

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

5915 Silverado Place
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groundsquirrelhollowcsd.org

MINUTES FOR MAY 10, 2017 BOARD MEETING

Call to Order and Flag Salute:

Director Martinson called the regular meeting to order at 7:03 p.m.

Roll Call:

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

Public Comment

None

Consent Items:

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

The following invoices were approved for payment:

Sarah Switzer	\$ 400.00	Secretarial services thru 4/30/17 Inv#14
Dan Gilmore	\$ 990.31	General Manager for April 2017 Inv#12
Board Stipends	\$ 300.00	BOD Meeting 4/12/17
Catherine Turner	\$ 150.00	Invoice #29 Bookkeeping thru 4/30/17
Mitch Frederick	\$ 21,200.00	Inv#042417 Emergency Repair Work
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Total	\$ 23,040.31	

General Manager Report

Pepper Tree Hill paving project is set to start around 5-11-17 with Switzer Excavating; the lowest bidder.

Regarding the emergency funding we are trying to obtain; GM went to another meeting regarding disaster periods (there are three). GM has a phone conference scheduled for more information on how to move forward with acquiring emergency funding. Have to check and see paying prevailing wage or not paying prevailing wage will have any factor in us receiving the funding.

Correspondence Received

None

Discussion Items:

1. Community Chip Seal Project Financing:

GM has been in contact with the county regarding taxes. So far everything is moving forward with the tax assessment for the chip seal project in addition to the 'normal' CSD tax collection.

Holman Capital needs to see estimates on the project that need to take place with the chip seal funding.

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:

Director McCamy made a report and took photos of current problems. There was some additional work done to the damaged roads that went above and beyond the contractor's scoop of work.

Board will be working on putting a rainy weather preparedness update on the website.

Need to get owners to clean out their own cutters/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.

4. Resolution 2017-01, Reimbursement of Project Costs:

This resolution is required and it allows us to use the proceeds to reimburse us for the emergency repairs.

Director Simons made motion to adopt the resolution, Director McCamy seconded and it passed by roll call vote. (Director Fulmer was absent)

5. Resolution 2017-02, Fiscal Year 2017-18 Tax Roll for Road Maintenance

2% increase plus \$2.00 per parcel for collection. Owner's bill totals will be \$311.36.

Director Simons made a motion to adopt the resolution; Director Martinson seconded and passed with a roll call vote. (Director Fulmer was absent).

6. Resolution 2017-03, Initiating 2017-18 Tax Roll for Chip Seal Assessment (Fund 1988)
Director Duckworth made a motion to adopt the resolution; Director Martinson seconded and passed with roll call vote. (Director Fulmer was absent)
7. Prelim budget for Fiscal Year 2017-18-, Preliminary 2017-18 Budget
Bookkeeper C. Turner went over budget details. Director McCamy made a motion to adopt and accept budget, Director Duckworth seconded. District Secretary will publish the public hearing prior to next meeting.

Director/Manager Comments

Received a phone call regarding Impala needing some repair work done and GM will look into it.

Adjournment

A motion was made to adjourn the regular meeting by Director Duckworth, seconded by Director McCamy and passed by unanimous voice vote. The meeting was adjourned at 8:18 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, June 14th at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully Submitted by,



Sarah Switzer, Recording Secretary