

**GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT**

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

**MINUTES FOR APRIL 2018 BOARD MEETING**

**Call to Order and Flag Salute:**

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

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

**Public Comment**

None

**Member of the public in attendance:**

Cathy Turner  
Mr. Bayus  
Mr. Durian

**Consent Items:**

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

The following invoices were approved for payment:

Sarah Switzer	\$ 400.00	Secretarial services thru 3/31/18 Inv#25
Dan Gilmore	\$ 849.10	General Manager for March. 2018 Inv#23
Board Stipends	\$ 500.00	BOD Meeting 3/14/18
Catherine Turner	\$ 150.00	Invoice #40 Bookkeeping thru 3/31/18
Vince Vanderlip	\$ 1,250.00	Permit Refund 5898 Black Tail
<hr/>		
Total	\$ 3,149.10	

**General Manager Report**

Next month GM will be working on the 2018/19 fiscal year’s budget, it should be pretty close to the same as previous years spending with adjustments for expected activities.

GM will get in touch with the County clerk’s office to start the annual process of reaffirming our Road Tax and Chip seal assessments for collection by the county. GM will prepare any necessary reports or required documents and submit to County Tax Collectors Office.

**Correspondence Received**

- A few mailers from SDRMA and CA Special Districts.

**Discussion Items:**

1. **Community Chip Seal Project:**

Phase III consists of the remaining roads, Lone Pine, Morning Star and White Tail, S. Pepper Tree. Phase III is started, grading is going on now on White Tail, the contractor replaced an 8” culver with a 12” culvert. The cost to do the work and upgrade to the larger culvert was \$2,375 and the GM gave the contractor the go ahead to proceed with the work and approved the extra cost.

**Comments on Chip Seal Project:**

None

2. **Permit Status Report:**

NEW application and deposit for 5975 Black Tail, (Castaneda/Schmidt)

5895 Blacktail has been completed. Needs to be inspected to make sure the driveway approach is done correctly as to not damage the new chip seal road, prior to returning the deposit.

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 015-143-025	5895 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.

3. **Monthly Road Evaluations:**

Director McCamy took photos of the damaged area on Pepper Tree and Prancing Deer where it appears that a car went off the side of the road and damaged the newly chip sealed road. Further discussions on what to do next regarding the damaged area is ongoing.

GM Gilmore is putting together a newsletter and it will be going out in the mail to all the residents soon. This newsletter is designed to give the residents and neighbors an update on all things going on in the district and also advise on how to take care and preserve the new chip seal roads.

\*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.

**Public Comment:**

Mr. Bayus mentioned that a resident who lives at the end of White Tail is wanting to get a turn around area put in so people don’t continue to use their driveway to turn around in.

**Director/Manager Comments**

Director Simons asked if it is a requirement that all districts are members of LAFCO?

The answer is yes. All public agencies are required to be a part of LAFCO. You become a member once you are voted in and become a board member.

Directors Simons asked when the work on Impala would be able to start. The work on Impala will be able to get started once the chip seal project is completed.

The directors and GM will put together a job list of all the sections of the older roads that need repairs or improvements and will get it ready to send out to bid. They will bid the job in order to get a full day's worth of work out of the crews and have the work completed as quickly as possible.

**Adjournment**

A motion was made to adjourn the regular meeting by Director McCamy, seconded by Director Duckworth and passed by unanimous voice vote. The meeting was adjourned at 7:50 p.m.

The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, May 9th at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully Submitted by,



Sarah Switzer, Recording Secretary