

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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MINUTES FOR JUNE 10, 2015 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, Martinson, Dougherty and Duckworth were in attendance. Manager D’Ornellas and secretary Giminez were also present.

Public Comment

None

Consent Items

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

John D’Ornellas	\$ 1,726.10	May 2015 statement
Beverly Giminez	\$ 400.00	Secretarial services thru 5/31/15 inv. #48
Board Stipends	\$ 500.00	BOD Meeting 5/13/15
Cyber Scriber	\$ 87.50	Web site update Inv. #5156
Catherine Turner	\$ 150.00	Invoice #6 bookkeeping for May 2015
Catherine Turner	\$ 252.77	Office supplies-survey
Shipsey & Seitz	\$ 246.40	Attorney Fees Invoice #107793
SDRMA	\$ 3,759.10	Insurance Member #7285

General Manager Report

The County Board of Supervisors approved bid solicitation for the construction project of a new apparatus bay expansion to the Meridian Fire Station. Our meeting location is expanding. This project was approved for design/engineering back in fiscal year 2013-14. Your GM has not looked at the construction plans but the project description does not include any new conference room or other type of meeting room. Our meeting location during construction may have to be moved to another location or simply cancel a monthly meeting.

Your GM prepared a RFQ for engineering service for the proposed pavement/drainage project on Pepper Tree and Forked Horn. The project was summarized and provided the few design ideas that we have to several engineering firms asking for proposals. They all need more information before they can offer a proposal. Spoke to Rob Carnes regarding rejection of his scope of services and proposal on this project.

Received a schedule of the County's planned road overlay project on their asphalt roads over the next five years. Three miles of Geneseo Road is scheduled for work north of Linne Road but not until fiscal year 2019/20.

Correspondence Received

None

Discussion Items:

1. Fiscal Year 2015-16 Tax Roll:

The annual special tax is the primary source of revenue to maintain roads within the District. If the Board chooses to adopt the proposed increase of 2% for Fiscal Year 2015-16, the result would be an increase of \$5.83 per parcel, for a total annual special tax of \$297.35. If the number of parcels remains unchanged from last year, (525) the total revenue would be \$156,108.750, for an increase in annual revenue of \$3,060.75. The County adds \$2.00 per parcel for collection. The final cost on each property owner's tax bill will be \$299.35. On a motion by Director Dougherty and a second by Director Simons. Resolution 2015-02 was adopted by a roll call vote with Directors Fulmer, Simons, Duckworth, Dougherty and Martinson all voting yes.

2. Fiscal Year 1015-16 Preliminary Budget

The GSHCSD bookkeeper, Cathy Turner, has prepared the proposed preliminary budget for Fiscal Year 2015-16. Next year's budget will continue with the process of expensing both \$4,500 for administrative work and \$9,500 for road work to the solid waste income account. \$15,000 is budgeted to support the administration of the proposed chip seal project next year if we move forward with it. These expenses could increase to \$50,000 - \$75,000 to pay for all the legal bonding cost associated with the loan and engineering cost for the project and thus we may have to dedicate more funds to the project. If we do not move forward with this project we will use the funds for actual road work. \$91,896 is budgeted for road work next year if none is used for the proposed chip seal project.

A motion was made by Director Dougherty to change Solid Waste income to budget \$1,500 to administration fees and the remainder to Road maintenance. The motion was seconded by Director Duckworth and passed by unanimous voice vote.

3. Chip Seal Survey Letter update:

The survey letters and return cards were in the mail by May 18th with a deadline date for the return of the survey cards of June 15th. the letter provided background on the proposed chip seal project, cost of new assessment and requested that each property owner return a survey card indicating their support or opposition to the project. The letter and card was mailed to the 274 parcels within the assessment area. The question on the survey card specified the engineering recommendation of a \$310/year assessment to fund the project. The Engineer's Assessment Reports including all maps were also posted to the GSHCSD website.

Your Board will wait until the July meeting before making a final decision on our next step for the proposed chip seal project. Your GM has received several phone calls and emails from property owners regarding the proposed project and cost/length of the assessment. Answers to all these items were detailed in the project letter. The length of the assessment (20 years) and total cost of both the proposed assessment (\$310 per year) and current road tax (\$297 per year) seems to still be confusing to people.

Once all of the survey cards have been received Your Board will weigh the cost of the project with the support of the property owners and make a decision at a future meeting.

4. Permit Status Report:

There are currently four (4) active permits. Of these, two have been active for several years. There were no changes from last month.

Active Permits:

Clark - New development Permit - 5432 Blossom, received plans from owner, received \$1,500 permit fee, Initial inspection complete.

Vanderlip - New Development Permit - 5880 Silverado, received plans from owner, received \$1,500 permit fee. Initial inspection complete.

5. Monthly 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 through 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.

At the last regular meeting your Board approved a scope of work/specification for the culvert project at GSH submitted by Mitch Fredericks. cost of this project \$14,200 plus \$1,500 for replacement of the fence. A notice will be posted by Mitch Frederick prior to start of work. The road will be closed for a few hours on the scheduled work day, a detour will be posted.

It was suggested that all Board members should drive the District roads and bring their evaluations to the next meeting.

Mitch Frederick will deliver road base to the turn-around that was created on Forked Horn Place. This turn-around is just down the road from Director Martinson's house and is about 90% in the right of way easement and 10% on a vacant lot. Director Martinson volunteered to spread the base with his tractor.

Directors/Managers Comments

The new sign ordered for Mulberry was spelled wrong. A new sign will be ordered by your GM. A resident on Morning Star was present at the meeting and expressed his concerns with the decaying of his road.

Adjournment

A motion was made to adjourn the regular meeting by Director Martinson, seconded by Director Duckworth and passed by unanimous voice vote. The meeting was adjourned at 7:52 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, July 8, 2015 at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully Submitted by,

Beverly Giminez, Recording Secretary