

**GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT**

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

**MINUTES FOR AUGUST 10, 2016 BOARD MEETING**

**Call to Order and Flag Salute:**

Director Fulmer called the regular meeting to order at 7:01 p.m.

**Roll Call:**

Directors Fulmer, Simons, Duckworth and Dougherty were in attendance. Director Martinson was absent. Manager Gilmore and Secretary Switzer were also present.

**Public Comment**

Stephen Bayus asking about agenda being posted to website, asking to have secretary Switzer upload as soon as possible after each meeting once minutes are approved.  
Trevor asking about getting a culvert installed as well as having his driveway repaved to redirect the water over morning star.

**Consent Items:**

A motion was made to accept and approve the consent items from July’s Regular Meeting by Director Duckworth and seconded by Director Dougherty; Motion passed by unanimous vote.

The following invoices were approved for payment.

Sarah Switzer	\$ 400.00	Secretarial services thru 7/31/16 Inv#05
Dan Gilmore	\$ 1,008.00	General Manager for July 2016 Inv#03
Board Stipends	\$ 500.00	BOD Meeting 7/31/2016
Catherine Turner	\$ 150.00	Invoice #20 bookkeeping thru 7/31/16
Cyber Scriber	\$ 94.50	Web updates Inv#5533
County of San Luis Obispo	\$ 560.83	LAFCO Budget Allocation 2016/2017
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Total	\$ 2,713.33	

**General Manager Report**

GM Dan Gilmore spoke with a private lender about funding; CSD needs a fund number from the county for special assessment.

Viborg submitted a bid for the Forked Horn/Pepper Tree project; other RFP’s have been sent out to several other contractors, waiting for contractors bids to return before project is awarded.

GM received the CSDA newsletter regarding the CSDA watching all legislative updates regarding all special districts.

Board bookkeeper and secretary will get all documents together for yearend audit. State controller’s office has requested information for a compensation report.

## Correspondence Received

Director Fulmer received a letter from Brandis and Tillman.

Director Fulmer received a call from a Realtor regarding information for the chip seal project. Received sign prices from the Sign Place; 2 X 3 \$95 each, 18 X 24 \$145 each. Board will need 4 signs for all CSD entry roads along with speed limit signs. All board members agreed to purchase said signs.

### 1. Budget Review

Public hearing to approve the 2016/2017 budget was opening to public comment, there was no public comment.

Budget was passed by roll call vote and will be posted to website.

### 2. Consolidated Election

The GSHCSD will have 3 seats open for the November 8<sup>th</sup> election. The three seats are for four (4) year terms. Resolutions 2016-03 was approved, adopted and passed by a roll call vote by the Board for consolidation the election with the County of San Luis Obispo's general election to be held on November 8, 2016.

### 3. Tax Assessment

2015/2016 tax year the annual assessment to go up 2% from \$297.35 it will increase to a total of \$303.30 for the 2016/2017 tax year. County adds a \$2.00 fee per parcel (paid by the property owner) for a total due of \$305.30 this will bring the district an extra \$3,124 for the year.

### 4. Community Chip Seal Project Financing:

GM is having difficulty accessing the SAM website to check on/complete USDA financing process.

Authorization letter has been prepared to access the SAM website.

GM received a call from a gentleman regarding another possible source of funding for the project, although there is a higher interest rate, we would avoid having to pay prevailing wage. Board agrees to further investigate this option and if necessary run both applications parallel to one another.

### 5. Permit Status Report:

Chad Austin- 5758 Prancing Deer needs to trench across the road, board looking into this.

Changes from last month:

5880 Silverado Pl- canceled driveway.

5675 Ground Squirrel Hollow- has paid their district permit fee.

5901 Black Tail- has paid district permit fee.

Active Permits: 5758 Prancing Deer

6. 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.

Plans in place for Pepper Tree Hill and Forked Horn Pl to be asphalted and expanded to 20'.

Director Fulmer working on new signs for entrance into the district territory; Entry signs and speed limit signs are on order.

Need to get Pepper Tree Hill job started, fix patchwork on GSH, Impala needs some chip seal repairs.

Board members request GM to look into a new attorney, board will review during September meeting to go over options and costs.

July 21<sup>st</sup> GM went over plans with Director Simons regarding Forked Horn and Pepper Tree hill projects.

**Adjournment**

A motion was made to adjourn the regular meeting by Director Dougherty, seconded by Director Duckworth and passed by unanimous voice vote. The meeting was adjourned at 8:09 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 12th at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully Submitted by,

A handwritten signature in cursive script that reads "Sarah Switzer". The signature is written in black ink and is positioned below the text "Respectfully Submitted by,".

Sarah Switzer, Recording Secretary