

**GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT**

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

**MINUTES FOR SEPTEMBER 9, 2015 BOARD MEETING**

**Call to Order and Flag Salute:**

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

**Roll Call:**

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

**Public Comment**

Mr. Anthony Kalvans from San Miguel CSD and Vice President of the North San Luis Obispo County Advisory Council introduced himself and invited the GSHCSD to join their Council. The Council represents the North County unincorporated areas and keeps CSD's informed/updated on what is happening in our area. There is no cost to join, bi-monthly meetings and we are welcome to join on a trial basis. Your Board will gather more information and discuss at the next meeting.

**Consent Items**

Director Martinson made a motion to accept and approve the August Regular 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, Martinson, Dougherty and Duckworth. The following invoices were approved for payment.

John D’Ornellas	\$ 1,345.53	August 2015 statement
Beverly Giminez	\$ 400.00	Secretarial services thru 8/31/15 inv. #51
Board Stipends	\$ 500.00	BOD Meeting 8/12/15
Cyber Scriber	\$ 35.00	Web site update Inv. #5247
Catherine Turner	\$ 150.00	Invoice #9 bookkeeping for August 2015
Paul’s Custom Services	\$ 1,963.16	Manny’s Fence per bid Inv. 15-8
County of SLO Auditor	\$ 549.29	LAFCO 2015/16 Budget Allocations

**General Manager Report**

Your GM submitted the pre-application to USDA for our loan. The only cost to this application is the GM's time. Spoke to our Auditor about the proposed loan and the need for the FYE 2015 audit ASAP.

Updated our Engineer on the Board's decision to change the financing on the loan (GSHCSD funds half of construction) and asked for an updated and final assessment Report to use during the ballot measure. The Engineer produced this report with a calculation that the proposed assessment per parcel would be \$155 per year.

Spoke with our attorney, Mike Seitz, at a recent district event and advised him that GSHCSD is applying for the USDA loan and we will need some legal advice and bond counsel.

Your GM signed the engineering proposal for the work on Forked Horn and Peppertree project. The Engineer said they have several other projects that have started since their initial submittal of the proposal to us in April but they would attempt to start ASAP. It was stressed that the project needs to get done before the rains.

As per the request of your GM at the last meeting a letter was sent to Richard Raper, 5675 Ground Squirrel Hollow, regarding potential runoff from his property.

Further research of the tree issue on GSH coming from the home on the corner of Geneseo and GSH. This property is not within the GSHCSD boundaries and thus the property owner is not a customer of GSHCSD. After discussion with Board President, it was decided a better approach is to contact County Public Works or our Supervisor to see if there are County ordinances that can be used to compel the property owner to trim the trees and do the right thing. It is possible that if the trees are blocking the easement than the property owner could be liable for any damage caused by the trees.

### **Correspondence Received**

An email was received from a district resident concerned with a noisy rooster and a dog that barks all hours of the night. She wanted to know if GSHCSD had a noise ordinance. She was informed that we only fix roads and have no control over noise.

Mr. Joe Verzin emailed your GM concerned with their driveway approach on GSH. It is said that the drivers on the road take the corner to fast and drive off of the road and onto their driveway approach scattering gravel and creating a rut between the driveway and the road. This causes a problem with runoff water during a rain that use to route into our nearby drainage swale. When their family moved in, there was a warning traffic sign just before these curves. It was destroyed by a car. There have been several vehicle roll over's into their yard and many more close calls. Mr. Verzin spoke with Mr. Steve Bayus of Mitch Fredericks Paving Co. to discuss a solution. He suggested widening GSH around the driveway entrance or add a small asphalt paved approach to the driveway might do the job or help.

### **Discussion Items:**

#### **Community chip seal newsletter/project timeline:**

At the August 12th meeting your Board discussed and a motion was passed to move forward with the chip seal project as follows:

**Project:** Chip seal all base roads in one project, using a new assessment that funds half of the construction cost and one loan. Use annual GSHCSD reserves to fund the other half of the debt and all soft costs (engineering, bidding, legal/bond, etc.).

**Construction cost estimate:** \$1,140,400

**Debt:** USDA loan at 20 year, 4% rate. Annual payment of \$84,000.

**Assessment:** \$155/year or 20 years for 274 property owners (\$42,470).

**GSHCSD Cost:** Half of the debt \$41,530 and all soft costs.

The advantages of this project are:

- Gets project done in one step, new funding source to pay for 1/2 debt.
- Current annual GSHCSD revenue from all properties of \$170,000 can handle \$42,078 in debt.
- Equitable because both chip seal road owners (current tax) and base road owners (new assessment) are paying to improve the community.
- The survey result were at 50% in favor of a \$310/year assessment so there should be strong support for a \$155 per year assessment.
- More defensible since GSHCSD is using 50% of its annual revenue to fund project/debt.

The following has occurred or needs to occur for the project to start construction:

1. The USDA pre-application has been submitted. It is unknown how long this process will take and what type of documentation USDA will need for the final loan application.
2. Mail out the Chip Seal Newsletter to 274 property owners by the end of September.
3. Ballot Measure code requires a 45 day notice prior to the public hearing to count ballots. If the ballot measure fails, the Board will have to decide what, if any steps, should be taken on the project.
4. The USDA loan process requires engineering plans . We also need to enter into an engineering contract.
5. The project can start as soon as the loan is approved and near the date of first new assessment payments, construction around September/October 2016.

A motion was made by Director Dougherty to schedule the Public Hearing on the Community Chip Seal Project for December 9, 2015. The motion was seconded by Director Simons and passed unanimously.

**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.

5668 Silverado needs grading. Board has not received a permit application as of this date.

**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.

An authorization for Forked Horn and Peppertree has been sent to our Engineer. The project has been surveyed.

**Directors/Managers Comments**

Your GM will be attending an out of town conference on the date of the next regular scheduled meeting of October 14, 2015 and suggested a cancellation of the regular meeting and scheduling a special meeting for October 21, 2015. It was discussed by the Board, the Regular meeting will be cancelled and a special meeting will be scheduled for October 21, 2015.

It was suggested that the Board contact Keven Bennet Excavating to repair some bad parts of base roads.

Cathy Turner mentioned that the Vanderlip job on Silverado is almost completed and the damaged caused by his construction on Peppertree have not been fixed. The driveway on Silverado is higher than the road and will cause a drainage problem in the future if not fixed correctly. A final will not be submitted unless done to county standards.

**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 8:15 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District has been cancelled and a special meeting will be held on Wednesday, October 21, 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