

# **Independence Ranch Community Service District**

## **Special Meeting Agenda**

**Tuesday, September 16, 2025 6:00 pm**

**San Miguel Senior Center**

### **Board Members:**

George Tracy, President

Greg Hamson, Vice President

Bill Mulchay, Director

Matt Costello, Director

Cinde Stark, Director

1. Call the Meeting Order / Flag Salute
2. Roll Call

### **New Business:**

3. FEMA – Correspondence was received regarding the costing and details of the repair projects by storm damage that were declared from the period of December 2022, through January 31, 2023.

Confirmation and approval is needed so that FEMA can move forward towards funding.

4. Discuss a plan to hire legal Counsel for the IRCSD.  
Give the General manager authority to search for an attorney; approval to obtain at least 3 proposals; give the general manager the right to hire and a limit or direction on attorney fees.
5. Discuss giving authority to the general manager to contact SLO County Tax Collector to hold the 218 tax assessment until legal counsel can review.

Adjourn

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1. In accordance with FEMA's Simplified Procedures, the project scope and cost were developed from Caltrans and will be certified by the Applicant using the small Permanent Work Project Certification and Acknowledgements form. See attachment labeled: '711368-4686DR-CA-CRC-Costingspreadsheet.
2. All borrow or fill material must come from pre-existing stockpiles, material reclaimed from maintained roadside ditches (provided the designed width or depth of the ditch is not increased), or commercially procured material from a source existing prior to the event. For any FEMA-funded project requiring the use of a non-commercial source or a commercial source that was not permitted to operate prior to the event (e.g., a new pit, agricultural fields, road ROWs, etc.) in whole or in part, regardless of cost, the Applicant must notify FEMA and the Recipient prior to extracting material. FEMA must review the source for compliance with all applicable federal environmental planning and historic preservation laws and executive orders prior to a subrecipient or their contractor commencing borrow extraction. Consultation and regulatory permitting may be required. Non-compliance with this requirement may jeopardize receipt of federal funding. Documentation of borrow sources utilized is required at closeout.
3. All work will be completed within the applicants ROW, if staging of equipment and materials would be needed, they will be staged within the applicants ROW.
4. All roads on this project have been reviewed for FHWA status and none were found.

406 HMP Scope

Public Assistance  
Hazard Mitigation Proposal

For template instructions, turn paragraph marks on. Press "¶" or "Ctrl/Shift+/+8"

Applicant Name

Independence Ranch Community Service District

GM Project #

711368

HMP Date

May 21, 2024

Site Name

Independence Ranch Community Roads

DR-

711368

-

CA

DI#

1312094

HMP Writer and Title:

Anthony L Eaton Jr

This HMP is based on the following Grants Manager project report, see attachment.

PRJ\_Report\_711368\_20242105.pdf

Select Work Completed Status:

Work to be Completed

I. Related Damaged Items to be Protected

During the declared incident period of December 27, 2022, through January 31, 2023, the Independence Ranch Community Services w impacted by Server Storms resulting in CMP Culvert 50 FT long 12" in diameter. As a direct result of this event, Hawk Ridge Place at F Way.

Total repair cost of damaged elements being protected by the HMP at this site\*=\$ 13,097.50

\*Before Cost Estimating Format (CEF) factors if a large project.

Comments: n/a

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## II. Hazard Mitigation Proposal (HMP) Scope of Wor

Mitigation consists of Concrete Swale 40 L 5W and 6" D.

The mitigation measures will reduce the risk of future damage by: Erosion control.

## III. Hazard Mitigation Proposal (HMP) Cost: Worksh

• Reference and attach a detailed, itemized cost estimate and/or CEF.

|                                                                |         |
|----------------------------------------------------------------|---------|
| A. Cost of items if the HMP is approved=                       | 5208.97 |
| B. Cost of items deducted from the repair scope of work (SOW)= | 0       |
| C. Net Hazard Mitigation Cost (before CEF factors) =           | 5208.97 |
| D. Is there a CEF?                                             | No      |
| E. Net Hazard Mitigation Cost (after CEF factors)=             | n/a.    |
| F. What is the CEF ratio (CEF Total Cost/Base Cost)?           | n/a     |
| Comments:                                                      | n/a     |

### Hazard Mitigation Proposal Cost: Summary

|                              |                                              |
|------------------------------|----------------------------------------------|
| Net Hazard Mitigation Cost = | \$ 5208.97                                   |
| See attachment(s).           | 711368-4686DR-CA-CRC-COSTINGSPREADSHEET.XLSX |
| Comments:                    | n/a                                          |

## IV. Cost Effectiveness Calculation

(Net HMP Cost/Total Repair Cost of the damaged portions of the facility for which the mitigation measure applies) x 100

\$ 5208.97

/

\$ 13,097.50

x 100 =

39.77 %

= 100%

The Benefit-Cost Analysis (BCA) ratio is

N/A

= 1.0

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V. HMP Cost-Effectiveness

The mitigation measures meet the cost effectiveness criteria based on:

a)  
In accordance with FEMA Public Assistance Program and Policy Guide (PAPPG) V4 June 2020, Chapter 8, Section IV and Appendix J, Section appropriate text from Appendix J, this mitigation measure does not exceed 100 percent of the eligible repair cost and is considered to be cost effective.

VI. Compliances and Assurances

For 'work to be completed,' this HMP is for estimating purposes only. If the site's final placement and configuration are different than the preliminary estimate, the Applicant should submit a change in scope request. This HMP is subject to further review prior to award.

The Applicant is responsible for final design, placement, configuration, procurement, permits and compliance with all regulatory codes and standards.

Eligibility and funding for the mitigation at this site on this project will be subject to the compliance of all environmental laws, regulations, and executive orders applicable to the site(s).

HMP Notes

- 1. The mitigation proposal estimates were generated using Insert Text. See attachment labeled DR4683 independence ranch.comm services\_CA 711368\_DI 1312094\_Document Type.pdf

1312095 Hawk Ridge Place at Golden Eagle

Work to be Completed.

The applicant will utilize contracts or force accounts restore Hawk Ridge Place at Golden Eagle, back to its pre-disaster design, function, and capacity within existing footprint.

- A. Replace, Subbase utilizing 79 CY of clay.
- B. Replace, Base utilizing 17.6 CY of gravel.
- C. Replace, Surface utilizing 1,422 SF of chip and seal.

Work to be Completed Total: \$41,516.39

406 HMP Scope

Public Assistance

Hazard Mitigation Proposal

For template instructions, turn paragraph marks on. Press "¶" or "Ctrl/Shift/+/8"

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Applicant Name

Independence Ranch Community Service District

GM Project #

711368

HMP Date

May 21, 2024

Site Name

Independence Ranch Community Roads

DR-

711368

- CA

DI#

1312095

HMP Writer and Title:

Anthony L Eaton Jr

This HMP is based on the following Grants Manager project report, see attachment.

PRJ\_Report\_711368\_20242105.pdf

Select Work Completed Status:

Work to be Completed

I. Related Damaged Items to be Protected

During the declared incident period of December 27, 2022, through January 31, 2023, the Independence Ranch Community Services w impacted by Server Storms resulting in Subbase 79 CY, BASE 17.6 CY AND Surface 1422 SF. As a direct result of this event, Hawk Rid at Golden Eagle.

Total repair cost of damaged elements being protected by the HMP at this site\*=

\$ 41,516.39

\*Before Cost Estimating Format (CEF) factors if a large project.

Comments:

n/a

II. Hazard Mitigation Proposal (HMP) Scope of Wor

Mitigation consists of cut and removal of 12" of road edge 600 L 1W 2.5'D on the north side of Hawk Ridge Place from Golden Eagle (35.7225733, -120.5633912) to Falcon Way (35.7218830, -120.5655631) and install asphalt 600 L 1W 2.5'D as a base for a new aspha 600' L 8" W x 7" H installed on top of the asphalt road edge (35.7225733, -120.5633912) to (35.7218830, -120.5655631).

The mitigation measures will reduce the risk of future damage by: This mitigation will redirect excess rainwater to a new swale instal Falcon Way to mitigate future road damage and erosion claims.

III. Hazard Mitigation Proposal (HMP) Cost: Worksh

Reference and attach a detailed, itemized cost estimate and/or CEF.

A. Cost of items if the HMP is approved=

9455 66

B. Cost of items deducted from the repair scope of work (SOW)=

0

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https://grantee.fema.gov/#projects/signaturepage/711368

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C. Net Hazard Mitigation Cost (before CEF factors) =

9455.66

D. Is there a CEF?

?No

E. Net Hazard Mitigation Cost (after CEF factors)=

n/a.

F. What is the CEF ratio (CEF Total Cost/Base Cost)?

n/a

Comments:

n/a

Hazard Mitigation Proposal Cost: Summary

Net Hazard Mitigation Cost =

\$ 9,455.66

See attachment(s).

711368-4686DR-CA-CRC-COSTINGSPREADSHEET.XLSX

Comments:

n/a

IV. Cost Effectiveness Calculation

(Net HMP Cost/Total Repair Cost of the damaged portions of the facility for which the mitigation measure applies) x 100

\$ 9,455.66

/

\$ 41,516.39

x 100 =

22.77 %

= 100%

The Benefit-Cost Analysis (BCA) ratio is

N/A

= 1.0

V. HMP Cost-Effectiveness

The mitigation measures meet the cost effectiveness criteria based on:

a)

In accordance with FEMA Public Assistance Program and Policy Guide (PAPPG) V4 June 2020, Chapter 8, Section IV and Appendix J, Section appropriate text from Appendix J, this mitigation measure does not exceed 100 percent of the eligible repair cost and is considered to be cos effective.



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VI. Compliances and Assurances

For 'work to be completed,' this HMP is for estimating purposes only. If the site's final placement and configuration are different than the pre estimate, the Applicant should submit a change in scope request. This HMP is subject to further review prior to award.

The Applicant is responsible for final design, placement, configuration, procurement, permits and compliance with all regulatory codes and standards.

Eligibility and funding for the mitigation at this site on this project will be subject to the compliance of all environmental laws, regulations, an executive orders applicable to the site(s).

- HMP Notes
1.

The mitigation proposal estimates were generated using Insert Text. See attachment labeled DR4683 independence ranch comm services\_CA 711368\_DI 1312095\_Document Type.pdf

1312096 Bald Eagle at Gray Hawk Way

- Work to be Completed.
- The applicant will utilize contracts or force accounts restore Bald Eagle at Gray Hawk Way, back to its pre-disaster design, function, and capacity within existing footprint.
- A.

Replace, Surface utilizing 1,312 SF of Chip and seal.
- B.

Replace, Base utilizing 16.2 CY of gravel.
- C.

Replace, Subbase utilizing 72.9 CY of fill clay.

Work to be Completed Total: \$36,164.30.

406 HMP Scope

Public Assistance

Hazard Mitigation Proposal

For template instructions, turn paragraph marks on. Press "¶" or "Ctrl/Shift/+8"

Applicant Name

Independence Ranch Community Service District

GM Project #

711368

HMP Date

May 21, 2024

Site Name

Bald Eagle at Gray Hawk Way

DR-

711368

-

CA

DI#

1312096

HMP Writer and Title:

Anthony L Eaton Jr

This HMP is based on the following Grants Manager project report, see attachment.

PRJ\_Report\_711368\_20242105.pdf

Select Work Completed Status:

Work to be Completed

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I. Related Damaged Items to be Protected

During the declared incident period of December 27, 2022, through January 31, 2023, the Independence Ranch Community Services w impacted by Server Storms resulting in Surface 1,312SF, BASE 16.2 CY and Subbase 72.9 CY. As a direct result of this event, Bald Eag Hawk Way.

Total repair cost of damaged elements being protected by the HMP at this site\*= \$ 36,164.30

\*Before Cost Estimating Format (CEF) factors if a large project.

Comments: n/a

II. Hazard Mitigation Proposal (HMP) Scope of Wor

Mitigation consists of Install Concrete Swale.

The mitigation measures will reduce the risk of future damage by: Erosion control.

III. Hazard Mitigation Proposal (HMP) Cost: Worksh

- Reference and attach a detailed, itemized cost estimate and/or CEF.

A. Cost of items if the HMP is approved= 3252.09

B. Cost of items deducted from the repair scope of work (SOW)= 0

C. Net Hazard Mitigation Cost (before CEF factors) = 3252.09

D. Is there a CEF? ?No

E. Net Hazard Mitigation Cost (after CEF factors)= n/a.

F. What is the CEF ratio (CEF Total Cost/Base Cost)? n/a

Comments: n/a

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Hazard Mitigation Proposal Cost: Summary

Net Hazard Mitigation Cost = \$ 3,252.09

See attachment(s). 711368-4686DR-CA-CRC-COSTINGSPREADSHEET.XLSX

Comments: n/a

IV. Cost Effectiveness Calculation

(Net HMP Cost/Total Repair Cost of the damaged portions of the facility for which the mitigation measure applies) x 100

\$ 3,252.09 / \$ 36,164.30 x 100 = 8.99 % = 15%

The Benefit-Cost Analysis (BCA) ratio is N/A = 1.0

V. HMP Cost-Effectiveness

The mitigation measures meet the cost effectiveness criteria based on:

a)  
Mitigation cost is within 15% of the total eligible repair cost of the facility or facilities for which the mitigation measure applies. In accordance FEMA Public Assistance Program and Policy Guide (PAPPG) V4 June 2020, Chapter 8, Section IV, A, this mitigation measure does not exceed percent of the eligible repair cost and is considered to be cost-effective.

VI. Compliances and Assurances

For 'work to be completed,' this HMP is for estimating purposes only. If the site's final placement and configuration are different than the pre estimate, the Applicant should submit a change in scope request. This HMP is subject to further review prior to award.

The Applicant is responsible for final design, placement, configuration, procurement, permits and compliance with all regulatory codes and standards.

Eligibility and funding for the mitigation at this site on this project will be subject to the compliance of all environmental laws, regulations, an executive orders applicable to the site(s).

HMP Notes

- 1. The mitigation proposal estimates were generated using Insert Text. See attachment labeled DR4683 independence ranch comm services\_CA 711368\_DI 1312096\_Document Type.pdf

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# 1312097 Independence Ranch Road at Hog Canyon Road

**Work to be Completed.**  
The applicant will utilize contracts or force accounts restore Independence Ranch Road at Hog Canyon, back to its pre-disaster design, function, and capacity (in kind) within existing footprint.  
A. Replace, Surface utilizing 27.4 CY of Gravel.

**Work to be Completed Total: \$10,674.74.**

## 406 HMP Scope

NO HMP FOR THIS DL

### \$ Cost

| Damage # | Line Item # | Code               | Quantity | Unit     | Total Cost  | Section     | Version |
|----------|-------------|--------------------|----------|----------|-------------|-------------|---------|
| 1312094  | 1           | 9001<br>(Contract) | 1        | Lump Sum | \$13,097.50 | Uncompleted | 0       |
| 1312095  | 1           | 9001<br>(Contract) | 1        | Lump Sum | \$41,516.39 | Uncompleted | 0       |
| 1312096  | 1           | 9001<br>(Contract) | 1        | Lump Sum | \$36,164.30 | Uncompleted | 0       |
| 1312097  | 1           | 9001<br>(Contract) | 1        | Lump Sum | \$10,674.74 | Uncompleted | 0       |

|                                   |              |
|-----------------------------------|--------------|
| CRC GROSS COST                    | \$101,452.93 |
| TOTAL 406 HMP COST                | \$17,916.72  |
| TOTAL INSURANCE REDUCTIONS        | \$0.00       |
| CRC NET COST                      | \$119,369.65 |
| <div>FEDERAL SHARE (75.00%)</div> | \$89,527.24  |
| NON-FEDERAL SHARE (25.00%)        | \$29,842.41  |

### Subgrant Conditions

- As described in Title 2 Code of Federal Regulations (C.F.R.) § 200.333, financial records, supporting documents, statistical records and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three (3) years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a subrecipient. Federal awarding agencies and pass-through entities must not impose any other record retention requirements upon non-Federal entities. Exceptions are stated in 2 C.F.R. §200.333(a) – (f) (1) and (2). All records relative to this project are subject to examination and audit by the State, FEMA and the Comptroller General of the United States and must reflect work related to disaster-specific costs.
- In the seeking of proposals and letting of contracts for eligible work, the Applicant/Subrecipient must comply with its Local, State (provided that the procurement does not prefer to applicable Federal law) and Federal procurement laws, regulations, and

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- procedures as required by FEMA Policy 2 CFR Part 200, Procurement Standards, §§ 317-326.
- The Recipient must submit its certification of the subrecipient's completion of all of its small projects and compliance with all environmental and historic preservation requirements within 180 days of the applicant's completion of its last small project, or the latest approved deadline, whichever is sooner.
  - When any individual item of equipment purchased with PA funding is no longer needed, or a residual inventory of unused supplies exceeding \$5,000 remains, the subrecipient must follow the disposition requirements in Title 2 Code of Federal Regulations (C.F.R.) § 200.313-314.
  - The terms of the FEMA-State Agreement are incorporated by reference into this project under the Public Assistance award and the applicant must comply with all applicable laws, regulations, policy, and guidance. This includes, among others, the Robert T. Stafford Disaster Relief and Emergency Assistance Act; Title 44 of the Code of Federal Regulations; FEMA Policy No. 104-009-2, Public Assistance Program and Policy Guide; and other applicable FEMA policy and guidance.
  - The DHS Standard Terms and Conditions in effect as of the declaration date of this emergency declarations or major disaster, as applicable, are incorporated by reference into this project under the Public Assistance grant, which flow down from the Recipient to subrecipients unless a particular term or condition indicates otherwise.
  - The Uniform Administrative Requirements, Cost Principles, and Audit Requirements set forth at Title 2 Code of Federal Regulations (C.F.R.) Part 200 apply to this project award under the Public Assistance grant, which flow down from the Recipient to all subrecipients unless a particular section of 2 C.F.R. Part 200, the FEMA-State Agreement, or the terms and conditions of this project award indicate otherwise. See 2 C.F.R. §§ 200.101 and 110.
  - The subrecipient must submit a written request through the Recipient to FEMA before it makes a change to the approved scope of work in this project. If the subrecipient commences work associated with a change before FEMA approves the change, it will jeopardize financial assistance for this project. See FEMA Policy No. 104-009-2, Public Assistance Program and Policy Guide.
  - Pursuant to section 312 of the Stafford Act, 42 U.S.C. 5155, FEMA is prohibited from providing financial assistance to any entity that receives assistance from another program, insurance, or any other source for the same work. The subrecipient agrees to repay all duplicated assistance to FEMA if they receive assistance for the same work from another Federal agency, insurance, or any other source. If an subrecipient receives funding from another federal program for the same purpose, it must notify FEMA through the Recipient and return any duplicated funding.

Insurance

Additional Information

5/27/2025

Property insurance coverage for road(s), road right-of-ways, embankment erosion, bridges or culvert damage represented on this project are not insured or insurable. No insurance relief is anticipated. No Obtain and Maintain requirement will be made.

FEMA requires the Applicant to take reasonable efforts to pursue claims to recover insurance proceeds that it is entitled to receive from its insurer(s). In the event that any insurance proceeds are received for these expenses those proceeds must be reduced from FEMA Public Assistance funding to ensure no duplication of benefits has occurred.

No duplication of benefits from insurance is anticipated for work described in this application. In the event any part or all costs are paid by an insurance policy, a duplication of benefits from insurance will occur. Applicant must notify grantee and FEMA of such recoveries and the Sub-Grant award amount must be reduced by actual insurance proceeds.

No insurance requirements are mandated for the damages included in this project. Insurance requirements are specific to permanent work to replace, restore, repair, reconstruct, or construct buildings, contents, equipment, and vehicles (FEMA Recovery Policy FP 206-086-1).

No insurance Narrative will be produced or uploaded into documents or attachments.

No O&M is required for the facilities represented on this project.

Alex Polupan, PA Insurance Specialist



# O&M Requirements

There are no Obtain and Maintain Requirements on **Independence Ranch Community Roads**.

## Mitigation

There are no additional mitigation information on **Independence Ranch Community Roads**.

## Environmental Historical Preservation

Is this project compliant with EHP laws, regulations, and executive orders? 

### EHP Conditions

- Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.
- This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize funding.
- If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archaeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.
- NHPA Condition: If borrow material for this project is not disaster-displaced material reclaimed from the immediate area, not obtained from a standard commercial borrow source, not obtained from a permitted borrow-pit (and a permit number is provided), or not obtained from a Subrecipient owned pre-existing stockpile (and the coordinates provided), the Subrecipient must notify FEMA and CalOES prior to commencing borrow extraction, so that compliance with Section 106 of the National Historic Preservation Act can be accomplished. Failure to comply with these conditions may jeopardize FEMA funding; verification of compliance will be required at project closeout.
- CAA Condition: The Subrecipient is responsible for complying with all applicable subparts of the Clean Air Act. Copies of any permits/authorizations, or consultation documentation should be forwarded to FEMA for inclusion in the administrative record. Failure to comply with these conditions may jeopardize the receipt of federal funding.

### EHP Additional Information

There are no additional environmental historical preservation information on **Independence Ranch Community Roads**.

I CONFIRM THAT I HAVE REVIEWED ALL PROJECT INFORMATION AND AM READY TO SIGN THE PROJECT.

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