

Golden West Community Services District

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



Special Meeting Minutes GWCSD Board of Directors

Fire Station #44, 6109 Quartz Dr, El Dorado, CA

Tuesday, June 27, 2023, 6:30pm

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 24 hours prior.

1. Call to Order/Roll Call:

President Patrick Williams, Vice President Joel Borges, Financial Officer Marc Regelbrugge, Director Leanne Stoddard, Secretary Steve Atkinson, General Manager (Vacant),

All Directors present, Secretary Atkinson is absent so minutes will be recorded.

- Appoint Mike Melchiori to vacant board position

Oath administered to new Director Melchiori and sworn in to the GWCSD board.

2. Approval of Agenda

Board Discussion/Public comment/Board

Due to this being a special meeting the agenda is being amended as follows:

- No open forum, Only items on the agenda will be discussed
- No approval of previous minutes
- No correspondence
- No consent items
- No General Managers Report
- No Directors Report
- No Policy & Procedure / Bylaws Discussion
- Old Business - District Projects moved to item #2 under new business

A motion was made by Director Regelbrugge, seconded by Director Borges, all in favor, motion passed with no opposition.

Board discussion/Public comment/Board action

3. Old Business

- General Manager Vacancy
Director Williams and Director Regelbrugge reviewed the General Managers Job description, and made some edits. Copies were distributed to the attendees. Plan to get Approval of the job description then advertise the position for designated period of time.

Director Regelbrugge recommended to the board to allow Ed White to take an interim role as modified general manager to move forward with the contracts that need to be let for road maintenance, emergency services and backlogged items while the board continues to advertise for general manager.

Director Borges - Asked if there had been any discussion about reaching out to any other special districts, like Cameron park to inquire about hiring their general manager on a fractional basis of time.

Director Williams responded that there has not been any contact with other districts. He commented that the general manager is an independent contractor to the district, must be licensed to do business in El Dorado County and to do business with a government agency.

Public comments:

Board should use the CUPA List.

Suggestion that General duties 4 and 6 should go to secretary

Ed White commented that the Homeowners do not understand what a CSD is.

Director Williams will amend the job description as discussed and will advertise the position.

4. **New Business** (See Documents link, page3),

- **Annual Budget, FY 2023-24.** The Board will consider Resolution 2023-02 to adopt a budget for Fiscal Year 2023-24. The annual budget includes estimated revenue and carryover, and provides for up to \$607,945 in expenditures, of which \$543,145 is allocated to Road Maintenance. A hearing on this matter has been conducted, and appropriate public notices appeared as required. District is under state requirement to file a budget by July 1 of each year to include revenue and planned expense. See the Document prepared by Director Regelbrugge. Important to note the budget can be amended at any time. Motion to approve 2023-24 budget by Director Borges, Second by Director Regelbrugge. Motion passed with no opposition.
- **Discussion on potential District projects** – Discuss priorities and options
Paving project planned for next year but a few smaller projects to be done
 - Failing pavement on Manganite and 5800 block of Dolomite
 - Failing ditches, drainage on Dolomite, Galena culdesac, 6300 Crystal – Director Melchiori
 - Other culverts issues around the district – Director Melchiori
 - Shoulder backing in several places; Ferrite
 - Slurry seal to protect the Crystal Petromat
 - High crack seal, lower Dolomite, Crystal
 - Update road reflectors
 - Road signs, worn or missing – Director Borges & Director Stoddard
 - Vegetation Management – Director Borges to engage the Cal Fire Camp – will have to work with the homeowners. Perhaps a dedicated Mailer with scope of the work to notify homeowners and allow them ability to take care of their own property. Nextdoor, facebook, Logtowners, etc

Director Williams to contact previous manager for information about Veercamp solution to the Crystal corner. Suggested try to let paving contract by the March 2024 meeting.

Director Regelbrugge suggested develop a plan for projects to do during the summer, prioritize the projects according to costs and make a plan for spring items. Suggested form committees to manage these items.

Director Borges – Focus on Vegetation, drainage, and signage

- *Board discussion/Public comment/Board action* – **Information only, no action taken**

5. Adjournment

Motion was made to adjourn by Director Regelbrugge, second by Director Borges, All in Favor, motion passed.

Next Regular Board Meeting: September 5, 2023, 6:30pm

Location: TBD

GWCSO Board of Directors

President	Patrick Williams	(530) 313-8647	pat.williams@gwcsd.org
Vice President	Joel Borges		joel.borges@gwcsd.org
Financial Officer	Marc Regelbrugge	(415) 640-3068	marc.regelbrugge@gwcsd.org
Director	Leanne Stoddard	(847) 909-5835	leanne.stoddard@gwcsd.org

General Manager *Vacant*

Secretary Steve Atkinson secretary@gwcsd.org

Financial statements can be accessed by the following link:

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

Agenda and documents for this meeting may be accessed on the Golden West CSD website by the following link:

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