

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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groundsquirrelhollowcsd.org

MINUTES FOR MAY 14, 2014 BOARD MEETING

Call to Order and Flag Salute:

Director Simons called the regular meeting to order at 7:01 p.m.

Roll Call:

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

Public Comment

None

Consent Items

Director Duckworth made a motion to accept and approve the April 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 Simons, Turner, Dougherty and Duckworth. The following invoices were approved for payment.

Beverly Giminez	\$ 400.00	Secretarial services thru 4/30/14 inv. #35
John D’Ornellas	\$ 1,671.00	Gen Mgr. Consulting for April 2014
Board Stipends	\$ 400.00	BOD Meeting 4/9/14
Cyber Scriber	\$ 61.25	Update website Inv. #4831
Ground Up	\$ 225.00	Initial Insp. 5432 Blossom Inv. #1233
David Crye, Inc.	\$106,087.44	DG Road repairs

General Manager Report

Your General Manager and Director Simons met with David Crye and foreman Titus McNellis on April 30th to discuss progress of base road job. The Contractor is adding a lot of water but work was performed on a very hot week. Contractor noted that lack of base was hurting job and all roads needed more material. Approved change order for another 390 tons of base for Morning Star and section of Silverado. Change order cost including placement of material is \$10,920.00.

Received and responded to a call from a customer asking for an inspection of his vehicle for a fix-it-ticket. Advised him the CHP is probably the correct agency to call for vehicle inspections.

Received and responded to a call from a resident on Blacktail regarding the LAFCO solid waste notice. Customer wanted more information on the proposed revenue for solid waste, current tax receipts and why her street is not paved.

Your GM received a call from a resident of Whitetail that owns three lots next to each other and is applying to the County for a lot merger to create one large parcel. The County advised owner to contact GSHCSD for information/approval on the merger. The owner was told that CSD's do

not have the power to approve/disapprove a lot merger and advised the property owner of this fact.

Your GM received and responded to a public Record Request from the California Tax Payers Foundation asking for the 2004 ballot measure details and background of how/why the GSHCSD can tax residents. A copy of the County Clerk official certification of election and vote tally was sent to the California tax foundation.

Director Turner received two phone calls from property owners regarding solid waste. The property owners lived out of town and wanted to be updated on the Solid Waste actions.

Correspondence Received

A letter was received from the Office of the County Clerk-Recorder notifying us that pursuant to California Elections Code Section 1303(b), our district's biennial election will be held on Tuesday, November 4, 2014. Any Nominations must be filed with the County Clerk office by Wednesday, July 2, 2014. There are 3 seats on the Board of Directors to be filled, 1 two year seat and 2 four year seats.

Discussion Items:

1. Solid Waste Administration-Ordinances & IWMA:

The Local Agency Formation Commission (LAFCO) established two conditions for the District to complete before activation of solid waste powers. The first is adoption of rules and regulation for solid waste services. The second is becoming a member agency of the San Luis Obispo County Integrated Waste Management Authority. Both of these conditions will become effective with your Board's action tonight.

When GSHCSD becomes the solid waste authority for the community the current 10% franchise fee imbedded in each customer's solid waste bill will be paid to the District rather than to San Luis Obispo County. Currently solid waste franchise fees are in the \$800 to \$900 per month range. This would equate to an annual amount of \$9,600 to \$10,800. The District's cost to administer the program should range approximately \$1,000 per year.

LAFCO will complete its Protest Hearing on May 15th, the approval of the transferring solid waste authority from SLO County to GSHCSD will be complete. We will operate the service under the current County contract with the hauler and begin negotiating our own contract. GSHCSD has until December 30th, 2014 to negotiate a new contract with Paso Robles Country Disposal.

Public Comment:

Property owner asked "what will the money collected from the Solid Waste franchise fees be spent on?" All money collected will be spend on the roads after district cost to administer the program.

A motion was made by Director Simons to adopt resolution 2014-02 for Solid Waste Ordinances and joining SLO IWMA contingent on final approval from LAFCO on May 15. The Motion was seconded by Director Turner and passed unanimously by roll call vote.

Director Turner - yea
Director Duckworth - yea
Director Dougherty - yea
Director Simons - yea
Director Fulmer was absent.

2. Fiscal Year 2014-15 Tax Roll:

These items initiate the annual process for parcel assessments to fund road maintenance and improvements. Upon formation of the District in 2004, an assessment of \$240 was established for each parcel within the District service area. Under enabling state code, a 2% increase can, and has been, applied annually. The rate for FY 2013-14 was approved at \$285.80. The number of parcels assessed last year was 529 for a total amount of \$151,188.20

If your Board chooses to adopt the proposed increase of 2% for Fiscal year 2014-15, the result would be an increase of \$5.72 per parcel, for a total annual assessment of \$291.52. If the number of parcels remains unchanged from last year, the total revenue would be \$154,214.08, for an increase in annual revenue of \$3,025.88.

In the past this process was done in three steps. The three step process is not necessary and this process can be completed in one step. Your GM has proposed that the Tax Roll be completed at the next regular meeting using the one step process. San Luis Obispo County Auditor Controller's office must receive the final special district assessment listings by July 18, 2014.

Director Turner made a motion to adopt Resolution 2014-03 to initiate Annual Assessment. The motion was seconded by Director Duckworth and passed unanimously by roll call vote.

Director Simons - yea
Director Turner - yea
Director Duckworth - yea
Director Dougherty - yea
Director Fulmer was absent

3. Contractor Evaluation:

At the April 9th meeting your Board approved the contract with David Crye Construction for repair, maintenance and improvement work on the various base roads. This roadwork has been completed.

A contractor evaluation form has been provided to each Board member for completion. Each completed Job Evaluation Form will be returned to your GM for the GSHCSD files.

4. Permit Status Report:

There are currently three (3) active permits, eight (8) permits on hold and zero (0) permits were finalized last month. There is one permit waiting for fees and one new permit on Blossom.

Clark-New Development Permit for 5432 Blossom, received plans from owner, received \$1,500 permit fee. Initial inspection done by Inspector.

Payments of fees have not yet been received for the two permits on hold:

Smith-New Development Permit-675 Lone pine, letter/invoice sent to owner.

Vanderlip-New Development Permit-Received e-mail from owner/contractor asked about process, sent new Development information packet.

It was noted that a pad was done on White tail. The County was contacted and will place a hold on the permit. Your GM contacted the owner via mail. The county will not final until the County and GSHCSD permit process is completed.

5. Annual 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.

No evaluations will be performed at this time. The roads are looking good and the Board will keep moving forward with repairs.

Directors/Managers Comments

Director Turner will not seek re-election to fill one of the four year seats on the Board.

Our Solid Waste Powers are moving forward and soon will be completed. Your GM suggested getting free consulting advice from the IWMA or their attorney Ray Biering who has knowledge in Solid Waste Contracts. The Board has approved your GM to contact new council for advice.

Adjournment

A motion was made to adjourn the regular meeting by Director Turner, seconded by Director Simons and passed by unanimous voice vote. The meeting was adjourned at 8:12 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday June 11, 2014 at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully Submitted by,

Beverly Giminez, Recording Secretary