

Golden West Community Service District

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

www.gwcsd.org



August 19, 2010- Meeting Minutes for Golden West Community Services District **Regular Meeting, Held at El Dorado Community Church**

1. The meeting was called to order at 7:01. Directors present were V. Emi Kimura, Ed White, Barbara Nichols and Patrick Murphy. Secretary McClintock and General Manager Sanders were also present.

2. Approval of the Agenda and Meeting Minutes for July 29, 2010

Item 7C, Website Update, was added to the agenda. Item 6A on the minutes of July 29 was amended to include Foothill Arborist and their bid of \$13,200 on the tree trimming contract. The amended minutes were approved by a 4-0 vote.

3. Treasurer's Report

The district has a balance of \$234,791 as of July 30. One bill from the Mountain Democrat in the amount of \$23.63 was received. It will be submitted for payment after the budget is approved.

A. Budget

A special meeting to approve the 2010-2011 budget will be held at the Quartz Fire Station on Aug. 26 at 7:00 p.m. No money can be spent until the new budget is filed with the county.

It was noted that a change was made to the hall rental payment approved in June. Instead of paying \$150 for 6 months, payment of \$75 was made for 3 months.

4. Open Board Positions- There is one open board position. Any interested resident should submit a letter of interest to anyone associated with the board.

5. New Business

A. Monthly GWCSO Board Meeting Date Changes- It was proposed that the regular meetings be changed to the second Saturday of each month, to follow the Fire Safe Council meetings at the fire station. The change can be posted on the webpage. This will be addressed at the special meeting.

B. Record Retention: Patrick Murphy- Murphy will have a draft proposal at the September meeting.

C. Treasurer's Assistant- Nichols reviewed the history of the treasurer's position. Kimura is spending 15-20 hours per week on her duties. Nichols suggested creating a position of Treasurer's assistant, either a board or off-board person. This item will remain on the agenda to solicit a volunteer.

6. General Manager

A. Tree Trimming Contract- Foothill Tree Service has been awarded the contract. The district has 60 days to issue a Notice to Proceed. The contractor is ready to start work but we have to wait for the budget to be approved.

B. Galena Contract- Sanders has provided the Board with a draft copy. It includes improving the cul-de-sac and increasing its turning radius to accommodate the garbage trucks. This will require relocating several existing mail boxes. White would like to contact the affected residents about creating a group mailbox. Kimura will take that proposal to the Galena residents. Murphy stated that he will not approve funds for mailboxes that are not required to be moved. He also asked that the draft contract be emailed to the Board. Kimura wants the working draft to be reviewed by the attorney and Sanders thinks it is ready for review now. A motion to have the draft contract reviewed by the attorney was approved by a 4-0 vote.

C. Minor Road Repairs (pot holes) – The contract has been generated. Areas will be added to cover all potholes identified by the Road Manager and the General Manager. Sanders asked for direction from the Board regarding making this a negotiated contract or using an informal bid process. This will be addressed at the next meeting. Kimura asked Sanders about priorities. The Road Manager will handle the supervision of the tree trimming contract and Sanders will continue to work on the Galena contract. The pothole contract can be worked in parallel with the Galena work, with assistance from the Board.

D. 1 & 5 Year Plans- Sanders asked that this item be continued off the calendar, unless the committee has a report. The Board agreed.

7. Unfinished Business

A. Completion of Road Policy- Carlson is working on the section about resident's driveways and has discussed with County counsel the practice of working on private roads using public money.

B. Surplus Equipment- No action taken. White is looking for somewhere to store the contents of the trailer.

C. Website Update- Bill Kaign introduced Don Ferguson, who will be assisting him in maintaining the website. Carlson asked about data storage and cleaning up the site. Kaign believes this has been done.

8. Fire Safe Council (FSC) - Ken Hasse was not in attendance to give a report.

9. Correspondence

- A new claims manual was received from SDRMA.

All correspondence is available for public viewing.

10. Community Comments

White got a good response from attendees at the Fire Safe Council when he announced that GWCSO is considering moving the meetings to follow theirs. Nichols apologized for speaking over meeting attendees in July.

11. The meeting was adjourned at 8:06.

2010 Regular Meeting Schedule

September 16

October 21

November 18

December 16