

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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

MINUTES FOR MAY 9, 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 April’s regular meeting, with corrections, by Director Martinson and seconded by Director Duckworth; Motion passed by unanimous vote.

The following invoices were approved for payment:

Sarah Switzer	\$ 400.00	Secretarial services thru 4/30/18 Inv#26
Dan Gilmore	\$ 1,248.73	General Manager for April 2018 Inv#24
Board Stipends	\$ 500.00	BOD Meeting 4/10/18
Catherine Turner	\$ 150.00	Invoice #41 Bookkeeping thru 4/30/18
Cyber Scriber	\$ 414.75	Website Updates Inv# 6047
Santa Cruz County Bank	\$ 24,530.00	Payment on Chip Seal Acct
Santa Cruz County Bank	\$ 1,211.25	Interest Adjustment
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Total	\$ 28,454.73	

General Manager Report

Received second payment from the Office of Emergency Services from the winter storm damages in the amount of \$16,271, bringing the total recovery cost to \$20,746. This money was deposited in the general fund and is available for other road maintenance activities.

Correspondence Received

- Prelim notices on chip seal project
- Special District leadership
- CSDA finance corp.
- Director Fulmer received a call regarding the end of white tail being blocked from public use.
- Director Fulmer got a call that the Playdoe sign was missing but someone replaced it.
- Director Fulmer got a call from Mr. T. Davis regarding chip seal project on Lone Pine and he's very happy with it.
- Director Fulmer ordered MPH signs.
- Director Fulmer got a call from someone looking to purchase some property with questions regarding the district and Director Fulmer informed them that the property is outside the district.

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 more than half way done. There was a request to add curbs on the edges of Lone Pine to control erosion. Adding the curbs is an additional \$3,800.

There was a motion made to approve the extra charge to install the curbs made by Director Martinson and seconded by Director McCamy, motion passed by unanimous voice vote.

Comments on Chip Seal Project:

Mr. Bayus wanted to let everyone know that there is no through traffic on Lone Pine Place starting at 5470 while they chip the roads. They plan to have the project completed by the end of the month.

2. **Permit Status Report:**

Nothing New

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:**

Work continues on Phase III of the chip seal project. GM working on other ongoing repairs to the older roads that are starting to fall apart. Impala, Gun Smoke, Blossom, End of GSH need some immediate repairs. GM will check on any other necessary repairs on all areas of the district. They are going to get carsonites installed on Morning star at the new culvert as well as on Peppertree, Silverado and White Tail at the new culverts.

*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. Durian asked about the possibility to have bi-monthly meeting after the chip seal project is completed.

The board has considered this idea and are working out the details to see if it could work.

Resolution 2018-02:

Fiscal year 2018/19 Tax Roll Preparation. This initiates the annual 2% increase for the 18/19 year on the tax collection, that would result in an increase of \$6.18 per parcel (525 parcels) for a total of \$315.54, in addition the county adds a \$2.00 collection fee bringing the total tax amount to \$317.54 (525 parcels). This tax will bring in \$165,658.50 for the district which is an increase of \$3,244.50 from last year. This tax collection will max out at \$175,000 which will be in a few more years. Director Simons made a motion to pass Resolution 2018-02, Director McCamy seconded, the motion passed with a 5-0 roll call vote.

Director/Manager Comments

None

Resolution 2018-03 Chip Seal Tax Preparation:

Special chip seal assessment of \$155 per parcel (269 parcels) with an annual revenue of \$41,695. The county adds a \$2.00 collection fee bringing the total tax amount to \$157.00 collected on your tax bill.

Director Simons made a motion to pass Resolution 2018-03, Director Martinson seconded the motion, the motion passed with a 5-0 roll call vote.

Preliminary Budget for FY2018/19:

Each year the board gets an opportunity to review the staff's proposed budget for the next fiscal year and make any desired changes. Staff will incorporate any changes and schedule a public hearing at the next board meeting to formally approve the budget.

Newsletter Costs:

GM will be getting a newsletter for the month of May; the newsletter will be an 11" x 17" folded full color newsletter and will go out to all of the GSH district.

Director Simons made a motion to approve the newsletter w/Poor Richards Press, Director McCamy seconded the motion and it passed with unanimous voice 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 8:20 p.m.

The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, June 13th 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