

Golden West Community Services District

P.O. Box 448, El Dorado, CA 95623
gwcsd.org



Regular Meeting Agenda GWCS D Board of Director

Tuesday, September 7, 2021 6:30pm

Due to the ongoing concerns with the COVID-19 Pandemic and in compliance with the California Governors Executive Orders, specifically N-29-20 and N-35-20, this quarterly public board meeting will be conducted by Zoom. The WEB link and phone-in information are listed below.

Join Zoom Meeting

<https://us02web.zoom.us/j/85391063209?pwd=V0x2YTRua0NWWmxBbzNHHTTBnaitqdz09>

Meeting ID: 853 9106 3209

Passcode: 847137

One tap mobile: +16699006833,,85391063209#,,,,*847137# US (San Jose)

Phone: +1 669 900 6833 US (San Jose)

For the purposes of the Brown Act - Government Code 54954.2(a), the numbered items on this agenda give a brief general description of each item of business to be transacted or discussed. Documents referenced or supporting the following agenda items are available for public inspection upon publication of the agenda.

In accordance with the Brown Act Section 54954.2(a), this agenda was posted 72 hours prior.

1. Call to Order/Roll Call:

President Patrick Williams, Director Marc Regelbrugge, Director/Financial Officer Audrey Keebler, Director Diana Kaighn, Vice President Duane Heilman, General Manager Shane Gilbert, Secretary Carrie Heilman

Open Forum

Public testimony will be received on each Agenda item as it is called. Matters not on the agenda may be addressed by the general public during the Open Forum. Public comments during Open Forum are limited to three minutes per person. The Board reserves the right to waive said rules by a majority vote.

2. Approval of Agenda

Board Discussion/Public comment/Board action

3. Approval of Minutes of the Previous Meeting(s)

- June 1, 2021 - Regular Board Meeting Minutes

Board Discussion/Public comment/Board action

4. Correspondence

5. Consent Items (All items approved with one motion unless a Board member requests a separate action)

- El Dorado County Financial Reports: Accepted as presented from the County. No Action
- Bills paid since last Regular Meeting (Vouchers). (See financial statements link, page 3)

Board discussion/Public comment/Board action

6. General Managers Report

Open discussion / Project Report / Signage.

Board discussion/Public comment/Board action

7. Director Reports

Director Williams – June Item list

Director Keebler – Financial Reports

Director Kaighn – Legal Matters

Director Regelbrugge – IT, Strategic Plan

Director Heilman –

Board discussion/Public comment/Board action

8. Policy & Procedure / Bylaws

- **2014-02-27 Purchasing Policy** – Capital Asset Amendment Draft:
The purpose of these guidelines is to describe district operations, list the district asset, and describe appropriate practices in the event the district decides to purchase any capital asset.

Board discussion/Public comment/Board action

9. Old Business

- **GWCS D Strategic Plan 2021 Draft:** The Plan provides guidance for planning and executing actions taken by the CSD to fulfill its mission to maintain the dedicated roadways within the District.

Board discussion/Public comment/Board action

10. New Business

- **Resolution 2021-03:** Utility Permit: The Board will consider for adoption Resolution 2021-03 to establish a utility permit process and form. Utility permits will be issued and overseen by the General Manager and will be required of local utility companies for planned work to include project specifications and outline requirements for any projects on GWCS D maintained roads.
- **Election of Special District Representative to El Dorado LAFCO:** Nominations for Special District Commissioner. A recent a vacancy in LAFCO Regular Special District Representative Seat #2 requires the Special District Selection Committee to elect a representative to serve the remaining two years of the vacated four-year term, beginning May 2019 and ending May 2023.
- **Local Agency Special Tax and Bond Accountability Report:** Summary of 2020-2021 Fiscal Year

- **2022 GM Contract review:**

Board discussion/Public comment/Board action

11. Close Open Forum

12. Adjournment

Next Regular Board Meeting: December 7, 2021 6:30pm

Location: TBD

GWCSO Board of Directors

President	Patrick Williams	(530) 313-8647	patwilliams@gwcsd.org
Director	Marc Regelbrugge	(415)640-3068	marcregelbrugge@gwcsd.org
Financial Officer	Audrey Keebler	(530) 620-6844	audreykeebler@gwcsd.org
Director	Diana Kaighn	(530) 620-2130	dianakaighn@gwcsd.org
Vice President	Duane Heilman	(530) 417-6930	duaneheilman@gwcsd.org
<u>General Manager</u>	Shane Gilbert	(925) 250-1973	general.manager@gwcsd.org
<u>Secretary</u>	Carrie Heilman	(530) 416-2075	secretary@gwcsd.org

Document Appendix

03a-2021_June1_GWCSO_Minutes_Draft

05a-Budget_Summary_2021_August

5b-Data_Submission_2021-22

8a-Purchasing_Policy_2014-02-2

8b-Capital_Asset_Guidelines_2021

9a-StratPlan_Draft-02_20210808

10a-2021-03_Utility_Permit_Resolution

10a-GWCSO_Utility_Permit

10b-2021_Aug27_Special_District_Election_Nomination_Memo&Ballot

10c-Local_Agency_Special_Tax_and_Bond_Accountability_Report_2020-21

10d-GWCSO_GM_2022_Contract

10d-GWCSO_GM_Attachment_to_Contract

Financial statements can be accessed by the following link:

http://gwcsd.org/content/desktop_site/financial_rpts.html

Golden West CSD website can be accessed by the following link:

http://gwcsd.org/content/desktop_site/0-index.html