

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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groundsquirrelhollowcsd.org

MINUTES FOR JANUARY 10,2018 BOARD MEETING

Call to Order and Flag Salute:

Director Fulmer called the regular meeting to order at 7:00 p.m.

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

Public Comment

Mr. Durian mentioned that if his comments are not added correctly into the minutes he would like them left out. Due to board policy we must note any public comments. He also mentioned that he would like us to go back to the minutes from the November 8th 2017 minutes and correct his comments. He would also like to have a ‘draft’ copy of the minutes put on the CSD website for informational purposes only. {Director Simons made a motion to go back and correct the minutes from the November 8 2017 meeting, Director McCamy seconded the motion, passed by unanimous vote. }

Member of the public in attendance:

Cathy Turner
Steven Bayus
Larry Betschart
Scott Durian

Consent Items:

Need to make corrections to the minutes; page 3, director Duckworth’s names is spelled incorrectly, also need to make corrections to November 8th minutes that Mr. Durain noticed. A motion was made to accept and approve the consent items from December’s regular meeting with the mentioned 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 12/31/17 Inv#22
Dan Gilmore	\$ 1,442.21	General Manager for Dec. 2017 Inv#20
Board Stipends	\$ 500.00	BOD Meeting 12/13/17
Catherine Turner	\$ 150.00	Invoice #37 Bookkeeping thru 12/31/17
Crosby	\$ 3,500.00	Auditor

Total \$ 5,992.21

General Manager Report

There was also discussion on moving the monthly board meetings to a new location, the Fire Station in Creston, the current Station 52 was supposed to undergo a remodel so the meetings would be unable to take place there during the construction period. However the construction has been postponed so there is no immediate need to move our meetings.

GM had to go to the assessor’s office website to report income etc, board has never had to do it before now because our income was always below \$150k.

GM received a letter from the local hazard mitigation department; the price has gone down due to getting some grants, county asking CSD to sign a letter to agree to participate in FEMA hazard mitigation plan. All contingent on them getting the grant monies, if they do not get the money the agreement is null and void.

Correspondence Received

- CA Special Districts- Magazine and special district board members hand book.
- SDRMA- Labor law posters (Cathy has those copies).
- Special Districts Association leadership classes booklet of information. Special District risk management report.
- Prelim notice, Cal Portland construction.
- CA State Controller, government compensation report, notice of more information coming.

Discussion Items:

1. **Community Chip Seal Project:**

Phase I is complete.

Phase II- is approximately 56% completed as of meeting.

GM has received 4 bids for phase III, Ferravanti, Mitch Frederick, Switzer Excavating and Betschart. The lowest bidder is Mitch Frederick. Director Duckworth made a motion to award the project to the lowest bidder, Mitch Frederick, Director Martinson seconded the vote, it passed by a 5-0 roll call vote.

Phase II consists of Silverado, Prancing Deer and Pepper Tree (north end).

Phase III consists of the remaining roads, Lone Pine, Morning Star and White Tail, S. Pepper Tree. There are signs being placed throughout the district to advise residents of work being done.

2. **Permit Status Report:**

Nothing New

New Permit for V. Vanderlip at 5895 Blacktail APN.

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
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:**

The chip seal project is ongoing.

Need to make some repairs to potholes on Mulberry, Maverick and Impala (at the north end of GSH). GM and Director Simons will meet and get a bid together for those pothole repairs.

*Cathy Turner requested some carsonites on Silverado at the bottom of the hill at the culvert; two vehicles have gone off the road and into the ditch/culvert area.

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.

4. **Audit:**

Manager has reviewed the charts, graphs and information for the yearly audit by Crosby Company. There are a couple deposits that are unclear, but after discussions, it's determined that those deposits are from the "operation mailboxes" deposits.

Just need to receive and file the audit as is. Director Simons made a motion to accept the audit as is, Director Duckworth seconded the motion, it passed by unanimous vote.

5. **District Signage:**

Sign committee hasn't met again due to no further action required at this point. There have been some signs ordered; Director McCamy feels the speed limit should be 20 instead of 25 mph. The community went w/25 mph due to being a standard speed limit in residential areas by code. The board is in agreement that the speed limit should be fixed at 20 mph on all roads. The following signs need to be ordered; Dip, Curve and speed limit signs.

The intersection of Pepper Tree and Silverado (at the steep hill) is still an area of concern and there are still discussions on the best way to approve signage at this spot to keep it as safe as possible, while trying to keep the traffic coming up the steep grade on Pepper Tree from having to stop.

The ad-hoc committee consists of 4 members, Kevin McCamy, Ed Martinson, Scott Durian and Dan Gilmore.

Director/Manager Comments

Director McCamy did a webinar on CSDA board and staff rules. He requested that the GM put that on the agenda for further discussion. Need to put together a plan to have board members go out and do some maintenance on all roads as needed and set a budget and time frames. Possibly at the end of summer go out and fog seal the newly chip sealed roads. Also look at the old chip sealed roads and get those repaired and fog sealed as long as we have the funds to do so. Look over numbers and prioritize as needed. Need to figure out what to do about the parcels outside the district, the back side of Maverick Also need to add an "additional documents" tab on the website for any other information.

Mr. Bayus let the board know that the insurance company All State has approved the claim to replace the culvert on Silverado.

Adjournment

A motion was made to adjourn the regular meeting by Director Martinson, seconded by Director McCamy and passed by unanimous voice vote. The meeting was adjourned at 8:20 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 15th 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