

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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groundsquirrelhollowcsd.org

MINUTES FOR NOVEMBER 13, 2019 BOARD MEETING

Call to Order and Flag Salute:

Director McCamy called the regular meeting to order at 7:06 p.m.

Roll Call- Directors Martinson, Duckworth, Simons, Fulmer 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 September’s meeting, with corrections, by Director Martinson and seconded by Director Duckworth; Motion passed by unanimous vote.

The following invoices were approved for payment:

Sarah Switzer	\$ 400.00	Secretarial services thru 10/31/19 Inv#44
Dan Gilmore	\$ 433.81	General Manager for Oct Inv#42
Board Stipends	\$ 500.00	BOD Meeting 9/9/19
Catherine Turner	\$ 223.26	Invoice #59 Bookkeeping thru Oct 2019
Santa Cruz County Bank	\$ 24,363.40	Chip Seal Payment #9
CSDA	\$ 1,112.00	2020 Membership Renewal

Total \$ 27,032.47

General Manager Report

Paso Robles Waste to increase their rate by 1 ½%. This gives the CSD an increase in the franchise fee as well. GM reached out to a fellow GM who is with another district regarding a referral to a new auditor, he referred Adam Guise with Moss, Levy and Hartzheim LLC. Bookkeeper Mrs. Turner has also reached out to a few new auditors as well. She will reach out to Mr. Adam Guise to see if he is a good fit for the GSH CSD. GM spoke with John Diodati at the county regarding the bridge on Geneseo to see if the completion date is still on the same schedule, Mr. Diodati confirmed the bridge is still on track for a completion date in Feb 2020. Mr. Diodati will also keep the GSH CSD in mind when the county in purchasing large quantities of slurry seal to see if the district can get in on a cooperative purchase to keep the cost down.

Correspondence Received

- Ca Special Districts Magazines for board and staff members.
- Invite to the Board of Secretary Conference

1. **Permit Status Report:**

The board is requesting the GM be more aggressive about what is expected when an encroachment permit applied for through the county.

The board is also recommending that the GM send letters to all local contractors regarding our policies as to what is required within the district when work is being performed on or around the roads. This way all local contracts know that a permit is required to do any work within the district.

5745 Silverado new driveway roughed in. County has no records of a permit on file. An engineer has been contacted and erosion control is going to have to be done.

5095 White Tail- New driveway was paved without notice, still have not received response from owner.

5175 White Tail- Sent a letter regarding driveway work and still no reply from the owner.

There have been reports made regarding over grown weeds on Stagg Hill and other locations within the district. It is the owner's responsibility to clear any over grown weeds 5 feet from the road.

Active Permits:

Robert Greene APN 015-324-037 5631 Lone Pine Pl * PMT2016-05948

(*Greens' paperwork shows an incorrect APN number. The correct APN is shown above.)

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:**

GM drafted up a check list for ongoing work that needs to be done and will make it the practice of the board members and the GM to keep the list updated as work get completed or repairs come up that need to be addressed. President McCamy also contributed a list of items that need to be addressed around the district that have yet to be completed. Its on the list will be checked off as the projects are completed to keep more accurate records of work that needs to be done and that has already been completed.

Next project that will be looked into completing is the 'Mud' corner on GSH to try and eliminate the puddle when it rains.

The current plan is to put a swale across the road to the culvert to divert the water to the low side and into the creek seems like the most efficient way to address the standing water.

*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. **Resolution 2019-07 Purchasing of Property:**

The county is asking for a resolution from the board members that contains pertinent information regarding the approval for the board to purchase the tax defaulted lot within the district. The lot can still be redeemed by the rightful owner up to 5 pm on the last business day before the chapter 8 sale. Board members would like to look into all options regarding what to do with the lot once the purchase is completed. Whether to split the lot and sell of part using any proceeds for road maintenance or keep it in its entirety for a yard for supplies for district use only. There was a motion made by Director Simons and seconded by Director Martinson, and passed by a roll call vote 4-1.

Director & Manager Comments:

Direct Martinson- Recommended looking to seeing if Paso Robles Waste would be willing to go in with the CSD in a district wide newsletter, updating the community of what's going on with road maintenance and also reminding all property owners within the district that if they use the Paso Robles County Waste disposal for their trash service it helps the district as a small portion of their payment comes back to the district in the franchise fee that is paid to the district. Which in turn helps keep the roads in good shape.

The public was dismissed and the meeting went into a Closed Session, no minutes were taken of the closed section.

Adjournment

The closed session was closed and a motion was made to adjourn the meeting by Director Duckworth, seconded by Director Martison and passed by unanimous voice vote. The meeting was adjourned at 9:14 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 11th at 7:00 p.m. at a NEW location, Creston Fire Station 50, 6055 Webster Rd in Creston, California.

Respectfully Submitted by,



Sarah Switzer, Recording Secretary