

Golden West Community Service District
P.O. Box 448, El Dorado, CA. 95623
www.gwcsd.org



October 15, 2016- DRAFT Meeting Minutes of the Golden West Community Services District
Regular Meeting, held at Fire Station #44
6109 Quartz Dr., El Dorado, CA 95623

1. Call to Order/Roll Call – President MacConnell called the meeting to order at 9:10 a.m. Directors responding as present to a call of the roll were John MacConnell, Ken Hasse, Audrey Keebler, Diana Kaighn and Connaught Lindberg, constituting a quorum. General Manager Ed White, Board Consultant Hope Leja and Secretary Marc Regelbrugge were also present.

2. Approval of Agenda – Hasse moved to approve the agenda as written. Keebler seconded. In a call of the roll, Directors Hasse, Kaighn, Keebler, Lindberg and MacConnell voted in favor and the motion passed unanimously (5-0).

3. Consent Calendar – Kaighn asked for consideration of item 3(d), Approval of Bills, separately from the remainder of the Consent Calendar. Hasse moved to approve the Consent Calendar with item 3(d) removed. Keebler seconded. In a call of the roll, Directors Hasse, Kaighn, Keebler, Lindberg and MacConnell voted in favor and the motion passed unanimously (5-0).

With regard to item 3(d), Kaighn questioned bills from two law firms. It was confirmed that the charges resulted from production of letters required by the Auditor documenting the law firms' services provided to the District in the prior fiscal year. Kaighn questioned whether the billed amounts were reasonable. The Board requested Director Lindberg to contact McMurchie Law regarding their billed rate of \$245/hour in view of their agreed rate of \$200/hour. Hasse moved to "pay the bills as they stand." Keebler seconded. In a call of the roll, Directors Hasse, Keebler, Lindberg and MacConnell voted in favor, Director Kaighn voted against, and the motion passed 4-1.

4. General Manager's Report – General Manager White reported on the following topics:

- a) Update on various Road Work Projects: White reported that the Crystal Overlay project was placed on hold until warmer weather in the Spring of 2017. White received a letter from the Crystal Overlay contractor, Doug Veerkamp, indicating

that Veerkamp would honor the contracted pricing for the project despite the delay. White noted that Veerkamp's letter did not discuss the planned Petromat repair. White also discussed Pothole Repair, indicating that he hoped to address bad areas by the end of the month. That work is to include dig-outs and crack sealing on Crystal Blvd., and temporary patching for areas on Calcite. CPM is under a \$6,900 contract for crack-sealing Crystal south to Mica, and lower Galena to the cul de sac. The crack-sealing work is scheduled for October 31st.

5. Financial Report – Keebler reported on the financial status of the District. The District has spent \$5,214 in this fiscal year to date and carries a budget balance of \$402,631 with \$30,377 outstanding accounts payable. A copy of the Monthly Budget Summary is appended hereto.

6. Bylaws Review/Workshop – Kaighn reported on the September 22nd Bylaws Workshop, and raised three items for discussion. The Board concurred to remove the first sentence of draft Section 12.1. After some discussion on draft Section 7.1 regarding posting of preliminary agendas and explicitly providing for Board review of draft agendas, the Board concurred that draft Section 7.1 adequately covers the requirements of the Brown Act as written, so no change was required. Hasse accepted the task to finalize the Bylaws update with the update to Section 12.1.

7. Punch List Review – The Board, Board Consultant, General Manager and Secretary reviewed the current Punch List and adjusted item status according to prior action and relevance. No formal action was taken on this administrative item.

8. Speeding and Traffic Control on Crystal Blvd. – Kaighn described her discussions with Daryl Brown (El Dorado County Traffic Control) and Dennis Timoney (SDRMA) regarding traffic and speeding issues on Crystal Blvd. Mr. Brown indicated the following:

- a) There are 6 CHP officers patrolling El Dorado County. Two officers patrol the Hwy. 50 corridor, one patrols Hwy. 49, one patrols South Lake Tahoe and 2 patrol at-large throughout the remainder of the County.
- b) Crystal Blvd. is considered rural residential. Rural residential speed limits are generally from 35-45 mph. 35 mph speed-limit signs are posted at each mile on Crystal, with a 25 mph cautionary posting at Crystal curve. Brown expressed that these were appropriate speeds for this road.
- c) The District cannot install rumble strips or speed bumps without a county approval and a survey. This could produce more problems for liability than benefit for slowing traffic.
- d) CHP will not answer accident calls on Crystal Blvd. except in cases of personal injury.
- e) If the District wished to conduct a survey, we would need to hire a civil engineer (at a minimum of \$2,000 per report) and we would need a minimum of 2 report surveys. The survey would need to be updated every five years.

- f) If the District wishes to purchase a caution sign regarding “deer” (w13-1), they are approximately \$400 but would probably not slow those that want to speed. “A sign is a sign to be observed or ignored,” cautioned Brown.

Discussion with Mr. Timoney focused on the District’s liability for speeders and accidents they may cause or experience. Timoney opined that the District would have no liability as long as it diligently maintains its roadways to the best of its ability.

9. Legal Matters – Lindberg reported there was nothing to report under this item except bills, which had been discussed under item 3(d).

10. Correspondence – Keebler reported on receipt of and response to CalPers’ annual information request on employee pension deductions. The District has no employees.

11. Director Reports – General Manager White reported that County Supervisor Shiva Frentzen’s visit with the District needs to be re-scheduled to the December meeting. He also reiterated Frentzen’s recognition of “double gold stars” for the District’s recent Municipal Services Review (Frentzen serves on the LAFCO Board) and mentioned bringing the discussion of real estate professionals’ recognition of the CSD to the Supervisors’ checklist for Planning and Development.

Directors Hasse and Kaighn indicated they would be absent for the Board’s November meeting. Kaighn reminded the Board that at least four Directors will need to be present at the December meeting for a vote on the Bylaws revision.

White also indicated that successful discussions with DSEDFPD Chief Bryan Ransdell have obtained the Chief’s commitment to allow the District to use the conference room at Station 49 in Diamond Springs for Regular Meetings in January, February and March of 2017.

12. Open Public Forum – Members of the public addressed the Board on topics of decorum in Board discourse and public service to the District by volunteers. The latter suggestion was to allow self-organized volunteer groups within the District assist with roadside cleanup and similar projects. Some discussion on potential liability ensued. Consultant Leja informed the Board that the District’s liability insurance policy through SDRMA should cover registered volunteers.

17. Adjournment – Hasse moved to adjourn. Keebler seconded. In a call of the roll, Directors Hasse, Keebler, Kaighn, Lindberg and MacConnell voted in favor, the motion passed unanimously (5-0) and the meeting was adjourned at 10:40 p.m.

Respectfully Submitted,

Marc Regelbrugge
GWCSO Secretary

Attachments:

October 2016 Monthly Financial Report

DRAFT

Golden West CSD
Monthly Budget Summary

Oct-16

REVENUE

Deposits other than county	0
Undesignated/unreserved funds from 6-30-16	285,170
Road Fees/Direct Charge	55,080
Ad Valorum Estimate	67,595
Total Funds Available for 2016-17	407,845

EXPENSE

	Budget	Expended YTD	Balance	Outstanding
4100 Insurance Premiums	2,000	450	1,550	0
4191 Maintenance Roads	359,890	600	359,290	27,134
4197 Maintenance Roads Supplies	200	0	200	0
4220 Memberships	800	0	800	0
4260 Office Expense	1,000	191	809	68
4300 Professional Services	30,000	3,669	26,331	2,493
4303 Road Maint/Supplies	500	0	500	0
4304 Agency Fee (LAFCO)	105	100	5	0
4313 Legal Services	10,000	0	10,000	310
4400 Publications/Legal Notices	500	0	500	0
4420 Rent/Lease PO Box	100	0	100	0
4440 Rent Lease Storage Unit	1,000	0	1,000	0
4500 Sp Dept Expense: Elections	500	0	500	283
4602 Mileage Paid Personnel	750	205	545	89
4604 Mileage Volunteer	500	0	500	0
	407,845	5,214	402,631	30,377