

**GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT**

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

**MINUTES FOR OCTOBER 10, 2012 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, Simons, Turner, and Bradley were in attendance. Director Milbury was absent. Manager D'Ornellas and Secretary Giminez were also present.

**Public Comment**

The Property owners at 5901 Lone Pine between Geneseo and Peppertree raised concerns regarding a dangerous situation of speeding cars and blind spots in the road. They have witnessed cars going dangerously fast and are concerned that someone will smash into their cars as they back out of driveways or worse someone walking on the road will get hit by a speeding car. The property owner suggested that the Board chip sealing the road and install speed bumps or speed limit signs. Director Fulmer stated that the Board can only maintain roads to their existing conditions and the Board cannot regulate speed limits. She suggested that the home owners could do what the property owners on Forked Horn are doing by collect money from each property owner to chip seal the road and the Board will maintain the road. It was also mentioned that the Sherriff has been called out on many occasions regarding speeding and reckless driving; the Sheriff's department cannot do anything unless an accident occurs and a report is filed. It was mentioned by a resident on Silverado that speeding was a problem also; he put up his own speed limit signs as an attempt to slow cars down. Residents also stop cars that are speeding and talk to driver. He claims that it has helped.

Stan also mentioned that he and other residents on Silverado were very displeased with the recent work done by Viborg. He mentioned that him a few homeowners added DG to the road in front of their properties paid for with their own funds. Stan talked with Viborg and asked him not to scrape away all of the DG and to just fill in the edges of the road. The residents are unhappy with the road surface not being smooth and a lot of rock popping up. The Board explained that they must accept low bid and note/evaluate any unsatisfactory work performed by contractors. If enough is noted than the Board can exclude that bid for the next job and accept a different bid. Director Simons stated that the Board will have to hold the contractor to job specifications. In the future it may cost him some jobs.

Don Dougherty raised concern regarding 5110 Stag Hill. The Board mentioned that this permit was obtained prior to the establishment of the CSD. If the permit runs out prior to final than a new encroachment permit will be necessary and all fees will apply. Director Bradley mentioned

that the homeowner has caused damage to the District road. Manager D'Ornellas will follow up with the county on this address. Director Simons will inspect the damaged Road.

**Consent Items:**

Director Turner made a motion to accept and approve the September Regular Meeting Minutes, the Treasurer's Report, payment of the outstanding invoices and Manager D'Ornellas report. Motion was seconded by Director Bradley and passed by roll call vote by Directors Fulmer, Turner, Bradley, and Simons. The following invoices were approved for payment.

Beverly Giminez	\$ 450.40	Secretarial services thru 9/30/12
Wallace Group	\$ 2732.41	Professional Services thru 8/31/12 Inv. #33907
Board Stipends	\$ 500.00	BOD Meeting 9/12/12
Catherine Turner	\$ 23.00	Postage and Supplies
Paul A. Hurdle.	\$ 559.70	Labor & Material for fencing stock pile #1
John D'Ornellas	\$ 285.00	Consulting Services for September

Manager D'Ornellas reported that he toured the District roads with Directors Simons and Fulmer to familiarize himself with the area. He also mentioned spending some time getting familiar with District administration items. A new email address has been established for Manager D'Ornellas at [gmgshcsd@att.net](mailto:gmgshcsd@att.net) to receive email directly. His contact number is 805-674-5463. It was established that the District Mailing address would stay the same.

Director Fulmer is due to update her ethics training.

Director Simons has changed all of the GSH contact numbers and e-mail to Manager D'Ornellas. New stickers will be ordered to cover existing signs to provide new contact information.

Correspondence was received by the District from SDRMA stating that a credit for no claims was applied. The District also receives credits when Board members go to classes.

**Discussion Items:**

1. District Engineering Services:

A consulting engineer is needed for specific engineering services and inspections of District roads. An engineer is knowledgeable about rural road maintenance/construction, familiar with special district policies/practices and that is flexible to respond to our needs as required. A contract based on an hourly fee on an as needed basis will be prepared to hire a District engineer.

The District occasionally needs the expertise of a professional engineer for services. Inspections, certificate of improvements, consultation on repairs are all examples of engineering type services. In the past the District contracted the Wallace Group at a rate of \$100 per hour which included the engineers' time to drive to and from the job. It would also be to the benefit of the District to have one engineer that is familiar with the District road construction standards, has fair contract price and is available and easy to

work with. It is also suggested that an engineer from the North County be contracted to save some drive time fees.

After a brief discussion the Board has directed Manager D'Ornellas to compose a general scope of work required by an engineer and report back at the next regular meeting.

2. Permit Status Report:

There are currently five (5) active permits, five (5) permits on hold and sixty seven (67) final permits. One permit was finalized during the month of September.  
APN 015-243-004 – 5640 Reindeer Place (Encroachment Permit).

The permit for 5110 Stag Hill has expired; to renew they must pay the permit encroachment fees. A driveway currently exists; this discussion will be continued at the next regular meeting.

The permit for 5670 Reindeer place has been finalized. Director Simons has finished the necessary paperwork.

3. Annual Road Evaluations

It is the practice of the Board to form teams who annually conduct field surveys of the entire road system, including culvers and drainage ways within the CSD service area, followed by discussion and prioritization of repairs and/or improvements based on available funds.

On September 18, 2012, Directors Fulmer, Simons and Manager D'Ornellas drove all (or most) of the roadways throughout Ground Squirrel Hollow. The purpose of the meeting was mostly familiarization of the system for the Manager but it also provided an opportunity to look at certain road issues. Damage to the road at 5110 Stagg Hill was discussed and is being brought before the Board for further discussion and possible action. There was also discussion about a covered culvert at 5025 White Tail Place.

After a Brief Board Discussion it was noted that Director Simons will dig out the Culvert at 5025 White Tail Place.

It was also noted that Letters would be mailed to property owners reminding them to clean out culverts that exist on their property. A note will also be posted on The GSH facebook page and an e-mail will be sent to property owners who have submitted a contact e-mail address.

Manager D'Ornellas will send an updated assessed tax list to Director Fulmer in order to obtain addresses for sending of correspondence to home owners.

Public Comment

Mr. Joe Sandeck mentioned some degrading of the road near the mail boxes and in front of Director Fulmers property on GSH.

Solid Waste Powers:

Community service districts can provide solid waste services to their communities. Currently SLO County provides this service at GSH through Paso Robles Waste Disposal. Local governments that manage solid waste services charge a franchise fee that is included in the customer’s garbage fee. Franchise fees typically are 10% of the total customer garbage fee. Local agencies use these franchise fees to fund local services.

Ground Squirrel Hollow is a Community Services District that has activated only one of its powers; road maintenance/construction. There are dozens of other services the District can provide for the community. Common CSD services include water, sewer, parks & recreation and solid waste. Discussion with Directors Fulmer and Simons indicated there might be interest in activation of solid waste powers (garbage).

GSH is serviced by Paso Robles Waste Disposal (PRWD) through a contract with SLO County. Manager D’Ornellas has been in contact with PRWD and is waiting for the actual numbers of customers and fees with the District. He suggested an estimate of 290 customers at \$40.00/month. This reveals the following:

Monthly cost of garbage	\$36.40	total franchise fees collected by
SLO County 10% franchise fee	<u>3.60</u>	SLO County = \$12,528 annually
Total Customer cost	\$40.00	(290 customers x 12 months)

Management of solid waste services does come with some cost to the agency. But most of those are onetime costs to develop the contract. Once the contract is prepared it generally last for many years and agencies do not change garbage haulers.

To activate our solid waste powers requires an application to the Local Agency Formation Commission (LAFCO) and payment of processing fees. One of the jobs of LAFCO is to review and approve any changes in the powers of an agency or when one local government agency takes over the services provided by another.

Work would be needed to activate the District’s solid waste powers. Once in place the franchise agreement does not take a lot of effort. Revenue would be generated under the contract that can be used for many operational needs.

The Board has decided to readdress this issue early next year when our new County Supervisor is in office so that the Board can meet with her to discuss this issue.

Director/Manager Comments:

It was noted that the updated work contracted to Cyber Scriber has not yet been completed.

It was reported by Director Fulmer that a pair of prescription sun glasses were found by the mailboxes. Please contact her for more information.

**Adjournment:**

A motion was made to adjourn the regular meeting by Director Turner, seconded by Director Simons and passed by unanimous voice vote. The meeting was adjourned at 8:25 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday October 10, 2012 at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully Submitted by,

Beverly Giminez, Recording Secretary