

# Golden West Community Services District

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



## **Regular Meeting Minutes GWCSD Board of Directors**

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

**Tuesday, January 23, 2024 7:00pm PST**

This meeting will be in-person and simulcast via Zoom. Use the link below to participate as a member of the public:

Join Zoom Meeting

<https://us06web.zoom.us/j/87466077792?pwd=pbJXBnzvMIH6RyarJDolanC0RAyI96.1>

Meeting ID: 874 6607 7792

Passcode: 708634

Note that the District is providing access to the meeting via Zoom as a convenience to the public. The Board reserves the right to cancel or terminate the Zoom session at any time in the event of technical difficulties or if the Zoom simulcast disrupts the orderly and efficient conduct of the meeting. Such termination will not cause or reflect adjournment of the Regular Meeting.

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.

### **1. Call to Order/Roll Call:**

Meeting was called to order at 7:01 pm.

President Marc Regelbrugge, Vice President Joel Borges, Director/Financial Officer Leanne Stoddard, Director Pat Williams, General Manager (vacant), Volunteer Acting Secretary Audrey Keebler. Director Mike Melchiori has resigned.

**Present: Borges, Regelbrugge, Stoddard, Williams, Keebler.**

#### **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.

**Diana Kaighn, a long time board member and community member, passed on Jan 11, 2024. We will miss her presence in the community. Rest in peace, Diana.**

### **2. Approval of Agenda**

Board Discussion/Public comment/Board action

**No comments. Moved by Williams, seconded by Borges to approve agenda. Approved unanimously.**

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

- December 5, 2023 – Regular Board Meeting Minutes

Board Discussion/Public comment/Board action

No discussion or comments. Moved by Williams, seconded by Stoddard to approve minutes. Approved unanimously.

#### 4. Correspondence

Correspondence has not been reviewed.

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

- None.

#### 6. General Managers Report

- None

#### 7. Director Reports

Director Regelbrugge – Regular Meeting format will be used for January, February and April Meetings. Purpose of those meetings will be solely to review plans for road improvements. March Meeting will include all regular items including financials and other discussions. CUCCAC list has been updated for use going forward. Reminder of officer orientation, CUCCAC activities, and need for all board members to complete Form 700.

Director Stoddard – Signage repair/replacement/addition plans, informational items.

No update on signage.

Director Borges – Tree trimming contract with Growlersburg, signage project w/ Director Stoddard. Coordinating with Growlersburg reps has been difficult. Member Williams will assist in making this contact.

Director Williams – Status of District credit card application/process and BoD authorizations as required for establishment of this card. Many functions of the district can be facilitated with the use of a CalCard (immediate expenses). One card with close control. Stoddard now has all paperwork and will work with Regelbrugge to complete process.

Board discussion/Public comment/Board action

#### 8. Old Business

- **Crystal Curve Ditch Renovation and Culvert/Drop-Inlet improvements** – The Board will consider award of a contract for renovation of the Crystal Curve drainage ditch and possible award of additional work packages for other drainage improvements.

Board discussion/Public comment/Board action: Veerkamp, Vicini and McCauley have looked at project and made their determinations as to needs, thus proposals are varied. Veerkamp \$34, 650. McCauley \$49, 380 (larger scope), Vicini \$63, 168 (calls out largest quantity of rock). Discussion. Moved by Borges, seconded by Stoddard that we accept Veerkamp bid. Approved unanimously. Regelbrugge will contact Veerkamp rep to let them know.

- **Crystal Drainage Easement Repair** – The Board will formulate and approve a plan for solicitation of bids to repair the District’s drainage easement at 6329 Crystal Boulevard.

Board discussion/Public Comment/Board action: **Borges moved that Williams engage a welder to get two drop inlet covers constructed total not to exceed \$5000. Stoddard seconded. Approved unanimously.**

Discussion about how to stabilize hillside currently being eroded at 6329 Crystal. Regelbrugge and Williams will visit site again to develop RFP. for this area. **Borges moved that Regelbrugge and Williams develop and distribute RFP to address problem. Stoddard seconded. Approved unanimously.**

- **GM and Other Professional Services Contracts** – The Board will consider plans for the General Manager’s Contract and potentially for other Professional Services Contracts to assist the District in formulating and circulating project Statements of Work and Requests for Proposal.

Board discussion/Public comment/Board action. No responses on posting on web site.

Regelbrugge requests that board members review and submit comments to Regelbrugge and Williams. **Williams will put together a job description for discussion at February meeting. Regelbrugge moved that Borges locate and engage an attorney (not to exceed \$1000) to review the language of the professional services contract. Williams seconded. Approved unanimously.**

- **Board Secretary Vacancy** – The Board will discuss the process of engaging a permanent Secretary, will identify any present candidates and may appoint a candidate to serve as Board Secretary should one emerge.

Board discussion/Public comment/Board action: What is reasonable rate to pay? Per meeting, per hour? **Stoddard will look into going rates for secretarial services.**

## **9. New Business**

- **Crystal Boulevard Resurfacing Project Planning** – The Board will discuss, develop and possibly adopt a plan and action-path forward for resurfacing all or a portion of Crystal Boulevard from Obrizo north to the County Road boundary.

Board discussion/Public comment/Board action: Williams developed a one-page description of a project which Board discussed. He would like to get RFP out by end of February. Special meeting may be necessary to approve this item.

- **Director Vacancy** – Following the resignation of Director Mike Melchiori, the Board will discuss the process and related assignments to inform, attract and vet potential candidates for District Director.

Board Discussion/Public Comment/Board Action. **Regelbrugge will advertise on NextDoor. Any interested community members should contact any Board member.**

- **Reschedule February 13, 2024 Regular Meeting** – President Regelbrugge will likely not be able to attend and preside over the scheduled Regular Meeting on February 13<sup>th</sup>. The Board will discuss and may change the meeting date.

Board Discussion/Public Comment/Board Action: **Borges moved to reschedule meeting from 13<sup>th</sup> to 6<sup>th</sup> 7 pm Quartz Fire station. Stoddard seconded. Approved unanimously.**

## **10. Close Open Forum**

**11. Adjournment 8:52 pm.**

**Next Regular Board Meeting: February 6, 2024 7:00pm**  
**Location: Quartz Fire station**

**GWCSO Board of Directors**

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

**General Manager**     *Vacant*

**Secretary**             *Vacant*

Financial statements can be accessed by the following link:

[http://gwcsd.org/content/desktop\\_site/financial\\_rpts.html](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](http://gwcsd.org/content/desktop_site/0-index.html)