **Attachment 1**) for Office/Business Park Parcels is calculated by multiplying the Base Special Tax per EDU by the Police and Fire Protection EDU Factor. The Maximum Annual Special Tax for Office/Business Park Parcels is then calculated by multiplying the Maximum Annual Special Tax Rate in **Attachment 1** for Office/Business Park Parcels by the Building Square Foot assigned to the Parcel.
 9. **Retail Commercial Parcels.** The Maximum Annual Special Tax Rate (as shown in **Attachment 1**) for Retail Commercial Parcels is calculated by multiplying the Base Special Tax per EDU by the Police and Fire Protection EDU Factor. The Maximum Annual Special Tax for Retail Commercial Parcels is then calculated by multiplying the Maximum Annual Special Tax Rate in **Attachment 1** for Retail Commercial Parcels by the Building Square Foot assigned to the Parcel.

- C. **Undeveloped Parcels.** Undeveloped Parcels are assigned a Maximum Annual Special Tax of \$0.00 in a given Fiscal Year.
- D. **Annexation Parcels:** The County will require the periodic annexation of an Assessor's Parcel to the CFD. When Assessor's Parcels are annexed to the CFD, the County or, eventually, the CSD will first determine if they are Taxable or Tax-Exempt, using the Definitions in **Section 2**. The Administrator then shall assign a Maximum Annual Special Tax Rate and a number of Residential Units to Taxable Parcels using the Definitions in **Section 2** and the steps in **Section 5.A**.
- E. **Conversion of a Public Parcel to a Taxable Parcel:** If a Public Parcel is not needed for public use and is converted to private residential use, it shall become a Taxable Parcel. A Maximum Annual Special Tax will be assigned using the Definitions in **Section 2** and the steps in **Section 5.A**.
- F. **Taxable Parcels Acquired by a Public Agency:** A Taxable Parcel that is acquired by a public agency after the CFD is formed will be reclassified as Public Parcel provided it is determined by the County, or eventually the CSD, in the exercise of its sole discretion, that it is no longer used for residential purposes.

6. Calculating Annual Special Taxes

The Administrator shall compute the Annual Costs and determine the Maximum Annual Special Tax for each Taxable Parcel based on the assignment of the Maximum Annual Special Tax in **Section 5.A**. The Administrator will then determine the Special Tax for each Taxable Parcel using the following process:

- A. Compute the Annual Cost for the Fiscal Year using the definition thereof in **Section 2**.
- B. Calculate the Special Tax for each Developed Parcel by levying the Special Tax on Developed Parcels to just equal the Annual Costs, or to 100 percent of their Maximum Annual Special Tax, as appropriate.
- C. Levy on each Developed Parcel the amount of Special Tax calculated above.
- D. Prepare the Tax Collection Schedule listing the Special Tax for each Developed Parcel and send it to the Auditor-Controller requesting that it be placed on the general, secured property tax roll for that Fiscal Year. The Tax Collection Schedule shall not be sent later than the date required by the Auditor-Controller for such inclusion.

The Administrator shall make every effort to correctly calculate the Special Tax for each Parcel. It shall be the burden of the taxpayer to timely prove any alleged errors in the determination of the Parcels subject to the Special Tax and their Special Tax assignments.

7. Records Maintained for the CFD

As development takes place in the CFD, the Administrator will maintain a file containing records of the following information for each Taxable Parcel:

- The current Assessor's Parcel Number;
- Whether a Building Permit has been issued for the Parcel.
- Number of Residential Units per Parcel.
- Building Square Foot per Parcel.

The file containing the information listed above will be available for public inspection.

8. Appeals and Interpretation Procedure

Any taxpayer who feels that the amount of the Special Tax assigned to his or her Parcel(s) is in error or that an error has been made in the determination that his or her Parcel(s) is a Taxable Parcel, may file a written notice with the Administrator contesting the levy of the Special Tax. Any such notice must be filed during the Fiscal Year in which the given Special Tax levy occurs; failure to do so constitutes a bar to any such claim. The Administrator, shall promptly review the application, and if necessary, meet with the applicant. If the findings of the Administrator verify that the Special Tax should be modified or changed, a recommendation to that effect shall be made to the Board, and as appropriate, the Special Tax levy shall be corrected and, if applicable in such case, a credit for next year's Special Tax levy shall be granted. If the Administrator denies the application, the taxpayer may file an appeal of that determination with the Board within fourteen (14) days of the mailing of notification of denial; failure to do so constitutes a bar to such an appeal. The Board shall hear the appeal under such procedures, as the Board shall establish. The determination of the Board on the appeal shall be final for all purposes. The filing of a written notice contesting the levy of the Special Tax or an appeal shall not relieve the taxpayer of the obligation to pay the Special Tax when due.

Interpretations may be made by resolution of the Board for purposes of clarifying any vagueness or ambiguity as it relates to any of the terms or provisions of this Rate and Method of Apportionment.

9. Manner of Collection

The Special Tax will be collected in the same manner and at the same time as *ad valorem* property taxes; provided, however, the County, **or eventually the CSD**, may directly bill the Special Tax and may collect the Special Tax at a different time, such as on a monthly or other periodic basis, or in a different manner, whenever the Board, **or eventually the CSD**, determines that it is in the best interests of the County, **or eventually, the CSD to do so**.

Attachment 1
Attachment 1
County of Colusa
Community Facilities District No. ____ (Cortina Community Services District Services Mitigation)
Maximum Annual Special Tax Rates

Tax Category		Base Special Tax per EDU	Police and Fire Protection EDU Factors	Maximum Annual Special Tax Rate [1]
				[2]
<u>Developed Parcels</u>	[3]			
Residential Parcels		\$525		
Single-Family Residential Parcels		--	1.00	\$525
Multifamily Residential Parcels		--	0.79	\$415
Duplex/Triplex Residential Parcels		--	1.00	\$525
Condominium/Townhouse Parcels		--	1.00	\$525
Mixed Use Parcels	[4]	--	1.00	\$525
Mobile Home Park Parcels		--	0.91	\$478
Nonresidential Parcels (per 1,000 sq ft)	[5]	\$525		
Industrial Uses		--	0.17	\$89
Office / Business Park		--	0.56	\$294
Retail Commercial		--	0.30	\$158
<u>Undeveloped Parcels</u>	[6]	--	--	\$0

Attachment 1

- [1] The Maximum Annual Special Tax Rate is applied to the number of Residential Units or Building square footage assigned to each Taxable Parcel. Condominium/Townhouse Residential Parcels and Single-Family Residential Parcels are assumed to have one Residential Unit. Multifamily Residential Parcels, Mixed Use Parcels, and Mobile Home Park Parcels may have more than one Residential Unit assigned to a Taxable Parcel. The number of Residential Units assigned to these Parcels will be determined by the Building Permit.
- [2] The Maximum Annual Tax Rates will be escalated annually each Fiscal Year beginning in 2006-2007. Based on the annual percentage increase as published by Consumer Price Index (CPI), San Francisco Bay CPI, All Urban Consumers for December of the current Fiscal Year compared to December of the prior Fiscal Year.
- [3] Developed Parcels are residential, non-residential, or mixed use Parcels with a Building Permit.
- [4] Mixed use parcels will have a tax based on both the residential portion and nonresidential portion of the parcel.
- [5] Nonresidential Use Parcels are commercial, industrial, office, and other nonresidential uses. The base annual maximum special tax is per 1,000 sq. ft.
- [6] Undeveloped Parcels are Parcels that are not classified as a Developed Parcel.

Fund: 400 Arbuckle-College City Fire --- Department: 0 --- Program: All --- Period Ending: 032022

Account Number	Description	Total Budget	YTD Actual	Balance
400-10100-000-0	Cash In Treasury	0.00	350,388.74	(350,388.74)
400-11109-000-0	Gain/Loss Invest-Markt Value	0.00	157.14	(157.14)
400-19895-000-0	Amount Provided-Sick/Vacation	0.00	206,667.69	(206,667.69)
400-20895-000-0	Sick & Vacation Obligation	0.00	(206,667.69)	206,667.69
400-31960-000-0	Fund Balance-Unreserved	0.00	(496,379.57)	496,379.57
400-41012-000-0	Prop Tax-Current Secured	(556,251.00)	(281,908.00)	(274,343.00)
400-41017-000-0	Prop Tax-Cur Supp Secured	(13,633.00)	(4,718.92)	(8,914.08)
400-41018-000-0	Prop Tax-Current Unsecured	(52,616.00)	(50,209.80)	(2,406.20)
400-41021-000-0	Prop Tax-Cur Supp Unsecured	0.00	(229.52)	229.52
400-41024-000-0	Prop Tax-PY Supp Secured	0.00	(1,774.29)	1,774.29
400-41040-000-0	Prop Tax-PY Unsecured	0.00	(466.76)	466.76
400-41094-000-0	County In-Lieu Taxes	(187.00)	(182.55)	(4.45)
400-44190-000-0	Interest	(7,500.00)	(499.40)	(7,000.60)
400-45454-000-0	Homeowners Property Tax	(3,333.00)	(1,879.91)	(1,453.09)
400-45542-000-0	Transfer From County -Services	(17,246.00)	(17,246.00)	0.00
400-45647-000-0	Trsf From County General Fund	(47,000.00)	(48,331.47)	1,331.47
400-46623-000-0	Public Safety-Cortina CFD	(65,000.00)	(35,537.70)	(29,462.30)
400-46814-000-0	Fire Suppression	(11,000.00)	(774.59)	(10,225.41)
400-47983-000-0	Miscellaneous-Other Revenue	0.00	(1,918.64)	1,918.64
400-48013-000-0	Miscellaneous-Other Refunds	(200.00)	0.00	(200.00)
400-48030-000-0	Transfers In	(260,000.00)	(244,750.95)	(15,249.05)
400-51010-000-0	Salaries & Wages	303,204.00	209,000.60	94,203.40
400-51011-000-0	Extra Help	22,000.00	15,986.07	6,013.93
400-51019-000-0	Health In-Lieu	3,480.00	2,474.57	1,005.43
400-51021-000-0	Retirement	140,404.00	113,087.00	27,317.00
400-51022-000-0	OASDI	22,604.00	17,253.49	5,350.51
400-51023-000-0	Unemployment Insurance	1,200.00	28.91	1,171.09
400-51030-000-0	Group Insurance-Health	34,452.00	23,609.55	10,842.45
400-51031-000-0	Group Insurance-Life	220.00	1,089.60	(869.60)
400-51032-000-0	Group Insurance Retired Member	4,695.00	3,059.67	1,635.33
400-51033-000-0	Group Insurance-Dental	1,712.00	1,015.00	697.00
400-51035-000-0	Worker's Compensation	42,252.00	29,244.00	13,008.00
400-53050-000-0	Clothing & Personal Supplies	10,000.00	16,043.24	(6,043.24)
400-53060-000-0	Communications	47,507.00	46,905.42	601.58
400-53090-000-0	Household Expense	200.00	4.28	195.72
400-53100-000-0	Insurance	10,146.00	20,470.00	(10,324.00)
400-53120-000-0	Maintenance-Equipment	26,497.00	9,094.58	17,402.42
400-53121-000-0	Maintenance-Software	206.00	0.00	206.00
400-53130-000-0	Maintenance-Stru,Imp,Grnd	2,575.00	2,102.27	472.73
400-53140-000-0	Medical,Dental & Lab Supplies	2,884.00	2,378.33	505.67
400-53150-000-0	Memberships	6,821.00	3,555.00	3,266.00
400-53163-000-0	Finance/Late Charges	103.00	60.00	43.00
400-53170-000-0	Office Expense	2,472.00	1,136.69	1,335.31
400-53180-000-0	Professional/Special Services	20,600.00	12,572.99	8,027.01
400-53190-000-0	Publication & Legal Notices	103.00	0.00	103.00
400-53200-000-0	Rents & Leases Equipment	1,641.00	1,356.87	284.13
400-53220-000-0	Small Tools & Instruments	206.00	420.92	(214.92)
400-53229-000-0	Indirect Overhead Costs	17,246.00	17,246.00	0.00
400-53230-000-0	Special Department Expenses	8,240.00	3,003.16	5,236.84

400-53251-000-0	Education & Training	0.00	2,460.60	(2,460.60)
400-53253-000-0	Fuel	12,360.00	11,876.04	483.96
400-53260-000-0	Utilities	24,720.00	25,475.38	(755.38)
400-55550-000-0	Expense From Prior Year	7,308.00	0.00	7,308.00
400-57064-000-0	Miscellaneous Equipment<\$5,000	0.00	98.67	(98.67)
400-57159-000-0	Heavy Equipment >\$5,000	230,000.00	0.00	230,000.00
400-57360-000-0	Structures & Improve <\$5,000	0.00	2,340.24	(2,340.24)
400-57361-000-0	Structures & Improve >\$5,000	30,000.00	41,426.87	(11,426.87)
400-57370-000-0	Equipment	0.00	200,386.18	(200,386.18)

From: [Peggy Scroggins](#)
To: [Peter Kampa](#)
Cc: [Amy Gibbons \(wsualumamy@icloud.com\)](#); [Kim Randhawa](#)
Subject: RE: Special tax levy
Date: Friday, May 11, 2018 4:40:39 PM
Attachments: [Resol 2006-011 Intent to Establish Cortina Community Service and Facilities Districts.pdf](#)

Hi Peter,

Please see my responses below in **red**. Let me know if that info helps, or if you need any additional information.

You have a great weekend!

Peggy

PEGGY SCROGGINS

Auditor-Controller

County of Colusa

546 Jay Street, Suite #202

Colusa, CA 95932

Direct: 530-458-0407

Cell: 530-701-4580

Fax: 530-458-0402

pscroggins@countyofcolusa.org

From: Peter Kampa [mailto:pkampa@kampacs.com]
Sent: Wednesday, May 09, 2018 1:05 PM
To: Peggy Scroggins
Cc: Amy Gibbons (wsualumamy@icloud.com); Patricia Pacot; Kim Randhawa; Angelika Terry
Subject: RE: Special tax levy

Peggy,

I promise to not keep slamming you with email requests, so perhaps you can send me directly to the person I should call or write to answer the following. I have dealt with these types of funding sources many times, but not in a cooperative arrangement with the county acting as the District treasurer.

I am just trying to clarify procedure primarily, since this is a new process to this CSD:

1. In February, you sent me detail on the calculation and levy of the charges for fire and police services. You also provided the attached resolution which established a special tax for these purposes. I am assuming these are the same and that there are not both special taxes and direct charges levied for these services? **There is a Direct Charge on the parcels within the various Cortina Community Services Districts, which are different charges for the different Zone of Benefits/Subdivisions. There is also a Direct Charge on all of the parcels within the Cortina Community Facilities District, which encompasses the different Zone of Benefits/Subdivisions, and is the same charge for all Subdivisions.** Perhaps the referenced Resolution 2006-11 will provide more information. Can I receive a copy of 2006-11? **I have attached a copy of Resolution 2006-11.**
2. I do not find a resolution or other detail on the establishment of the charges for the services

provided directly by the CSD, including landscaping, drainage, roads, etc. **I believe the actual “establishment” or determination of the initial charge to set for services was calculated by the engineering consultant that was hired (as shown in the report). Once initially established, the charge is adjusted annually based on CPI.**

3. For clarity, we are responsible to review, check and send to the county for levy the charges or taxes (whatever they are) for all services, including police and fire, and the county will make the entries from the district budget to the sheriff and fire department accounts.
 - a. Does our Board vote each year to apply the CPI (tax escalation factor, Exhibit C) to the rate charged? **Refer to Exhibit C of Resolution 06-15, specifically Section 4 – Duration of Special Tax, Section 5 – Assignment of Maximum Annual Special Tax, and Section 6 – Calculating Annual Special Taxes. These sections will help the various Districts decide if they which to charge less than the CPI escalation factor allows. The County chose to charge the full amount as one Direct Charge, and then created a Direct Charge “Rebate” when appropriate, so that the taxpayer always knew the full potential Direct Charge that could be assessed so there would be no surprises in the future. As far as possible changes to the Cortina Community Facilities District Direct Charge (which is for the Arbuckle Fire and County Sheriff services), the Fire District and County would have to approve any reductions to that Direct Charge for their services.**

If a conference call would be best, please let me know. I very much appreciate your assistance.

Sincerely,

Peter Kampa, General Manager

From: Peggy Scroggins <peggy@countyofcolusa.com>

Sent: Wednesday, May 9, 2018 9:54 AM

To: Peter Kampa <pkampa@kampacs.com>

Cc: Amy Gibbons (<wsualumamy@icloud.com> <wsualumamy@icloud.com>); Patricia Pacot <ppacot@countyofcolusa.com>; Kim Randhawa <krandhawa@countyofcolusa.com>; Angelika Terry <aterry@countyofcolusa.com>

Subject: RE: Special tax levy

Thank you Peter for this update. When the Board approves their 2018-19 Final Budget, you can send it to Angelika Terry in the Auditor’s Office, aterry@countyofcolusa.org, or directly to me. Angelika will ensure the various Cortina Budgets go into the Countywide budget book.

As far as the Direct Charge for the different Cortina Community Service Districts and the Facilities District, that information must all be sent to Kim Randhawa in the Auditor’s Office, krandhawa@countyofcolusa.org prior to August 10th annually. You had referred to them as levy of taxes, but it is actually a Direct Charge. Kim is in charge of the property taxes and she applies the Direct Charges to the Secured Tax bills annually. I had previously sent you all of the documentation for the Direct Charge calculation in February, but I will resend right after this email. The calculation is pretty straight-forward, but after reviewing the documentation feel free to give Kim or me a call if you have any questions.

Thanks,

Peggy

PEGGY SCROGGINS

Auditor-Controller

County of Colusa

546 Jay Street, Suite #202

Colusa, CA 95932

Direct: 530-458-0407

Cell: 530-701-4580

Fax: 530-458-0402

pscroggins@countyofcolusa.org

From: Peter Kampa [<mailto:pkampa@kampacs.com>]

Sent: Tuesday, May 08, 2018 7:46 PM

To: Peggy Scroggins; Patricia Pacot

Cc: Amy Gibbons (wsualumamy@icloud.com)

Subject: Special tax levy

Peggy and/or Patricia,

I hope today finds you well! We are preparing to adopt a preliminary budget on May 24, 2018, and then a final budget in July or August 2018, prior to the September 1 deadline for CSDs. Once the preliminary (and final) budget is approved, I will forward a copy to you.

What action of the CSD Board, if any, is required for the levy of the taxes for each of the developments? Do we have copies of the measures that established the tax so I can make sure we follow any procedural and/or administrative requirements?

Thank you,

Peter J. Kampa

General Manager

Groveland Community Services District

pkampa@gcsd.org

Phone: 209-962-7161 ext. 24

Fax: 209-962-4943

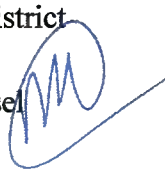
(209) 591-7100 (cell)

www.gcsd.org

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A LAW FIRM FOUNDED ON THE
PRINCIPLE OF SERVICE

TO: Karl Drexel, General Manager
Cortina Community Service District

FROM: Margaret Long, General Counsel 

DATE: March 25, 2022

RE: Funding for Fire/Police within Community Service District/Community Facility District

This memorandum is in response to your request for an opinion on whether the funding for the Community Facility District (“CFD”) should be distributed to the Community Service District (“CSD”) to provide police and fire services within its jurisdictions.

The CFD was formed on February 7, 2006 by the Colusa County Board of Supervisors to service within its boundaries as it transitioned it out of agricultural. The formation contemplated a special tax to generate revenue for public safety services. The purpose of the tax is to cover the liability of providing public safety services “as determined by the County or, eventually, the Cortina Community Services Districts.”

The CSD was formed and finalized on May 17, 2006 through LAFCO. The CSD boundaries overlap the CFD and its purposes include “Police and Fire Infrastructure financing.”

It is clear that when forming the CFD, the intent was to create it under the County, but then transfer it to the CSD, once formed. There are multiple references to the County “or eventually the CSD” taking control and handling the special tax, but the concern is that there is no statement of when this will occur. This makes it hard for the CSD to argue that it should have control over these finances at this time. What it does do, is open the door to meet with the County and negotiate a start date to transfer this money over, as it is clearly the intent of the CFD to operate under the management of the CSD.

Let me know if you need additional research or would like us to assist further.

From: [Karl Drexel](#)
To: [Margaret Long](#)
Subject: CFD/CSD
Date: Saturday, March 26, 2022 12:23:00 PM

Hi Margaret,

Thank you for the Memo on the Funding for Police and Fire services in the CSD. The Board definitely wants to hold those discussions of running the money through the CSD so we have the ability to contract those services on our own if necessary, but more importantly, the CSD wants to see the dissolution of the Community Finance District and the elimination of the Special Tax for Police and Fire Services. The Board does not see why the residents in the Community Services District should have to pay any more than the 1% that all other residents in Colusa County pay. The Arbuckle College City Fire Protection District gets over \$550,000 from the 1% property tax, which should be more than enough to provide service within their District. No other residential community or county resident has to pay an additional \$1000 per year for those services. The residents are already paying for street lights, flood control and street maintenance that the County should be doing, but they pushed it off on a newly formed CSD because they did not want to be responsible. However, Police and Fire services are a County responsibility and should be removed from the latent powers of the CSD as early as possible. Thanks

Karl

Cortina Community Services District
Gateway to Colusa County

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

REMEMBER: WASH YOUR HANDS AND STAY HEALTHY

 Please consider the environment before you print



CORTINA COMMUNITY SERVICES DISTRICT

TO: CORTINA BOARD OF DIRECTORS

MEETING DATE: MARCH 28, 2022

FROM: KARL DREXEL, GENERAL MANAGER

SUBJECT: PARK FUNDING REDDINGTON RANCH

BACKGROUND:

Rod pointed out a section of property owned by the district at the North end of Elmer in Reddington Ranch. He thought this might be a good location for a small neighborhood park. I have contacted Ross Recreation Equipment company with the dimensions of the piece and asked if they had something that would fit in such a small footprint. I have not heard back from them but have attached some samples of the play equipment they produce. The biggest fall back to a park that size is the requirements for fall areas. For example, a slide has to have a fall area past the end the same distance as the height of the slide. Swings are even worse. The Fall area has to be 2 or 3 times the height of the swing. Once they get back to me we can fine tune the requirements.

RECOMMENDATION:

Board to advise staff how they want to proceed with investigating park funding and structures.













