

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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groundsquirrelhollowcsd.org

MINUTES FOR NOVEMBER 16, 2016 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, Dougherty, Duckworth and Martinson were in attendance. Manager Gilmore and Secretary Switzer were also present.

Public Comment

Cathy Turner reminded members to be sure to respond to all emails and phone calls. Cathy also mentioned that the mailboxes on Silverado Pl have gotten broken into several times over the weekend. Asking neighbors to be vigilant and keep your eyes open for any suspicious activity. Ryan Adams talked about the mailboxes getting installed; the public has donated some funds for this project. He is looking into whether or not a permit is needed to pour the slab for the boxes to be installed, it may not be needed, however any structure over 120 square feet (10'x12') will need a permit. If permit is issued it is being looked into regarding property taxes being paid on assessment with said permit. He is also looking into ADA assessability (not necessarily required by the county).

Consent Items:

It is being looked into whether or not the board is able to post a 'draft' minutes prior to the meeting in which the 'said' minutes are approved.

There were a couple errors on October minutes there were addressed and corrected.

A motion was made to accept and approve the consent items from October regular Meeting by Director Duckworth and seconded by Director Dougherty; Motion passed by unanimous vote.

The following invoices were approved for payment.

| | | |
|------------------|-------------|--|
| Sarah Switzer | \$ 400.00 | Secretarial services thru 10/31/16 Inv# 8 |
| Dan Gilmore | \$ 989.39 | General Manager for October 2016 Inv#08 |
| Board Stipends | \$ 400.00 | BOD Meeting 10/12/2016 |
| Catherine Turner | \$ 150.00 | Invoice #22 Bookkeeping thru 10/31/16 |
| Mitch Frederick | \$ 1,500.00 | Inv# 101216 New Culvert Morning Star |
| | \$ 200.00 | Inv# 101316 Repair Morning Star & Maverick |
| <hr/> | | |
| Total | \$ 3,639.39 | |

General Manager Report

GM organized district files and records and GM feels he has a higher understating of the GSH area and familiarity with the roads. GM has met with Director Simons as well as Mr. Steve Bayus regarding past and current drainage issues and understands the history of the roads issues. GM also spoke about the CSDA in Action, California Special District Association (CSDA), regarding the positive impact it has on small districts such as ours. They have passed 26 of 48 bills that support, benefit and protect Special Districts.

Special districts are to report all funds to the state, unfunded mandate; it is fairly easy for GSHCSD to comply since we are a small district.

GM needs to contact the gentleman who contacted us back in January regarding the USDA bond council to try and keep chip seal project moving forward.

Correspondence Received

An email was received from Scott Durian regarding the Forked Horn project (Re: the bid for \$22k).

The original plans for the Peppertree hill project were over engineered and are being redrawn to save the district money and get the project done as soon as possible.

GM received a letter from our insurance company, nothing pertinent.

GM received a letter regarding our Dunn and Bradstreet number; nothing further to be done regarding this letter.

Discussion Items:

1. Community Chip Seal Project Financing:

GM is working on the possibly of breaking up the project into pieces if possible, if it's a better approach to the finance people. Not paying prevailing wage will save the district money in the long run and the debt ratio might look better to lenders as well.

Holman capital (Frank Gill) may need to talk to our lawyer regarding chip seal project making sure we have the legal right regarding easements. Our lawyer and their lawyer need to discuss the easement issue; do we have the rights? Rights are more important than the assessment. The settlement of the old lawsuit proves we have the rights without any questions. Have the lawyers talk to Mike Seitz to verify.

2. Permit Status Report:

5515 Reindeer - Culvert work was done that should have been permitted and paid a permit fee, board never received the payment. Owner has been spoken too but as of meeting GM has not heard back from owner.

Changes from last month:

5631 Lone Pine Pl. APN was showing incorrect when permit was pulled; the correction has since been made.

Active Permits:

| | | |
|-----------------|-----------------|-----------------------------|
| Robert Greene | APN 015-324-037 | 5631 Lone Pine Pl |
| Chad Austin | APN 015-142-006 | 5758 Prancing Deer |
| Larry Betschart | APN 015-143-030 | 5901 Blacktail |
| Richard Raper | APN 015-323-063 | 5675 Ground Squirrel Hollow |

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

3. Monthly Road Evaluations:

Christy Skelton reported potholes in the west end of Prancing Deer that need to be repaired.

Need to check where 5758 Prancing Deer was trenched across and make sure there is nothing further needed to address any issues.

Director Duckworth made a motion to get 8 ton of cold mix delivered to be available for any issues that may come up over the winter months, Director Simons seconded the motion; Motion passed by unanimous vote.

Corner of Prancing Deer and Pepper Tree needs a repair for erosion control.

Rebid needs to be sent out for Forked Horn and Pepper Tree. Mitch Frederick has withdrawn their bid.

Pepper Tree and Forked Horn were sent to bid and we had received 3 bids. We will go back to the original 3 contractors or open the bid back up for other bids prior to next meeting. Once we have the bids back we will present at the board meeting for approval and once a bid is approved we will begin work on project within 30 days. *Weather permitting.*

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.

Plans are in place for Pepper Tree Hill and Forked Horn PI to be asphalted and expanded to 20'. Bid on Forked Horn PI and Pepper Tree hills have not been completed yet, will be ready for coming monthly meeting.

Director/Manager Comments

Thank you and farewell to Director Don Dougherty; this is Director Dougherty's last meeting! Please welcome aboard our new Director Mr. Kevin McCamy, (as of December 14th) we look forward to you joining the board.

Adjournment

A motion was made to adjourn the regular meeting by Director Martinson, seconded by Director Duckworth and passed by unanimous voice vote. The meeting was adjourned at 8:25 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 14th at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully Submitted by,

A handwritten signature in black ink that reads "Sarah Switzer". The signature is written in a cursive, flowing style.

Sarah Switzer, Recording Secretary