

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

5915 Silverado Place
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groundsquirrelhollowcsd.org

MINUTES of the REGULAR MEETING of the BOARD OF DIRECTORS held on July 10, 2024

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

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

2. Public Comment: None.

3. Old Business:

- A. Stagg Hill Crib Wall: Manager Gilmore reports no real progress. He mentioned a construction project near the SLO Mission that used a construction process similar to what is needed on Stagg Hill. He will work on making contact with the contractor. Director Fulmer also reminded us that Crye Construction and Twisselman may have the expertise and equipment to provide a solution.
- B. Newsletter: GM reports this item can be removed from the list, as any newsletter articles can be posted to the District website bulletin board. President McCamy suggested an article on weed abatement being a property owner responsibility. GM suggested a postcard mailer to our owners to let them know we will be using the bulletin board more frequently.
- C. Encroachment Permit Policy/Developer's Guide update: GM did some more refinement of the documents to streamline them, removing old outdated requirements and information. President McCamy asked for them to be brought back to the next meeting for approval.
- D. Boat on Black Tail: GM needs to pursue available options.

4. Consent Items:

4A Minutes from June: Director Duckworth pointed out a correction.

4B Treasurer's Report: GM presented reports for the month and the quarter. District Funds on hand include \$376,668 in the checking account (\$76,125 in the Chip Seal Acct.) and \$16,918 in the Reserve Account. The ending balance for all funds was \$470,000 resulting in a decrease of just over \$3,000 from the prior month.

4C Invoices to be approved for payment:

Dan Gilmore	\$ 1,189.13	General Manager for June, Inv #98
Pam Fulmer	\$ 100.00	Board Stipend
Catherine Turner	\$ 200.00	Bookkeeping for June, Inv #112
Kevin McCamy	\$ 58.69	Office Supplies
SDRMA	\$ 3,949.69	Insurance 7285, Inv #75321
CyberScriber	\$ 750.00	Website programming, Inv #7565
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Total	\$ 6,247.51	

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

5. General Manager Report:

GM reports that Chris Giminez, from CyberScriber, completed the programming to allow the GM to post information to the District’s website. GM can now add and remove announcements, pdf’s and photos.

GM received a standard biennial notice for us to review our Conflict of Interested Code. GM reviewed the code and determined that no changes are needed. A standard form was completed with that response and returned to the County Clerk’s Office.

6. Correspondence Received:

GM described a few CSDA publications that came to the District mailing address, and some information on the groundwater basin adjudication.

7. DISCUSSION ITEMS

7A. Permit Status Report: GM made contact with Ed Davis, who has been marketing to rural homeowners to get their driveways chip-sealed. He will coordinate with me when he works in GSH.

New Permits:

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 finialed. 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 progressing. President McCamy drove the project with the Contractor to agree on expanded repairs as well as some new locations for this year. GM presented preliminary cost increases. The remove and repair work was bid at \$57,300 for 2,527 square feet at a unit cost of \$22.67 per square foot. After another winter, the R&R work is now 5,246 square feet. The contractor is able to use a lower unit cost, as equipment is already on-site. The additional 2,719 square feet would be at \$19 per square foot for an increase of \$51,661. Skin patching will be higher as well, due to increased areas of damage, but that is unclear at this time. The area that was slated for pulverize and grind was 17,100 square feet at \$3.37 per square foot. The intersection and added area of Gunsmoke is an additional 6,650 square feet at \$3.00 per, for an increase of \$19,950. The original work, plus the additional work at a reduced unit cost will be \$198,651, not including the additional skin patching. GM pointed out that the cost is almost double the original cost. This is not out-of-line, since the project was supposed to be built last summer. Essentially, this is 2 years worth of work. GM will look into the Public Contracts Code and the legality of CSD's extending unit pricing for additional work in this way and to this extent without re-bidding.

Director Wilcox mentioned a hole at the south side of Silverado near the easterly end by a PG&E pedestal. He says it looks like the curb needs to be extended to eliminate the problem.

President McCamy mentioned numerous complaints by residents as well as observations by our contractor that weeds, large brush, and trees are overhanging and encroaching onto our roads. CalFire staff joined the discussion and explained what their role is in weed control/fuel management. They have seasonal inspectors and other outreach efforts, but suggested that a friendly neighbor approach is usually the most effective. CalFire has more information resources on their website.

7C. Consolidate District Election: GM presented a brief report regarding this standard procedure. Resolution 2024-07 was presented to the Board and would consolidate the District's 2024 election with the County's General Election. Three seats are up for election; those currently held by President McCamy and Directors Duckworth and Wilcox. Resolution 2024-07 was unanimously approved on a motion by President McCamy and second by Vice President Ed Martinson. This year the County also asked us to adopt Resolution 2024-08, setting certain policies regarding the treatment of costs for candidate statements and other election related matters. On a motion by President McCamy and second by Director Wilcox, Resolution 2024-08 was approved by unanimous voice vote.

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, 5-0. The meeting was adjourned at 8:17pm.

The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, August 14th at 7:00 p.m. at Fire Station 50 in Creston.

Respectfully submitted by:

A handwritten signature in black ink, appearing to read 'Dan Gilmore', written in a cursive style.

Dan Gilmore, General Manager
Recording Secretary