

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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groundsquirrelhollowcsd.org

MINUTES FOR SEPTEMBER 12, 2012 BOARD MEETING

Call to Order and Flag Salute:

Director Fulmer called the regular meeting to order at 7:00 p.m.

Roll Call:

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

Public Comment on Closed Session

None

Closed Session Item

1. Personnel: District General Manager Contract Position.

Return to Open Session, Report on Closed Session

Closed session reportable action; The reportable action to accept John D’Ornellas’ proposal for GM contract position dated August 2nd, 2012 and direct Staff to coordinate legal service contract with District legal counsel.

Consent Items:

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

Beverly Giminez	\$	406.37	Secretarial services thru 8/31/12
Wallace Group	\$	2497.11	Professional Services thru 7/31/12 Inv. #33803
Board Stipends	\$	400.00	BOD Meeting 8/8/12
Pam Fulmer	\$	360.68	Cal Ag Fencing for Stored Materials Inv. 240257
Bob Wilcox	\$	626.95	Permit Refund APN 015-325-034 5696 GSH
Viborg Sand & Grav.	\$	521.53	Additional DG for Forked Horn Inv. #25312
Viborg Sand & Grav.	\$	37,572.00	Contract for all DG road repair Inv. #25284
Performance Sweep	\$	800.00	Sweep Play Doe and Maverick Inv. #2781

Director Turner reported that the San Luis Obispo Auditor Controller debited the Districts tax account by \$271.34 in August. The SLO County Auditor’s office explained that the District is paid unless a default on a property tax payment occurs than that amount would be deducted until the property owner pays the taxes owed.

Director Fulmer reported that she received two complaints on recent road work.

Public Comments on Agenda:

Ms. Sue Williams reported that some progress has been made on the Forked Horn Project. She has filed with the State of California Mutual Benefit Corporation. As of last week she has also filed with the Franchise Tax Board for exemption. Following the approval of these items a bank account will be opened. Bylaws have been drafted but may go through some revisions as they proceed. Bylaws will be distributed to the property owners of Forked Horn when completed. Ms. Williams welcomed any board input.

Board Action on Agenda Items:

1. Permit Status Report

There are currently nine (9) active permits, five (5) permits on hold and sixty three (63) final permits. Two permits were finalized during the month of August.

APN 015-325-034 – 5696 Ground Squirrel Hollow

APN 015-243-056 – 5670 Reindeer Place (Encroachment Permit)

2. Annual Road Evaluations

On August 14, 2012, Director Simons and Manager Lepore drove the roadways recently repaired by Viborg Sand and Gravel and documented the condition of the repairs two weeks after project completion. It was noted that there were areas of wash boarding and potholing already occurring. When Viborg was contacted regarding the Districts concerns, Staff was informed that the contractor has completed the work as contracted and no further repairs will be made at this time.

After Board discussion of the work performed by Viborg, it was concluded that future bids from this company may not be considered because of poor workmanship on several contracted jobs.

Director Turner suggested that we wait until after the first rains before contracting road repairs, the wet roads may rectify some of the compaction problems.

Public Comment

Mr. Bayus informed the Board that his company could deliver a load of base for \$400, which cost less than the last delivery.

It was also reported that the culvert at the end of White Tail (5025) is crushed. Director Simons will inspect the culvert and report back at the next regular meeting.

3. District Website

At the August regular meeting, the Board directed staff to coordinate updates to the District Website. The Board also requested a proposal for on-going maintenance and hosting. Staff has contacted Chris Giminez with Cyber-Scriber regarding the proposed edits.

The District's website has been a beneficial tool for residents within the community. Staff has reviewed the existing website in detail and has made some suggestions for updates. Estimates for this work are listed below.

A summary of services is outlined below:

Annual hosting:	\$360.00
Annual Domain:	<u>\$ 30.00</u>
Total Annual Base Charge:	\$390.00

Additional Services:

Updates to Current Web Page: 3 hrs at \$105.00/hr	\$315.00
Updates to site Design: 3 hrs at \$105.00/hr	\$315.00
District Wide Mailing List – 6 hrs at \$105.00	\$630.00

A motion was made by Director Milbury to direct Staff to coordinate updates with Chris Giminez at Cyber Scriber Website Design to complete updates to the current Web site, contract annual hosting and annual Domain name registration in the amount of \$705.00. The motion was seconded by Director Simons and passed by unanimous voice vote.

Public Comment

It was reported that the road at 5110 Stag Hill was damaged by a motor home.

Any interested party may go to SLO County Planning.gov to enquire about the status of a building permit.

Director Comments:

The Board welcomed Mr. John D'Ornellas. The Board mentioned that the contact information on the website and signs posted within the District areas would need updating.

Adjournment:

A motion was made to adjourn the regular meeting by Director Turner, seconded by Director Bradley and passed by unanimous voice vote. The meeting was adjourned at 8:00 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday October 10, 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