

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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MINUTES FOR DECEMBER 14, 2011 BOARD MEETING

Call to Order and Flag Salute:

Vice President Simons called the meeting to order at 7:00 p.m.

Roll Call:

Directors Simons, Turner, Bradley and Milbury were in attendance. Director Fulmer was absent. Manager Lepore and Secretary Giminez were also present.

Consent Items:

Director Turner made a motion to accept and approve the November Minutes, the Treasurer’s Report, payment of the outstanding invoices and Manager Lepore’s report. Motion was seconded by Director Milbury and passed by roll call vote by Directors Turner, Bradley, Milbury and Simons. The following invoices were approved for payment.

Beverly Giminez	\$ 400.00	Secretarial services thru 11/30/2011
Wallace Group	\$ 2,009.63	Professional Services thru 10/31/11 Inv #32483
Board Stipends	\$ 400.00	BOD Meeting 11/9/11
Wallace Group	\$ 1,961.38	Professional Services thru 11/30/11 Inv #32640

Public Comments on Agenda:

None

Board Action on Agenda Items:

1. Forked Horn Project

At the August regular meeting, a resident of Forked Horn, Ms. Sue Williams, approached the Board regarding a possible project on Forked Horn funded specifically by the residents along that portion of roadway.

Ms. Williams received a bid to double chip seal Forked horn from GSH to Buck Way and was quoted an approximate bid of \$35,000 to \$40,000. This would be approximately \$700.00 per resident. Ms. Williams has written a letter outlining the costs for the Residents of Forked Horn. The Board will consider contributing in the preparation of the road prior to any homeowner funded work is performed, if and when the home owners raise all of the funds necessary to perform work. The Board advised Ms. Williams to open an account for funds collected.

At the October regular meeting, Ms. Williams approached the Board along with several residents of Forked Horn. A discussion was held between the residents and the Board.

The residents explained their concerns regarding grading and drainage of the road prior to work being performed. The Board explained that road evaluations will be performed in the future and repairs will be done providing the District has the funds to do such repairs.

At the December regular meeting Ms. Williams presented the Board with E-Mails from some residents of Forked Horn and from a few residents on Buck Way and Black Tail that are also interested in paving their roads. Ms. Williams was concerned that adding other roads would add to much cost and she will only concentrate on the original Forked Horn project. Estimated costs were provided by homeowners. Ms. Williams will host an open house on January 14th to get a consensus on how interested people are about performing the project and how much they are willing to contribute to the project. Ms Williams stated that if the residents do not show enough commitment, the project will be dropped. Director Turner suggested again, that Ms. Williams personally take a petition to each home owner to get a better consensus.

2. Permit Status Report

There are currently eleven (11) active permits, five (5) permits on hold and fifty six (56) final permits. There were no inspections made during the month of November.

An Encroachment Permit Final Inspection was performed at 5045 Stagg Hill Road. Work was completed by Mitch Frederick Sealcoating & Paving and there was no damage to district roads.

The Board is still waiting for an update from Cal Fire for 5005 White Tail. A 12% grade is needed for Cal Fire to sign off on permit.

3. Annual Road Evaluations

Director Turner evaluated some District roads in November and found no problems. The budget for 2011 has been spent. The Board will perform road evaluations in coming months and report back at a future meeting. Manager Lepore suggested that culvert maintenance and clean up should be performed. She also suggested that a letter be mailed to property owners to remind them to clean their culverts. The Board mentioned that some recently installed culverts are settling and may need maintenance by the contractor that performed the work. It was also mentioned that carsonites are needed in some areas of Morning Star and Silverado.

4. Annual Review & Update to District Code

Local government agencies (such as special districts) typically have District codes which provide structure, authority and consistency for daily operations. GSHCSD officially adopted their code in June, 2009.

This code is a living document, in that items can be added, deleted or changed over time upon a majority vote by the Board of Directors. It is recommended that the Board review their code annually to ensure its accuracy and comprehensiveness, to help maximize protection to the District and its staff. If reviewed on an annual basis, the District will also receive points from SDRMA that help offset the annual insurance premium. The code was reviewed in November and December of 2010 and revisions were adopted at that time.

After Board review and discussion it was determined that there were no necessary changes to be made at this time.

5. Ground Squirrel Hollow/Geneseo Road: Mailbox and Bus Stop Area

The District has been pursuing an outside user agreement in anticipation of accepting an offer of dedication made by property owner, Mr. Ken Lauridsen. On June 16, 2011, the District was granted acceptance of the Outside User Agreement from LAFCO, therefore allowing the District to pursue the offer to dedicate as made by Mr. Lauridsen. At the July regular meeting, the Board directed staff to prepare and distribute the final document for execution.

Staff has received the signed Grant of Easement and Agreement Affecting Real Property from the grantors. As discussed at the November regular meeting, insurance coverage has been added to include this area in our existing policy, and the final document is presented tonight for final acceptance and execution by the District.

An approval of the Grant of easement and Agreement Affecting Real Property, and authorization of President Fulmer and Manager Lepore to sign on behalf of the District was approved by Director Turner, Director Bradley, Director Milbury and Director Simons by roll call vote. Director Fulmer was absent.

Board Discussion Items:

Public Comments:

There was No public comment.

Director Comments:

Director Turner commented that a Fire truck had no problems using District roads (Peppertree, Lone Pine and Silverado).

It was mentioned by Manager Lepore that AT&T has applied for permits to dig ditches on the sides of District Roads to install Cables. It was mentioned that the Board needs to watch for damage done by AT&T to culverts. Manager Lepore will keep the Board posted with any updates.

Adjournment:

A motion was made to adjourn the meeting by Director Turner, seconded by Director Milbury and passed by unanimous voice vote. The meeting was adjourned at 7:30 p.m. The next meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday January 11, 2012 at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully Submitted by,

Beverly Giminez, Recording Secretary