

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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

MINUTES JUNE 8, 2022

Call to Order and Flag Salute:

Director McCamy called the regular meeting to order at 7:09 p.m.

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

Public Comment: None

Consent Items:

A motion was made to accept and approve the consent items May meeting, with corrections, by Director Duckworth and seconded by Director Wilcox; Motion passed by unanimous voice vote. Roll call 5-0.

The following invoices were approved for payment:

Sarah Switzer	\$ 400.00	Secretarial services thru May Inv# 73
Dan Gilmore	\$ 1,449.35	General Manager for May Inv# 72
Board Stipends	\$ 400.00	BOD Meeting 5/11/22
Catherine Turner	\$ 200.00	Invoice #87 Bookkeeping thru 5/31/22
MTM	\$ 4,251.24	5680 Forked Horn Repairs Inv# 10736

Total \$ 6,700.59

General Manager Report:

President McCamy completed the ethic training; Director Duckworth also completed his. This is a reminder to for Directors who need to, to login and complete theirs.

GM got an email to update the zoom subscription renewal, board decided to go ahead and renew and continue to have meeting via zoom for the time being.

GM received a letter from SDRMA regarding their review of bylaw revisions. They will be reviewing and will send a letter wiling 30 days with revisions to review.

Received a letter from the county of SLO regarding the Draft Program Environmental Impact Report, for the Paso Basin Land Use Management Area (PBLUMA) Planting Ordinance. It is complete and available for public review and comment.

Correspondence Received:

None

Permit Status Report:

GM received a call back from a lady named Lizzy regarding the perming for 5750 Silverado slipping through.

NEW PERMITS:

-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 drive 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:**

Work should start around the 20th/21st on Reindeer.

Repair of erosion issue at the edge of Forked Horn completed by MTM Construction. The Gazelle/Reindeer project is expected to begin in June. Two bids were received, Mitch Fredrick Paving submitted low bid of \$153,910.40. Funding is available to proceed with award of 2022 Road Repair Project.

County cape seals the road each year and will let the board team up to help save money and cape seal the district roads at the same time.

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>

A motion was made to accept and approve the bid from Mitch Fredrick Paving of \$51,740, by Director Wilcox and seconded by Director Fulmer; Motion passed by unanimous voice vote. Roll call 5-0.

**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.

Resolution 2022-03, Adopting 2022/23 Tax Roll Preparation:

Districts special tax road fund for maintenance and improvements. There was a vote to allow an annual increase of 2% each year until the limit of \$175,000 is reached. The current amount is \$333.32 with 523 parcels for a total of \$174,326.36. The board agreed to not make any increases this year.

Public Comment- None

Board Comment- None

A motion was made to accept and approve the Resolution 2022-03, by Director Duckworth Fulmer and seconded by Director Martinson; Motion passed by unanimous voice vote. Roll call 5-0.

Resolution 2022-04, Adopting 2022/23 Tax Roll Preparation for Chip Seal Assessment: The district currently has 267 parcels in the special district assessment area at \$155.00 per parcel the revenue is \$41,385. The county adds \$2.00 per parcel for collection. The final collection amount is \$157.00. Public hearing on June 8, 2022

Public Comment- None

Board Comment- None

A motion was made to accept and approve the Resolution 2022-04, by Director Duckworth and seconded by Director Fulmer; Motion passed by unanimous voice vote. Roll call 5-0.

Resolution 2022-05, Adopting 2022/23 Final Budget: At the regular meeting May 11, 2022, the board approved the Districts preliminary Budget for Fiscal year 2022/23. The staff published a legal public hearing notice in the Atascadero News/Paso Robles Press on Friday, May 5th, 2022 and again on Friday, May 12, 2022. The Agenda for public hearing and copy of the final budge were also posted on the districts website. There have been no written comments from the public at the time of drafting this report.

Public Comment- None

Board Comment- None

A motion was made to accept and approve the Resolution 2022-04, by Director Fulmer and seconded by Director Duckworth; Motion passed by unanimous voice vote. Roll call 5-0.

Consolidated General Election:

Three seats are up for re-election for a four year term on the board, Director Fulmer, Director Wilcox and Director Martinson. The county offer us the opportunity to consolidate our District election with the County's General Election. GM will send in the necessary forms to the county.

A motion was made to accept and approve to consolidate the election with the county general election by Director Duckworth and seconded by Director Wilcox; Motion passed by unanimous voice vote. Roll call 5-0.

Public comment- None

Director/Manager Comments:

GM Gilmore got an email on May 6th from County Clerks office Wilcox, Fulmer, Martinson are up for Election. Have to have a resolution regarding a possible election if need be.

Adjournment

A motion was made to adjourn the regular meeting by Director Duckworth, seconded by Director Fulmer and passed by unanimous voice vote, 5-0. The meeting was adjourned at 8:25 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, July 13, at 7:00 p.m. via virtual Zoom meeting.

Respectfully Submitted by,

Sarah Switzer

Sarah Switzer, Recording Secretary