

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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groundsquirrelhollowcsd.org

MINUTES FOR AUGUST 9, 2017 BOARD MEETING

Call to Order and Flag Salute:

Director Fulmer called the regular meeting to order at 7:00 p.m.

***Update to agenda:/Regarding signing loan proposal-** Director Martinson made a motion to approve the agenda update to included information about the chip seal project financing, Director McCamy seconded the motion, motion passed by unanimous roll call vote.

Roll Call:

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

Public Comment

None

Consent Items:

A motion was made to accept and approve the consent items from July’s regular meeting by Director Duckworth and seconded by Director Simons; Motion passed by unanimous vote.

The following invoices were approved for payment:

| | | |
|-----------------------------------|-------------|--|
| Sarah Switzer | \$ 400.00 | Secretarial services thru 7/31/17 Inv#17 |
| Dan Gilmore | \$ 2,123.86 | General Manager for July 2017 Inv#15 |
| Board Stipends | \$ 500.00 | BOD Meeting 7/12/17 |
| Catherine Turner | \$ 150.00 | Invoice #32 Bookkeeping thru 7/31/17 |
| Paso Press | \$ 52.00 | Publication fees for Budget, Road Maint |
| Tax, Chip Seal Assessment Balance | | |
| SLOACTTC | \$ 641.21 | LAFCO 2017/18 Budget Allocation |
| <hr/> | | |
| Total | \$ 3,867.07 | |

General Manager Report

GM continuing to follow up with FEMA regarding the emergency funds, they are very slow. GM has followed up with several emails and letters.

The county received the documents they requested and needed to continue to collect tax funds for the road fees.

Correspondence Received

-FEMA-District has received letters/notices stating that the district has been approved for the emergency funds, for the FEMA approved storms.

Discussion Items:

1. **Community Chip Seal Project Financing:**

The District received loan proposal from Holman capital. Draft report handed out to directors to review. The directors will sign final agreement once it has been finalized and not have to bring it back to the board prior to the loans scheduled closing date, around the end of August, prior to the next meeting in September.

District needs to verify with lawyers exactly how the funds will be disbursed to the contactors or whomever the board is paying for the work. Progress payments must be approved by the board as the work progresses. Need to make a motion to approve the resolution 2017-7 Purchase Agreement Escrow Agreement.

Revised Agenda Item- A motion was made by Director Martinson to approve the financing proposal from Holman Capital and Director McCamy seconded the motion; motion passed by unanimous roll call vote.

2. **Chip Seal Project Phase I-**

Bids were sent out to contactors from our current contractor list for Phase I of new construction of chip seal roads. Two contractors replied with bids; Mitch Fredricks is the lowest bidder on Phase I.

A motion was made to accept lowest bidder to begin working on Phase I as soon as the loan funds and contractor is available to start work; Director Duckworth made the motion and it was seconded by Director Martinson, it passed by a unanimous roll call vote; Phase I will consist of Forked Horn, Buck Way, Black Tail and Winchester.

3. **Permit Status Report:**

No new permits as of July meeting

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 015-144-024 5898 Black Tail Pl

Micheal Pepo 5660 Lone Pine Pl –Will be bringing in a modular (second home).

*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.

4. **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.

Director/Manager Comments

Director Simons requested checking out Impalas damaged chip seal roads as well as any other necessary repairs that need to be done to any other already chip sealed roads.

Also, the directors agree that a letter needs to be sent to USPS regarding the removal of the old mailboxes so the new mailbox project permit can be signed off and the project marked as completed.

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 8:07 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, September 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