

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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

MINUTES FOR MARCH 10, 2021 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, Bookkeeper C. Turner were also present.

Public Comment:

None

Consent Items:

A motion was made to accept and approve the consent items from February meeting, with corrections, by Director Duckworth and seconded by Director Martinson; Motion passed by unanimous voice vote. Roll call 5-0.

The following invoices were approved for payment:

Sarah Switzer	\$ 400.00	Secretarial services thru 2/28/21 Inv#60
Dan Gilmore	\$ 1,150.00	General Manager for February Inv#58
Board Stipends	\$ 500.00	BOD Meeting 2/10/21
Catherine Turner	\$ 200.00	Invoice #74 Bookkeeping thru February
Kevin McCamy	\$ 20.23	Big Creek Lumber for Sign
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Total	\$ 2,270.23	

General Manager Report

With the annual audit completed there are some other requirements to meet. State Controllers Office requires a Financial Transactions Report each year with was completed the first of the month by the GM. GM also completed the Government Compensation in CA and uploaded what was needed. SDRMA questionnaire was completed and submitted.

GM found an email in the spam folder from CalOES indicating the need for some documents to complete the process for the request for reimbursement from the storm damage that occurred in 2017. There have been some inquires from owners and potential buyers on the roads “beyond the chain” off Maverick. There are some quotes for installing the road with owners possibly willing to go in on building the road, any road would need to be put in to county standards in order for the district to take over the care of the road.

Correspondence Received

Directors Manual training book
Letters from the State

1. **Permit Status Report:**

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

NEW PERMITS:

5820 Prancing Deer, 015-142-039, PMTR2020-00834, Whilhite, Guest house, Issued Fee waiver agreement, \$250 fee paid.

Active Permits with ongoing work:

5895 Forked Horn 015-143-019 Deb Stilson Accessory Building (shed/barn)

Issued fee waiver agreement, deposit paid.

5602 Prancing Deer Herigstad Driveway Apron

Permit Paid

***Enforcement of District Encroachment Regulation:**

5020 White Tail has put in a well and roughed in a driveway but the CSD has not received any sort of permits or information from the county.

5175 White Tail, two attempts made to contact by mail regarding encroachment fee.

5105 White Tail, New construction, No district permit on file *Finalled with county w/o our sign off.*

5745 Silverado, county code enforcement action for early grading. Erosion control installed. owner expected to get county permit for further work.

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:**

During the Feb meeting Director Simons cleared some culverts and clogged grate on Stagg Hill. Edge erosion on Silverado is getting worse. Need to get a list together of the areas that have edges that need work and get a project together to correct or stabilize. Maverick and Morning Star are another priority for spring/summer work.

**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.

Director & Manager Comments:

Adjournment

A motion was made to adjourn the regular meeting by Director Fulmer, seconded by Director Martinson and passed by unanimous voice vote, 5-0. The meeting was adjourned at 7:47 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, April 14th, at 7:00 p.m. via virtual Zoom meeting due to the COVID-19 pandemic.

Respectfully Submitted by,

Sarah Switzer

Sarah Switzer, Recording Secretary