

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, February 6, 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/82972163095?pwd=jqlawaB4izZIAqaXJCIX3oRM7CbABM.1>

Meeting ID: 829 7216 3095

Passcode: 085563

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 called to order at 7:06

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

In Attendance: M. Regelbrugge, J. Borges, P. Williams, A. 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.

2. Approval of Agenda: Moved by Joel Borges, seconded by Pat Williams to approve.

Board Discussion/Public comment/Board action. **Motion approved unanimously.**

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

- None

Board Discussion/Public comment/Board action

4. Correspondence

Letter received by Ed White about GM position, which will be discussed later tonight.

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

Reminder to all directors to get Form 700 completed for the county and send copy to Marc.

6. General Managers Report

- None

7. Director Reports

Director Regelbrugge – Regular meeting format; March 5, 2024. Form 700 reminder. Other items in Project Planning & Management item.

Director Stoddard – See Project Planning & Management item.

Director Borges – See Project Planning & Management item.

Director Williams – Status of District credit card application/process and BoD authorizations as required to support establishment of this function. Other items in Project Planning & Management item.

Board discussion/Public comment/Board action

8. Old Business

- **Project Planning & Management** – The Board will discuss planning and management of projects already defined/initiated. The Board may take action as appropriate to further advance these projects:
 - 1) Vegetation Management by Cal Fire Growlersburg crews. Still no calls back.
 - Pat will continue to follow up with Growlersburg managers for scheduling;
 - 2) Signage replacement/improvement on District roads. Leanne not present, no report;
 - 3) Crystal Blvd. Drainage Renovation. Waiting to hear from Veerkamp about scheduling;
 - 4) Drainage Easement Maintenance at 6329 Crystal Blvd. Modified slightly since last meeting, including some liability language and some references to prior documents, which may not be available currently. Marc and Pat will work on boilerplate language to facilitate preparation of future RFPs and agreements. The work has been separated into easement work and driveway work, which enables us to keep each project under \$60k. Will be brought back to March meeting to let the RFP;
 - 5) Crystal Blvd. resurfacing project. Project may be let in two phases depending on cost of work, and may become 2024 phase and 2025 phase. This RFP will go out to Big List. We hope we get some bids to consider in time to schedule the work. Language of RFP should specify that work elements be itemized as to cost. RFP will be ready for final review at March meeting, or a special meeting if prior to that date.
 - 6) Any other comments on projects? District should include encroachments as part of main road work rather than do them separately (community member).
 - Pat will come up with “scope of work” option to include this.

Board discussion/Public comment/Board action

- **GM and Other Professional Services Contracts** – The Board will discuss and possibly approve the General Manager’s Contract and potentially other Professional Services Contracts. We need to take action on this in order to get back to regular maintenance of roadways and compliance with the CSD’s original mission.
 - 1) No word back from attorney Joel contacted.
 - 2) Contract language with duties needs to be specified, including CSD phone for doing business.
 - 3) Ed White submitted a letter to Board members expressing interest in serving as district’s GM.

Board discussion/Public comment/Board action:

Regelbrugge moved to approve Ed’s application for GM position, with negotiations to follow regarding terms and conditions of work. Williams seconded. Passed unanimously.

- **Director Vacancy** – The Board will discuss the process, status and related assignments to inform, attract and vet potential candidates for District Director. Position has not yet been advertised.

Board Discussion/Public Comment/Board Action

- **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. **Secretary will be needed starting with April meeting.**

Board discussion/Public comment/Board action

9. New Business

- None

10. Close Open Forum

11. Adjournment

- **Williams moved, Borges seconded to adjourn at 8:10. Passed unanimously.**

Next Regular Board Meeting: March 5, 2024 7:00pm

Location: TBD

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

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