

**GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT**

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

**MINUTES FEBRAUARY 8, 2023**

**Call to Order and Flag Salute:**

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

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

**Public Comment:** Thanks for the help with the mailboxes at Silverado.

**Consent Items:**

A motion was made to accept and approve the consent items January minutes, 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 January Inv# 80
Dan Gilmore	\$ 1,404.63	General Manager for January Inv# 81
Catherine Turner	\$ 200.00	Bookkeeping January Inv# 95
Santa Cruz County Bank	\$ 23,967.86	Chip seal payment #22
Moss, Levy & Hartzheim	\$ 1,000.00	Audit to date for 2021/2022
Pam Fulmer	\$100.00	Board Stipends

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Total \$27,072.49

**General Manager Report:**

Financial reporting that is required each year at this time with the State Controller's office. Progress has stalled while waiting for the draft of the 2021/2022 audit information. GM has called Adam Guise, the auditor, asking for a copy.

Development Inquiries behind the chain area off maverick. There have been some inquiries regarding potential buyers and owners regarding access and possible development at a later date. Need to figure out how to deal with the potential development that is to come.

### **Correspondence Received:**

- Manager McCamy received email from an owner on Iverson. They are wanting to see if our CSD would incorporate their area into our area. McCamy said no as its too far but gave them advice on how to go about it on their own.
- GM received some emails regarding some other board info.

### **Permit Status Report:**

#### **NEW PERMITS:**

- **5894 Black Tail, 015-144-023, PMT2022-00539, Staff is in communication with the project representative and county and we have received a site plan and provided comments. Still awaiting confirmation of payment of the districts permit fee.**
- **5825 Black Tail, 015-143-010, RBLD2022-00276, same project rep as 5894 Black Tail, we have site plan and have made comments, no fees received yet. This lot is at the easterly end of Black Tail. Other lots are developed and need access, but the districts right of way may not be suitable due to topography.**
- **5905 Forked Horn, APN 015-143-028, RBLD2002-00014, 00013; Staff is in contact with owners rep and county, we have a site plan, waiting for permit fee.**

#### **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.*
- 5950 Black Tail, 015-143-036, Peter Lopez, PMTR2019-02432, *\$1,500 permit deposit paid.* Initial activity will be to rough grade a driveway so the well driller has access.
- 5880 Forked Horn, Peter Lopez, 015-143-022, 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.
- 5802 Silverado, 015-151-002, PMTR2021-01523. Paul Maroney, Owner. Palomar builder. *Paid \$1,500 deposit. County put a hold on an auxiliary permit, requiring District clearance letter.*
- 1850 Mulberry, 015-331-012, County PMTR2020-01065. Vollucci, owner. *Paid \$1,500 fee.*

#### **\*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.

-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. GM Filed a complaint in February. County website now indicates code enforcement action in progress; CODE2022-00055.

**East end of Black Tail, the trail at the end of the road has been providing access to an undeveloped lot that is otherwise landlocked. This access is outside any District Right of Way. Someone, presumably the owner, appears to be illegally living in an RV or other structure. Related to the project at 5825 Black Tail, the access issues to the landlocked parcel(s) will need to be resolved, likely through use of a common driveway agreement. This will also likely result in an enforcement action regarding the person living on undeveloped property.**

Other information:

-5645 Forked Horn, owners Bill & Jordana Hug expected to submit permit application and fee for driveway approach improvements. Still nothing yet.  
 -Justin Sorrentino purchased a lot at 5685 Prancing Deer, wants to build.

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:**

District roads are handling the weather and storms pretty good. There are several spots that are starting to break up in the furthest section of Mulberry. There is also the mudslide on GSH, will be looking into potential FEMA money to fix it.  
 GM visited Stag Hill on Jan 31<sup>st</sup>, to review with a colleague possible repair option. They both agreed that their ideas they have, are essentially the same and have an idea of how to correct. Regardless of the chosen repair method there will be a significant expense to fix.  
 After explaining our financial situation constraints, Steve Kahn threw out another idea, since there is a structure already there that has held up to the storms, to leave the structures that's there and add to it and strengthen what is already there.

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>
	<b><u>\$129,837.00</u></b>

Projects in the 2021/22 Fiscal Year:

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

Projects in the 2022-23 Fiscal Year:

East Side Road Repairs (Play Doe, Maverick, Stag Hill, White Tail)	\$53,768.00
	<b><u>\$53,768.00</u></b>

**Recommendation:** Receive report and provide direction to staff regarding any current projects Or any needed or desired maintenance and/or repair work.

**Award of contracts for work should be done by motion, second and roll-call vote.**

*\*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.*

**Director/Manager Comments:**

Any development on the sale of the land. GM wants to get a formal appraisal.

**Adjournment**

A motion was made to adjourn the regular meeting by Director Wilcox, 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, March 8, at 7:00 p.m. via virtual Zoom meeting.

Respectfully Submitted by,

*Sarah Switzer*

Sarah Switzer, Recording Secretary