

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

5915 Silverado Place
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(805) 238-7040
groundsquirrelhollowcsd.org

MINUTES FOR AUGUST 12, 2020 BOARD MEETING

Call to Order and Flag Salute:

Director McCamy called the regular meeting to order at 7:04 p.m.

Roll Call- Directors Martinson, Duckworth, Fulmer, Simons, 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 meeting, with corrections, by Director Simons and seconded by Director Fulmer; Motion passed by unanimous voice vote. Roll call 5-0.

The following invoices were approved for payment:

Sarah Switzer	\$ 400.00	Secretarial services thru 7/31/20 Inv#54
Dan Gilmore	\$ 1,344.96	General Manager for July Inv#51
Board Stipends	\$ 500.00	BOD Meeting 7/8/2020
Catherine Turner	\$ 200.00	Invoice #68 Bookkeeping thru 7/31/20
Kevin McCamy	\$ 106.30	Associated Traffic Safety #3649 Safety signs
Santa Cruz County Bank	\$ 24,276.45	Chip Seal Payment #12
Carmel & Naccasha, LLP	\$ 55.50	Inv #36608 Review Prof. Servs.
Mitch Fredrick	\$130,962.00	Inv# 80720-1 GSH Repairs, Power pole damage, Prancing Deer & Pepper Tree repairs.

Total \$ 157,845.52

General Manager Report

GM received notice from the county clerk’s office regarding the Conflict of interest code 5-year update requirement. The last update was Aug 2014. GM emailed the attorney to see if any updates were needed. No updates were needed at this time.

Correspondence Received

None

1. **Permit Status Report:**

The permit status board has been updated to reflect only current permits, permits on hold and recently completed permits.

Active Permits:

Michael Esser APN 015-292-031 5020 Stagg Hill N/A (district fee paid)
Driveway connection completed by Mitch Fredrick Paving, waiting for final. *May have gotten final county approval without our release.*

**Enforcement of District Encroachment Regulation:*

5095 White Tail, two attempts made to contact by mail regarding encroachment fee.
5105 White Tail, New construction, No district permit on file.
5175 White Tail, two attempts made to contact by mail regarding encroachment fee.
5745 Silverado, county code enforcement action for early grading. Erosion control installed. owner expected to get county permit for further work.
5645 Forked Horn, Owners expected to submit permit application and fee for work to be done.

Other information:

5645 Forked Horn, owners Bill & Jordana Hug expected to submit permit application and fee for driveway approach improvements.

All active permits have paid their permit fee of \$1,500.00 and have received a Letter of Acceptance from the District for the county permit staff.

2. **Monthly Road Evaluations:**

Ground Squirrel Hollow road repair project was completed. Potholes were repaired and leveled, and the road from GSH to Lone Pine got a complete overlay. Additional repairs were made to sections of GSH between Lone Pine and Forked Horn. On Aug 4th a cement truck backed into a power pole right at ‘mud corner’ and the transformer from the pole leaked fluid on the road and there was a repair that needed to be made to prevent any further damage from the fluid eating away the asphalt. There was some work done on Pepper Tree and Prancing Deer to correct potholes. Need to talk to PG&E about reimbursement and possibly moving the pole back further off the road.

**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 GSCSD 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.*

3. **Consolidated General Election**

County clerk sent the district a notice dated April 29, 2020 notifying us that 3 seats on the board are up for re-election. Aug 7, 2020 is the deadline to file. Motion to approve resolution 2020-07 roll call vote 5-0, Simons, Martinson second. Roll call vote 5-0.

Director & Manager Comments:

McCamy has hardware to put up signs on existing steel poles throughout the district and a stop sign for Stagg Hill and no turn around for prancing deer.

GM activated a ZOOM subscription to hold the meetings.

Public Comment:

None

Adjournment

A motion was made to adjourn the regular meeting by Director Fulmer, seconded by Director Duckworth and passed by unanimous voice vote. The meeting was adjourned at 7:58 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 9th, at 7:00 p.m. via virtual Zoom meeting due to the COVID-19 pandemic.

Respectfully Submitted by,

A handwritten signature in cursive script that reads "Sarah Switzer".

Sarah Switzer, Recording Secretary