

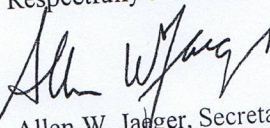
# DEN WEST

Community Services District  
Box 448 El Dorado, CA 95623

## SUMMARY OF MINUTES OF THE REGULAR MEETING HELD March 8, 2001

1. **Call Meeting To Order At 7:03 PM** Members present: Charles Schultz, President, Allan Sanford, Vice President, Julie Picarello, Treasurer, Allen Jaeger, Secretary
2. **Minutes of February 8, 2000 meeting:** Minutes summary was read and approved ( 4Ayes, 0 Noes) with corrections.
3. **Treasurer's Report:**
  - a. **Financial Report and presentation of bills and Board action:** Treasurer Picarello reported a balance of all accounts at \$101,350.92. Total expenditures of \$1380.30 were approved 4 Ayes, 0 Noes.
  - b. Payment of a bill from Vicini in the amount of \$11,440.16 was held, pending clarification.
  - c. Notification has been made to Mr. Toscano's office regarding raising of petty cash fund to \$500.00.
  - d. Receipt of check for \$7.50 from Mr. Gonzales for meeting tapes and minutes.
  - e. Allan Sanford reported that he is still researching potential candidates for conducting district audit.
4. **Road Managers Report:**
  - a. **Status of current activities:** Condition assessment of district side roads has been completed with the exception of Mica from the fire gate to Highway 49. An estimate for grading and gravel of side roads will be prepared. There was extended discussion regarding potential side road work to be completed this year, with no board action taken. Road assessment survey continues.
  - b. **Weed Abatement:** Weed abatement was completed on February 27. Total road mileage in district is 11.0 miles.
5. **Review of Talcite Project:** After extended discussion, President Schultz will contact Mr. Toscano's office to clarify the \$197 expense to Noble Sprunger. Treasurer Picarello verbally resigned from board. Written resignation to follow.
6. **Correspondence To Board:** Financial statement information is due to county elections office for Director Picarello. Previous director Gonzales needs to sign off as director in county elections office. Secretary Jaeger was instructed to respond to California OES with appropriate contact information.
7. **Community Comments:** None.
8. **Director's Items:**
  - a. **Inventory and location of District owned machinery, fixtures, and equipment:** President Schultz will contact community members Yost and Reeder in attempt to identify and locate equipment. Jaeger reported that previous director Gonzales acknowledged possession of walking measuring device. Discussion, no action taken.
  - c. **Review and discussion of District Officer Job Descriptions:** Community member Walt Dalbeck reported minor corrections to prior document, and agreed to update as identified by board members.
  - d. **Continuation of Talcite:** Continued discussion, no formal action.
  - d. **Quarterly Newsletter production:** Continued discussion of content. Newsletter will be semi-annual, rather than quarterly. Final draft to be ready for April meeting. Changes need to be forwarded to Jaeger prior to meeting.
  - e. **Three year review of Chec Engineering vouchers:** Discussion with no action taken.
12. **Adjournment:** There being no further business for consideration, the meeting was adjourned at 8:57PM.

Respectfully submitted,

  
Allen W. Jaeger, Secretary



# GOLDEN WEST

Community Services District

P.O. Box 448 El Dorado, CA 95623

## MINUTES OF THE REGULAR MEETING HELD MARCH 8, 2001

1. **Call Meeting To Order:** Meeting was called to order at 7:03 p.m. Directors present were Charles Schultz, President, Allan Sanford, Vice President, Julie Picarello, Treasurer, and Allen Jaeger, Secretary.
2. **Approval of Minutes of February 8, 2001 meeting:** Summary of February minutes were read, and detailed minutes were entered into permanent files of the district. Summary minutes were corrected to reflect 4 ayes and 0 Noes in acceptance of January minutes. February minutes were approved as corrected. (M-Jaeger, S-Schultz) 4 Ayes, 0 Noes.
3. **Treasurer's Report:**
  - a. **Financial Report, presentation of bills, and Board action** Treasurer Picarello reported the following balances: Pooled cash: \$20,558.02, Petty Cash \$300.00, Teeter Account (Ad Valorem) 15,485.00, Cash Advance \$65,000, Deposit \$7.50, for a total of 101,350.52, with actual cash balance of 36,350.52. Expenses were \$205.30 to Director Jaeger for equipment and mailing costs, and \$1,175.00 to El Dorado Weed Control for weed abatement spraying, for total expenses paid out of \$1,380.30, leaving a new balance of 34,970.22. Expenditures were approved for payment (M-Picarello, S-Schultz) 4 Ayes 0 Noes.

Director Picarello reported receipt of a bill from Vicini Construction for \$11,440.16. Director Picarello reported a payment in February to Vicini. Director Picarello reported that she had not received a response to her phone call to Vicini. It is believed the current invoice is a portion of the \$15,000 (approximate) approved for payment in February. No payment has been authorized, pending clarification of the invoice charges.

Director Picarello reported that communication had been sent to Mr. Toscano's office with notification that approval had been made to increase the petty cash fund from \$300.00 to \$500.00.

Director Picarello reported receipt of a check from Jon Gonzales in the amount of \$7.50 for tapes and minutes of the December 2000, January 2001, and February 2001 meetings. Secretary Jaeger reported that the tapes and minutes were ready for mailing, pending approval of the February minutes, and would be mailed within the next couple of days.
  - b. **Discuss Audit requirement::** Vice President Sanford reported that he is still researching potential candidates for conducting the District audit. Director Picarello reported that Mr. Toscano's office had recommended we get three bids for audit services, that the expense could be significant, since the last formal external audit was completed in fiscal year 1993. Community member Walt Dalbeck reported that the county performs audits only to the extent that the district pays it's bills, and that the type of audit we are now seeking is both a financial and operational audit. Dalbeck reported receipt of a letter from a firm specializing in the type audit we are seeking. He agreed to provide us with name and address details.
4. **Road Manager's Report:**
  - a. **Current status of activities** Vice President Sanford reported that a condition assessment has been made of all side roads with the exception of Mica Street from the fire gate to Highway 49. He will prepare an estimate for grading and gravel on all secondary roads. Community member Dalbeck presented a draft work order covering possible road work to improve the approximate 5 miles of secondary roads. Dalbeck presented a negative recommendation on use of limestone aggregate due to the level of dust. He recommended use of availability of crushed river rock which is acceptable, as well as the availability of 6,000 tons of reprocessed asphalt, which is excellent for our use. Use of the reprocessed asphalt has the added advantage of being able to cover with oil at a later date, effectively creating a paved road without the high cost of asphalt concrete. Vice President Sanford



and community member Dalbeck will prepare a final recommendation plan for board review and approval. President Schultz commented that the side roads have gone too long without attention, and they are now due for improvement. Community member Dalbeck, President Schultz, and Vice President Sanford will prepare a written assessment of all individual side roads. Director Picarello inquired if this year's road work plan would include the safety issues existing on the main roads (e.g. Dolomite striping). Sanford replied that those issues would be included in the overall 2001 road work plan. Target date for the work is May.

Director Jaeger inquired if there was any potential for community back lash regarding this general plan not meeting road policy specification for sub-soil, etc. Director Sanford and community member Dalbeck assured that the plan was in full compliance with road policy.

Director Picarello expressed inquired if this work would negatively impact the fragile condition of our main roads. President Schultz assured her that the addressing main road problems would not be set aside in favor of side road work.

Director Jaeger commented that it appears the engineering portion of the proposed road work is being done by members of the district community, and inquired whether professional and performance liability insurance coverage might become an issue. Community member Dalbeck responded that while the engineering portion was, in fact, being done by members of the district, that no breach of road policy would be made; therefore no liability exposure existed. Director Jaeger emphasized that his interest was that the community members were comfortable doing the work without insurance coverage. Director Sanford reiterated that the side roads have gone untended for too long. Community member Dalbeck commented that all road work would be approved by the district board, and that the district carries adequate insurance against potential claims.

Director Sanford reported that considerable work has been completed on the road assessment survey, and will continue until a full report is made to the board.

- b. **Weed abatement:** Vice President Sanford reported that weed abatement spraying was completed on February 27. The district saved some expense by providing pilot car service. Sanford also reported that the spray routes were re-measured on February 28 at the request of El Dorado Weed Control. Total miles sprayed was 11.0 miles. There were 7-8 parcels marked for no spray.

- 5. **Clarification and Closure of Talcite Project:** President Schultz commented that we have a voucher from Noble Sprunger, and inquired regarding the subject for the payment. He reported that he did not have the document, so could not place an approximate date, but that he believed it was in regard to Talcite. Treasurer Picarello reported that the county Auditor's office would have copies of all invoices paid, and that she does not keep copies of actual invoices. President Schultz expressed his opinion that the subject of the Talcite project was not yet closed. Treasurer Picarello stated that it was her understanding that the Talcite project was brought to closure at the February meeting, and left the meeting, verbally stating her resignation. President Schultz stated that "if we can't get right answers out of this board, then we're not doing the right job". He further stated that "... in the past four years, the Brown Act has been violated consistently by that young woman there and by Jon Gonzales. I've had it with them. I've sat on the other side of this board table, and tried to get honest answers out of the board, and I didn't get anything. Now, I'm trying to salvage this whole damn thing, and she walks out." Director Jaeger stated that, he, too, thought the subject of Talcite was closed, and inquired what the stated objective of obtaining the document produced by Noble Sprunger was leading to. President Schultz responded that the objective was to find out what really happened. Community member Dalbeck stated that the Talcite project was out of compliance from day one. Director Jaeger stated that the board took action in February to treat Talcite as a gravel road in future maintenance, and that's all the care it would receive, continuing that he still didn't know where else we're trying to go on this subject. Dalbeck stated that President Schultz was seeking to find out advice the district received from the attorney that resulted in an invoice of \$197. The question is, who paid for what? president Schultz stated that he would contact Bob Toscano to determine what is available in the file.

- 6. **Correspondence to the Board:** Secretary Jaeger reported that all correspondence to the board had been distributed to the appropriate director. He also reported that financial statement information was due at the county elections office for Julie Picarello. President Schultz reported that he was told by the Elections Office that Jon Gonzales had not signed off



as a director, which must be done on a special form. Director Sanford reported receipt of a request from California Office Of Emergency Services requesting email information to receive small project documentation. He recommended that we get on their mailing list. Secretary Jaeger will establish an email address for said use.

President Schultz reported receipt of an election ballot for director of LAFCO. He recommended a vote for Mr. Richard C. Paine.

7. **Community Comments:** There were no community comments.

8. **Director's Items:**

- a. **Inventory and location of District owned machinery and equipment:** Director Jaeger reported that district files contained no reference to inventory. He reported that Jon Gonzales acknowledged having a walking measuring device, and that if he could not find it, he would purchase a new one for the district. President Schultz reported that he would contact community members Yost and Reeder in an attempt to identify and locate district inventory. Director Sanford requested a key to the fire gate on Mica Street. President Schultz responded that community member Yost has a key.
- b. **Review and discussion of District Officer Job Descriptions:** Community member Dalbeck reported that a few minor typographical corrections were made to draft documents provided at the February meeting. Secretary Jaeger requested all references to specific sex with respect to the job description, and added a additional items that were on the previous version. Community member Dalbeck agreed to update the descriptions. Dalbeck also indicated that a book of resolutions needs to be created, with a list of resolutions sent to LAFCO for their files.
- c. **Assignment of Allan Sanford as Road Manager:** President Schultz intended to appoint Mr. Sanford as Road Manager, but felt that his current position as Vice President was more important.
- d. **Verbal resignation of Julie Picarello:** Director Sanford suggested that we approach Julie Picarello and request her to withdraw her verbal resignation and continue as District Treasurer. He stated that the issue resulting in Ms. Picarello walking out, was not directed at her, and expressed regret that she took it in an adverse light. President Schultz seconded the recommendation. Community member Dalbeck stated, that in the event we are unable to convince Julie to continue as district Treasurer, he will fill in until a replacement can be appointed.
- e. **Continuation of Talcite:** President Schultz reiterated his frustrations in trying to get straight answers from Jon Gonzales and Julie Picarello. Community member Neal Payne commented that Schultz was taking a district issue and turning it into a personal issue. President Schultz responded that, upon advice from the District Attorney, he was trying to obtain clarification and closure by staying within the district, rather than taking it to the Grand Jury or higher. Considerable discussion ensued regarding who has what information. Director Sanford suggested that perhaps Ms. Picarello does not have the information sought. President Schultz responded that if she didn't have it, Jon Gonzales did have. Director Jaeger stated that it was wrong to ask Julie to get information that may or may not be in Jon Gonzales' possession. January and February meeting discussions were restated, rehashed, and reviewed with no additional new information brought forth. Community member Dalbeck commented that, once the action taken at the February meeting is presented to the board in resolution form, is signed by the board President, and forwarded to LAFCO for their file, the issue would be closed.
- d. **Quarterly Newsletter production:** Director Jaeger reported a draft has been given to each board member for review, and requested input. He felt that the newsletter could be condensed to one page. A final draft will be prepared for approval at the April meeting, and mailing as soon as possible after the meeting. A discussion was undertaken regarding the terms of office of appointed members. Director Jaeger inquired if current thoughts on plans for side roads should be included in the newsletter. General consensus was that it should be. Director Jaeger will develop appropriate material for review at the April meeting.



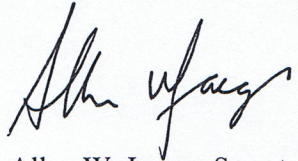




- e. **Review of Vouchers to Chec Engineering for Last Three Years:** President Schultz felt this issue had been thoroughly discussed. Jaeger reported that the file reorganization would, in a ll probability, unearth many of the missing documents.

9. **Adjournment:** There being no further business before the board, the meeting was adjourned at 8:57 P.M.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Allen W. Jaeger", written in a cursive style.

Allen W. Jaeger, Secretary