

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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groundsquirrelhollowcsd.org

MINUTES FOR AUGUST 10, 2011 BOARD MEETING

Call to Order and Flag Salute:

President Fulmer called the meeting to order at 7:02 p.m.

Roll Call:

Directors Fulmer, Simons, Turner, Bradley and Milbury were in attendance. Manager Lepore and Secretary Giminez were also present.

Consent Items:

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

Beverly Giminez	\$	457.89	Secretarial services thru 7/31/11
Board Stipends	\$	400.00	For July 13, 2011 meeting attendance
Wallace Group	\$	1665.16	Professional Services thru 6/30/11 Inv. #31890
Shipsey & Seitz	\$	32.00	Attorney Fees thru 1/31/11 Inv. #104326 Correction
Scott Simons	\$	30.66	Lowe’s Marker Paint 7/7/11

Public Comments on Agenda:

Property Owner Nick D’Antonio Mentioned that he had submitted a letter to Manager Lepore on August 1, 2011 requesting an encroachment permit fee waiver for his property at 5970 Black Tail Place. Director Simons has agreed to inspect the property in question and if he finds that the county permitted improvements pose no threat to the District road than the property owner will be required to sign the necessary release of liability form(s) and return said forms to the District.

Board Action on Agenda Items:

1. GSH/Geneseo Mailbox Area – Offer of Dedication

The District has been pursuing an outside user agreement in anticipation of accepting an offer of dedication made by property owner, Mr. Ken Lauridsen. On June 16, 2011, the District was granted acceptance of the Outside User Agreement from LAFCO, therefore allowing the District to pursue the offer to dedicate as made by Mr. Lauridsen. At the July regular meeting, the Board directed staff to prepare and distribute the final document for execution.

The Board has requested that Staff consult with Legal Council in regards to an expiration date or for perpetuity of OUA.

Staff has completed the final Grant of Easement and Agreement Affecting Real Property and has distributed to the grantors for final execution. Staff will consult with Legal Council for any necessary changes and further discussion and a resolution will be presented at the September regular Board Meeting.

2. Permit Status Report

There are currently twenty four (24) active permits, seven (7) permits on hold and forty one (41) final permits. There were no inspections made during the month of July.

PERMITS ON HOLD

Staff has been contacted by the following property owners regarding potential projects- both projects are listed as hold based on the following:

APN 015-243 – 009 – 5548 Reindeer Place

Staff has been contacted by property owner – McNellis. Awaiting deposit, application and plan set from property owner. HOLD, pending deposit receipt.

APN 015-144-030 – 5970 Black Tail Place

Staff has been contacted by property owners – D’Antonio regarding a request for leniency. HOLD, pending board’s decision.

3. Annual Road Evaluations

Property Owner Sue Williams requested permission to pursue a property owner collection of funds to pave/double chip Forked Horn. She mentioned that several of the residents have expressed an interest in paving Forked Horn. Ms. Williams does not want to handle funds from property owners and requested that the Board handle funds, bids and execution of work if the property owners choose to pursue the mentioned task. Ms. Williams was given permission to meet with property owners to discuss road repairs.

There was no road Evaluations performed in the Month of August.

4. Bid Review

At the July regular meeting, Staff was directed to prepare and distribute request for proposals (RFP’s) based on the findings and work completed by the District Road Evaluation teams, and Work Orders prepared by Director Simons. These RFP’s included (1) A/C Patch of District Roads, (2) Clean up Based District Roads, and (3) New Culverts at Specified Locations. The proposals were due by 2:00 PM, August 5, 2011.

There were two (2) bids received: Mitch Fredericks Sealcoating and Paving and Dave Spurr Excavating. As of this time, the apparent low bidder’s are as follows:

Item 1 – A/C Patch of District Roads – Mitch Frederick Seal Coating (\$19,665.00)

Item 2 – Clean up Based District Roads – Dave Spurr Excavating (\$5,140.00)

Item 3 – New Culverts at Specified Locations – Dave Spurr Excavation (\$5,140.00)

Director Turner made a motion to accept the low bids as outlined above and direct staff to notify the successful bidder(s) in writing within 14 days, or by August 19, 2011. The motion was seconded by Director Milbury and passed by unanimous voice vote.

5. District Contract for Road Work & Contractor Performance

The Districts' Request for Proposal and Contract are living documents. This means that items can, and should, be added, deleted or changed over time upon a majority vote by the Board of Directors, based on the districts specific needs.

At the June and July meetings, discussion was held regarding the existing contract. Several comments and suggestions were made by the Board and members of the community. The Board was presented with the modified contract for their review and consideration.

After review and discussion of the modified contract the Board has directed the Staff to make further changes and corrections as noted below.

Page 1 Item A. District desires to retain a qualified Licensed and Insured contractor.....

Page 1 item 1A Remove Director Simons cell phone number and replace with Manager Lepores number.

NOTICE TO PRECEDE- Remove Director Simons cell number and replace with Manager Lepores number.

Director Simons made a motion to approve the contract for Road work and contractor Performance Evaluation after making the above written Board approved corrections. The motion was seconded by Director Bradley and passed by unanimous voice vote.

Board Discussion Items:

Public Comments:

It was suggested that the corner of GSH and Morning Star be fenced. It was also mentioned that carsonites are needed on Silverado.

Director Comments:

Director Turner stated that all paperwork was completed for audit. Secretary Giminez requested new CSD Boxes be installed at GSH and Silverado.

Adjournment:

A motion was made to adjourn the meeting by Director Turner, seconded by Director Simons 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 September 14, 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