

GOLDEN WEST

Community Services District

P.O. Box 448 El Dorado, CA 95623

MINUTES OF THE REGULAR MEETING HELD DECEMBER 14, 2000

1. **Call Meeting To Order At 7:03 PM** Members present: Charles Schultz, President, Jon Gonzales, Road manager, Julie Picarello, Treasurer, Allen Jaeger, Secretary
2. **Minutes of November 9, 2000 meeting:** (M-Gonzales, S-Picarello) Minutes were read and approved (4 Ayes, 0 Noes) with the following corrections:
 - a. Item 3.a (New Members were sworn in) were corrected to read: Charles Schultz as President and Allen Jaeger as Vice President.
 - b. Item 9.a (Directors Items/Comments) were corrected to read: A letter of resignation was submitted by Jacqueline A. Mink, Secretary. Allen Jaeger agreed to assume the position of Secretary.

3. **Swearing-in of Alan Sanford as Vice President**

President Schultz reported that this agenda item was premature, in that the open position required 15 day posting in three places readily available to the public and within the district prior to board action being taken. President Schultz will arrange for the posting.

4. **Treasurer's Report** (M-Jaeger, S-Picarello) The Treasurer's report was read and approved, 4 Ayes, 0 Noes. As of the November meeting, there was a cash balance of \$55,496.50; Expenditures during the month were \$28.24 for copying and mail costs, and \$236.10 for State Fund Insurance, leaving a balance of \$55,232.16. Of that amount, \$10,596.24 due to Vicini Construction is being held, pending completion and acceptance of 2000 road work.

Discussion regarding payment of bills without a quorum was tabled, to be covered during Agenda Item #7 titled "Road Policy presentation by Mr. Dalbeck.

5. **Road Manager's Report**

- a. **Current status of activities** Jon Gonzales reported that reflectors on Crystal were put in place within a week of the November 9 meeting. He has not been able to meet with Vicini to discuss and resolve the speed bump placement and stenciling across the road.

Community member Alan Sanford inquired if a specification change had been made regarding shoulder backup for the 2000 work on Crystal Blvd. Alan indicated that the work did not appear to up to specification, and asked if specification had changed from Class II aggregate base to Class I aggregate base. Jon Gonzales will follow up with Vicini Construction and report back to the board at the January, 2001 meeting.

President Schultz inquired about striping work on Dolomite, and reminded the road manager that Mr. Rick Tobin asked for striping by letter in 1994, as this was a safety issue and therefore a top priority. Mr. Schultz also remarked that he has asked for striping on Dolomite for the past three years for the same reasons as outlined by Mr. Tobin. Road Manager Gonzales responded that as a single member of the board, he was not authorized to order changes to proposals without board approval. Community member Mr. Dalbeck commented to Mr. Gonzales that, as Road Manager, it was his responsibility to inform the board of such issues and respond to these community requests, either in the form of acceptance of the request or explanation as to why it could not be done.

- b. **Weed abatement** Jon Gonzales reported that the Fall spraying, as defined in the Road Policy, has not been completed. Moved and seconded (M-Jaeger, S-Schultz) that a contract be let to complete Fall weed spraying, at a cost not to exceed \$5,000. 4 Ayes, 0 Noes. Community member Walt Dalbeck advised that Fall

spraying needs to include a pre-emergent formula. Mr. Dalbeck also suggested we contact County DOT head to determine potential vendors. Jaeger will contact DOT, and report back to the board. at the January meeting.

6. **Agenda item requested by Road Manager, Jon Gonzales to correct meeting minutes of April 20, 2000.** Jon Gonzales presented written documentation and moved that approval of item 4.a of April 20, 2000 minutes regarding acceptance of Talcite be revised to record a vote of 3 Ayes, 0 Noes, 2 Abstains.

Community member Wilbur Yost requested that the record show that written documentation was filed indicating that the actual vote on April 20, 2000 was 3 Ayes, 0 Noes, 2 Abstains. Community member Walt Dalbeck commented for the record, that he, Mr. Dalbeck, was also at the April 20, 2000 meeting and noted that the vote was 5 Ayes, 0 Noes, 0 Abstentions. Mr. Dalbeck also commented that the minutes of the April 20, 2000 meeting were correctly reported. President Schultz, in addition to agreeing with Mr. Dalbeck, commented that he, Mr. Schultz cautioned Mr. Ercolini (Board President at the time) that votes by Directors Gonzales and Picarello would represent a conflict of interest. President Schultz commented that Mr. Ercolini's response was that the problem had been resolved. President Schultz commented that district minutes cannot be changed to suit an individual director. Director Gonzales responded that he was only trying to reflect the facts, not to suit his individual interest.

Community member Walt Dalbeck requested that a full discussion and review of the entire Talcite work project be placed on the January 2001 agenda.

Motion by Director Gonzales to "Correct the minutes of the April 20, 2000 meeting, Item 4.a. Acceptance Of Talcite, was not a 5 - 0 vote, it was a 3 Ayes, 2 Abstains, with Directors Gonzales and Picarello abstaining." Motion died due to lack of a second.

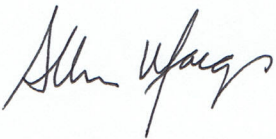
7. **Road Policy presentation by Mr. Dalbeck** Walt Dalbeck provided members of the board with an overview of the Road Policy. Specific points were made regarding Purchase Order and Work Order, as well as an explanation of the process for tying all documentation to the Work Order. He also discussed a process for accounting all work, materials, and labor to specific line items. It was stated that job descriptions for every member of the board should be in the district files. Jaeger will search the files for such documentation. Mr. Dalbeck was requested to develop a policy procedure for approval for payment of bills when a quorum is not present at the meeting where approval is expected.
8. **Response To Dalbeck communications.** Approximately 10 minutes of discussion was held between Mr. Dalbeck and Board Secretary regarding the documentation that was requested by Mr. Dalbeck on September 8, 2000 and at the November 9, 2000 meeting. The board Secretary-elect provided documentation on November 13 to satisfy his request. However, the documentation did not meet Mr. Dalbeck's expected level of detail. No action was taken by the board regarding any further response to Mr. Dalbeck.
9. **Correspondence to the Board**
- LAFCO notice of changes in laws. Workshop on December 18 at 6:00 PM. in Placerville. Outline of changes is filed as part of meeting record. No board member plans to attend.
 - Brown Act Seminar notification. No member approved to attend due to cost.
10. **Community Comments:**
- Request for "womb to tomb" review of Talcite project be placed on January 2001 meeting agenda.
 - Community member Wilbur Yost commented that at April 20, 2000 meeting, 3 Aye votes were required to pass acceptance of Talcite, and 3 Aye votes were cast, thus resulting in same outcome.
 - Inquiry if it was necessary to get public bid for weed abatement. Director Gonzales reported that formal bidding is not required providing cost does not exceed \$5,000.
 - Inquiry was made regarding process of developing procedures, and effectiveness of same, based on effort required to develop. Response was that procedures are necessary, regardless of effort. Suggested that we start with checklists and templates and expand from there.
11. **Director's Items:**
- Proposal for relocation of regular meeting place (Schultz)** Proposal to relocate regular meeting place to

El Dorado Baptist Church at intersection of Highway 49 and Crystal Blvd. Cost will be \$25 per meeting to cover heating and lighting costs. District will need to provide evidence of insurance (loss payable clause). Moved (Jaeger) and seconded (Schultz) to relocate meeting place to El Dorado Baptist Church, effective with January 2001 meeting. Motion carried (4 Ayes, 0 Noes) Director Picarello was directed to secure a loss payable clause in favor of El Dorado Baptist Church from the District insurers.

- b. **Request For Proposal (RFP) For Engineering Services (Schultz)** President Schultz announced that he will chair a committee of three, consisting of himself and two past board members to be identified at the January meeting, to identify and recommend an alternate engineering firm for servicing the district. Committee will be responsible for development of selection criteria and recommendation of candidate firms for board review and approval.
- c. **CC&R's (Schultz)** Director Schultz reported receipt of a note from Rick Tobin that record should be on file indicating we are no longer liable for Conditions, Codes, and Restrictions (CC&R). Jaeger reported that a search on the Internet indicated we were still listed as a CSD having CC&R's. Mr. Dalbeck reported that the particular section of California code states that we are authorized to enforce CC&R's, but that we not required to do so. Mr. Dalbeck stated that documentation of same should be in files. Jaeger will research files and report back to board.
- d. President Schultz requested Directors Gonzales and Picarello to provide complete engineering documentation from Chec Engineering and bid package documentation from Vicini Construction for work completed on Crystal Blvd. and Talcite. He also requested a complete list of the petitioners that requested Talcite be turned over to the district for future maintenance. President Schultz requested information be provided by January 1, 2001.
- e. Director Picarello submitted an inquiry as to whether a resident on Via Grava Road was within the district. Resident (Lisa French) indicated that assessment fees have been paid for 9 years, even though her residence is outside the district, and would like to be removed from the district assessment rolls. Director Picarello was authorized to notify resident that question is being researched. Community member Walt Dalbeck will endeavor to bring copies of District maps to the January 2001 meeting.
- f. Director Picarello reported that the county Board Of Elections needs a current list of district officers, with terms of office. President Schultz will provide current information to Director Picarello.
- g. Director Picarello inquired whether or not board would get back on schedule of quarterly newsletters. Board indicated general agreement on a desire to produce quarterly newsletters. Jaeger will head up this initiative.
- h. Director Jaeger inquired about the process for petitioning the board for expansion of roads under district maintenance. Community member Walt Dalbeck responded that Road Policy covers such petitions, as well as conditions for acceptance of new roads by the district. Petition can be in the form of a letter.

12. **Adjournment:** There being no further business before the board, the meeting was adjourned at 9:12 P.M.

Respectfully submitted,



Allen W. Jaeger, Secretary