

**GREATER GOLDEN HILL CLEAN, GREEN, AND SAFE  
MAINTENANCE ASSESSMENT DISTRICT OVERSIGHT COMMITTEE**

**MINUTES MONDAY, FEBRUARY 25, 2008 – APPROVED**

**I. Call to Order**

The meeting was called to order by Kathy Vandenheuvel, acting as chair, at 6:32 pm in the Golden Hill Golf Course Club House.

**II. Roll Call**

All members were present except for: Chris Blatt, Michelle Dullea, and Stan Teliczan.

**III Public Announcements**

None.

**IV. Old Business**

**a. City Contract Update**

The contract with the city has not been processed, and there is no proposed completion date provided by the city. A proposed flyer was provided by Kathy Vandenheuval. A motion was made by David Skillman to encourage district members and this committee to contact the two people on the flyer (Luis Ojeda and Toni Atkins) and any others to expedite the contract. Bill Hilsdorf seconded. The motion was amended to post with contact names: The Mayor, Luis Ojeda, and the two council members, Toni Atkins and Ben Hueso. The objection by Ben Nicholls stated that the city process will take a set amount of time, which although longer than desired, will not be expedited by this action, which serves no useful purpose. The motion passed: 9 in favor, 1 opposed. Lisa Vella will contact the City Council staff on behalf of the issue.

**b. January 24, 2008 Meeting Minutes**

The amended minutes have not been circulated and the item was deferred until the next meeting.

**V. New Business**

**a. February 4, 2008 Meeting Minutes**

David Skillman moved that the February 4, 2008 minutes be approved, Bill Hillsdorf seconded the motion, and the motion passed unanimously. The minutes were approved.

**b. Meeting Location**

The Golden Hill Golf Course Clubhouse closes early when it rains, and closes at 8:00 normally. A suitable alternative location has not been designated, and further investigation will be made for using the

Golf Course Clubhouse and advertising the location to the public. David Skillman will investigate how the Golden Hill Planning Board deals with these issues, as it uses the same location.

**c. Bylaws**

The bylaws have been reviewed by the committee, and Barbara Houlton moved that they be accepted as written. The motion was seconded by Norman Starr, and passed unanimously. Barbara Houlton then moved that the bylaws committee will continue to meet, accepting input from the entire committee, to revisit the filling of vacancies, and provide a report in 2 months or sooner. Norman Starr seconded the motion, and it passed unanimously.

**d. Subcommittee Reports**

**i. Bylaws**

Discussed with the bylaws subcommittee report was the proposed letter to the city attorney's office drafted by David Skillman and Kathy Vandenheuvel. This letter was removed as an action item, and will be drafted to focus on liability and indemnification issues.

**ii. Engineer's Report**

The chair of the subcommittee to review the Engineer's Report, Lisa Vella, presented findings, and these findings will be circulated to the entire committee to establish priorities and usefulness in proceeding with projects.

**iii. Program Management**

The chairman of the Program Management committee, Ben Nicholls presented the sample job description for review.

**iv. RFPs**

The chair of the RFP committee, Ben Nicholls, presented sample RFPs for review.

**e. Other new Business**

None

**VI Next Meeting Agenda**

The next meeting will be March 17, 2008. The election of officers will be added to the agenda. A method of inviting interested groups to the meeting was discussed.

**VII Adjournment**

The meeting was adjourned by Kathy Vandenheuvel at 8:02 pm.