

Independence Ranch
Community Services District
6289 Hawk Ridge Place, San Miguel, CA 93451
www.iranchcsd.org

REGULAR BOARD MEETING MINUTES

Thursday, November 8, 2018 6:30 PM

Warbirds Museum Meeting Hall

4251 Dry Creek Road, Paso Robles, CA 93446

1. 6:33 PM OPEN SESSION/ROLL CALL

Board members present: Terry Leezer, George Tracy and John Hunter

Members absent: Carol Noe, Danny Meehan

2. PUBLIC COMMENT: Mr. Greg Hamson attended the meeting and offered to provide assistance with road repair and maintenance projects. Greg used to own and operate a road maintenance company located in Santa Ynez. The Board briefly discussed the pros and cons of establishing a routine road maintenance program where-in the District is divided up in to sections and each section receives a chip seal coat on a regular basis (every five years or so); higher traffic areas could receive more frequent maintenance. A program of this type would better maintain the integrity of the roads but would require the annual maintenance assessment to increase. The Board thanked Mr. Hamson for his offer to assist and will contact him as maintenance projects are implemented. The Board agreed to continue the discussion of establishing a routine maintenance program to a future meeting.

3. APPROVAL OF AGENDA:

Motion to approve by Director Tracy, seconded by Director Hunter motion carried 3-0.

4. APPROVAL OF MINUTES: Regular Meeting September 13, 2018

Motion to approve by Director Leezer, seconded by Director Hunter, motion carried 3-0.

5. MANAGER'S REPORT: GM Hagemann advised the Board that in accordance with the Board's direction at the September meeting he had submitted a letter to the County Clerk's office recommending the Board of Supervisors appoint George Tracy and John Hunter to the Board of Directors. The Board of Supervisors took action at their November meeting to appoint Mr. Tracy and Mr. Hunter. On November 19, Hagemann met with a representative from the War Birds Museum and subsequently executed a contract with the War Birds Museum for the 2019 regular meeting schedule. Hagemann signed the contract and paid the \$150 fee.

6. TREASURER'S REPORT AND APPROVAL OF FINANCIALS:

GM Hagemann provided an updated Balance Sheet dated November 7, 2018, and the Profit and Loss statement for September 11, 2018 through November7, 2018. **Motion to approve the Financial Reports by Director Tracy, seconded by Director Leezer, motion carried 3-0.**

7. APPROVAL OF WARRANT REGISTER: Directors briefly discussed the warrant register that included three warrants. **Motion to approve the Warrant Register by Director Leezer, seconded by Director Tracy, motion carried 3-0.**

8. DISCUSSION ITEMS:

- A. Road Maintenance:** As a follow-up to the September meeting discussion, Director Leezer stated that he had received cost estimates for placing material to repair upper Lazy Hill Road. After some discussion, Director Leezer made a motion to purchase and place recycled road base material on Lazy Hill Rd for an amount not to exceed \$4,000. Director Tracy seconded the motion and the motion passed 3-0.

Director Leezer initiated a discussion on the pros and cons of applying an oil seal coat or "fog coat" to the roads in order to seal the roads and extend their life. Director Leezer had obtained cost estimates from a couple vendors. Costs were on the order of six cents per square foot, which came out to approximately \$5,000 per mile of road. The Board deferred making any decisions on applying a seal coat.

- B. 2019 Board Meeting Schedule, Time and Location:** Director Tracy made a motion to continue to meet at the Warbirds Museum on the second Thursday of January, March, May, July, September, and November. Director Leezer seconded the motion and the motion carried 3-0. The Board directed GM Hagemann to execute a contract with the War Birds Museum for the meetings.

- C. Letter from Retiring County Auditor-Controller James Erb:** The Board received and filed the letter from Mr. Erb and directed GM Hagemann to continue to seek an auditor to complete on the annual financial audits.

9. DIRECTOR/MANAGER COMMENTS: No further comments

- 10. ADJOURNMENT:** The meeting was adjourned at approximately 7:50 PM. The next regularly scheduled meeting is January 10, 2019.

Note: These minutes are to be considered as a draft only until approved by the board at the next regular meeting and signed.



Submitted by Brad Hagemann, General Manager