

**GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT**

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

**MINUTES FOR JULY 13th, 2016 BOARD MEETING**

**Call to Order and Flag Salute:**

Director Fulmer called the regular meeting to order at 7:02 p.m.

**Roll Call:**

Directors Fulmer, Simons, Martinson, Duckworth and Dougherty were in attendance. Manager Gilmore and Secretary Switzer were also present.

**Public Comment**

No public comment.

**Consent Items**

Directors made a motion to accept and approve the June Regular Meeting Minutes with two corrections; correct page 2, paragraph 3, 3<sup>rd</sup> sentence to read Pepper Tree ‘Hill’ and add Forked Horn. Motion passed by unanimous vote.

The following invoices were approved for payment.

Sarah Switzer	\$ 400.00	Secretarial services thru 6/30/16 Inv#04
Dan Gilmore	\$ 1,378.80	General Manager for June 2016 Inv#02
Board Stipends	\$ 500.00	BOD Meeting 6/8/2016
Catherine Turner	\$ 150.00	Invoice #19 bookkeeping thru 6/30/16
Cyber Scriber	\$ 122.50	Web updates Inv#5508
Paso Press	\$ 51.50	Budget Publication
Scott Simons	\$ 430.11	Signs, Posts and Concrete
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Total	\$ 3,032.91	

**General Manager Report**

GM Dan Gilmore continues to organize and sort through misc boxes received from previous manager, still working on USDA loan and getting approval.

**Correspondence Received**

Received an email from the USDA bond council asking if CSD offering to help with the USDA application if needed. Received an email from Robert (Bob) Jacobs regarding a clogged culvert at the end of Morning Star / Maverick Road area, says it’s at least 85% clogged and is requesting to get it cleaned. Director Simons will look into the issue. Invoice from LAFCO, Dept of health and human services for Beverly Giminez, due to no offer of health care coverage from the CSD. Received a notice from Paso Robles Waste regarding offering an additional clean up day of your choice.

1. Budget Review

Public hearing to approve budget was opening to public comment, there was no public comment.

Budget was passed by roll call vote and will be posted to website.

2. Consolidated Election

The GSHCSD will have 3 seats open for the November 8<sup>th</sup> election. The three seats are for four (4) year terms. Resolutions 2016-03 was approved, adopted and passed by a roll call vote by the Board for consolidation the election with the County of San Luis Obispo's general election to be held on November 8<sup>th</sup> 2016.

3. Tax Assessment

2015/2016 tax year the annual assessment to go up 2% from \$297.35 it will increase to a total of \$303.30 for the 2016/2017 tax year. County adds a \$2.00 fee per parcel for a total due of \$305.30 this will bring the district an extra \$3,124 for the year.

4. Community Chip Seal Project Financing:

GM is having difficulty accessing the SAM website to check on/complete USDA financing process.

GM received a call from a gentleman regarding another possible source of funding for the project, although there is a higher interest rate we would avoid having to pay prevailing wage. Board agrees to further investigate this option and if necessary run both applications parallel to one another.

5. Permit Status Report:

Find out about permit status on new construction on 5758 Prancing Deer, did not get CSD permit only county permit.

Changes from last month:

Have not received encroachment permit for 5880 Silverado.

5901 Black Tail waiting on payment and development plans from owner.

Received permit fee for 5675 Ground Squirrel Hollow, need to address new access point and grade the new driveway if this will be used as access to new building to prevent further run off and standing water on GSH.

Active Permits: 5758 Prancing Deer has a permit but CSD has not been paid their fee.

6. Monthly Road Evaluations:

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 in place for Pepper Tree Hill and Forked Horn Pl to be asphalted and expanded to 20'.

Director Fulmer working on new signs for entrance into the district territory; Slow down signs as well as sign giving more information regarding district and contact info.

Need to get Pepper Tree Hill job started, fix patchwork on GSH, Impala needs some chip seal repairs.

Board members request GM look into a new attorney, board will review during July meeting to go over options and costs.

### **Adjournment**

A motion was made to adjourn the regular meeting by Director Duckworth, seconded by Director Martinson and passed by unanimous voice vote. The meeting was adjourned at 8:20 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, August 10th 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 style with a large, looped "S" at the beginning and end.

Sarah Switzer, Recording Secretary