

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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

MINUTES APRIL 20, 2022 SPECIAL BOARD MEETING

Call to Order and Flag Salute:

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

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

Public Comment: Bill Erickson driveway pavement wanted to make sure it was inspected and completed; work done by Mitch Fredrick.

Consent Items:

A motion was made to accept and approve the consent items Feb/March meeting, with corrections, by Director Fulmer and seconded by Director Wilcoxson; Motion passed by unanimous voice vote. Roll call 5-0.

The following invoices were approved for payment:

Sarah Switzer	\$ 800.00	Secretarial services thru Feb/March Inv# 70/71
Dan Gilmore	\$ 2,672.65	General Manager for Feb/March Inv# 68/69
Board Stipends	\$ 500.00	BOD Meeting 2/9/2022
Catherine Turner	\$ 426.07	Invoice #85/86 Bookkeeping Feb/Mar & Supplies
Moss, Levy & Hartzheim	\$ 2,730.00	2021/2022 Audit Inv# 30413
Kevin McCamy	\$ 37.62	Home Depot Sign Post, Forked Horn
<hr/>		
Total	\$ 7,166.34	

General Manager Report:

The annual audit report has been sent to the agencies who have requested to see a copy as well as various regulatory reports we are required to submit as well as surveys regarding the district's finances. Since we are so small this is fairly easy to compile to supply.

Inquiries from people regarding properties past maverick beyond the boundaries of the GSH. Several realtors and potential buyers were sent info regarding the limited access.

The new owners of the existing slab was disappointed to learn that the property is just outside the district boundaries but was given further information.

IWMA and SB1383 requirements. Look at an ordinance intended to satisfy the districts minimum legal requirements relative to SB1383, despite our approved waiver.

Correspondence Received:

Property liability budget estimates
SDRMA mailing address changed

Permit Status Report:

NEW PERMITS:

-Silverado, 015-151-002, County Health Department Well permit #2021_193, Paul Maroney owner. Received word of Miller Drilling on the property, County planning/Bldg has no info.

-Peter Lopez has paid for development permits for two properties, one at 5880 Forked Horn and one at 5975 Black Tail (\$1,500 deposit for each). No County permit yet. Initial activity will be to rough grade a driveway so the well driller has access.

Active Permits with ongoing work:

-5686 Silverado, 015-324-026, Erickson, Driveway apron improvement. Staff is processing a standard encroachment permit for \$360.

-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.

***Enforcement of District Encroachment Regulation:**

-5020 White Tail has put in a well and roughed in a driveway but the CSD has not received any sort of permits or information from the county.

-5175 White Tail, two attempts made to contact by mail regarding encroachment fee.

-5105 White Tail, New construction, No district permit on file *Finalled with county w/o our sign off.*

-5745 Silverado, county code enforcement action for early grading. Erosion control installed. owner expected to get county permit for further work.

-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.**

-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.

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:**

FEB/MARCH 2022: Work is yet to start on the approved Gazelle Reindeer project. On March 10, GM met with Titus McNellis, of MTM Construction to look at edge near the culverts at 5680 Forked Horn. We agreed on the approach to the repair and GM requested a written proposal. The MTM proposal was for \$4,251.24. which GM approved.

Recommendations or projects in the works:

Debris flow improvement at Pepper Tree at Lone Pine
Edge erosion repair, several locations.
Culvert on Silverado and Forked Horn, need to get a quote on those.

Public Comment:

Getting a list together of additional work that needs to be done.

**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.*

2. **Solid Waste Ordinance:**

Director Fulmer makes a motion to table solid waste ordinance 2022-01 Martinson seconded the motion until clarification clarification.
Motion passed unanimous voice vote 5-0.

3. **Fiscal Audit Review:**

Need to make some adjustments to how some invoices get paid at months end.
Director Martinson made a motion to approved the annual audit review, Director Fulmer seconded, passed with unanimous voice vote 5-0.

Director/Manager Comments:

Directors need to complete their form 700 and other training.

Adjournment

A motion was made to adjourn the regular meeting by Director Fulmer, seconded by Director Duckworth and passed by unanimous voice vote, 5-0. The meeting was adjourned at 7:56 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, May 11, at 7:00 p.m. via virtual Zoom meeting.

Respectfully Submitted by,

Sarah Switzer

Sarah Switzer, Recording Secretary