

**ROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT**

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

**MINUTES FOR JUNE 12, 2019 BOARD MEETING**

**Call to Order and Flag Salute:**

Director McCamy called the regular meeting to order at 7:04 p.m.

**Roll Call-** Martinson, Duckworth, Simons and McCamy were in attendance. Manager Gilmore and Secretary Switzer were also present. Director Fulmer was absent.

**Consent Items:**

A motion was made to accept and approve the consent items from May’s meeting, with corrections, by Director Duckworth and seconded by Director Martinson; Motion passed by unanimous vote (4-0).

The following invoices were approved for payment:

Sarah Switzer	\$ 400.00	Secretarial services thru 5/31/19 Inv#39
Dan Gilmore	\$ 1,829.87	General Manager for May 2019 Inv#38
Board Stipends	\$ 500.00	BOD Meeting 5/8/19
Catherine Turner	\$ 150.00	Invoice #54 Bookkeeping thru May 2019
Allen Duckworth	\$ 41.31	Sign material (Lowe's) & Curve signs for GSH
Ads	\$ 494.40	Ad's for Budget publication
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Total	\$ 3,415.58	

**General Manager Report**

GM Received an email request from FPPC regarding population information within the district. Current population is around 1,000 according to the census block information.

**Correspondence Received**

- SDMRA insurance provider 2017/2018 annual report.
- Insurance invoice from SDRMA (increase of approx. \$3,000 in the last 2 years).
- SDRMA BOD election information

**Discussion Items:**

1. **Public Hearing – Resolution 219-04 Special Tax for Road Maintenance:**  
Original assessment was a total of \$240 for each parcel within the district, has gone up 2% per year, 525 parcels. In May 2019 the board initiated the process for the 2% increase for this coming assessment collection for fiscal year 2019/2020 resulting in an increase of \$6.30 per parcel for a

total of \$321.84 per parcel for an additional revenue of \$3,307.50. Resolution due back to the county 7/22/19, each parcel to pay \$321.84 plus county's addition of \$2.00 county fee.

No public comment / No BOD comment

Director Martinson made a motion to approve resolution 2019-04 establishing the Special Tax for Road Maintenance to be collected by SLO County with the FY2019/20 Tax Roll, Director Duckworth seconded motion, passed with unanimous voice vote 4-0.

2. **Public Hearing – Resolution 2019-05 Special Assessment for the Chip Seal Project.**

Special assessment of \$155.00 per parcel plus \$2.00 county for a total of \$157.00 per parcel within the assessment area. 269 parcels.

No public comment / No BOD comment

Director Martinson made a motion to approve resolution 2019-05 establishing the Special Tax for the Chip Seal Project, to be collected by SLO County with the FY2019/20 Tax Roll, Director Duckworth seconded motion, passed with unanimous voice vote 4-0.

3. **Public Hearing – Resolution 2019-06, Final Budget for 2019/20**

At regular meeting May 8 2019 the board approved the districts preliminary budget for FY2019/20. Staff was then authorized to publish the notice in Atascadero news and Paso Robles Press of May 24, 2019 and May 31, 2019 as well as published on the district website.

No public comment / No BOD comment

Director Duckworth made a motion to approve resolution 2019-06 Final Budget for 2019/20, Director Simons seconded motion, passed with unanimous voice vote 4-0.

4. **Permit Status Report:**

5850 Black Tail- needs to retrench across the road for utilities. Received a \$1,500 deposit.

5215 White Tail- Received permit fee.

5095 White Tail- New driveway was paved without notice, have not received response from owner.

5175 White Tail- Report of driveway work, sent letter to contractor, Viborg, no response as of meeting time.

Public comment- S. Bayus- recommended sending a letter to all contractors regarding the permit fee and permit requirements.

Active Permits:

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

(\*Greens' paperwork shows an incorrect APN number. The correct APN is shown above.)

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

5. **Monthly Road Evaluations:**

Project to repair Forked Horn hill, bids were sent out to all contractors on the contractor list, they were due back the day before the June meeting. Only got one bid back, from Mitch Fredrick Paving. Director Simons and GM investigated some drainage issues on bid bend on Ground Squirrel Hollow Rd. There are still discussions on the best way to solve the issue in the area.

Public Comment- S. Durian is opposed to the repairs on Forked Horn Hill.

Director comments- Simons looked at corner of GSH and there is about a 1” fall every 10’, thinking of ideas on how to possibly raise the road for better run off, will be brought up and addressed at next meeting.

Director Duckworth made a motion to accept the bid on Forked Horn without the curb, Director Martinson seconded, the motion passed with unanimous voice vote. Bid was \$58,500.

\*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 GSCSD 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.

6. **Road Signs:**

This topic has been discussed over a few meetings. Director Duckworth has put in 8 signs as of the June meeting date. GM and some directors are willing to work together to get more signs. They will put some signs up on existing sign posts within the district to save the district some money on supplies.

7. **Independent Audit and Financial Statements for Year Ending June 30, 2018 by Crosby Company.**

Received a copy of the draft audit. GM reviewed and provided input. District is in a good financial position as long as the spending is carefully watched and should not need any further review or discussion on the budget.

Director Martinson made a motion to review and file audit, Director Simons seconded motion and it was passed by unanimous roll call vote.

**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 8:48 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 10 at 7:00 p.m. at a NEW location, Creston Fire Station 50, 6055 Webster Rd in Creston, California.

Respectfully Submitted by,

*Sarah Switzer*

Sarah Switzer, Recording Secretary