

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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groundsquirrelhollowcsd.org

MINUTES FOR JANUMARY 13, 2021 BOARD MEETING

Call to Order and Flag Salute:

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

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

Public Comment:

Mr. Scott Durian- Question about the roll call vote on the purchase of the vacant lot. C. Turner said we got an excellent report from the auditor.

Consent Items:

A motion was made to accept and approve the consent items from December meeting, with corrections, by Director Martinson and seconded by Director McCamy; Motion passed by unanimous voice vote. Roll call 5-0.

The following invoices were approved for payment:

Sarah Switzer	\$	528.95	Secretarial services thru 12/31/20 Inv#57
Dan Gilmore	\$	1,285.03	General Manager for December Inv#56
Board Stipends	\$	500.00	BOD Meeting 12/09/2020
Catherine Turner	\$	200.00	Invoice #72 Bookkeeping thru 12/31/2020

Total	\$	2,513.98	
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General Manager Report

Director Gilmore has been retained by the Independence Ranch CSD, should not cause any interference with working with the Ground Squirrel Hollow CSD.

GM has been working on the districts audit for the year end information. Several agencies are asking to see a copy of the completed audit.

Regarding the purchase of the tax default lot the district is looking to purchase. The auction date has changed from May to June 1st.

GM met with contractors and other contractors regarding the best way to correct and move forward with the roads within the district that need attention.

Trying to address the problems on Reindeer and Gazelle where the chip seal is being eaten away by some unknown cause. GM sent some samples to Cal Poly after getting a possible answer from some professionals on the possible issues and try to figure out any possible resolutions.

Correspondence Received

None

1. **Permit Status Report:**

The permit status board has been updated to reflect only current permits, permits on hold and recently completed permits.

5020 White Tail has put in a well and roughed in a driveway but the CSD has not received any sort of permits or information from the county.

Active Permits:

5895 Forked Horn 015-143-019 Deb Stilson Accessory Building (shed/barn)
Issued fee waiver agreement, deposit paid.
5602 Prancing Deer Herigstad Driveway Apron
Permit Paid

**Enforcement of District Encroachment Regulation:*

5175 White Tail, two attempts made to contact by mail regarding encroachment fee.
5105 White Tail, New construction, No district permit on file *Finalled with county w/o our sign off.*
5745 Silverado, county code enforcement action for early grading. Erosion control installed. owner expected to get county permit for further work.
5645 Forked Horn, Owners expected to submit permit application and fee for work to be done.

Other information:

5645 Forked Horn, owners Bill & Jordana Hug expected to submit permit application and fee for driveway approach improvements.

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.

2. **Monthly Road Evaluations:**

GM and Directors were able to drive the district and take note of any and all roads that need repairs or anything that needs addressed.
There is a punch list on file of all the items that need to be addressed. Most of the roads are in good condition and don't need much done due to being able to touch on them throughout the year. Gazelle and Reindeer need the most attention at this point due to the unknown cause of the deterioration of the chip seal material. Play Doe and Stagg Hill have not been touched in a while so those will need to be addressed this year. There are several areas within the district that have edge erosion and big ruts that need to be addressed to prevent damage to the 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 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.*

Director & Manager Comments:

Director Simons asked about the Form 700, all Directors need to fill out the form online. T. Turner has to do the 1099, the forms have changed and they are sending new ones.

Adjournment

A motion was made to adjourn the regular meeting by Director Duckworth, seconded by Director Martinson and passed by unanimous voice vote, 5-0. The meeting was adjourned at 7:57 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, February 10th, at 7:00 p.m. via virtual Zoom meeting due to the COVID-19 pandemic.

Respectfully Submitted by,

A handwritten signature in cursive script that reads "Sarah Switzer".

Sarah Switzer, Recording Secretary