

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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

MINUTES FOR JULY 12, 2017 BOARD MEETING

Call to Order and Flag Salute:

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

Roll Call:

Directors Fulmer, Simons, Martinson, Duckworth and McCamy were in attendance. Manager Gilmore and Secretary Switzer were also present.

Public Comment

None

Consent Items:

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

The following invoices were approved for payment:

Sarah Switzer	\$ 400.00	Secretarial services thru 6/30/17 Inv#16
Dan Gilmore	\$ 2,043.67	General Manager for June 2017 Inv#14
Board Stipends	\$ 500.00	BOD Meeting 6/21/17
Catherine Turner	\$ 150.00	Invoice #31 Bookkeeping thru 6/30/17
CSDA	\$ 125.00	Brown Act Reg 3 Members, Mngr & Sec
Paso Press	\$ 312.00	Publication fees for Public Notices
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Total	\$ 3,530.67	

General Manager Report

July 5th Directors McCamy and Duckworth joined General Manager Gilmore along with two FEMA reps to look at and measure areas of damage from the last of the season’s storms to the chip sealed roads. They spent about three hours measuring and surveying the damaged areas. Need to provide FEMA with a cost estimate and misc information to keep the process moving forward. There was another FEMA rep surveying the bases roads as well. GM met with him on July 6th and sent all documents requested.

Correspondence Received

- Bill from LAFCO
- Insurance cert from Mark Switzer Excavating from Pepper Tree project.
- SDRMA certificate of coverage.
- CSDA conference information brochure.

Discussion Items:

1. Public Hearing and Adoption of Resolution:

Public comment- Mrs. Martinson was asking about notifying the public of the 2% yearly increase, she was recommending a neighborhood newsletter.

Director Comments- None

A motion was made to approve the resolution by Director McCamy and Director Simons seconded the motion. It was passed by a 5-0 roll call vote. Directors Fulmer, Simons, Martinson, McCamy and Duckworth all passed with a Yes vote.

2. Fiscal Year Tax Roll for Chip Seal:

The amount will remain the same each year until each parcel is covered by the completion of the chip sealing of the road.

Public Comment- None

Director Comments- Director Fulmer inquired as to wither or not there should be an assessment prior to the chip seal financing being set in place.

Director Simons asked what should happen if the loan falls through and the CSD cannot obtain any financing. GM stated that if the loan fall through each home owner should get a refund.

A motion was made by Director Martinson to approve the fiscal tax for the chip seal project; Director Duckworth seconded the motion; the motion passed by a 4-1 roll call vote. Director Simons opposed the motion with a No vote. Directors Fulmer, Martinson, Duckworth and McCamy passed with a Yes vote.

3. Districts FY2017-18 Budget:

Public Comment- None

Director Comments- None

A motion was made by Director Duckworth to approve the Fiscal Year 2017/18 District Budget; Director McCamy seconded the motion; it was passed by a 5-0 roll call vote. Directors Fulmer, Simons, Martinson, McCamy and Duckworth all passed with a Yes vote.

4. Community Chip Seal Project Financing:

GM spoke with Frank Gill on 7/6/17; a private loan option was discussed. They have enlisted the help of two new bond counsels to make sure the loan is structured properly and meets legal requirements. The current loan structure is a 20 year loan with a balloon payment due in 10 years, this is a legal requirement of special assessment funds.

Currently we are looking at a approximate rate of 3.95%.

GM is working on getting a letter to Holman Capital stating that we have the funding to back the loan we are requesting. We need approval from the board to move forward in using James D. Ciampa to authorize a retainer not too exceed \$3500. A motion was made by Director Martinson and seconded by Director Simons and passed by a unanimous 5-0 roll call vote.

5. Permit Status Report:

5660 Lone Pine Pl –Pepo – Will be brining in a modular (second home).

5675 GSH- Raper- Cut a driveway and needs to pay encroachment permit.

Active Permits:

Robert Greene	APN 015-324-037	5631 Lone Pine Pl
Vince Vanderlip	APN 015-144-024	5898 Black Tail 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.

6. Monthly Road Evaluations:

Director Duckworth and Director McCamy looked at chip seal roads with the FEMA representatives regarding storm related damages. There is a neighbor at the corner of Buck Way and Black Tail that needs to removed some personal items from the corner of the roadway. The board will send a letter asking that the items be removed so the area is clean for work to be done.

GM is looking into adding a sterilizing agent that could be put in under the new chip seal to prevent any issues with fungus growth.

There is a clogged culvert at the corner of Gun smoke and Ground Squirrel Hollow that needs to be cleared.

There are some potholes on Silverado that need to be repaired.

Need to get weight limit signed for the newly asphalted Pepper Tree hill.

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.

Director/Manager Comments

None

Adjournment

A motion was made to adjourn the regular meeting by Director Martinson, seconded by Director Simons and passed by unanimous voice vote. The meeting was adjourned at 8:08 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, August 9th at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully Submitted by,

A handwritten signature in black ink that reads "Sarah Switzer". The signature is written in a cursive style with a large initial "S".

Sarah Switzer, Recording Secretary