

Cortina Community Services District

P.O. Box 43
Arbuckle, CA 95912

DIRECTORS

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

Meeting of the Board of Directors

Arbuckle Golf Course
5918 Hillgate Rd., Arbuckle, CA 95912
December 28, 2020 at 6:00 pm

Minutes

Due to the COVID-19 Virus, and the State of Emergency issued by the State of California and Colusa County, with authorization from the Governor's Executive Order allowing local governments to hold meetings via teleconference and to make meetings accessible electronically, this meeting was held remotely through the web platform zoom.com.

1. CALL TO ORDER – Board President Rod Bradford called the meeting to order at 6:07 pm
2. ROLL CALL – Present were board members Rod Bradford, Karen Gage, Dolores Gomez, Jesika Johnson, and Kimberly Valles. Also present General manager, Karl Drexel of KD Management, LLC.
3. PLEDGE OF ALLEGIANCE – None
4. CHANGES TO ORDER OF AGENDA – None
5. PUBLIC COMMENT – None
6. NEWLY ELECTED COUNCIL MEMBERS
 - a) General Manager introduced and welcomed new members
 - b) Board Secretary Administered Oath of Office for new members: Bradford, Gomez, Johnson and Valles
 - c) New members were issued a Certificate of Appointment
 - d) Election of Officers:

President

Motion made by:	Karen Gage to Appoint Rod Bradford President	Motion seconded by:	Dolores Gomez
Ayes:	Rod Bradford, Dolores Gomez, Karen Gage, Jesika Johnson, Kimberley Valles	Noes:	None
Abstained:	None	Absent	None

Vice President

Motion made by:	Karen Gage to Appoint Dolores Gomez Vice President	Motion seconded by:	Rod Bradford
Ayes:	Rod Bradford, Dolores Gomez, Karen Gage, Jesika Johnson, Kimberley Valles	Noes:	None
Abstained:	None	Absent	None

Handwritten signature and date: 02.19.2021

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7. CONSENT CALENDAR

- a) Approval of Minutes: Regular Meeting November 23, 2020
- b) Ratification of Disbursements: November 1 through November 30, 2020
- c) Approve Payables for December 2020
- d) Review Local Agency Special Tax and Bond SB 165 Report
- e) Review YTD Financials through December 20, 2020

Discussion was held regarding Item d and the General Manager said he was following up on the issue of Fire and Police Services that are reported under SB 165.

The General Manager pulled Item C from the Consent Calendar for additional discussion.

Motion made by:	Karen Gage to Accept the Consent Calendar except Item C	Motion seconded by:	Dolores Gomez
Ayes:	Rod Bradford, Dolores Gomez, Karen Gage, Jesika Johnson, Kimberley Valles	Noes:	None
Abstained:	None	Absent	None

The General Manager asked to discuss the December Payables. The discussion was, should all developments be charged for the Phase 1 of the road project and Phase 2 when it comes or separate the bills for each Phase by who gets the work done. The consensus was to allocate each development by the same allocation percentage as all other bills.

Motion made by:	Dolores Gomez to Accept payable for road work Phase 1 and spread the allocation across all developments	Motion seconded by:	Karen Gage
Ayes:	Rod Bradford, Dolores Gomez, Karen Gage, Jesika Johnson, Kimberley Valles	Noes:	None
Abstained:	None	Absent	None

Further discussion was held regarding the Botanica extra work billed and consensus was they would not be paid until Rod gets further clarification from Botanica.

8. DISCUSSION AND ACTION ITEMS

- a) The General Manager reported that the storm drain cleaning project bids came back with a wide discrepancy on prices and he is going to try and get the County to help with finding other companies to clean the drains and set up regular road maintenance.

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- b) Discuss and Approve No Trespassing Signs for Flood Control pond in Reddington Ranch and No Dumping sign for yard clippings and other trash. The General Manager said he would tour the site with Rod and Karen to determine the number of signs and placement.

Motion made by:	Karen Gage moved to get signs installed	Motion seconded by:	Jesika Johnson
Ayes:	Rod Bradford, Dolores Gomez, Karen Gage, Jesika Johnson, Kimberley Valles	Noes:	None
Abstained:	None	Absent	None

- c) The District Manager proposed that the District find a Landscape Architect or another Landscape company to review the entire landscape system and determine if the plants and materials being used are the best for longevity and maintenance without having all of the broken pipes and valves.
- d) The District Manager proposed that the District have all mail forwarded to his office so Karen is not having to do so much with the mail and storing files. Discussion also followed that the County Warrants process stay the way it is with Karen collecting signatures from the Board and submitting them to the County.

Motion made by:	Karen Gage to have all mail forwarded to the General Managers Mt Shasta office for 6 months	Motion seconded by:	Jesika Johnson
Ayes:	Rod Bradford, Dolores Gomez, Karen Gage, Jesika Johnson, Kimberley Valles	Noes:	None
Abstained:	None	Absent	None

8. STAFF AND DIRECTORS REPORTS – General Manager submitted a written report of activities for November/December

9. ADJOURNMENT 7:19 pm – Next meeting will be a Regular Meeting to be held on January 25, 2020 at 6 pm at the Arbuckle Golf Course or by Zoom.

Approved

Attest

Rod Bradford, Chair



Karen Gage, Secretary