

**GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT**

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*groundsquirrelhollowcsd.org*

**MINUTES FOR FEBRUARY 11, 2015 BOARD MEETING**

**Call to Order and Flag Salute:**

Director Fulmer called the regular meeting to order at 7:05p.m.

**Roll Call:**

Directors, Simons, Fulmer, Martinson, Dougherty and Duckworth were in attendance. Manager D’Ornellas and secretary Giminez were also present.

**5th District Supervisor Debbie Arnold**

District 5 County Board Supervisor Debbie Arnold was present at the meeting to update the community on the ground basin water situation. The issues are complicated and she has not changed her views on the issue since last meeting. Supervisor Arnold mentioned that another level of government is not necessary and that people should be informed and up to date on current developments in regards to the water situation.

The emergency ordinance preventing new well drilling is scheduled to be lifted in August of this year. Supervisor Debbie Arnold welcomes any questions. Supervisor Arnold can be contacted by phone at 781-4339 or contact her legislative assistant, Jen Caffee at [jcaffee@co.slo.ca.us](mailto:jcaffee@co.slo.ca.us).

**Public Workshop-Community Chip Seal Project**

No Decision will be made tonight. The Board is holding this Public Workshop to gauge the community support or rejection of the proposed chip seal project.

The proposed project is to chip seal all existing base roads and partially chip sealed roads. This would improve all base roads with a 20 year life expectancy instead of doing a bunch of small projects that don't last. If the community chooses to proceed with the project it would lower yearly maintenance cost. The current tax assessment brings in approximately \$252,000 per year. \$110,000 of that was spent on base roads last year. Each resident is currently taxed \$291.52 per year. The current tax only allows small fixes on roads and does not allow for any major road improvements.

The option is to either do nothing and maintain roads the same as in the past or incur debt to do one large project and use the current funding to maintain each road to that standard. The current tax cannot fund the new proposed chip seal project.

Based on the preliminary cost estimate to chip seal all base roads of \$1,310,000.00 with 328 parcels at a 20 year, 4% USDA loan, the annual new assessment would be \$270.00 per parcel. However, this assessment amount can change based on the actual number of parcels assessed, cost of project, and loan terms. A more general assessment range of \$225 to \$350 per year should be used for planning purposes. This assessment is based on base road parcels only and in addition to the current tax.

The key steps necessary to continue the process are:

1. Apply for the USDA Loan: To complete this step the application process must be completed. This process includes, engineered plans for the improvements and an attorney specializing in funding public infrastructure bonds. This work will take six to eight months to complete and cost approximately \$50,000 to \$100,000. This District has been working with the District road inspector, Rob Carnes.
2. Engineer's assessment report: If a new assessment is used to fund the project an assessment report prepared by a licensed engineer is required. This report is not the plans and specification to actually build the project but rather a report that describes the project in general engineering terms and calculates a fee per parcel to fund the project.
3. Ballot Measure: A ballot measure must be mailed to each owner of record of each parcel that will fund the assessment. It is estimated it will take 2 to 3 months to prepare and mail the ballots and cost \$2,000 to \$3,000 for administration and legal support.
4. Assessment Timing: The County Tax collector requires that all new assessments be submitted to them by June 30th of each year including the result of the Prop. 218 public hearing process and the resolution of the local agency approving the assessment. It is unlikely that we will get the Engineer's Assessment Report completed and approved by your Board, send out the ballots, and hold the Prop. 218 hearing within that timeframe. The ballot would need to be mailed out by April 25th to provide the 45 day period before the June 10 GSHCSD meeting and still make the June 30 deadline. The 2016/17 assessment year should be our goal for the new assessment. The first assessment paid will be in December of 2016. The earliest that work can be performed would be fall of 2016 or spring of 2017.

#### Public Questions:

1. Will there be two programs of tax collection? Yes, The current special tax of \$291.52 and the new special assessment of \$250 to \$300. The new special assessment will only be paid by those on base roads.
2. Why is it proposed that only base road properties will pay the new special tax assessment? Would it not benefit all properties? A special assessment can only be applied to those who will get a direct benefit from the project.

Many people stated that they felt the new special assessment should be paid by all property owners within the District because they felt it was a benefit to everyone. For example, it would bring up property value for all.

3. Will all base roads be brought up to county standards? Roads will be done as close to county standards as possible. Not all areas of roads can be done to exact specifications due to specific circumstances. Some roads will be regulation and some not.
4. If I live on a partially paved or partially chip sealed road will I have to pay the new tax assessment? The Engineer's Report will define what parcels on what roads will be assessed, but generally yes, parcels on partially paved and chip sealed roads will be chip sealed over and will fund the project.
5. If I live on a chip sealed or paved road will I have to pay the new assessment? No.

6. If I own undeveloped land do I have to pay the new assessment? Yes, if your lot(s) has base road access and will be improved you will pay the new assessment. Even if I am landlocked? No, if your lot has no base road access, this project will not build a new road and you will not be assessed.

7. Why can't the Board decide to use the current tax to do sections of road each year to bring roads to good standards? There is not enough revenue to chip seal new roads. There is only enough to fix or maintain roads.

8. How long will the chip seal last? The estimate is 20 years with some maintenance after 10 years.

Director Fulmer stated that this meeting was meant to get input from residents. It will help the Board decide whether or not to proceed with the Community Chip Seal Project. The Board appreciates everyone for attending the meeting and giving their opinion.

**Public Comment**

None

**Consent Items**

Director Martinson made a motion to accept and approve the January Regular Meeting Minutes, the Treasurer's Report and payment of the outstanding invoices, Motion was seconded by Director Duckworth and passed by roll call vote by Directors Simons, Fulmer, Martinson, Dougherty and Duckworth. The following invoices were approved for payment.

John D'Ornellas	\$ 1,455.25	January 2014 Statement
Beverly Giminez	\$ 400.00	Secretarial services thru 1/31/15 inv. #44
Board Stipends	\$ 500.00	BOD Meeting 1/14/15
Cyber Scribe	\$ 26.25	Web site update Inv. #5055
Ground Up	\$ 937.50	Chip seal Project. inspection Inv. #1331
Catherine Turner	\$ 550.00	Inv. #2 Bookkeeping for January 2015
Palomar Homes	\$ 900.00	Permit refund 5125 White Tail Steve Goldie)
John D'Ornellas	\$ 100.00	Recpt. #855875 SLO County Assessors (address list)

**General Manager Report**

Your GM met with Ian Hoover of Paso Robles Waste for signature on the solid waste agreement. Paso Robles Waste also submitted an insurance certificate naming the GSHCSD as additionally insured and provided a \$25,000 bond payable to GSHCSD in the event that Paso Robles Waste defaults on their responsibilities under the agreement.

It was inquired by the Real Property Manager of San Luis Obispo County/General Services Agency wanting to know if properties at 5025 Stagg Hill and 5230 White Tail Place were on base or chip seal roads. The county acquired these properties by tax default and will hold onto the lots until they can sell them to an adjacent landowner with the requirement to merge the County's lot with the adjacent landowner's lot to create one larger lot and eliminate the County's parcel as a separate home site. The County asked for the GSHCSD's concurrence that this action is in our best interest.

Your GM responded that the GSHCSD's main source (95%) of operating revenue is the annual special tax to all parcels within our boundaries. This tax is per parcel, thus when parcels are combined or merged our operating revenue is reduced.

**Correspondence Received**

Received notice from the current insurance holder that rates have not increased.

**Discussion Items:**

**1. Community Chip Seal Project, Staff Direction, Project Timeline:**

The community chip sealing of all base roads and funding the project through a new assessment has now completed the first public outreach.

Based on the preliminary cost estimate to chip seal all base roads of \$1,310,000 with 328 parcels at a 20 year, 4% USDA loan, the annual new assessment would be \$270 per parcel on base roads only. However, the final cost and total parcels will determine the actual assessment per parcel.

It was decided by the Board to send out postcards to owners on base roads only, asking if they are interested in pursuing the community chip seal project by answering yes or no and returning the postage paid card to the Board. This post card notice will be sent out once the Engineer's Assessment Report is complete and we have more detailed project and cost information to tell property owners.

If the Board chooses to proceed with the Community Chip Seal Project and the community votes to do the project it may not be completed until the fall of 2016 or spring of 2017.

A motion was made by Director Simons to direct your General Manager to proceed with an engineering assessment report. The motion was seconded by Director Martinson and passed by unanimous voice vote.

**2. Permit Status Report:**

There are currently four (4) active permits. Of these, two have been active for several years. There were two changes from last month.

Closed/Final Permits during the Month:  
None

Changes from last month Permits:

New Development Permit Invoice \$1,500 - 5020 White Tail, mailed to architect John Rinaldi, invoice not paid, initial inspection pending.

Vanderlip - New Development Permit invoice \$1,500 - 5880 Silverado, Invoice not paid, initial inspection pending.

Haggmark (Palomar Homes) - 5125 White Tail. Final inspection completed.

Carrol Small Project - 5669 Silverado Place. Remodel project to existing home. Small project on an existing home parcel with existing driveway. No impact to roads, letter issued for no permit requirement.

Active Permit:

Clark, New Development Permit - 5432 Blossom, received plans from owner, received \$1500 permit fee. Initial inspection completed.

Vanderlip, New Development Permit - 5539 Reindeer, received plans from owner, received \$1500 permit fee. Initial inspection completed.

3. Monthly Road Evaluations:

It is the practice of the Board to form teams who annually conduct field surveys of the entire road system, including culverts and drainage ways within the CSD service area, followed by discussion and prioritization of repairs and/or improvements based on available funds. This process starts in October of each year with the objective of "short listing" proposed projects by the following January - March, weather permitting. After the surveys are complete, the teams compare notes and provide a proposed work schedule based on preliminary budget estimates and the combined results of the road surveys.

A pothole is developing at the corner of Peppertree and Prancing Deer.

Several potholes have developed around Curve on Silverado.

Directors/Managers Comments

None

**Adjournment**

A motion was made to adjourn the regular meeting by Director Simons, seconded by Director Dougherty and passed by unanimous voice vote. The meeting was adjourned at 9:34 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, March 11, 2015 at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully Submitted by,

Beverly Giminez, Recording Secretary