

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

5915 Silverado Place
Paso Robles, California 93446
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groundsquirrelhollowcsd.org

MINUTES JANUARY 11, 2023

Call to Order and Flag Salute:

Director McCamy called the regular meeting to order at 7:03 p.m.

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

Oath of Office of New and Incumbent Directors: Bob Wilcox, Ed Martinson & Pam Fulmer were sworn in.

Selection of Board President and Vice President: Kevin: McCamy was nominated for President and Ed Martinson was nominated for Vice President. Passed by unanimous roll call vote. Roll call 5-0.

Public Comment: Cathy thanked everyone for helping during the storm. S. Bayus thanked the board for all their work fixing the roads over the years since it faired so well during the recent storm.

Consent Items:

A motion was made to accept and approve the consent items November and December meetings, 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 Oct Inv# 80
Dan Gilmore	\$ 950.00	General Manager for Oct Inv# 78
Board Stipends	\$ 100.00	BOD Meeting 10/12/2022
Catherine Turner	\$ 224.00	Bookkeeping and Supplies for October
MTM	\$ 907.50	Culvert cleanout Inv#10801
Santa Cruz County Bank	\$ 24,000.06	Chip Seal Payment #21
CSDA	\$ 1,287.00	2023 Membership Renewal

Total \$27,868.56

General Manager Report:

Emails from some agencies looking for the year end reporting. One is a government compensation report and the other is a financial transactions report. SDRMA is also looking for the annual report on internal controls. GM will work on these reports and get submitted.

Sale of District lot: GM spoke with the county regarding how to proceed with the sale of the lot and make sure that all the correct steps are taken when selling.

Deer Shooting: A resident at GSH and Play Doe contacted GM regarding a situation where a CHP officer had to shoot and kill a deer on her property. Wanted to know what to do to get it picked but didn't get any help because the roads are private.

Correspondence Received:

- Christmas Cards

Permit Status Report:

NEW PERMITS:

- **5905 Forked Horn waiting on \$1500 deposit**

- **5771 Lone Pine PI**

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.

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

-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.

-5894 Black Tail, 015-144-023, PMTR2022-00539, President McCamy noted substantial surface grading on the lot. GM investigated with the County and found there is a permit for a new residence that is still in the process of being issued. Just prior to the weekend, two halves of a manufactured hoe were moved onto the lot. GM sent an email and photo to the county contact for permit that is in process.

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:**

There is an issue on Stag Hill where there is a retaining wall that is starting to deteriorate and causing the road to weaken in that area, will need to be fixed. GM and Directors are considering repair alternatives that would work the best.

Had a crew go out and look at all the roads and give GM an update after the storm regarding any storm damage.

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 2022-23 Fiscal Year:

East Side Road Repairs (Play Doe, Maverick, Stag Hill, White Tail) \$53,768.00

\$53,768.00

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.

Projects being developed, or otherwise not yet approved for construction are:

Debris flow improvements- Pepper Tree and Lone Pine

Edge erosion repair, several locations.

**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:

P. Fulmer wants to recognize who went and helped clean the culverts around GSH. Jaime Castaneda, Dj Sarabia and Scott Durian. Also the people who put the mailboxes back up on Silverado while waiting for USPS insurance claim to be completed.

Adjournment

A motion was made to adjourn the regular meeting by Director Fulmer, seconded by Director Wilcox and passed by unanimous voice vote, 5-0. The meeting was adjourned at 8:06 p.m. The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, Febu14th, at 7:00 p.m. via virtual Zoom meeting.

Respectfully Submitted by,

Sarah Switzer

Sarah Switzer, Recording Secretary