

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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MINUTES FOR MARCH 11, 2015 BOARD MEETING

Call to Order and Flag Salute:

Director Fulmer called the regular meeting to order at 7:04p.m.

Roll Call:

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

Public Comment

None

Consent Items

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

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|---------------------------|-------------|--|
| John D’Ornellas | \$ 1,583.03 | February 2015 statement |
| Beverly Giminez | \$ 479.91 | Secretarial services thru 2/28/15 inv. #45 |
| Board Stipends | \$ 500.00 | BOD Meeting 2/11/15 |
| Cyber Scriber | \$ 154.00 | Web site update Inv. #5073 |
| Catherine Turner | \$ 150.00 | Inv. #3 Bookkeeping for February 2015 |
| Pam Fulmer | \$ 226.19 | Staples ink & Paper/news letter |
| SLO County Clerk-Recorder | \$ 601.74 | Consolidated Gen. Election 11/2/14 |

General Manager Report

Your GM Attended the SLO County Chapter of the California Special District Association annual dinner on February 27th. This annual event provides an opportunity for elected officials and senior staff of all County special districts to get together. One of the speakers at this year’s event was David Church, Executive Officer SLO County LAFCO. David highlighted the great work GSHCSD did to activate its solid waste powers and our success with the LAFCO process.

Your GM also received several calls in regards to the proposed chip seal project. Several callers asked if their lots were in or out of the proposed project zone. Based on the street their lot was located I advised them of their status. Several of these callers had no road to their property (no access to their lot) and were advised this project will not build a road. A caller living on Prancing Deer voiced her strong opposition to the chip seal project because last time we did one, she drove over the newly chip and oiled road and it damaged her car. Several callers asked for a definition of a base road or a partial base road. Got a call from the owner of a lot at the very end of forked Horn asking about our project in relation to the Forked Horn Owners Chip Seal project. Also received a few calls of support including one real estate agent and GSH owner that said better chip seal roads will really make property values increase in GSH.

Correspondence Received

Your GM received an email in regards to prevailing wage. It is now a requirement for contractors to pre-register in order to bid on public works projects.

Discussion Items:

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

California Government Code Section 53753 details the notice, protest, and hearing requirements to add or increase an assessment. All assessments shall be supported by a detailed engineer's report prepared by a registered professional engineer certified by the State of California. The assessment Report is not the construction plans to actually do the work. It is an engineer's calculated estimate of the improvement work needed and the cost of the work funded by a new or increased assessment.

At the February 11th community chip seal project workshop your Board directed the District Engineer to prepare the required Engineer's Assessment Report. Staff received the proposal from Keith Crowe, PE, working with Rob Carnes on our Engineer Assessment Report. Per the Boards direction, the Manager signed the proposal and the work has started. A draft of the Engineer's Assessment Report will be brought to your Board for review at the April 8th meeting.

A couple of things have become apparent during the preparation of the Engineer's Assessment Report:

1. There are fewer parcels on base roads than first estimated that are subject to the assessment. There are 525 total lots within the GSH CSD district that currently pay the annual road tax. Originally we estimated 320 of these are on base roads and will be assessed for the chip seal project. After the engineer prepared his map there are actually 272 parcels with the new chip seal assessment. Less parcels means a higher assessment per parcel. This could bring each yearly assessment closer to the \$300 or \$350 range.
2. Originally, we believed the District has historically spent more money to maintain the base roads than the chip seal roads and was one of the reason why we should move towards chip sealing all roads. But a close review of our actual road maintenance funding since 2005 reveals that 47% of our road funds have been spent on base roads with 53% on chip seal/paved roads.
3. The final Engineer's Report will have the proposed assessment per parcel for the year 2015 but will contain a cost inflation rate since construction will not occur until late 2016.
4. The Engineer is hesitant to include chip sealing roads with the proposed assessment in his report that are outside of the GSHCSD boundaries (Pepper Tree, Silverado, and Lone Pine connections to Geneseo). It is suggested that current reserves will pay for these areas.

Currently all project costs (construction and engineering) are being financed through the proposed loan (and assessment). Total project costs are unknown until the project is sent out for bid. The Board could choose to fund some or all of the engineering costs from reserves to lowering the assessment per parcel. It is also suggested that a bid that asks for alternative items or your Board could chose to do or postpone some of the work until funds are available. Your Board could also choose to pay down some of the loan cost per year.

Timeline for the "Community Chip Seal Project":

- a. Ballot measure approved by property owners February 2016.
- b. New assessment (parcel count, ballot resolution, etc.) sent to County Tax collector by April 2016.
- c. Project Construction bids due July 2016
- d. Assessment charges for 2016/17 year must be submitted to the County by the third Friday in July. Can't be higher than the ballot measure.
- e. Award project contract at the August 2016 meeting. USDA loan signed at same meeting.
- f. Project completed by October 2016.
- g. First half of the new assessment collected with the December 2016 tax bills.

2. Permit Status Report:

There are currently five (5) active permits. Of these, two have been active for several years. There was one changes from last month.

Closed/Final Permits during the Month:

None

Changes from last month Permits:

Vanderlip - New Development Permit invoice \$1,500 - 5880 Silverado, Invoice paid, initial inspection Complete.

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.

Vanderlip - New Development Permit invoice \$1,500 - 5880 Silverado, Invoice paid, initial inspection Complete.

It was reported that while Miller Drilling Company was working on a Silverado property there was damage found on part of the road at Peppertree.

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.

Much of the discussion over the last few meetings has been about the "community wide chip seal project". Director Simons said we should consider double chip sealing some roads this year that will not be impacted by the large chip seal project. No other road work has been approved for this year. Your Board is currently discussing priority road work projects for 2015.

A motion was made by Director Simons to contract Mitch Fredrick to repair Peppertree way between Silverado and Prancing Deer Place and Silverado to bottom of Hill, not to exceed \$10,000. The motion was seconded by Director Duckworth and passed by unanimous voice vote.

Directors/Managers Comments

It was sadly stated that Don Vaughn has passed away.

Director Simons said that new street signs were ordered and will be delivered with posts.

Form 700 file deadline is coming up quick. All Directors except for Director Simons and Martinson have filed.

There will always be a charge for an election. The current charge is approximately \$600 whether there is an election or not.

Adjournment

A motion was made to adjourn the regular meeting by Director Duckworth, seconded by Director Martinson and passed by unanimous voice vote. The meeting was adjourned at 8:10 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, April 8, 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