

**GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT**

5915 Silverado Place  
Paso Robles, California 93446  
(805)238-7040  
*groundsquirrelhollowcsd.org*

**MINUTES FOR DECEMBER 12, 2012 BOARD MEETING**

**Call to Order and Flag Salute:**

Director Fulmer called the regular meeting to order at 7:05 p.m.

**Roll Call:**

Directors Fulmer, Simons, Turner, and Dougherty were in attendance. Manager D’Ornellas and Secretary Giminez were also present. Director Milbury was absent.

**Oath of Office Elected Board Members**

The oath of office was received by new Board member Don Dougherty and returning Vice-President Scott Simons. This begins a new term as a Board member for the Ground Squirrel Hollow Community Services District. Director Milbury was due to receive the Oath of Office but was absent this meeting. The Oath of office will be give to Director Milbury durring next regular meeting.

**Public Comment**

None

**Consent Items:**

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

Beverly Giminez	\$	400.00	Secretarial services thru 11/30/12
Wallace Group	\$	116.70	Professional Services thru 10/31/12 Inv. #34202
Board Stipends	\$	500.00	BOD Meeting 11/14/12
CSDA	\$	422.00	2013 Membership Dues Inv. #27112
John D’Ornellas	\$	927.54	Consulting Services for November
Edwin Hale	\$	1,007.00	Permit Fee refund APN 015-293-043 5080 White Tail
Catherine Turner	\$	284.29	Postage, Envelopes, Ink, Mailing annual letter
Pam Fulmer	\$	232.02	Ink, paper, labels, Mailing annual letter

Manager D’Ornellas reported that Form 700 was due from Director Dougherty and will be renewed once per year. Manager D’Ornellas also suggested that requirements for the Form 700 may be updated making it unnecessary for certain members or contractors. Some phone calls were received in response to the recent letters sent to property owners. Most were property owners who lived out of town and wanted to know what they needed to do about the drainage on their property.

**Discussion Items:**

1. Election of Officers:

The President and Vice President of the Board shall be elected by the members of the Board for a two-year term. The election shall be held at any time during the first regular meeting following the date members of the Board are eligible to assume office following the general District election. The Manager, Treasurer, and Secretary shall serve at the pleasure of the Board.

Pam Fulmer has served as Board President since around 2005 and Scott Simons currently serves as the Vice President. The president presides over each meeting of the Board and signs documents and resolutions on behalf of the District. The vice president serves in the absence of the president. Otherwise there are no other powers of the president or vice president from any other director.

A motion was made by Director Simons to nominate Pam Fulmer to serve a two year term as President for the Ground Squirrel Hollow Community Services District. The motion was seconded by Director Turner and passed by unanimous voice vote.

A motion was made by Director Turner to nominate Scott Simons to serve a two year term as Vice President for the Ground Squirrel Hollow Community Services District. The motion was seconded by Director Dougherty and passed by unanimous voice vote.

2. Permit Status Report:

There are currently five (5) active permits, six (6) permits on hold and one (1) permit was finalized last month.

A final inspection was completed for 5070 White Tail Place. All improvements met requirements.

An initial inspection was completed by the District's new road inspection engineer, Kyle Carnes of Ground Up, on 5660 Ground Squirrel Hollow. No new driveway or culvert will be constructed.

A permit invoice was sent to Richard Baddley of 5110 Stagg Hill Place for grading work for a new residence on this property. Records indicate that a permit on this project was issued before the District's road inspection program but this permit expired on 4/21/08 and a new permit was issued on 9/15/11. Based on Board direction, this new permit now falls within the District road inspection improvements purvey. SLO County has placed a hold on this permit pending approval of the GSHCSD. There has been no response from the property owner.

3. Annual Road Evaluations

It is the practice of the Board to form teams who annually conduct field surveys of the entire road system, including culverts and drainage ways within the CSD service area, followed by discussion and prioritization of repairs and/or improvements based on available funds.

Now that the first property taxes have been collected a list of priority road projects can be developed.

Director Simons reported that the culvert at 5025 White Tail Place is now open and running. Dirt is sitting above the outlet side and is in need of some clean-up. Some emergency repair may be required.

A motion was made by Director Turner to hire a road maintenance contractor to make an emergency repair of the culvert at 5025 White Tail Place and various other emergency road repairs deemed necessary by the Board, the total cost not to exceed \$1500.00. The motion was seconded by Director Simons and passed by unanimous voice vote.

Director Simons reported that he provided carsonites to homeowner Dave Mulhousen at the end of impala to detour neighboring drivers from making wide turns into his driveway. Mr. Mulhousen would like to work with the Board the next time repairs are made on impala, he would like to pay out of pocket to widen the road in front of his driveway to try and eliminate the problem.

The Board discussed setting priorities for next year's projects. Director Simons offered to tour all roads and come back to the Board at the January meeting with a list of recommended road projects based on the condition of the various roads. Director Fulmer said she may also be available to review road conditions.

Director Fulmer requested that carsonites be installed at the corner of GSH and Morning Star to prevent drivers from hitting the posts at the storage area.

Director/Manager Comments:

Manager D'Ornellas mentioned that a Directors Training Seminar will be held in Templeton this coming January or February. The Directors training will be taught by senior staff of various Districts.

**Adjournment:**

A motion was made to adjourn the regular meeting by Director Turner, seconded by Director Dougherty 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 January 9, 2013 at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully Submitted by,

Beverly Giminez, Recording Secretary