



Garden Valley Ranch Estates Community Service District

**Meeting Minutes**  
**October 18, 2019 Friday 7 P.M.**  
**Marshall Grange Hall, 4940 Marshall Road**  
**Garden Valley, Ca. 95633**

CALL TO ORDER 7:03 pm

**Present:** Board Members – Don Weiland, Dave Adams, Jennifer Simms, Carey Montgomery. Frank Clark arrived later.  
Officers - General Manager – James Simms, Marianne Agudo, Sec/Tres  
Public – Gino Phillips, Kathleen Griffin, Luigi Manzon, Linda Manzon

ADOPT AGENDA- Oct. 18, 2019 Motion made to accept by Dave Adams, seconded by Carey Montgomery - past

APPROVE MINUTES- July 19, 2019 Motion made to approve by Carey Montgomery, seconded by Dave Adams - past

**SECRETARY REPORT & TREASURER REPORT -**

Communication: Official State Social Security Admin. Annual Information Request CalPERS (completed 9/7)  
SDRMA's Presidents Special Acknowledgement Award – Property/Liability Program (no paid claims for the past 5 years)

Waste Management – paid \$1,800 for reimbursement for damages done on Lazy Brook Bridge repaired by Phillips Steel

Financial Report as of end of year June 30, 2019 Revenue \$47,790.09 Expense \$23,536.81 Balance \$123,448.25  
As of Sept. 30, 2019 Revenue \$572.23 Expense \$12,805.38 Balance \$111,215.10 (reflects Lazy Brook)

Invoices: SCI Consulting Group \$1,300.00, Hall Rental \$25, Streamline \$75.00 – CSDA \$186.00 Motion made to pay by Dave Adams, second by Jennifer Simms - past.

Going forward budget items or other expenses approved will be submitted for payment when received using the invoice submittal form with the required two Board of Directors' Signatures.

The 2018/19 Special Tax Annual Report was presented to the Board. Motion to accept by Carey Montgomery, seconded by Dave Adams, past. 4 ayes 1 absent

**GENERAL MANAGER and ROADS REPORT-James Simms**

**OLD BUSINESS-**

Lazy Brook Bridge - Waste Management remitted \$1,800.00

Fire hydrant (Bollards) Need to install bollards as a deterrent for damage to the fire hydrant. Bollards are steel pipes with concrete inside and set in the ground with concrete. We can use old sign posts for the bollards.

James stated that the Fire Safety and Neighborhood Watch Committees and the Evacuation Plan fall outside of the jurisdiction of this district. Tom Bartunek has volunteered to be a member of the Fire Safety Committee (not present) and can be contacted regarding these matters.

James reminded us that he will be resigning as General Manager one year from this meeting. He has been working on and handed out a packet to help guide the Board of Directors. He went through the packet, discussing his views on the responsibilities of a General Manager. He also cautioned that the By Laws should be reviewed and changes made as necessary. Regarding communications, he and Carey Montgomery mentioned that Board members should refrain from discussing board business/matters outside of board meetings. If a member of the community voices concern concerning something that does or could pertain to the board, the board member should listen, not discuss and bring the issue to the General Manager to be placed on the Agenda.

Emergency Exit (Knox Box) Garden Park HOA has purchased a Knox box. Only first responders and authorized Garden Park HOA and GVRECSO members have a universal key to Knox boxes. The actual key to the gate is inside the Knox box. Garden Park HOA will put a sign on their side of the gate that lists a phone number to call or 911. The idea of sharing the cost of maintenance of the gate and having mutual control spelled out in a contract with Garden Park HOA was brought up. It was also discussed getting a universal phone number for GVRECSO. This would allow the number to stay constant while the authorized Board/Officers change. Carey made a motion that the cost and procedure of getting a universal number and a sign on our side of the emergency gate be an Agenda item for next meeting - Jennifer Simms seconded. Other areas that need signage are Johntown Creek Rd and Mt Murphy warning about driver safety when water is running across the road / area. This area is subject to flooding. James said we need a policy and procedure that is posted on our website. Carey Montgomery volunteered to head a stakeholders committee working with Marianne Agudo to discuss the Knox box policy and the signs on the Gate and at Johntown Creek Rd at Mt. Murphy.

Grange: We have been using an old code for access to the Grange Hall. James received a new code for the lock on the Grange door. James, Don Weiland and Marianne Agudo will have this code.

Volunteer Roadwork Day – James schedule has been very busy. We need to set up a work day later on.

NEW BUSINESS- Dave Adams - New county vegetation management ordinance and how or if it affects our CSD  
Dave said it is the property owner's responsibility to keep roadsides clear. Using volunteers to clear the roadsides is a gray area. James feels that maintaining trees growing over the roads is between the homeowner and the fire department. Using contractors to do the work could make us liable and could diminish the communities support for our district. It is not part of our jurisdiction to clear the sides of the roads. There are other boards that have oversight in our community. The Hancock gate serves very few especially if the fire cuts off access to Hancock Rd. There is concern that fire insurance rates will increase if our roads are deemed not to be fire safe. Marianne Agudo will try and find out what rights/obligations the GVRECSO has with clearing the roadsides. It was brought up again that the sides of the roads are easements and the responsibility of the property owner. Carey Montgomery made a motion to table this issue, Jennifer Simms seconded.

PUBLIC COMMENT:

ADJOURNMENT: 8:17 pm Motion to adjourn made by Carey Montgomery, seconded by Dave Adams, passed.

*2020 Meetings held at Marshall Grange Hall, Garden Valley: January 17<sup>th</sup>, April 17<sup>th</sup>, July 17<sup>th</sup> and October 16<sup>th</sup>*