

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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groundsquirrelhollowcsd.org

MINUTES FOR NOVEMBER 11, 2020 BOARD MEETING

Call to Order and Flag Salute:

Director McCamy called the regular meeting to order at 7:02 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:

S. Bayus- Mud corner is working as planned and there is no more standing water.

Consent Items:

A motion was made to accept and approve the consent items from October meeting, with corrections, by Director Duckworth 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 11/30/20 Inv#55
Dan Gilmore	\$ 1,095.65	General Manager for October Inv#54
Board Stipends	\$ 300.00	BOD Meeting 10/14/2020
Catherine Turner	\$ 200.00	Invoice #70 Bookkeeping thru 10/31/2020
Santa Cruz County Bank	\$ 24,246.91	Chip Seal Payment #13
CSDA	\$ 1,140.00	Inv #27112 2021 Membership

Total \$ 27,382.56

General Manager Report

GM got an email that there is sand available to the district from the county. Directors want to get some delivered to the little yard for storage to have available to the residents.

There have been multiple inquiries regarding lots out on Maverik Rd and the development of homes in that area. The GM wants to protect the roads by being vigilant in regards to more development in that area. There need to be a secondary access to Geneseo Rd for safety issues, there is too much traffic for these narrow roads as it is. Any development within the district boundaries have to develop roads up to the district standards.

Correspondence Received

- Oct 19 letter regarding changes to government compensation from state controller.
- Financial transactions report to state controller's office.

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:

None

**Enforcement of District Encroachment Regulation:*

5095 White Tail, two attempts made to contact by mail regarding encroachment fee.

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.

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:**

Hanson Aggregates has forwarded our insurance claim for the damage to the road from the downed power line on the corner of GSH, their claim number is 949-366036. GM left a message with the claims adjuster to get the ball rolling on getting reimbursed, he has not heard back.

**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. **Staff Duties, Roles and Responsibilities:**

GM wants to make sure everyone is aware of everyone's responsibilities and time frames for all information to be distributed to board members.

Posting a mailbox at Director Fulmer's house for CSD packets to have a central location for all members to be able to get packets.

4. **Signers on Checking Account:**

GM suggests adding President McCamy and Director Duckworth as signers on the Districts checking account so payments can be made without delay.

Director Martinson made a motion to approve adding President McCamy and Director Duckworth as additional signers on the checking account, seconded by Director Simons passed by voice vote 5-0.

Director & Manager Comments:

Congratulate everyone on the re-elections!

Adjournment

A motion was made to adjourn the regular meeting by Director Simons, seconded by Director Duckworth and passed by unanimous voice vote. The meeting was adjourned at 8:10 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, December 9th, at 7:00 p.m. via virtual Zoom meeting due to the COVID-19 pandemic.

Respectfully Submitted by,



Sarah Switzer, Recording Secretary