

**GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT**

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

**MINUTES FOR JANUARY 12, 2011 BOARD MEETING**

**Call to Order and Flag Salute:**

President Fulmer called the meeting to order at 6:30 p.m.

**Roll Call:**

Directors Fulmer, Simons, Turner, and Bradley were in attendance. Director Milbury was absent. Manager Lepore was also present.

**Public Comment on Closed Session:**

None

**Closed Session Items:**

**PERSONNEL: District General Manager Evaluation**

**Return to Open Session, Report on Closed Session:**

The Board performed the evaluation of the District Manager. No reportable action was taken.

Secretary Giminez and members of the audience joined the meeting at this time. President Fulmer welcomed everyone, introduced and welcomed the new Board Secretary Bev Giminez and continued the regular meeting.

**Consent Items:**

Director Turner made a motion to accept and approve the November Minutes as corrected, The Treasurer's Report, payment of the outstanding invoices and Manager Lepore's report. Motion was seconded by Director Simons and passed by unanimous vote. The following invoices were approved for payment.

Nancy Sandecki	\$ 425.95	Secretarial services and supplies Thru 12/31/10
Wallace Group	\$ 3470.10	Professional Service thru 11/30/10
Board Stipend	\$ 400.00	For December 8, 2010 meeting attendance
Shipsey & Seitz	\$ 32.00	Attorney Fees thru 11/30/10
Amy L. Goldman, Trustee	\$ 4500.00	Per Jon Seitz for Vaughn Litigation

**Public Comments on Agenda:**

None

**Board Action on Agenda Items:**

1. GSH/Geneseo Mailbox Area – Offer of Dedication

Manager Lepore confirmed that the requirements for the Outside Users Agreement (OUA) application included an environmental review (CEQA). The estimate cost for this OUA is \$3,000.00, with \$2,500 for the application and LAFCO processing, and \$500 for CEQA . Other additional costs would be for engineering and legal counsel. It was mentioned that there are funds remaining in the “Operation Mailbox” account available to help offset District costs. Manager Lepore recommends that the board consult legal counsel prior to perusing the OUA. Director Simons made a motion for Manager Lepore to consult legal counsel, and return to the February meeting with further information. Motion was seconded by Director Turner and passed unanimously.

2. Permit Status Report

We have nineteen (19) active permits, seven (7) permits on hold and forty one (41) final permits.

There was one initial inspection completed in December 2010 at 5325 GSH. Report has been submitted to board.

A certified letter was sent to the property owner at 5670 Reindeer Place advising that an encroachment permit is needed. Response is requested by January 21, 2011. The owner of this property, John Fuller, was present at the meeting. Mr. Fuller addressed the board and indicated that he was unaware that he was required to obtain a permit to widen and extend his driveway. Mr. Fuller has requested a waiver for the \$360.00 permit fee. After Board explanation of the necessity for a permit, inspection and fee they agreed to allow Mr. Fuller to submit a waiver of fee request. The request will be submitted to Manager Lepore who will in turn make the letter available to the Board. This item will be discussed at a later date.

APN 015-325-024 – 5675 Ground Squirrel Hollow

A certified letter was sent to the property owner at 5675 Ground Squirrel informing him that the hay bales that were placed on his property are not rectifying the water erosion problem and that mud from his property is still washing across the roadway. He has been advised to remove the mud off of GSH or the board will take action to clean up the

roadway. All charges/fees will be forwarded to the property owner for payment of work completed. Response is requested by January 21, 2011.

Staff was notified of a potential erosion problem at 5445 Ground Squirrel Hollow. Staff will look into this and report back at the February meeting.

3. Annual Road Evaluations

Directors Turner and Bradley evaluated the roads in the district. Evaluation will be submitted to Director Simons for further review. It was suggested continuing patch work from GSH to Play Doe or Lone Pine. Mr. Steven Bayus also reported on Road evaluations. Mr. Bayus reported that culverts could use some improvements but water is flowing as it should. It was concluded that roads needed to be patched and additional carsonite markers need to be installed within the district. Director Simons made a motion to purchase one box of carsonite markers, and contract Mitch Fredrick Sealcoating and Paving to transfer load 12 ton of cold mix and 12 ton of base for the District stock pile, at a cost not to exceed \$2,000. The motion was seconded by Director Turner and passed unanimously.

4. Annual Review & Update to district Code

Manager Lepore gave her report on the redline version of the District code. A brief discussion was made regarding record retention. Manager Lepore requested approval from board to proceed with code as proposed and finish final editing. A motion was made by Director Simons to allow the Secretary and Manager to coordinate the posting of the public hearing to adopt the revised District Code with The Paso Press. The motion was seconded by Director Bradley and passed unanimously.

5. Oath of Office

The oath of Office was given to President Pam Fulmer by Manager Lepore. President Fulmer's term will expire on December 5, 2014. The Board held a discussion on the election of officers. A motion was made by Director Turner nominate the directors as seated for President and Vice-President for a two year term. The motion was seconded by director Bradley and passed unanimously.

6. Form 700's

Manager Lepore informed the board that all Form 700 statements must be received in the County Clerk's office or postmarked by 5:00 pm, April 1, 2011. Please deliver completed forms to Manager Lepore to be scanned for District records and submitted to the County.

**Board Discussion Items:**

**Public Comments**

Property owner Sandra Van Fossen at 5696 Forked Horn has requested that an evaluation/inspection be performed by the board regarding drainage/runoff from Forked Horn. Property owner claims that after the GSHCSD performed drainage work at the described area, property owner reported to have 3 to 4 inches of mud and gravel wash into her driveway. The runoff was not a problem prior to performed work. Director Simons will inspect and evaluate to resolve the problem.

Mr. Steve Bayus suggested that the Board consider culverts be placed on Forked Horn, Lone Pine, Prancing Deer and Peppertree.

**Director Comments:**

Director Simons suggested collection of more information regarding the GSH Mailbox area. The Board will discuss this issue at a later date when more information has been obtained.

**Adjournment:**

A motion was made to adjourn the meeting by Director Turner, seconded by Director Bradley and passed by unanimous voice vote. The meeting was adjourned at 8:07 p.m. The next meeting of the Board of Directors of the Ground Squirrel Hollow Community Services district will be held on Wednesday February 9, 2011 at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully submitted by,

Beverly Giminez, Recording Secretary