

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

5915 Silverado Place
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groundsquirrelhollowcsd.org

MINUTES FOR FEBRUARY 8, 2017 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, Duckworth, Martinson and McCamy were in attendance. Manager Gilmore and Secretary Switzer were also present.

Public Comment

Steve Bayus- Discussed Operation Mailboxes progress; GM will be looking into the liability issue regarding the land owner. Permission has been given to install the new mail boxes; there will be a fence with an unlocked gate, also there will be more concrete poured. The concrete will be up to grade and owners will be able to drive on and walk to their mail boxes on the concrete. Joe Resilias- (Lives on Iverson Place off Geneseo Rd) Came to our meeting to ask for advice and how to proceed with getting repairs done to their roads.

Consent Items:

There was one correction to the January minutes; the new Vice President is now Ed Martinson, not Scott Simons.

A motion was made to accept and approve the consent items from January's regular meeting by Director Duckworth and seconded by Director Simons; Motion passed by unanimous vote.

The following invoices were approved for payment:

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|------------------|--------------|---|
| Sarah Switzer | \$ 400.00 | Secretarial services thru 1/31/17 Inv#11 |
| Dan Gilmore | \$ 1,484.50 | General Manager for January 2017 Inv#9 |
| Board Stipends | \$ 500.00 | BOD Meeting 1/11/17 |
| Catherine Turner | \$ 150.00 | Invoice #26 Bookkeeping thru 1/31/17 |
| Mitch Frederick | \$ 475.00 | Inv# 011817 Furnish & Deliver DG for Repairs |
| Pam Fulmer | \$ 364.63 | Ink for Secretary Inv# 9750037343 |
| Allen Duckworth | \$ 1,440.00 | Operation Mailboxes/ Return of Deposits |
| Chad Austin | \$ 1,160.00 | Permit Refund – 5758 Prancing Deer |
| Richard Raper | \$ 1,160.00 | Permit Refund- 5675 GSH |
| Larry Betschart | \$ 1,160.00 | Permit Refund- 5901 Black Tail |
| Crosby Co., CPA | \$ 3,500.00 | 2015/2016 Audit Inv# 1828 |
| MTM | \$ 12,600.00 | Morning Star Road Repairs Inc #10177 |

Total \$ 24,394.13

General Manager Report

Weather is affecting repairing Forked Horn Pl and Pepper Tree Hill. Until the weather clears no major repairs will be done.

Sentiment control- GM advised members to look on different websites (to get some ideas) on how to help keep the mud and sediment from running into the roads. Advised to send a letter, post a notice or use door hangers to notify neighbors on how to properly clean out culverts and to address any drainage/run off issues.

Correspondence Received

- Received an insurance endorsement from Paso Robles Waste.
- Received a Ballet package.
- Forked horn resident concerned about grading causing issues with the road being damaged by all the rain water.

Discussion Items:

1. Community Chip Seal Project Financing:
2. GM collecting tax information for county, he will try to go talk to the tax collector regarding that issue this week. Trying to chip seal this summer if all the financing and tax issues are worked out.
3. Permit Status Report:
Permits for 5758 Prancing Deer, 5901 Black Tail, 5675 Ground Squirrel Hollow have all been finalized and refunds are being issued.

Active Permits:

Robert Greene APN 015-324-037 5631 Lone Pine Pl

*All have paid their permit fee of \$1,500.00 and have received a Letter of Acceptance from the District for the county permit staff.

4. Monthly Road Evaluations:
MTM has fixed and installed a new culvert on Morning Star, job needs to be finished.

Thursday, January 26th, GM and board members drove the roads to try and access damages. GM is trying to get some emergency funds to help with recent damages from the rain. He is trying to get an idea of the cost of damages; however there weren't enough people to come look. Pictures, regarding damages have been sent in for the district. There are no prevailing wage requirements to complete repairs with the emergency fund money we are trying to get.

We must be sure to document any and all emergency repairs for possible reimbursement. The district can use the money for any project that works best for our community.

There appears to be a rental company who has unloaded some equipment and drove it on our roads which has caused some damage. The CSD needs to send letters to the local rental agencies to address how best to deliver, load and unload equipment to prevent damaging our district roads.

It was brought to the attention of the directors that the minutes from the meetings should include more detailed information regarding any emergency repair work that is completed. Try to be sure to note addresses nearest to where work is/was completed and where/how the money was spent.

There were some concerns about a large area of pot holes in the area of 5991-5971 Silverado Pl. This will be looked at and a decision of urgency will be made.

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.

5. Annual Audit:

GM was finally able to get the final version of the audit from the auditor. It was reviewed by the directors.

Financial statement appears to be fairly good. The audit report is available for review by the public with a written request to the board member(s) or GM.

A motion was made to receive and file the audit by Director Martinson and seconded by Director Duckworth; Motion passed by unanimous vote.

Director/Manager Comments

None

Adjournment

A motion was made to adjourn the regular meeting by Director Simons, seconded by Director McCamy and passed by unanimous voice vote. The meeting was adjourned at 8:21 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, March 8th at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully Submitted by,



Sarah Switzer, Recording Secretary