

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

5915 Silverado Place
Paso Robles, California 93446
(805) 441-4428
groundsquirrelhollowcsd.org

MINUTES of the REGULAR MEETING of the BOARD OF DIRECTORS held on August 14, 2024

1. Call to Order, Flag Salute and Roll Call:

Vice-President Martinson called the regular meeting to order at 7:00 p.m. and led the Pledge of Allegiance. Roll Call: Vice-President Martinson, Director Duckworth, Director Fulmer and Director Wilcox were in attendance. Manager Gilmore was also present, along with District Bookkeeper Cathy Turner, Steve Bayus and Scott Durian.

2. Public Comment: Steve Bayus reports Becky Nunez is requesting a sign where Forked Horn goes left from GSH Road. People go straight up GSH Road and then damage the road when they need to turn around.

3. Old Business:

- A. Stagg Hill Crib Wall: Manager Gilmore is investigating options and looking for the lowest cost solution. He mentioned a lot of redevelopment work occurring at Cal Poly, and is hopeful to work with the demolition contractor to acquire steel I-beams to rebuild the failing crib wall. Mike Meyers Drilling in Morro Bay has the equipment and expertise to install the supports. GM is looking for others that may also be qualified in order to get multiple bids. Director Fulmer expressed concern that a rough winter could cause it to fail, so we need to get something done. Several approaches were discussed, all reasonable other than cost. Director Wilcox is concerned about the cost, despite having proceeds from the surplus lot sale.
- B. Boat on Black Tail: GM plans to try and get more information before posting a notice on the boat that says we intend to have it towed. Pam Fulmer and VP Martinson agreed with this approach.
- C. Quickbooks: GM expressed uncertainty with the purchase of an older standalone version of Quickbooks. Director Fulmer reported that she got login info from Sarah and contacted Intuit. She paid some amount to re-open the account and got access to our historic information. Director Fulmer and Director Wilcox will get together to try and get our financial records up to date.

4. Consent Items:

4A Minutes from June: No corrections noted.

4B Treasurer's Report: GM presented reports for the month and the quarter. District Funds on hand include \$375,781 in the checking account (\$78,768 in the Chip Seal Acct.) and \$16,920 in the Reserve

Account. The ending balance for all funds was \$471,000 resulting in an increase of just over \$1,000 from the prior month.

4C Invoices to be approved for payment:

Dan Gilmore	\$ 2,016.71	General Manager for July, Inv #99
Pam Fulmer	\$ 100.00	Board Stipend for July
Catherine Turner	\$ 231.53	Bookkeeping and ink for July, Inv #113
Allen Duckworth	\$ 130.18	PR Country Disposal, rent-a-bin
Santa Cruz County Bank	\$23,768.00	Chip Seal Payment #28
SLO County Auditor Controller	\$ 711.78	LAFCO 24/25 allocation
Kevin and Julie Dye	\$ 1,150.00	Permit Refund
Mitch Frederick Paving	\$111,777.00	Pothole Repair Project, Inv #73024-01
Mitch Frederick Paving	\$76,780.00	GSH/Gunsmoke Project, Inv #080924-01
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Total	\$216,665.20	

GM mentioned emails from residents expressing how happy they were with the road project. Steve Bayus had email addresses for most of the affected residents and kept them informed regularly on their activities. It helped make the project go very smoothly.

A motion was made by Director Fulmer and seconded by Director Duckworth to accept and approve the consent items. These include agenda item 4A - the July Minutes, 4B - the Treasurer’s Report for July, and 4C - Invoices to be Paid from July. Motion passed by unanimous voice vote (4-0).

5. General Manager Report:

GM reports that he received a public records request from Julie Tacker. She was looking for a copy of the surplus lot sale “purchase agreement”. GM sent her the original offer and subsequent counter-offers, as well as the escrow instructions. GM got a file of escrow documents from President McCamy, but it did not contain a purchase agreement. Ms. Tacker said she was looking for something else, but could not provide any additional detail.

GM reports receiving a notice from SDRMA to complete the annual Renewal Questionnaire online. The questionnaire was completed and submitted to SDRMA.

6. Correspondence Received:

GM described a few CSDA publications, a preliminary notice from Cal Portland, and a postal customer service survey, which Director Fulmer volunteered to complete.

7. DISCUSSION ITEMS

7A. Permit Status Report:

New Permits:

New permit from Kevin Kahn 5705 Reindeer Place (the County permit info has three addresses, 5705, 5707, and 5709). He is building a new residence and accessory dwelling. We received his permit fee of \$1,500.

5991-3 Silverado, APN 015-142-036, RBLD2022-00332, new construction occurring. County shows permit for 2nd residence, with garage and “workshop”. County notified that they need District permit. County placed hold on permit until it is cleared.

Active Permits with ongoing work:

5895 Forked Horn, 015-143-019, Deb Stilson, accessory building (barn/shed), issued Fee Waiver Agreement, County PMTR2021-00184, deposit paid. Project still at 50%, Status indicated as “on hold”.

5950 Black Tail, 015-143-036, Peter Lopez, PMTR2019-02432, \$1,500 permit deposit paid. Project still shown as 65%.

5880 Forked Horn, Peter Lopez, 015-143-022, County PMTR2019-02436, \$1,500 permit deposit paid. Initial activity will be to rough grade a driveway so the well driller has access. Project at 51%.

1850 Mulberry, 015-331-012, County PMTR2020-01065. Vollucci, owner. Paid \$1500 fee. Project is at 70%.

5905 Forked Horn, APN 015-143-028, RBLD2022-00014, 00013; Staff is in contact with owner’s rep and County, we have site plan, \$1,500 permit fee paid. Permit issue release sent to County. Project includes new residence and new secondary residential unit. Main house is at 21%, accessory dwelling is at 11%.

5825 Black Tail, APN 015-143-010, RBLD2022-00276, Same project rep as 5894 Black Tail, we have site plan and have made comments, \$1,500 permit fee/deposit was received in May. Release was sent 8/5/23 for permit issuance. This lot is at the easterly end of Black Tail. Other lots are developable and need access, but the District’s right-of-way may not be suitable due to topography. Project will include paved extension within the District right-of-way. Project is at 24% completion.

5640 Forked Horn, APN 015-242-016, Van Luit residence, applicant has submitted site plan for new residence and sent \$1,500 permit deposit. Project has “Pre-App” status at County.

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. CODE2019-00506 has been finaled. No new permits on County website.

-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.

7B. Monthly Road Evaluations: Construction on Road Repair Project is mostly completed. Steve Bayus reports that the remove and replace work is complete and the pulverize, grind and pave work is also complete. There is still some skin patching to do. Areas with green paint will get skin patch.

Director Wilcox again mentioned the need for an AC curb extension on Silverado at a telephone pole near the corner at the easterly end.

7C. District Encroachment Permit Policy and Developers Guide Updates: GM presented a brief report regarding the update of these District documents. Most of the changes were simply to remove outdated information and requirements, updating language as needed, improving formatting, and generally streamlining the document and the process for our residents. Pam Fulmer mentioned the need to redo the entry signs to the District. Scott Durian asked for clarification between an easement and right-of-way with regard to the District's roads. On a motion by Director Wilcox and second by Director Fulmer, the updated Encroachment Permit Policy and Developers Guide were unanimously approved (4-0).

8. Director/Manager Comments:

None.

9. Adjournment

Director Fulmer made a motion to adjourn the regular meeting. The motion was seconded by Director Wilcox and passed by unanimous voice vote (4-0). The meeting was adjourned at 8:08pm.

The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, September 11th at 7:00 p.m. at Fire Station 50 in Creston.

Respectfully submitted by:



Dan Gilmore, General Manager
Recording Secretary