



Garden Valley Ranch Estates Community Service District

**Board Meeting Minutes  
Friday, February 10, 2023  
Agudo Residence, 6820 Hancock Rd., Garden Valley, CA 95633**

CALL TO ORDER@ 7:04 pm

Present: Chairman - Don Weiland

Board Members –Inge Cornett, Joanne Thompson and Frank Clark

Absent – Lee Gardner

Officers – General Manager – Kathleen DeCurtis; Sec/Tres - Marianne Agudo

Public – Luigi Manzon, Linda Manzon, Gino Phillips

ADOPT AGENDA – An item was added to the agenda to include additional maintenance items. Motion to adopt the agenda as amended was made by Frank Clark, seconded by Joanne Thompson, AYES 4, NAYS 0, 1 absent, Motion Passed.

APPROVE MINUTES – November 18, 2022 minutes:

Motion to Approve November 18, 2022 minutes was made by Frank Clark, seconded by Joanne Thompson AYES 4, NAYS 0, 1 absent. Motion passed.

SECRETARY & TREASURER REPORT - Marianne Agudo:

- a. Correspondence: CSDA Board of Directors Call for Nominations for Seat C; Request for most recent report of Internal Controls or Management Letter. Sent letter of Internal Controls. Acknowledgement of receipt of Internal Control Report; Fair Political Practices Commission sent completed Form 700 for Kathleen DeCurtis, Joanne Thompson and Don Weiland. Frank Clark will go in to do his. Inge and Joanne are working together to get hers done. Lee Gardner will be reminded. El Dordao County Auditor-Controller's Office re: Bob Toscano retired causing backup in processing. Changes have been made so the processing should improve. Betty T Yee, CA State Controller - New Data Exchange Portal for Government Compensation in CA Report Submission. SDRMA sent letter reminding those not renewing need to notify SDRMA
- b. Financial Report: Balances as of January, 2023 – General Ledger \$132,711.44  
Expense: \$5,158.00 Revenue: \$27,677.06 (Including \$40,000 Road Maint. Reserve Fund)

- c. Invoices: CSDA Annual Dues \$215.00 pd in December.  
U.S. Postal Service PO Box Fee - \$78.00 Motion to approve made by Frank Clark,  
Seconded by Joanne Thompson. Motion passed. AYES 4, NAYS 0, 1 absent.

## GENERAL MANAGER'S ROAD REPORT- Kathleen DeCurtis

- a. Culverts: Don Weiland and Kathleen went to the new occupants of the log cabin property on the corner of Johntown Creek and Murphy. The gentleman seemed to understand what needs to be done. Shortly afterwards, the heavy rains came before anything was done. Currently, only one small culvert and half of the large culvert are flowing. Work will have to be done after the rains subside.  
Shaker Lane: Culvert was completely covered and was undetectable unless you knew where it was. Don Weiland pointed out where it was and he with Marianne Agudo and Kathleen were able to open the culvert.  
It was discussed whose responsibility it is to clear up the backed up debris that has the potential to clog the culverts. According to the CSDA Blog, our CSD is only responsible for the easement area. The consensus was we should offer help to remove the debris and assist in the burning on that property.  
Kathleen thanked Gino Phillips for his hard work in preparing and clearing out the culvert on his property ahead of the rains avoiding water flowing on Chrysler Cir. She encouraged everyone to talk with neighbors about cleaning their culverts.  
Kathleen reached out to the owner of the property on Hancock Rd. that has dirty water gushing from his driveways onto Hancock Rd. asking him to fix this problem. Shortly afterwards, a small ditch was dug channeling the water to the existing culvert.  
She emphasized the necessity of being proactive keeping our runoff water contained and away from our roads.
- b. Road Repair: Damage to the blacktop at the Bus Stop Area and Shaker Lane has to be repaired. Robin Crowton reviewed the damage done in both areas and suggested concrete to fill in the shoulder of the roads. It will act as a spillway preventing washout in the future. His formal estimate to do both areas is \$2,400.00. Frank Clark made a motion to get this work done. Seconded by Joanne Thompson. Motion passed. Ayes 4, NAYS 0 1 absent.
- c. Safety Equipment: Kathleen said cones, flags, vests and radios are the four things that we need. She contacted SDRMA again to make sure they would reimburse us for these items. They informed her that our CSD is too small and does not qualify for reimbursement. Kathleen said she feels these items are important and would like to purchase them. Frank Clark made a motion that up to \$500.00 be appropriated for safety equipment. Seconded by Joanne Thompson. Motion passed. Ayes 4, NAYS 0 1 absent.

(Please see Kathleen's report for additional detail)

- d. Need additional Eyes: Kathleen expressed that it is very hard to keep an eye on all of our roads. It would help if each road had an appointed person that would report once a month to her on the condition of the road and culverts they are responsible for.
- e. There are two pot holes on Chrysler road that need to be patched when the weather is warm enough. Don pointed out Robin Crowton prefers to do larger areas or more potholes. Kathleen suggested we fix these potholes ourselves. Frank Clark made a motion that we approve up to \$500 to fix potholes during the year as needed. Seconded by Joanne Thompson. Motion passed. Ayes 4, NAYS 0 1 absent.
- f. There is a large hole in front of the mailboxes on Providence that needs to be filled. There is loose gravel on the intersections of Johntown Creek and Hancock Rd. and also along Beehive and Hancock. Louie Manzon volunteered to help, but it has to be on a weekend. Clean gravel mixed with cement would be a better solution. Don, Marianne and Gino offered to help Kathleen getting this done.

The group thanked Kathleen for all her hard work.

OLD BUSINESS – Safety Equipment for members while participating in road projects (covered in General Manager’s Road Report.)

Form 700(Economic Interests) Reminded Inge Cornett and will remind Lee Gardner

Oath of Office: Joanne Thompson took her oath of office on 12/8/2022

PUBLIC COMMENT: none

NEW BUSINESS: Don Weiland wanted to change the May 19<sup>th</sup> meeting to May 12<sup>th</sup>. This is agreeable by those present. Next quarterly meeting will be May 12<sup>th</sup>.

ADJOURNMENT: 7:55 pm Motion to adjourn was made by Frank Clark , seconded by Joanne Thompson AYES 4 NAYS 0 1 absent. Passed

*2023 Meetings: Feb. 17<sup>th</sup> Rescheduled to Feb.10<sup>th</sup> Rescheduled to May 10<sup>th</sup> , Aug 18<sup>th</sup> , Nov 17<sup>th</sup>*