

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

5915 Silverado Place
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groundsquirrelhollowcsd.org

MINUTES FOR NOVEMBER 14, 2018 BOARD MEETING

Call to Order and Flag Salute:

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

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

Public Comment

There was a modular home put in at 5890 Prancing Deer Pl and there are no permits on file. There is a report of someone living in a camper at the end of Blacktail Pl without proper permits or paperwork.

Consent Items:

A motion was made to accept and approve the consent items from October’s meeting, with corrections, 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 10/31/18 Inv#32
Dan Gilmore	\$ 1,279.47	General Manager for October 2018 Inv#30
Board Stipends	\$ 400.00	BOD Meeting 10/10/18
Catherine Turner	\$ 150.00	Invoice #47 Bookkeeping thru October
Mitch Fredrick Paving	\$100,494.80	Misc. Repairs, Inv#'s- 101218 & 110118
Santa Cruz Bank	\$ 24,475.54	Payment #5
CSDA	\$ 1,059.00	2019 Membership Inv# 27115
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Total	\$128,258.81	

General Manager Report

Now that the Chip seal and pothole repair projects are completed The GM is looking into creating a long-term maintenance plan to ensure the district roads stay in good condition and get the most life out of the roads.

GM is also looking at updating the district code, as well as the permit procedures, forms and fees.

Correspondence Received

Construction prelim notice from contractor (standard practice).

Attorney from Wells Fargo for owner of property with the unfinished construction site off Maverick Rd. The owner would like to know how they can go about completing the construction.

Discussion Items:

1. **Permit Status Report:** **No New Permits**

Greene's permit is active through 5/21/2019, they have had it reinstated.

Active Permits:

Castaneda/Schmidt APN 015-143-039 5975 Black Tail Pl Permit# 2017-01510

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

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

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.

2. **Monthly Road Evaluations:**

Potholes need to be repaired on Ground Squirrel Hollow.

*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.

3. **Review of Regular Meeting Schedule:**

There is a possibility to reduce the number of meetings. There are several months that GSCSD could eliminate monthly meetings. There are four possible options that the GM has proposed. GM is planning on continuing the monthly meetings as we always have and if there is no time concerning items in a month the meeting will be canceled and anything on the schedule will move to the following month.

4. **Sign Installation Project:**

GM contacted Anthony Trujillo who owned a local fencing company, He gave CSD a bid to install the sign posts for \$100 each, with CSD providing all materials. GM will go back to the previous bidders to give them a chance to rebid their bids with the CSD purchasing the materials, so as to be comparable to the Trujillo bid with CSD purchasing materials.

BOD Comments

Director Duckworth thanked Mr. Bayus and Mitch Fredrick Paving for doing such a great job on the chip seal project.

Mrs. C. Turner also thanked everyone involved in making this project come to life and get completed so nicely. “It was a long time coming!”

Adjournment

A motion was made to adjourn the regular meeting by Director Simons, seconded by Director Duckworth and passed by unanimous voice vote. The meeting was adjourned at 8:31 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, December 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".

Sarah Switzer, Recording Secretary