

# **Golden West Community Services District**

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



## **Regular Meeting Minutes GWCS D Board of Directors**

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

**Tuesday, September 10, 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:

<https://us06web.zoom.us/j/86850579126?pwd=dpRNvvSjE4BpvqIYtc7tckF3Hr2MdO.1>

Meeting ID: 868 5057 9126

Passcode: 249134

Dial-In: +1 669 444 9171 US (if not using computer/device audio)

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 7:03 by President Regelbrugge**

Present: Director Stan Hill, Director Norman Orrick, President Marc Regelbrugge, Director/Financial Officer Leanne Stoddard, General Manager Ed White, Secretary Audrey Keebler (acting)

Absent: Vice President Patrick Williams

#### **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**

Board Discussion/Public Comment/Board Action

Moved by Director Hill, seconded by Director Orrick to approve agenda. Unanimously approved.

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

- June 4, 2024 – Regular Board Meeting Minutes
- June 18, 2024 – Special Board Meeting Minutes
- July 2, 2024 – Special Board Meeting Minutes

Board Discussion/Public Comment/Board Action

Moved by Director Hill, seconded by Director Stoddard to approve all minutes. Unanimously approved.

### **4. Correspondence**

- The Board will consider and possibly act upon any correspondence received since the prior Regular Meeting. Consideration will include, but not be limited to:
  - District Timeline from County Elections-general timelines for processes centered at Elections.
  - Notice of Insufficient Nominees: discussion of process due to fewer than a complete number of board members declaring for November election. **Marc will put posting in Logtown and Nextdoor, Stan will post on FB.**
  - Encroachment Permit submittal – 7240 Crystal Blvd (see 2<sup>nd</sup> New Business item).
  - SDRMA Questionnaire-due Sept 16 to SDRMA. **Leanne will complete questionnaire and submit to SDRMA.**

Board Discussion/Public Comment/Board Action

### **5. General Managers Report**

- Recent activities
  - 6329 Crystal Drainage Easement Improvement (Joe Vicini, Inc.)
  - Vertical Vegetation Clearance (Hilltop Tree Service, Inc.)-district would like to continue this work next year as budget allows.
  - Crystal Overlay – Obrizo +/- 1 M north (Veerkamp Gen'l Eng'g, Inc.). There are still a few valve risers that need to be installed to bring valve covers up to grade by Veerkamp. **Ed will talk with Tom Wilson about striping at intersections.**
- Near-term plans
  - Drainage work – Crystal Blvd. (see 2<sup>nd</sup> New Business item)
- Issues and requests: who updates LAFCO information as to board officers? Info is updated when LAFCO asks for updates.
- Who is CAL-Fire contact person? Ed needs this information and any recent contracts in order to move forward with CAL-Fire/Growlersburg in the future. Generally this contract is a daily rate for a certain size crew.

Board Discussion/Public Comment/Board Action

### **6. Director Reports**

Director Williams. No report.

Director Stoddard – Financial Officer’s Report. We will have a balance of \$250, 157 after the payment of Veerkamp for overlay work. Payment is pending final sign-off on project.

Director Orrick. Norm will ask for volunteers at Fire Safe council Saturday re: board membership and traffic control for CAL-Fire work in the future.

Director Hill. No report. Will discuss signs later.

Director Regelbrugge – Recognitions, IT, 2024 Election, 2025 operations, Decorum review

Recognitions-Pat Williams took lead for statements of work; Ed, Stan and Norm came into active Board service and helped us continue work. Thanks to all for their support of district operations.

2024 elections. We need another board member.

2025 operations. We got lots of projects done and there has been good cohesion on the board.

We need to continue this positive activity going forward. Once again, thanks to board members and other support folks for keeping the district functioning effectively and legally.

Decorum review. If board members need to be absent from the district and/or meetings, please let president know so that district activities can continue without interruption.

Marc will contact Evergreen Weed Abatement company to clarify terms of the contract for scheduling and billing.

Board Discussion/Public Comment/Board Action

## 7. Old Business

- **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

- **Pending Projects** – The Board will discuss planning and potentially authorize projects already under consideration, in work or requiring further definition. The Board may take action as appropriate to further advance these projects:
  - a) Signage replacement: street-name signs, selected traffic signs. Leanne and Joel Borges did lots of work on this and has proposals with costs from several vendors. Near term priority should be on street names. Ed is working with both Spot On and Road Tech to get signs produced and installed. Stan and Norm volunteered to help Ed with this effort.
  - b) Vegetation Management within 5 feet of fog line(s). Particularly northbound toward the 49 end of Crystal there is vegetation close to the fog line which limits sight lines. Marc will do flagging on Crystal between now and December to establish work.
  - c) Encroachments re-paving. This is a low priority relative to other projects above but will be kept on future projects list.

Board Discussion/Public Comment/Board Action

## 8. New Business

- **Conflict of Interest Code Update** – The District will issue notice of a 45-day comment period for the proposed Conflict of Interest Code update. The Board may require changes/additions to the proposed update.

Board Discussion/Public Comment/Board Action. Board members should let Marc know within 45 days if they have suggestions for additional updates.

- **Crystal Drainage Maintenance** – The Board will consider scope and authorization/appropriation for improving drainage facilities in selected locations along Crystal Boulevard. Ed would like to clean ditch out from south end about 20-30 feet, use underlayment and rip-rap to stabilize hillside and stop erosion. Would like to get this done before rainy season. Marc would like to include work at 7240 to shape ditch at crown. Some of the ditches are prohibited by water lines being right at bottom of ditch.

Board Discussion/Public Comment/Board Action. Marc moved to authorize GM Ed White to let a contract not to exceed \$30,000 for ditch improvement on Crystal. Norm seconded. In summary, this work will include Crystal curve, 7240 Crystal and 7300 Crystal. Approved unanimously.

- **2025 Project Planning** – The Board will discuss possible projects to be undertaken through calendar year 2025, and possibly define project scope and priority. The Board may also authorize expenditures for projects to be brought forward by the General Manager, Directors or the public.

Board Discussion/Public Comment/Board Action

- **Director Vacancy** – As no candidate registered for one of the open, 4-year term, seats on the Board, the Board will consider actions to be taken to identify a new Director to be appointed in December to fill the four-year term beginning December 6<sup>th</sup>, 2024.

Board Discussion/Public Comment/Board Action

## 9. Close Open Forum

- **Public comment.** 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.

Public Comment/Board Discussion. No public comment

## 10. Adjournment: Norm moved, Stan seconded that meeting be adjourned. Approve unanimously to adjourn at 8:38 pm.

**Next Regular Board Meeting: December 3, 2024 7:00pm (tentative)**  
**Location: TBD**

**Respectfully Submitted**  
**Audrey Keebler**  
**Acting Secretary**

**GWCS D Board of Directors**

President	Marc Regelbrugge	(415) 640-3068	marc.regelbrugge@gwcsd.org
Vice President	Patrick Williams	(530) 313-8647	pat.williams@gwcsd.org
Financial Officer	Leanne Stoddard		leanne.stoddard@gwcsd.org
Director	Norman Orrick	(916) 709-1693	norman.orrick@gwcsd.org
Director	Stan Hill		stan.hill@gwcsd.org
<b><u>General Manager</u></b>	Ed White	(530) 919-1691	general.manager@gwcsd.org
<b><u>Secretary</u></b>	(vacant)		

**Document Appendix**

- 03a\_20240604\_GWCS D\_Minutes\_DRAFT.pdf
- 03b\_20240618\_GWCS D\_Minutes\_Special\_DRAFT.pdf
- 03c\_20240702\_GWCS D\_Minutes\_Special\_DRAFT.pdf
- 04a\_DistrictTimeline\_EDC-Elections.pdf
- 06a\_FO-Report\_20240910.pdf
- 06b\_Bylaws\_20191205\_secn\_12-2.pdf
- 08a\_COI-Code\_45-DayNotice.pdf
- 08b\_2024\_COICode\_Amended\_DRAFT.pdf

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)

Golden West CSD website can be accessed by the following link:  
[http://gwcsd.org/content/desktop\\_site/0-index.html](http://gwcsd.org/content/desktop_site/0-index.html)