

**GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT**

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

**MINUTES FOR JUNE, 2017 \*Special\* 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, Martinson, Duckworth and McCamy were in attendance. Manager Gilmore and Secretary Switzer were also present.

**Public Comment**

Operation mailbox is nearly complete, just waiting on final approval. Also CDF was asking about installing a special lockbox near the mailboxes to keep area maps, etc in case of emergency. There was a unanimous agreement to let CDF install the lockbox.

**Consent Items:**

A motion was made to accept and approve the consent items from May's regular meeting by Director Martinson and seconded by Director Duckworth; Motion passed by unanimous vote with two spelling corrections.

The following invoices were approved for payment:

Sarah Switzer	\$ 400.00	Secretarial services thru 5/31/17 Inv#15
Dan Gilmore	\$ 1,958.53	General Manager for May 2017 Inv#13
Board Stipends	\$ 500.00	BOD Meeting 5/10/17
Catherine Turner	\$ 150.00	Invoice #30 Bookkeeping thru 5/30/17
Mark Switzer Excavating	\$ 43,129.00	Pepper Tree Paving Project Inv#10055
SDRMA	\$ 4,450.13	Publication fees for Public Notices
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Total	\$ 51,262.66	

**General Manager Report**

Pepper Tree Hill & Forked Horn Hill paving projects have been completed. The contractors discovered a phone line in the middle of Pepper Tree road while doing the repairs on the hill, which caused a minor delay, but the issue was handled and the work has been completed.

Regarding the emergency funding we are trying to obtain; GM, Director McCamy and Director Duckworth will meet with two FEMA representatives in the district to survey the damage(s) to the chip sealed roads, they took some measurements and are working on cost estimates to keep this process moving forward.

There is a brown act training class in SLO in Aug, GM is recommending that any board member who has not attended a training to go. Several directors decided to go.

### **Correspondence Received**

- Notice from our bank regarding their name change.
- SDRMA is holding elections for their board of directors.
- Department of censor bureau.

### **Discussion Items:**

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

GM is working on a 3 phase approach to this project to move things along more smoothly.

Phase 1- Black Tail, Buck Way, Forked Horn and Winchester

Phase 2- Prancing Deer, Pepper Tree (from Prancing Deer to the new improvements) and Silverado

Phase 3- Lone Pine, Pepper Tree (Lone Pine to Geneseo), Morning Star and White Tail Place.

The bid for the phase 1 should be available to review and approval at the July 12<sup>th</sup> meeting.

GM met with Frank Gil to discuss the status of the private loan. They are moving forward with a bond counsel to make certain the loan is structured within the legal requirements.

We are looking at a 20 year loan. The loan is close to being ready to fund and GM is shooting to get the project started by the July meeting.

2. **Permit Status Report:**

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

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

\*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.

3. **Monthly Road Evaluations:**

Directors mentioned there are several pot holes that need to be repaired on GSH to prevent any further damage throughout the summer.

Board will be working on putting a rainy weather preparedness update on the website. Need to get owners to clean out their own gutters/culvers to prevent unnecessary damages from occurring.

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.

**Future Agenda Items-**

Director Martinson made a motion to continue public hearing items to the July 12<sup>th</sup> meeting, Director McCamy seconded and motion passed by roll call vote.

- Road Maintenance Tax
- Chip seal project assessment
- Adopt final budget

**Director/Manager Comments**

None

**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 8:05 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 12<sup>th</sup> at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully Submitted by,



Sarah Switzer, Recording Secretary