

**GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT**

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

**MINUTES FOR JUNE 8th, 2016 BOARD MEETING**

**Call to Order and Flag Salute:**

Director Fulmer called the regular meeting to order at 7:06 p.m.

**Roll Call:**

Directors Fulmer, Simons, Martinson, Duckworth and Dougherty were in attendance. Manager Gilmore and Secretary Switzer were also present.

**Public Comment**

No public comment.

**Consent Items**

Directors made a motion to accept and approve the June Regular Meeting Minutes with two corrections; correct page 2, 3<sup>rd</sup> paragraph under section 3 remove "to" and change 4th paragraph to read 'Ed' seconded the motion not Duckworth, Director Martinson seconded.

The following invoices were approved for payment.

Sarah Switzer	\$ 400.00	Secretarial services thru 5/31/16 Inv#03
Dan Gilmore	\$ 983.88	General Manager for May 2016
Board Stipends	\$ 300.00	BOD Meeting 5/13/2016
Catherine Turner	\$ 150.00	Invoice #18 bookkeeping thru 5/31/16
Cyber Scriber	\$ 70.00	Web updates Inv#5473
Shipsey & Seitz	\$ 1,249.60	Attorney Fees Inv#108430
SDRMA	\$ 3,674.10	General Liability Insurance 2016-17

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Total	\$6,827.58	
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**General Manager Report**

GM Dan Gilmore continues to organized and sort through misc boxes received from previous manager, still working on USDA loan and getting approval. GM will touch bases with Mike regarding the USDA loan.

**Correspondence Received**

Received an Emailed received from LAFCO. Received an Email from Steve with pictures of signs from Independence Ranch and recommends we place similar signs within our district. Director Fulmer to look into, and possibly design some signs, and bring any further information regarding those signs to our July meeting.

## Discussion Items:

### 1. Community Chip Seal Project Financing:

GM met with USDA rep, AI, he agreed to keep file open for CSD to pursue USDA loan. USDA needs most recent audit for 2015, copy of bylaws, resume and short bio from each board member and CA environment act information. Members to have their bios done and brought to July meeting.

### 2. Permit Status Report:

There are currently three (2) active permits. Of these, both have been active for several years. Find out about permit status on new construction on Prancing Deer, did not get CSD permit only county permit. 5432 Blossom, Final inspection complete.

Changes from last two months:

Have not received encroachment permit for 5880 Silverado

Active Permits: Prancing Deer has a permit but CSD has not been paid their fee.

### 3. Monthly Road Evaluations:

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.

Holes on Maverick have been repaired.

Plans in place for Pepper Tree to be asphalted and expanded to 20'.

It was discussed that the entrance signs to the GSHCSD were faded and hard to read and should be replaced with larger signs.

GM came out and toured the district with Director Martinson prior to June meeting. Need to get Pepper Tree job started, fix patchwork on GSH, Impala needs some chip seal repairs. Get quotes on stop signs for Playdoe, Pepper Tree, Lone Pine and Silverado. Need a new street sign for Pepper Tree.

### 4. Budget Review

Starting in 2016/2017 tax year GM fee to increase \$4,500 per year.

Secretary Switzer ran an ad in the Paso Press and emailed copy to Cyber Scriber for posting to website.

2015/2016 tax year the annual assessment to go up 2% from \$297.35 it will increase to a total of \$303.30 for the 2016/2017 tax year. County adds a \$2.00 fee per parcel for a total due of \$305.30 this will bring the district an extra \$3,124 for the year.

Director Simons made a motion to accept resolution for 2016/2017 tax, Director Martinson seconded the motion and it passed by unanimous voice vote.

**Adjournment**

A motion was made to adjourn the regular meeting by Director Duckworth, seconded by Director Martinson and passed by unanimous voice vote. The meeting was adjourned at 8:23 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, July 13th at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully Submitted by,

Sarah Switzer, Recording Secretary