



Garden Valley Ranch Estates Community Service District

**Emergency Board Meeting Minutes
Thursday, June 22, 2023
Agudo Residence, 6820 Hancock Rd., Garden Valley, CA 95633**

CALL TO ORDER @ 3:07 pm

Present: Chairman - Don Weiland

Board Members –Inge Cornett and Joanne Thompson. Absent: Frank Clark and Lee Gardner
Officers – General Manager – Kathleen DeCurtis – via phone; Sec/Tres - Marianne Agudo
Public – Verle Hansen and Tom Stevens, Sacramento Paving/T&S Paving

ADOPT AGENDA – June 22, 2023

Motion to adopt the Agenda was made by Joanne Thompson, seconded by Inge Cornett
AYES 3, NAYS 0 ABSENT 2. Motion passed.

APPROVE MINUTES – May 12, 2023 and May 26, 2023

Motion to adopt the May 12th and 26th meeting minutes was made by Inge Cornett,
seconded by Joanne Thompson. AYES 3, NAYS 0 ABSENT 2. Motion passed.

SECRETARY & TREASURER REPORT - Marianne Agudo,

- a. Finance Report: Balances as of May 30, 2023 – General Ledger \$152,283.63
Expense: \$7,073.13 Revenue: \$49,164.38
- b. Invoices: SDRMA sent out a revised bill for \$2,807.81. This is due by July 15, 2023.
Motion to pay the invoice after June 30, 2023 was made by Joanne Thompson,
seconded by Inge Cornett. AYES 3, NAYS 0, ABSENT 2, Motion passed.
- c. Correspondence: Vaugh Johnson, CPA has agreed to perform an audit. She sent a
Letter of Understanding outlining the scope of her audit. Her fee is not to exceed
\$7,500. Joanne Thompson made a motion that we confirm the Letter of Understanding,
seconded by Inge Cornett. AYES 3, NAYS 0 ABSENT 2. Motion passed.
- d. Marianne said she had pursued getting approval from El Dorado County to have audits
every 5 years. El Dorado County and Vaugh Johnson confirmed it would not be in our
interest to change the time frame because we would still have to have annual
statements by an CPA.

- e. SCI sent their new contract for services for three years. Unfortunately, Marianne could not find the attachment of the contract and requested them to resend it. She would like a motion to accept the new contract as long as their new fee does not exceed a 20% increase. A motion to accept the contract as stated was made by Inge Cornett and seconded by Joanne Thompson, AYES 3, NAYS 0 ABSENT 2. Motion passed.
- f. A resident that lives in Sacramento, but owns a home along Lazy Brook called wanting to know if there would be notification of when the work was being done on their street. It was confirmed that there would be notification.
- g. Email was sent to AP Interface (El Dorado County Auditor-Controller) to get guidance on adding a new vendor and how to handle a down payment in the event this situation happens.
- h. Budget will be presented at the August meeting. She requested that Kathleen review the proposed budget allowance for 2023-24 to confirm the unapproved amount is still correct.

GENERAL MANAGER'S ROAD REPORT- Kathleen DeCurtis

Kathleen confirmed who was present at the meeting.

She proceeded to give a recap of what led to this special meeting. Prior to the previous meeting, the condition of Hollow Oak was brought to our attention. Kathleen requested an estimate from Robin Crowton to chip seal Hollow Oak and both the large and small portions of Chrysler Circle. It was decided that the larger portion of Chrysler would not be done. In an attempt to get the work done in this fiscal year, the board voted to appropriate \$37,000, but voted to increase that amount if needed because the other two bids were not in. The estimates came in higher than anticipated. In an attempt to get bids that were within what had been anticipated, the portion of Lazy Brook that was not completed was added to the request. This work had not been approved by the Board.

A motion was made to include the portion of Lazy Brook not already chip sealed by Joanne Thompson, seconded by Inge Cornett. AYES 3, NAYS 0 ABSENT 2. Motion passed.

Don asked Tom Stevens what his relationship was with Sacramento Paving. Tom said he is co-owner because Jason Stanley, the original owner had passed away. Jason Stanley is Tom's son-in-law and father to Jake Stanley. Carrie Stanley is also co-owner and the daughter of Tom Stevens and mother of Jake Stanley. Tom is a bonded, licensed contractor and has all required insurance.

Tom said that Sacramento Paving does not do payroll and is listed as such. T& S Paving and Sacramento Paving have workman's comp insurance. Kathleen asked why the bid requested payment be made to Jake Stanley and not to the company. Tom said the check could be made out either way. Don wanted to know if a down payment was essential. Tom said no payment would be required until work had started. It was stated that most of our projects are done in two days. Tom said he didn't think there would be a problem. Kathleen was concerned about the weight limit of the small bridge on Lazy Brook. The integrity of the bridge was vouched for by other members. The group was asked if there were any additional questions.

The offer of using any leftover material where we requested it to be used was discussed. Tom said that it is true they will do this work with no additional costs to us, but this work will not be guaranteed. He also pointed out that what is under the surface is more important than the surface.

Don said we need to have the necessary paperwork from Sacramento Paving before going forward. The difference in the cost per sq ft on the three jobs was discussed. Don pointed out that Sacramento Paving is lower on all three projects.

Sacramento Paving will be awarded the work contingent on our receiving adequate documentation to show they are fully insured and legally capable of completing the work. This motion was made by Joanne Thompson and seconded by Inge Cornett. AYES 3, NAYS 0 ABSENT 2. Motion passed.

Kathleen voiced her concern about there are no employees listed on the payroll. Tom said he never said they don't have employees, he said they don't do payroll. Tom assured us that he has a blanket policy for workman's comp that covers all people that work for him.

NEW BUSINESS: No new business

PUBLIC COMMENT: Joanne Thompson brought up the turnaround on Beehive. This is something that should be discussed at another meeting.

ADJOURNMENT: 4:07 pm Motion to adjourn was made by Joanne Thompson, seconded by Inge Cornett AYES 3 NAYS 0 Absent 2. Passed

*2023 Meetings: Feb. 17th Rescheduled to Feb. 10th, May 19th Rescheduled to May 12th,
Emergency meetings May 26th and June 22nd; Aug 18th, Nov 17th*