

GROUND SQUIRREL HOLLOW COMMUNITY SERVICES DISTRICT

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groundsquirrelhollowcsd.org

MINUTES of the REGULAR MEETING of the BOARD OF DIRECTORS held on February 12, 2025

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

President McCamy called the regular meeting to order at 7:05 p.m. and led the Pledge of Allegiance. Roll Call: President McCamy, Vice President Wilcox, and Director Duckworth were in attendance. Manager Gilmore was also present, along with District Bookkeeper Cathy Turner, Steve Bayus and Scott Durian.

2. Public Comment: Cathy Turner reported receiving several requests for sand. It was determined that there is sand available.

3. Old Business:

A. Entry Signs: GM gave an update on the project. Trevor Tindell of SignHere101 was contacted and volunteered to produce new signs free of charge. GM directed him to make minor changes, including deleting any reference to base or gravel roads and the corresponding 10 mph speed limit. The “20 mph” will be larger, and the adjacent text will say Speed Limit/All Roads.

4. Consent Items:

4A Minutes from January 8, 2025: No corrections noted.

4B Treasurer’s Report: GM presented summary reports for the month of January. District Funds on hand at the end of January include \$331,497 in the checking account (\$77,707 in the Chip Seal Acct.) and \$16,924 in the Reserve Account. The ending balance for all funds was \$426,000 resulting in an increase of just over 183,000 from the prior month. This amount reflects the District’s receipt of the balance from the sale of the surplus lot. Funds available for road work is estimated to be \$302,717.

4C Invoices to be approved for payment from January:

| | | |
|------------------------|----------------|---|
| Dan Gilmore | \$1450.00 | GM Services for January, Inv. #105 |
| Pam Fulmer | \$100.00 | BOD Stipend |
| Catherine Turner | \$200.00 | Bookkeeping Services for January, Inv. #119 |
| Santa Cruz County Bank | \$23,698.80 | Chip Seal Loan Payment #30 |
| <u>Pam Fulmer</u> | <u>\$35.00</u> | <u>Reimburse Quickbooks Expense</u> |
| Total | \$25,483.80 | |

A motion was made by Director Duckworth and seconded by Vice President Wilox to accept and approve the consent items. These include agenda item 4A - the Minutes from January 8, 4B - the Treasurer Report for January, and 4C - Invoices to be Paid from January. Motion passed by unanimous voice vote (3-0).

5. General Manager Report:

GM gave an update on his participation with the Multi-Jurisdictional Hazard Mitigation Plan Update. He attended an in-person meeting held at the County offices in SLO. The meeting was primarily informational and included representatives from all the agencies participating in the process. As a follow-up to the meeting, the GM was asked to complete the District's section of a spreadsheet documenting our progress on previously identified hazards. GM recommended deleting reference to a possible meeting room that was envisioned for the District lot that was sold. The "mud corner" project status was changed to "Completed", and a "fire hazard" was changed to County responsibility. Also, two references to road maintenance activities were changed to "Annual Implementation".

GM informed the Board that a complaint by Scott Durian resulted in a request by Ken Jorgensen of the District Attorney's Office to include a specific reference to any projects that would be approved by the Board on the corresponding agendas. This included a specific request to nullify the Board's prior action approving the Stagg Hill Crib Wall Project, and re-approve it under a clear and specific agenda item.

GM reported that he has the ability to update the road work projects on the District website, and he added information for road work completed in 2024. Chris Gimenez from CyberScriber was asked to update the base pages of the website to reflect recent changes to the Board. During their exchange, Chris suggested updating the underlying framework of the website to more modern standards that would allow better functionality on cell phones, among other improvements. The cost was estimated to be \$800, which the GM approved at his discretion, based on consensus agreement by the Board.

6. Correspondence Received:

GM announced receipt of a 2024 Highlights brochure from the CSDA.

7. DISCUSSION ITEMS

7A. Permit Status Report:

New Permits:

5731 Lone Pine, GM was contacted by owner Cleve Robinson, about plans to build a pool. GM will review plans to see if a fee waiver agreement would apply.

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.

5707 Reindeer Place, APN 015-242-022, RBLD2024-00464, Kevin Kahn, owner. He is building a new residence and accessory dwelling. We received his permit fee of \$1,500.

5255 Maverick, APN 015-293-039, RBLD2024-00178, Dennis Schmidt, owner's rep. New modular home, GM has site plan. **Invoice for \$1500 permit deposit was sent to the owners, and a permit issuance release letter was sent to the County. The permit deposit was received and deposited on December 23, 2024. President McCamy and Director Wilcox were concerned that the home was nearing completion and the road frontages have not been improved as required by "orderly development" and the District.**

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%. **Vice President Wilcox reported that he observed a 5th-wheel trailer and some other equipment/materials were delivered to the site. He questioned whether we had the correct APN, but it was determined to be correct.**

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:

-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 finalized. 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 District Right of Way. Someone appears to be illegally living in an RV or other structure.

7B. Monthly Road Evaluations:

GM suggested requesting proposals to repair the middle section of Ground Squirrel Hollow Road, from Lone Pine to Forked Horn. By consensus, the Board agreed that the GM should solicit proposals with alternate approaches; a typical skin patch of the low lying areas with a chip seal on top versus a grind and pavement overlay as was done on the upper section of Ground Squirrel Hollow Road.

7C. Consider Hiring District Secretary:

The role and responsibilities of a District Secretary were laid out and discussed. GM has been preparing the meeting minutes to the Board's satisfaction. District Bookkeeper Cathy Turner mentioned that she could still make any needed trips into town for banking. GM posts agendas to the District website, and it was determined that the posting of agendas at the mailbox locations could be done by a Board Member. The one function still needing to be addressed is the monthly inputs to Quickbooks. Recently, Director Fulmer was able to get a basic version of Quickbooks, transfer the old information, and complete the inputs for the months since Sarah resigned. GM reports that he is comfortable taking over this role, as well, especially since he is technically already the District's Treasurer. By consensus, it was determined that the GM will work to take over the monthly Quickbooks updates.

Steve Bayus commented that things are working well the way they are currently. Scott Durian commented that he can see benefits on both sides.

7D. Consider Registration with CUPCAA:

GM presented information on AB 2192, which expands the limits for informal bidding procedures from \$200,000 to as much as \$235,000 for public works construction contracts. Upon further research by the GM, it was determined that the legislation was not intended for maintenance projects, which are not subject to such limits. The GM recommended dropping this idea from further consideration, which was supported by the Board.

7E. Approval of Stagg Hill Crib Wall Repair Project:

As requested by the District Attorney's Office, this item first nullified the previous Board action approving the project. On a motion by President McCamy and second by Director Duckworth, the previous action was nullified (3-0). Then, as agendized, the Board approved the Stagg Hill Crib Wall Repair Project by Twisselman and Fernandes, Inc. at a cost of \$57,232.22 plus expenses. On a motion by President McCamy and second by Vice President Wilcox, the repair project was approved and awarded (3-0).

8. Director/Manager Comments:

Director Duckworth commented about activities relating to the Paso Robles Groundwater Basin. He mentioned that 8 years ago, County property owners that depend on the groundwater basin voted to keep out the “water tsars”. He further mentioned that Bruce Gibson is acting in conflict with that vote by seeking to create a Joint Powers Authority that would unfairly limit control by property owners that oppose outsider access to the basin and/or sale of water for export or use outside the basin. He stated that this is not the usual process, and that property owners need to be aware of what is happening and join together to fight for their rights before losing the resource to powerful profiteers (paraphrasing).

9. Adjournment

Director Duckworth made a motion to adjourn the regular meeting. The motion was seconded by Vice President Wilcox and the motion passed by unanimous voice vote (3-0). The meeting was adjourned at 8:03pm.

The next regular meeting of the Board of Directors of the Ground Squirrel Hollow Community Services District will be held on Wednesday, March 12th 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