

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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

MINUTES JULY 13, 2022

Call to Order and Flag Salute:

Director McCamy called the regular meeting to order at 7:01 p.m.

Roll Call- Directors McCamy, Martinson, Duckworth and Wilcox were in attendance. Manager Gilmore, Secretary Switzer and Bookkeeper Turner were also present. Fulmer Absent

Public Comment: None

Consent Items:

A motion was made to accept and approve the consent items June meeting, with corrections, by Director Duckworth and seconded by Director Martinson; Motion passed by unanimous voice vote. Roll call 4-0.

The following invoices were approved for payment:

Sarah Switzer	\$ 400.00	Secretarial services thru June Inv# 7674
Dan Gilmore	\$ 1,335.30	General Manager for June Inv# 73
Board Stipends	\$ 300.00	BOD Meeting 6/8/22
Catherine Turner	\$ 200.00	Invoice #88 Bookkeeping thru 6/30/22
Palomar	\$ 950.00	Refund for permit fee 5105 White Tail
Mitch Fredrick	\$ 27,459.80	Inv#070522-1 Gazelle & Reindeer Pl
SDRMA		Inv# 72076

Total \$ 6,700.59

General Manager Report:

Notice from county that 2 parcels are no longer part of the district. After doing some investigation the GM found that the 2 parcels are now combined as one. This means the district will be short by one parcel on the tax revenues, by \$488.32.

GM reviewed conflict of interest code, gm filled out the form and sent it back to the county. There is no changed required.

Correspondence Received:

2023 renewal notice from SDRMA.

Permit Status Report:

NEW PERMITS:

-5802 Silverado, 015-151-002, PMTR2021-01523. Paul Maroney, Owner. Palomar builder. Paid \$1,500 deposit

-Silverado, 015-151-002, Paul Maroney owner. County Planning/Bldg has residential building permit in plan review, PMTR2021-015523. District received no word from county.

Active Permits with ongoing work:

-5548 Reindeer, Fee Waiver Agreement issued to owner for accessory building (shop) that is not expected to affect District's roads. County permit PMTR 2019-02368 \$250 Paid

-5895 Forked Horn 015-143-019 PMTR 2021-00184, Deb Stilson, Accessory Building (shed/barn) Issued fee waiver agreement, County PMTR2021-00184, deposit paid.

-5985 Blacktail 015-143-041, PMTR2019-02535, Michael Harrod Builder, \$1500 permit deposit has been paid.

-5975 Black Tail 015-143-039 Peter Lopez, \$1,500 permit deposit paid, no county permit number yet. Initial activity will be to rough grade a driveway so the well driller has access.

-5880 Forked Horn (?) 015-143-022 Peter Lopez, County PMTR2019-02436, \$1,500 permit deposit paid. Initial activity will be to rough grade a drive a driveway so the well driller has access.

***Enforcement of District Encroachment Regulation:**

-5020 White Tail, County PMTR2020-00553 has been finialed for what looks like rough driveway, well and utilities. District was not notified of County Permit.

-5050 White Tail, Ramsey Asphalt paved a driveway apron without a permit. GM needs to follow up with a letter to the owner and the contractor.

-5175 White Tail, working to get permit fee after the fact. Driveway connection is okay, just need to get permit fee. Sent letter- Not paid

-5745 Silverado, county code enforcement action for early grading. Erosion control installed. owner expected to get county permit for further work. In recent road survey, noted extensive damage to the surface of Silverado. Appears to be deep trailer or equipment scrapes.

-5858 Black Tail, 015-144-015, President McCamy noted substantial grading activity, County has not issued a permit. **I Filed a complaint in February. County website now indicates code enforcement action in progress; CODE2022-00055.**

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.

1. **Monthly Road Evaluations:**

Mitch Fredrick started construction on Gazelle/Reindeer project. It is expected to be completed soon. The GM is negotiating with the low bidder, Mitch Fredrick Paving for a reduced bid for the 2022 road repair project.

Resident on Stagg Hill notified GM of a retaining wall that seems to be failing rotting wood and rodent activity. GM has had MTM and Mitch Fredrick Representative Steve Bayus to look at it and see what needs to be done to correct the damage. There are currently barricades and cones to try and keep traffic away from the area. Staff is currently reviewing repair and financing options.

Road Work Project Summary:

Projects in the 2020/21 Fiscal Year:

GSH Road Repair Project	\$125,337.00
Additional pothole repairs on Prancing Deer and Pepper Tree	<u>\$4,500.00</u>
	<u>\$129,837.00</u>

Projects in the 2021/22 Fiscal Year:

Pepper Tree and Lone Pine speed control project	\$3,500.00
Morning Star and Maverick Intersection repair	\$10,932.00
Gazelle and Reindeer repair/resurface	\$60,490.00
Forked Horn culvert repair	<u>\$4,251.24</u>
	<u>\$79,173.24</u>

Projects in the 2021/22 Fiscal Year:

East side road repairs (Play Doe, Maverick, Stagg Hill, White Tail)	
	<u>\$53,768.00</u>

**All award of contracts for work should be done by motion, second and roll call vote*

**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.*

District Owned Property:

GM reached out to a few people regarding what to do with the property that district acquired through the county sale. There are several options available to the board.

The board will discuss what they feel is best for the district regarding the future of the lot.

Director/Manager Comments:

None

Trying to figure out the actually name of Prancing Deer, should be Prancing Deer Pl.

Adjournment

A motion was made to adjourn the regular meeting by Director Martinson, Fulmer, seconded by Director Duckworth, Wilcox and passed by unanimous voice vote, 45-0. The meeting was adjourned at 7:5239 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 10November 9, at 7:00 p.m. via virtual Zoom meeting.

Respectfully Submitted by,

Sarah Switzer

Sarah Switzer, Recording Secretary