

Sequence #	Agenda Date	Item #	Description	A/I	Assigned to	Due Date	Open/Closed	Closure
1	7/11/2015	3	<u>Financial Report</u> : Review Object Codes corresponding to GL items, specifically 11/5/14, "Miscellaneous Matters Invoice 5421" in the amount of 981.75.	I	Keebler	8/8/2015	CLOSED	Coding Errors Corrected
2	7/11/2015	3	<u>Financial Report</u> : Contact District Counsel to make clear that the Attorney is not to discuss legal matters with District Residents unless authorized by the Board. Notify Attorney that the GWCSO expects the \$76.50 charge billed on 6/22/15 to be removed from invoice 6186 and to have an updated invoice	A	Lindberg	8/8/2015	CLOSED	Resolution discussed on 8/8/15
3	7/11/2015	4,5	<u>Resolutions 15-04, 15-05</u> : Scan and distribute signed copies of passed resolutions, forward original signed resolutions to GM for filing	A	Regelbrugge	ASAP	CLOSED	Signed copies distributed 7/12/15. Delivered to GM7/14/15.
4		5	<u>Resolution 15-05</u> : Transmit "As Corrected" Preliminary Budget Attachment 1 for filing with passed Resolution.	A	Keebler	ASAP	CLOSED	Attachment rec'd 7/12/15
5	7/11/2015	7	<u>Payment/Voucher Process</u> : Provide a candidate form for Directors to submit their expenses.	I	Hasse	8/8/2015	CLOSED	Submitted with 8/8/15 Agenda
6	7/11/2015	8	<u>General Manager's Report</u> : GM to develop a contract for drainage ditch work for consideration at August meeting.	A	White	11/14/2015	CLOSED	Contract work completed January, 2016
7	7/11/2015	8	<u>General Manager's Report</u> : Update information with Domain Name Registrar to reflect current ownership and maintenance data for gwcsd.org.	A	Bill Kaighn	ASREQ	CLOSED	WHOIS shows wkaighn@att.net admin e-mail & phone, GWCSO mailing address as of
8	7/11/2015	12	<u>Review of Attorney Contract/Billing Invoices/Firm Options</u> : MacConnell and Lindberg to bring issues regarding Counsel's activities, charges and approach, and the Board's expectations regarding these aspects to a discussion with District Counsel.	A	MacConnell, Lindberg	ASAP	CLOSED	Meeting held 7/20/15, reported 8/8/15
9	7/11/2015	11	<u>Review of Attorney Contract/Billing Invoices/Firm Options</u> : Assemble a list of "bullet points" to be made in a letter to the Court regarding statements made by Cross-Complainants' Counsel in the June 8th Case Management Conference.	A	Kaighn	ASAP	CLOSED	Provided to MacConnell
10	7/11/2015	14	<u>Director Reports</u> : Create a District Binder to collect all litigation information for Board review/reference	A	Kaighn	8/8/2015	CLOSED	Confirmed on 8/8/15
11	8/8/2015	3	<u>Consent Calendar</u> : Secretary to clarify wording in para. 2, item (8)(b) of July 11 minutes to refer to a single ditch as an example.	A	Regelbrugge	ASAP	CLOSED	Distributed finalized version with text change on 8/15/15
12	8/8/2015	9	<u>Bylaw Committee Report</u> : Secretary to confirm amended wording of Bylaws announcement with Kaighn, Kaighn to post amended announcement.	A	Regelbrugge, Kaighn	ASAP	CLOSED	Amended bylaws announcement posted 8/9/15
13	8/8/2015	11	<u>Ordinance 5</u> : GM to locate and schedule a venue for a workshop on Ordinance 5 draft language	A	White	9/12/2015	CLOSED	Station 49 Conf. Rm. Scheduled 8/27 18:00-20:00 as of 8/12/15
14	8/8/2015	6	<u>General Manager's Report</u> : GM to edit resident information letter regarding culvert responsibility as recommended, and maintain copies to hand out to interested residents.	A	White	9/12/2015	CLOSED	letter for public dissemination. Qty. TBD by GM.
15	9/12/2015	4	<u>GM Report</u> : GM to solicit documents required for filing form Directors, BoD to respond.	A	White, Directors	10/17/2015	CLOSED	see item 24
16	9/12/2015	7	<u>New Ordinance 5</u> : Secretary to prepare and distribute draft synopsis of Ordinance 5 to BoD & Staff	A	Regelbrugge	10/10/2015	CLOSED	Distributed via e-mail 9/19/15
17	9/12/2015	7	<u>New Ordinance 5</u> : GM to publish notice of 1st Reading two weeks prior to 10/10/15 Reg. Mtg.	A	White	9/26/2015	CLOSED	Published 9/25/15 edition
18	9/12/2015	8(d)	<u>Legal Matters</u> : Lindberg to send Girard & Edwards letter of understanding to GM for file	A	Lindberg	10/10/2015	CLOSED	Per AK, 3/12/16
19	10/10/2015	3	<u>Public Hearing: Ordinance 5</u> : Hasse to incorporate changes to Ordinance 5 as discussed	A	Hasse	12/12/2015	CLOSED	12/12/15 presentation
20	10/17/2015	5	<u>Agenda Preparation</u> : Secretary to work with Consultant to draft ops Manual section for agenda preparation. Secretary to hold workshop thereafter.	I	Regelbrugge, Leja	INDF	CLOSED	OBE
21	10/17/2015	6	<u>California Uniform Public Construction Cost Accounting Act</u> : Kaighn and Consultant to draft Resolution and Letter to State Controller regarding adoption.	A	Kaighn, Leja	11/14/2015	CLOSED	Resolution 2015-08 passed 11/14/15 on topic.
22	10/17/2015	7	<u>George Sanders Resignation</u> : Keebler to draft letter of release and appreciation.	A	Keebler	11/14/2015	CLOSED	Read at 11/14 meeting
23	10/17/2015	8	<u>Website Upgrade</u> : Hasse to send 5-6 URLs for sites using WordPress, and info on how to access CSDA-hosted "sandbox" (Streamline).	A	Hasse	INDF	CLOSED	Streamline site list sent 10/17/15. "Sandbox" access provided via e-mail 11/10/15.
24	10/17/2015	10(a)	<u>General Manager's Report</u> : Secretary to work with GM to determine outstanding docs for storage.	A	Regelbrugge, White	ASAP	CLOSED	
25	10/17/2015	13	<u>Bylaw Committee Report</u> : Kaighn to draft Resolution for adoption.	A	Kaighn	11/14/2015	CLOSED	
26	10/17/2015	13	<u>Bylaw Committee Report</u> : Secretary to assist formatting Bylaws document ASREQ.	A	Regelbrugge	11/14/2015	CLOSED	E-mail transmittal of formatted document to Kaighn on 10/27/15
27	11/14/2015	4(f)	<u>General Manager's Report</u> : GM to develop a letter responding to SmartProcure's request for public procurement and invoicing information. CECSO template to be used.	A	White	ASAP	CLOSED	Reported resolved on 12/12/15
28	12/12/2015	9(d)	<u>General Manager's Report</u> : Arrange for All Green Landscape discussion with Board re: chemical treatment options for weed abatement - top of agenda	A	White, MacConnell	INDF	CLOSED	Agenda item 5, 1/9/16
29	12/12/2015	10	<u>Resolution 2015-07 adopting Bylaws</u> : Provide copy of Bylaws & Adopting Resolution to LAFCO	I	Kaighn	ASAP	CLOSED	Compl Dec 2015
30	12/12/2015	13	<u>Development of an Ordinance to Provide Informal Bidding Procedures Under the Uniform Public Construction Cost Accounting Act (UPCCAA)</u> : develop draft Ordinance language	A	Leja	INDF	CLOSED	Agenda item 8, 1/9/16
31	12/12/2015	15	<u>Legal Matters</u> : Re-send (to Board) candidate attorney's list	I	Kaighn	INDF	CLOSED	OBE by selection of McMurchie 2/13/16
32	12/12/2015	16	Correspondence: Scan and send Elections' notice of Form 700 training seminar	I	MacConnell	ASAP	CLOSED	12-14-15 E-mail transmittal of flyer to board and staff
33	1/9/2016	4	Determine availability of Station 49 Conference Room for all 2016 Regular Meetings	I	Lindberg	2/13/2016	CLOSED	Reported awaiting proceduralization by DSEDFPD on 3/9/16
34	1/9/2016	6	Determine whether County sends Audit to State, or if District responsibility	I	Keebler, Lindberg	2/13/2016	CLOSED	Keebler sent copy of Audit to County 2/4/16
35	1/9/2016	5	GM to prepare contract for high-potency weed spraying in mid-Feb., NTE \$4316 plus \$600 follow-up if necessary	A	White	2/13/2016	CLOSED	

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I Possible Action Information Only

36	1/9/2016	8	Draft preferred Contractors' List and assemble a list of Publications for Notices	A	Leja	2/13/2016	CLOSED	Sent to organizations 2/26/16
37	1/9/2016	8	Publish Notice of Second Reading of Ordinance 6	A	Hasse	2/3/16 (?)	CLOSED	Published 1/29 and 2/5 edition of Mt. Democrat
38	1/9/2016	9(b)	Compile materials for LAFCO Municipal Services review	A	White, Lindberg	ASAP	CLOSED	Delivered to LAFCO O/A 2/22/16 per GM
39	1/9/2016	10	Update draft contracts to reflect up to 500 hours services for GM and Consultant	A	Leja, White	2/13/2016	CLOSED	Leja/White revised contracts for 2/13/16 meeting
40	1/9/2016	13	Provide Legal (case) Binder to Board for review, then to GM for Archive	A	Kaighn	ASAP	OPEN	
41	1/9/2016	16	Append Gov. Code Section(s) regarding teleconference meetings to Minutes	I	Regelbrugge	2/13/2016	CLOSED	Appended to DRAFT Minutes of 1/9/16 meeting
42	1/9/2016	17	Publish Notice of Adoption and record Resolution 2016-01	A	Hasse	ASAP	CLOSED	Notices Posted
43	2/13/2016	7(b)	<u>General Manager's Report (b) Municipal Services Review:</u> GM to assemble a disk with LAFCO requested documents for transmittal to LAFCO.	A	White	2/22/2016	CLOSED	Delivered to LAFCO O/A 2/22/16 per GM
44	2/13/2016	7(d)	<u>General Manager's Report (d) Three-Year Strategic Plan:</u> GM to develop specific plan for 2016.	A	White	3/13/2016	CLOSED	
45	2/13/2016	7(d)	<u>General Manager's Report (d) Three-Year Strategic Plan:</u> GM to ask Skip Brown (formerly of Delta Construction) to present paving and maintenance options to the Board.	A	White	INDF	CLOSED	Presentation by Jim Williams (G. Vicini) 3/12/16 in lieu
46	2/13/2016	7(d)	<u>General Manager's Report (d) Three-Year Strategic Plan:</u> Secretary to assist GM in collection of contractual materials for bid.	A	Regelbrugge	ASAP	CLOSED	
47	2/13/2016	9	<u>Public Hearing: Ordinance 2016- 6:</u> Hasse to publish Notice of Adoption of Ordinance 6.	A	Hasse	2/22/2016	CLOSED	Published in Mt. Democrat 2/19/16
48	2/13/2016	10	<u>Newsletter Proposal:</u> Keebler and Lindberg to edit draft newsletter, Hasse to finalize	A	Keebler, Lindberg, Hasse	INDF	CLOSED	Publication authorized 3/12/16
49	2/13/2016	15	<u>Correspondence:</u> Complete and return SDRMA Renewal Questionnaire	A	Keebler	3/15/2016	CLOSED	AK submitted 3/9/16
50	2/13/2016	15	<u>Correspondence:</u> Provide information requested by State Controller for 2015 Government Compensation in California Report.	A	Keebler	4/30/2016	CLOSED	AK submitted 3/9/16
51	3/12/2016	6(b)	<u>General Manager's Report (b) Implementation of Ordinance 5:</u> Hasse to send wording for resident notification letter(s) to Keebler for review/incorporation	A	Hasse	INDF	CLOSED	
52	3/12/2016	6(e)	<u>General Manager's Report (e) Preliminary Annual and Biennial Plan:</u> GM to provide list of planned EID work locations on Crystal Blvd., and to obtain schedule commitment from EID for that work to facilitate planning of GWCSO work on south Crystal	I	White	4/9/2016	CLOSED	
53	3/12/2016	6(f)	<u>General Manager's Report (f) Cal Card for District:</u> GM to make on additional attempt to contact Department of General Services re: Cal Card.	A	White	4/9/2016	CLOSED	Mar-16 June Meeting
54	3/12/2016	12	<u>Director Reports:</u> Secretary to send finalized Minutes to Hasse for posting	A	Regelbrugge	ASAP	CLOSED	Sent O/B 3/15/16
55	5/14/2016	4(a)	<u>General Manager's Report:</u> Hasse and GM to meet with Counsel re: Ordinance 5 Enforcement	A	Hasse	6/11/2016	CLOSED	
56	5/14/2016	4(c)	<u>General Manager's Report:</u> GM to prepare contract for pothole repair - July timeframe	A	White	7/9/2016	CLOSED	7/9/16 meeting
57	5/14/2016	4(f)	<u>General Manager's Report:</u> GM to procure replacement signage for Calcite-Crystal intersection	A	White	ASAP	CLOSED	
58	5/14/2016	12	<u>Website Content:</u> All Directors send photos and short bios to Hasse for web posting	A	Directors	6/11/2016	OPEN	
59	5/14/2016	12	<u>Website Content:</u> Send one-line statements of District Mission	A	Directors	6/11/2016	CLOSED	
60	5/14/2016	13	<u>Even-Year Election Cycle:</u> Resolution to Consolidate: Consultant to file Resolution 2016-4 with County Elections as required for implementation	A	Leja	6/11/2016	CLOSED	
61	5/14/2016	16	<u>Legal Matters:</u> Review and catalog items received from Girard & Edwards	A	Kaighn, White	6/11/2016	CLOSED	DK has list for storage 6/11/16
62	6/11/2016	4(a)	General Managers Report: GM to work with Hasse to draft & send 30-day notices of non-compliance with Ordinance 5 as req	A	White, Hasse	7/9/2016	CLOSED	
63	6/11/2016	4(a)	<u>General Manager's Report:</u> Hasse to draft language for sign advertising PERMITS REQUIRED for Encro	A	Hasse	ASAP	CLOSED	7/9/2016
64	6/11/2016	4(b)	<u>General Manager's Report:</u> GM to price alternatives for Sodalite drainage repair	A	White	7/9/2016	OPEN	
65	6/11/2016	4(c)	<u>General Manager's Report:</u> GM to create contract for Bariet resurfacing (425 lin. ft.)	A	White	7/9/2016	CLOSED	7/9/2016
66	6/11/2016	5	<u>Policy and Procedures:</u> Hasse to annotate Resolution 2014-003 on web site to indicate subordination to B	A	Hasse	ASAP	CLOSED	O/B 6/28/16
67	6/11/2016	6	Mission Statement for District: Hasse to shorten Article 2.0 of Bylaws for Web Mission Statement	A	Hasse	ASAP	CLOSED	O/B 6/28/16
68	6/11/2016	11	<u>Punch List Review:</u> Kaighn to e-mail all directors list of documents received from Girard & Edwards	A	Kaighn	ASAP	CLOSED	
69	7/9/2016	3(a)	<u>Consent Calendar:</u> Secretary to correct Director's Reports and Adjournment items	A	Regelbrugge	ASAP	CLOSED	Update transmitted to Hasse & GM on 7/30/16
70	7/9/2016	5(a)	<u>General Manager's Report:</u> Hasse & GM to meet on-site with Jeanette Miller (Crystal curve)	A	Hasse, White	ASAP	CLOSED	
71	7/9/2016	5(b)	<u>General Manager's Report:</u> Hasse to assist GM drafting letter to Sodalite resident	A	Hasse, White	ASAP	CLOSED	
72	7/9/2016	5(e)	<u>General Manager's Report:</u> GM to notice July 19th Special Meeting	A	White	7/17/2016	CLOSED	7/17/2016
73	7/9/2016	9	<u>Conflict of Interest Code:</u> Lindberg to return form to County indicating CIC will be amended	A	Lindberg	8/26/2016	CLOSED	added passes CIC resoution
74	7/9/2016	12	<u>Punch List Review:</u> Secretary to format Punch List in Landscape oerintation.	A	Regelbrugge	8/13/2016	CLOSED	In PunchList_2016-0813.xlsx and later
75	7/19/2016	3	<u>LAFCO Municipal Service Review (MSR):</u> GM to discuss "Property Taxes – During FY2014-15, Golden West CSD received an average property tax share of 10.3035% from each parcel within the District service area" with LAFCO.	A	White	8/26/2016	CLOSED	
76	8/13/2016	4(d)	<u>General Manager's Report:</u> GM to procure Qty 4 18x24" white reflective Ord. 5 signs	A	White	ASAP	OPEN	
77	8/13/2016	4(g)	<u>General Manager's Report:</u> GM to request estimates & pricing for Crystal crack seal, repair exposed petromat and traffic striping	A	White	9/10/2016	OPEN	
78	8/13/2016	5	<u>Magnetic Signs for GM's Vehicle:</u> GM to purchase same	A	White	ASREQ	OPEN	
79	8/13/2016	11	<u>Bylaws Review:</u> Kaighn to gather proposed Bylaws changes from September workshop and suggestions from Directors, Staff & Public	A	Kaighn	10/8/2016	OPEN	
80	8/13/2016	15	<u>Director Reports:</u> Lindberg to draft Letter of Appreciation to Kevin Atkinson	A	Lindberg	INDF	OPEN	
81	8/31/2016	3	Micro-Surfacing Galena and Upper Dolomite: GM to prep contract NTE \$25k	A	White	9/10/2016	OPEN	

82	8/31/2016	4	<u>Hot Crack Seal Crystal</u> : GM propose plan/SOW for petromat repair & Seal	A	White	9/10/2016	OPEN
83	8/31/2016	4	<u>Hot Crack Seal Crystal</u> : GM to develop contract for crack seal 6300-7600 Crystal NTE \$7k	A	White	9/10/2016	OPEN