

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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MINUTES FOR AUGUST 12, 2015 BOARD MEETING

Call to Order and Flag Salute:

Director Fulmer called the regular meeting to order at 7:00 p.m.

Roll Call:

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

Public Comment

A property owner voiced his concerns about the dirt washing over the road from 5675 Ground Squirrel Hollow. Your GM will send a letter reminding the property owner at 5675 GSH that it is his responsibility to prevent run off from his property onto GSH and that any mud/run off on the road will need to be removed. It was also mentioned that some signs are not visible due to tree growth. Your GM will send letters to those property owners requesting them to trim trees around signs. Director Duckworth reminded those who are interested that a LAFCO meeting will be held at the Paso Robles event center at 5:30 p.m. on August 20th to discuss the proposed water district.

Consent Items

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

John D’Ornellas	\$ 1,667.33	July 2015 statement
Beverly Giminez	\$ 495.02	Secretarial services thru 7/31/15 inv. #50
Board Stipends	\$ 400.00	BOD Meeting 7/8/15
Cyber Scriber	\$ 50.75	Web site update Inv. #5318
Catherine Turner	\$ 150.00	Invoice #8 bookkeeping for July 2015
Paso Robles Newspaper	\$ 51.50	Publish Budget-Public Hearing Inv. 80169

General Manager Report

Your GM received a call from a property owner that was very unhappy about the amount of weeds and overgrown natural grasses on her neighbor's vacant lot. She was informed that GSHCSD does not enforce or mandate weed removal. She mentioned that she spoke with the local fire department and was told that they only enforce weed control on properties with structures.

Your GM received two phone calls from out of town property owners of vacant lots that are "land-locked" at GSH with no road access. They received the first chip seal newsletter that we sent out to all 525 of our parcels and were thinking that we were considering building a road to their property and chip sealing it if they paid a new assessment. They were informed that the

Board never considered that and they or a developer would have to build a road to their lot. They are within the CSD boundaries and are assessed the annual special tax of \$297.34 but can't develop their property until a road is built to their property.

Your GM also received phone calls from property owners that said they had "voted" yes on the chip seal and were wondering what the results of the "vote" were and when the project would start. It was explained to them that the post card they received was not a "vote" but a survey to see if there was community support for the project and that the survey for most streets did not have big support for a \$310 per year assessment. The GSHCSD is looking at other ways to get the chip seal project moving forward.

Correspondence Received

Letter to Auditor will be mailed soon.

Discussion Items:

1. Pavement Project Peppertree and Forked Horn Engineering Services:

Your Board has discussed a paving and culvert project on the two hill sections of Peppertree and forked Horn for several years. These base road sections become very difficult to drive during any amount of rain. The project will add new larger culverts and pave these sections rather than chip seal. A preliminary cost estimate for this the drainage and pavement work on these two section of road is \$75,000.

At the May 13th meeting your Board reviewed a proposal from District Engineer Rob Carnes and Keith Crowe for design, bid, and construction management services for the project. Your Board instructed staff to seek out other proposals from engineering firms.

Director Simons and your GM met with Greg Jaeger, PE, Vice President, of North Coast Engineering on July 7th to review the project, walk the job sites, and discuss GSHCSD needs for engineering services and our budget. Below you will find the proposals from Keith Crowe/Rob Carnes and North Coast Engineering. The bids include Topographical Survey, Improvement Plans, Bidding/Construction Administration and Inspection, all necessary to send the jobs out to bid.

Keith Crowe/Rob Carnes	\$12,160.00 contains review of the Peppertree drainage area for correct culvert installation.
North Coast Engineering	\$20,026.00 does not include hydrology review for culverts.

A motion was made by Director Duckworth to accept the proposal from Keith Crowe and Rob Carnes to Engineer the paving and culverts on the hill sections of Peppertree and Forked Horn. The Motion was seconded by Director Simons and passed by unanimous voice vote.

2. Chip Seal Committee Report:

At the July 8th meeting your Board discussed the final results of the chip seal survey and directed the ad-hoc Committee to meet again to discuss project and funding options. The key issues for Committee discussion were:

- a. Look for options to chip seal only the roads with owners that support the project and new assessment to fund the work.
- b. Do a smaller project with less engineering overhead and less cost of debt.

The community wide chip seal project has gone through several changes and has become more complex for several reasons. Most everyone supports the chip seal concept, but the money is naturally the difficult thing with the potential of increasing annual property owners cost from the current \$297 to an additional \$310 per year to fund the project. Due to the timing of a new assessment (approval by May 2016) we still have time to fine tune the best funding options for the community.

After Board discussion of several project funding options it was agreed that we could chip seal all base roads in one project, using a new assessment that funds half of the construction cost with one loan. Using annual GSHCSD reserves to fund the other half of the debt. The estimate construction cost is \$1,140,400. The GSHCSD will incur this debt for 20 years at 4% interest and the annual payment will be \$84,000. The new assessment (owners of base roads only) will be approximately \$153 per year for 20 years for 274 property owners (\$41,922). Your CSD will pay the other half of the debt \$42,078 and all soft costs.

Director Simons made a motion to move forward with the community chip seal project as outlined above and directed staff to apply for the USDA loan. The Motion was seconded by Director Duckworth and carried by unanimous voice vote.

The steps moving forward for this project:

- * Apply for USDA Loan.
- * Amend Engineer's report.
- * Send letter to property owners explaining new changes to project.
- * Complete and mail Ballot by January on assessment of \$153 for 20 years to 274 property owners.
- * If ballot is approved by 50% plus 1 and near the date of first new assessment payments, construction will begin around October 2016.

Permit Status Report:

There are currently four (4) active permits. Of these, two have been active for several years. There were no changes from last month.

Active Permits:

Clark - New development Permit - 5432 Blossom, received plans from owner, received \$1,500 permit fee, Initial inspection complete.

Vanderlip - New Development Permit - 5880 Silverado, received plans from owner, received \$1,500 permit fee. Initial inspection complete.

It was mentioned by Cathy Turner that a driveway on Silverado will be constructed soon, the driveway approach was curbed several months ago by the CSD and she wanted to confirm that an encroachment permit would not be needed. No encroachment permit is needed.

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 through 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.

It was approved at this meeting to proceed with engineering of the steep hills on Pepper Tree and Forked Horn. It was discussed that there was some issues on Silverado, Lone Pine and Morning Star that need to be addressed within the next couple of weeks.

A motion was made by Director Dougherty to make emergency repairs to Silverado, Lone Pine and Morning Star not to exceed \$25,000. The motion was seconded by Director Simons and passed by unanimous voice vote.

Directors/Managers Comments

Director Simons complimented the Ad Hoc Committee on work well done.

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 8:21 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, September 9, 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