

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

5915 Silverado Place
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groundsquirrelhollowcsd.org

MINUTES FOR SEPTEMBER 13, 2017 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, Martinson and Duckworth were in attendance. Manager Gilmore and Secretary Switzer were also present. Director McCamy was absent.

Public Comment

Operation mailboxes is complete and Paso Robles Waste cordially donated a roll off trash bin for removal of old structure.

Consent Items:

A motion was made to accept and approve the consent items from August’s regular meeting by Director Duckworth and seconded by Director Martinson; Motion passed by unanimous vote.

The following invoices were approved for payment:

Sarah Switzer	\$ 400.00	Secretarial services thru 8/31/17 Inv#18
Dan Gilmore	\$ 1,736.62	General Manager for August 2017 Inv#16
Board Stipends	\$ 500.00	BOD Meeting 8/9/17
Catherine Turner	\$ 164.11	Invoice #33 Bookkeeping thru 8/31/17
Cyber Scriber	\$ 89.00	Server Maint-Security Renewal 8/14/17-18
Kevin McCamy	\$ 56.16	Mileage- Brown Act Training (52 miles)
Scott Simons	\$ 100.00	Replace Ck# 2307 4/12/17 (Lost)
Laferlof,Senecal,Gosney& Kruse	\$ 1,090.00	Inv# 54697
Bob Ament Const.	\$ 1,250.00	Permit Refund 5725 Prancing Deer
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Total	\$ 5,385.89	

General Manager Report

GM had to withdraw our application from FEMA on existing chip seal on the north end of Ground Squirrel and Mulberry Lane areas we applied for. FEMA said the damage was not specifically from the storms but from regular usage, wear and tear and therefore not considered an ‘emergency’. The base roads applications are still pending

Correspondence Received

-CSDA annual conference notification/invitation.

Discussion Items:

1. **Community Chip Seal Project Financing:**

The loan was approved and the funds are in an escrow account.

The bank will pay contractors directly from the escrow account, once we have submitted any invoices from work being done. Work on the roads is to begin ASAP.

Director Fulmer and GM met on 8/24/17, they signed loan docs and the loan is set to fund the same day as they signed.

There are signs being placed throughout the district to advise neighbors of work being done.

* Phase I will consist of Forked Horn, Buck Way, Black Tail and Winchester. *

2. **Chip Seal Project Phase II-**

While phase I is being completed to keep the project moving along smoothly, Phase II bids are going out, with 13 pages of aerial photos with notes on phase II bid packages. GM is also working on phase III bid packages. GM is trying to get bids together on both remaining phases to be awarded to contractors ASAP, so the work can continue simultaneously.

Director Simon's suggested we reach out to other contractors out of the area to see if that will possibly save some money. GM is going to consider that idea, but board concluded that time is of the essence, due to coming weather and rising trucking costs.

Public Comment- A neighbor Scott Duran was concerned that splitting the project into 3 phases will cost more. Wants to know why it not just one large project. The board explained that the project is the same cost regardless of how many phases. It's just easier to manage.

3. **Permit Status Report:**

Permit fees were refunded to Bob Ament.

New permit for Blanchard- waiting on a reply regarding getting the permit fee paid to district.

5675 GSH- Raper- Cut a driveway and needs to pay encroachment permit.

Active Permits:

Robert Greene APN 015-324-037 5631 Lone Pine Pl

Vince Vanderlip APN 015-144-024 5898 Black Tail Pl

Michael Pepo 5660 Lone Pine Pl –Will be bringing in a modular (second home).

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

4. **Monthly Road Evaluations:**

The board has been focusing on the chip seal project and FEMA monies, and will begin addressing how to proceed on Mulberry Lane and N. Forked Horn as they were turned down by FEMA. The board will also be addressing Impala.

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.

Director/Manager Comments

Director Simons is working on getting signs ordered and installed within the district; over weight signs and sharp corner signs.

Adjournment

A motion was made to adjourn the regular meeting by Director Duckworth, seconded by Director Simons and passed by unanimous voice vote. The meeting was adjourned at 7:58 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, October 11th at 7:00 p.m. at the Meridian Fire Station on Branch Road in Paso Robles, California.

Respectfully Submitted by,

A handwritten signature in cursive script that reads "Sarah Switzer".

Sarah Switzer, Recording Secretary