

# GOLDEN WEST

Community Services District

P.O. Box 448 El Dorado, CA 95623

## SUMMARY OF MINUTES OF THE REGULAR MEETING HELD APRIL 18, 2001 (Rescheduled from April 12, 2001)

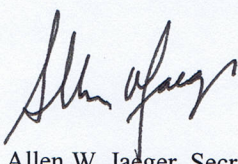
- I. **Call Meeting To Order:** Meeting was called to order at 7:05 p.m. Directors Schultz, Sanford, Jaeger present.
- II. **Approval of Minutes of March 8, 2001 meeting:** Summary of March minutes were read, approved, and detailed minutes were entered into permanent files of the district. Minutes of special meeting, held on April 15 were read and approved.
- III. **Treasurer's Report**
- a. **Financial Report, presentation of bills, and Board action.** Balance of \$59,519.04 cash available, \$1,547.67 available in June, for a total of \$61,066.71 as of July 1, 2001. Bills were in the amount of \$60.12 were approved for payment.
- b. **Discussion and acceptance of Julie Picarello's recorded resignation as treasurer.** Written resignation of Julie Picarello was received by District Secretary, and accepted by the board.
- c. **Approval of Walt Dalbeck's offer to assume the treasurer's position temporarily, and not be a member of the board.** Mr. Dalbeck agreed to serve until the November election, and was approved for appointment to the board. To be sworn in at May meeting.
- IV. **Road Manager's Report**
- a. **Weed abatement (Schultz)** Second spraying has occurred. Weed abatement contractor will re-spray a third time if necessary.
- b. **Phase One road maintenance and repair and Call for approval of bid package for Phase One:** Draft bid package was distributed. A second special meeting will be called to cover detailed assembly of standard bid package.
- c. **Discussion and board action on Street Signs (Schultz)** Tabled until Phase I is completed.
- d. **Vegetation encroaching on district's roads right of way (Schultz)** Tabled until Phase I is completed.
- VII. **Correspondence to the Board**
- a. **Question on key to gate on Mica (Schultz)** President Schultz reported keys to the fire gate will be supplied, subject to the rules and deposit fees then in effect. Issue closed.
- b. **Concern of a possible Motor Cross playground off Mica and Highway 49** Local realtor offices to be advised of district opposition. Issue closed.
- c. **Miscellaneous:** Receipt of encroachment fees from Jon Erickson, 6905 Crystal Blvd. in the amount of \$20.00, deposit receipt for reimbursement for meeting tapes, receipt of a request to remove a name from mailing list, communication from Bureau of Census and request for information, and notification from County Board of Elections dealing with November elections, requiring board action prior to June 29 deadline.
- VIII. **Community Comments:** None.
- IX. **Director's Items**
- a. **Inventory and location of District owned machinery and equipment (Schultz)** President Schultz reported that an inventory of equipment has been developed. Secretary will prepare a formal inventory document for inclusion in the district files. Issue closed.
- b. **Review of semi-annual Newsletter production (Jaeger)** Secretary Jaeger distributed the latest draft of the newsletter, and reported on estimated printing and mailing costs.



- c. **Correspondence to LAFCO concerning Talcite** (Schultz) Board action regarding Talcite will be forwarded to LAFCO.
- d. **Annual Meeting June 9, 2001 - Logtown Firehouse** Location and date have been confirmed for June 9, 2001, commencing at 8:30 A.M.
- e. **Discussion of Road Policy and Road Maintenance Plans, to include the formulation of a comprehensive plan for future planning** (Schultz) Postponed to annual meeting.
- f. **Letters to Gonzales and Picarello requesting formal resignation be forwarded to Board of Supervisors and LAFCO** (Schultz, Jaeger) Jaeger reported resignations had been to the elections office, and will be sent to Auditor's office. Issue closed.
- g. **Letters to LAFCO and Board of Supervisors of resignations of Road Manager and Treasurer** (Schultz) Resignations will be sent. Issue closed.
- h. **Discussion of a possible meeting place for future meetings** (Schultz) Further research will be made regarding availability of Logtown firehouse and/or El Dorado Community Church.
- I. **Request to Jon Gonzales requesting return or replacement of district measuring wheel** (Schultz) Jaeger reported that communication has been sent to Mr. Gonzales, with no response as of meeting time.
- J. **Review and discussion of District Officer Job Descriptions** (Dalbeck & Board) Discussion took place. President is responsible for formulating agenda. All descriptions will be updated to include responsibility for placing items on the agenda.
- K. **Clarification and Closure of Talcite Project** (Jaeger, Carried forward from March, 2001 Meeting) President Schultz reported that, upon communication of board actions to LAFCO will close this item. Issue closed.
- L. **Discussion regarding formation of committee to develop Request For Proposal (RFP) For Engineering Services process and guidelines** (Jaeger, carried forward from December 2000 meeting.) President Schultz reported that original planned committee could not be formulated, and that road committee has been formed. Issue closed.
- M. **Financial report and presentation of bills for action** See above Financial report.
- N. **Audit Status** (Carried forward from March 2001 meeting) Director Sanford reported no progress has been made to identify auditor candidates. Tabled pending further action.
- O. **Quarterly Road Survey status:** All roads have been surveyed, and draft work statement is being prepared. Formal report will be forwarded to Secretary for District files.
- P. **Turnover of Treasurer's files:** Records for the Treasurer's office were turned over to Mr. Dalbeck.

X. **Adjournment** There being no further business, the meeting was adjourned at 8:36 P.M.

Respectfully Submitted,



Allen W. Jaeger, Secretary



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Community Services District

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## MINUTES OF THE REGULAR MEETING HELD APRIL 18, 2001 (Rescheduled from April 12, 2001)

- I. **Call Meeting To Order:** Meeting was called to order at 7:05 p.m. Directors present were Charles Schultz, President, Allan Sanford, and Allen Jaeger, Secretary.
- II. **Approval of Minutes of March 8, 2001 meeting:** Summary of March minutes were read, and detailed minutes were entered into permanent files of the district. March minutes were approved. (M-Schultz, S-Sanford) 3 Ayes, 0 Noes. Minutes of special meeting, held on April 15 were read and approved. There was no action taken at that meeting, as it was a working session to develop a standard bidding package for roadwork. (M-Schultz, S-Sanford) 3 Ayes, 0 Noes.
- III. **Treasurer's Report**
- a. **Financial Report, presentation of bills, and Board action.** Secretary Jaeger reported a balance of \$59,519.04 cash available, with \$1,547.67 available in June, for a total of \$61,066.71 as of July 1, 2001. Mr. Dalbeck reported that this figure does not agree with amounts reported in the March Treasurer's report, in that the approximate \$65,000 not reported this month is the amount that could be borrowed should the board choose to do it. Bills were presented in the amount of \$60.12, and an outstanding bill of \$11,440.16 from Vicini Construction as final bill for 2000 roadwork completed. Dalbeck reported that he will discuss bill with Vicini. Motion that bills be paid. (M-Jaeger, S-Sanford) Approved 3 Ayes, 0 Noes
- b. **Discussion and acceptance of Julie Picarello's recorded resignation as treasurer.** Written resignation of Julie Picarello was received by District Secretary, and accepted by the board. Secretary Jaeger will forward a copy to County Elections and LAFCO. (M-Schultz, S-Jaeger) 3 Ayes 0 Noes.
- c. **Approval of Walt Dalbeck's offer to assume the treasurer's position temporarily, and not be a member of the board.** Secretary Jaeger reported that, in a discussion with County Elections Office, he received approval for Mr. Dalbeck to function as Treasurer, but could not sign any of the green sheets, or transact any business on behalf of the district. President Schultz, again requested that Mr. Dalbeck become a member of the board. Mr. Dalbeck agreed to serve until the November election, and was approved for appointment to the board. (M-Schultz, S-Jaeger) 3 Ayes, 0 Noes. Mr. Dalbeck will be sworn in at the May meeting.
- IV. **Road Manager's Report**
- a. **Weed abatement (Schultz)** President Schultz reported that a second spraying had occurred on April 18, and that the weed abatement contractor will recheck for effectiveness, and re-spray a third time if necessary. Assurance was given that areas that had been marked for the first spraying were not sprayed accidentally in this second re-application.
- b. **Phase One road maintenance and repair and Call for approval of bid package for Phase One:** Secretary Jaeger distributed a draft bid package, as requested at the April 15 special meeting, and requested each member review it in detail prior to further discussion and approval. A second special meeting will be called to cover detailed assembly of standard bid package. A special meeting will be held on April 25 at 9:00 A.M. on Walt Dalbeck's deck, and open to the public. President Schultz will post announcement and agenda.
- c. **Discussion and board action on Street Signs (Schultz)** President Schultz requested discussion hold until Phase I roadwork is completed. Discussion and action tabled to future meeting.
- d. **Vegetation encroaching on district's roads right of way (Schultz)** President Schultz requested discussion hold until Phase I roadwork is completed. Discussion and action tabled to future meeting.
- VII. **Correspondence to the Board**
- a. **Question on key to gate on Mica (Schultz)** President Schultz reported a request had been received for a key to the fire gate. He responded that the process was to submit written request to the board, and it would be supplied, subject to the rules and deposit fees then in effect. Deposit is \$25.00 and requestor's property must border Mica St. Issue is closed.



- b. **Concern of a possible Motor Cross playground off Mica and Highway 49** President Schultz suggested we let local realtor offices know we are opposed to and development of such a play ground. No further action taken. Issue closed unless new information comes before the board.
- c. **Miscellaneous:** Secretary Jaeger reported receipt of several pieces of correspondence regarding non-district business interests. He reported receipt of encroachment fees from Jon Erickson, 6905 Crystal Blvd. in the amount of \$20.00, a deposit receipt for reimbursement for meeting tapes, receipt of a request to remove a name from mailing list, communication from Bureau of Census and request for information, and notification from County Board of Elections dealing with November elections. A response to this last request requires a response, which Jaeger will fulfill before the June 29 deadline. Further discussion tabled to May and/or June annual meeting. Jaeger reported that he had received a check for the monies paid to him in March, and that he has cashed the check and replenished the petty cash account.

VIII. Community Comments: None.

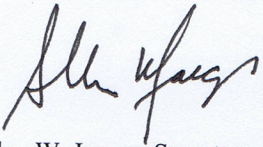
IX. Director's Items

- a. **Inventory and location of District owned machinery and equipment** (Schultz) President Schultz reported that an inventory of equipment currently in Bob Reeder's possession has been given to the Secretary. The Secretary will prepare a formal inventory document for inclusion in the district files. President Schultz reported that the equipment will be relocated to Director Sanford's property.
- b. **Review of semi-annual Newsletter production** (Jaeger) Secretary Jaeger distributed the latest draft of the newsletter. He reported an estimate of \$ 153.00 for printing, folding, and tabbing costs. He will get another estimate for comparison.
- c. **Correspondence to LAFCO concerning Talcite** (Schultz) President Schultz requested Secretary Jaeger to communicate board action resolution regarding Talcite to LAFCO. Jaeger read proposed resolution and it will be approved once corrections have been made. Resolution will be filed in district records, with a copy to LAFCO.
- d. **Annual Meeting June 9, 2001 - Logtown Firehouse** Location and date have been confirmed for June 9, 2001, commencing at 8:30 A.M.
- e. **Discussion of Road Policy and Road Maintenance Plans, to include the formulation of a comprehensive plan for future planning** (Schultz) Postponed to annual meeting. Mr. Dalbeck responded that the goal should be to have the plan developed for reporting at the annual meeting. Development will continue, with periodic report at future meetings.
- f. **Letters to Gonzales and Picarello requesting formal resignation be forwarded to Board of Supervisors and LAFCO** (Schultz, Jaeger) Jaeger reported resignations had been to the elections office, and will be sent to Auditor's office. Issue closed.
- g. **Letters to LAFCO and Board of Supervisors of resignations of Road Manager and Treasurer** (Schultz) Resignations will be sent. Issue closed. Notification will also be made making President Schultz the official point of contact.
- h. **Discussion of a possible meeting place for future meetings** (Schultz) President Schultz reported that the current meeting place may not be available in the future, and solicited input from board members. Further research will be made regarding availability of Logtown firehouse. Other possible alternative is El Dorado Community Church.
- I. **Request to Jon Gonzales requesting return or replacement of district measuring wheel** (Schultz) Jaeger reported that communication has been sent to Mr. Gonzales, with no response as of meeting time.
- J. **Review and discussion of District Officer Job Descriptions** (Dalbeck & Board) Discussion took place. President is responsible for formulating agenda. All descriptions will be updated to include responsibility for placing items on the agenda.
- K. **Clarification and Closure of Talcite Project** (Jaeger, Carried forward from March, 2001 Meeting) President Schultz reported that, upon communication of board actions to LAFCO will close this item. Secretary Jaeger will send communication to LAFCO. Issue closed.
- L. **Discussion regarding formation of committee to develop Request For Proposal (RFP) For Engineering Services process and guidelines** (Jaeger, carried forward from December 2000 meeting.) President Schultz reported that original planned committee could not be formulated, and that road committee has been formed.



- M. **Financial report and presentation of bills for action** See above Financial report.
- N. **Audit Status** (Carried forward from March 2001 meeting) Director Sanford reported no progress has been made to identify auditor candidates. To be carried forward to next meeting.
- O. **Quarterly Road Survey status** (Carried forward from March 2001 meeting) All roads have been surveyed, and draft work statement is being prepared. Secretary Jaeger inquired as to form and format for quarterly road survey, and that a copy should be in district files. Dalbeck responded that the document should be a formal report. Sanford will forward a copy of the official report to the Secretary.
- P. **Turnover of Treasurer's files:** Records for the Treasurer's office were officially turned over to Mr. Dalbeck.
- X. **Adjournment** There being no further business, the meeting was adjourned at 8:36 P.M.

Respectfully Submitted,

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

Allen W. Jaeger, Secretary