

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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MINUTES FOR MARCH 12, 2014 BOARD MEETING

Call to Order and Flag Salute:

Director Fulmer called the regular meeting to order at 7:02 p.m.

Roll Call:

Directors Simons, Turner, Fulmer, Duckworth and Dougherty were in attendance. Manager D’Ornellas and Secretary Giminez were also present.

Public Comment

None

Consent Items

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

Beverly Giminez	\$ 480.99	Secretarial services thru 2/28/14 inv. #34
John D’Ornellas	\$ 1,645.24	Gen Mgr. Consulting for February
Board Stipends	\$ 500.00	BOD Meeting 2/12/14
Ground Up	\$ 225.00	Inv. #1205 Final-5696 GSH & 5548 Reindeer
Palomar Homes	\$ 1,137.50	Wilcox 5696 GSH-Final
T. McNellis	\$ 610.47	5548 Reindeer-Final
Barkley	\$ 924.55	5538 Prancing Deer-Final
Cyber Scriber Web	\$ 70.00	Web Update for February Inv. #4790
Mitch Frederick		
Pepper tree approach	\$ 6,950.00	Invoice #021914-1
Silverado approach	\$ 9,980.00	Invoice #022014-1
Silverado Emerg. rpr.	\$ 350.00	Invoice #030114-1

General Manager Report

It was requested from PRAAGS to meet with GM and The Board members to discuss their goals/plans for the new proposed water district. Directors Fulmer and Duckworth were scheduled to meet with them on March 7th but this meeting was canceled by PRAAGS on March 6th due to formation issues with the water district.

Your GM received phone calls and e-mails from a loan office and a property owner on Peppertree. They needed confirmation that the District roads were either private or public in order to satisfy a VA Lender. The home owner was advised in writing that the GSHCSD is a public agency that taxes property owners annually for road maintenance/improvement.

Correspondence Received

Your GM received correspondence stating that there will be no fee increase on liability insurance for the 5th year in a row.

Your GM received a letter from the County regarding the current permit process and permit holds.

Discussion Items:

1. Permit Fee Review:

The District has three permit processes for any building project that may impact District maintained roads, These Are:

New Development Permit - \$1,500 for new construction projects to offset cost to the District associated with potential impacts on District maintained roads and drainages due to the construction of new improvements.

Small Project Permit - \$250 for small projects that require a County building permit but have little potential for impact to District maintained roads.

Encroachment Permit - \$306 for utility, \$537 for blanket utility, \$360 for driveway, \$125 for curb, gutter and sidewalks, \$109 permit appeal fee.

Mr. Jeff Smith owner of 5675 Lone Pine requests Board review/waiver of any proposed permit/fee for his project. Mr. Smith is building a 2200 Square Ft. barn on his existing developed property and has a SLO County building permit. The structure is framed and construction is well underway, Mr. Smith's property has an existing driveway to Lone Pine. Mr. Smith was not notified by the County that a permit fee was due to the GSHCSD.

After a brief discussion between the Board members and Mr. Smith the requested Permit/fee waiver was denied. Mr. Smith was made aware that once he pays the \$1500 permit fee and after the non-refundable \$250 amount the remainder of the \$1500 permit fee would be refunded.

2. Road Project - maintenance on base roads, approaches to GSH, drainage improvements to Forked Horn:
Your GM has worked with Director Simons to put together a description of the maintenance work on the base roads and improvements to other roads.

RFP's were presented to the Board for their review. Some changes were made with the major change being the RFP will only be for work on the base roads. RFP will be published on March 14th. A Mandatory job walk with contractors will be scheduled the week of March 17th. Proposals will be due by March 27th. The Board will review all bids on April 9th and award the projects to lowest responsive, responsible proposer.

3. Permit Status Report:

There are currently four (4) active permits, six (6) permits on hold and two (2) permits were finalized last month.

Barkley New Development Permit - 5538 Prancing Deer, Final inspection by Scott, no impact to roads, approval letter sent to owner.

Wagner Small Project Permit - 5730 GSH, initial inspection by Scott, no impact to roads, deposit paid, approval letter sent to owner.

There was one new permit in February, Clark New Development Permit - 5432 Blossom, received plans from owner, sent invoice for \$1,500 fee, waiting on initial inspection.

4. 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. This process starts in October of each year with the objective of "short listing" proposed projects by the following January - March, weather permitting. After the surveys are complete, the teams compare notes and provide a proposed work schedule based on preliminary budget estimates and the combined results of the road surveys.

Director Simons put together specifications for bids on the base roads including ripping, re-grade and add base to fix wash boarding and pot holes. Board discussion on chip sealing Pepper Tree to corner of Lone Pine, Forked Horn for a swale/ac berm, and encroachment work on various roads connected to GSH.

Emergency work discussed at last meeting has been completed. The approach on Silverado and Geneseo and the approach at Pepper Tree and Geneseo have been completed and finalized. The County Inspector notified GSHCSD that the Bond will be refunded.

Work on base roads and other various road maintenance/improvement projects can now be bid. The Board decided to first bid out the work on the base roads and once submittals are reviewed decide on future work.

Directors/Managers Comments

Your GM had 3 phone calls regarding solid waste notices from residents. After explanation they understood why the Board is enacting Solid Waste Powers.

Director Turner also noted that some residents were concerned that they would be forced to have solid waste service. The service will not be made mandatory.

The Board should have solid waste approval by April.

Resident Sue Williams asked if the Board would be pursuing the loan process to fix all of the roads at one time. This will be put on the agenda for the next regular meeting. A rough estimate has not been done as of this date.

Adjournment

A motion was made to adjourn the regular meeting by Director Turner, seconded by Director Duckworth and passed by unanimous voice vote. The meeting was adjourned at 8:25 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday April 9, 2014 at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully Submitted by,

Beverly Giminez, Recording Secretary