



BOARD OF DIRECTORS  
OPEN SESSION  
MINUTES  
February 22, 2025  
10:00 am, Saturday

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1. CALL TO ORDER – The meeting was called to order at 10:15 a.m.

2. ROLL CALL

**Board Members**

*In-person:* Matthew Gourley, Craig Stolz, Allen Juengermann, Francisco Valdes

*Not Present:* Brian Kwasny, Mark Foley, Hortencia Vargas

*Quorum present?* Yes

**Others Present**

General Manager: Brian Brintle II

Board Vice Secretary: Isabell Hernandez

Incoming Board Member: Larry Sims

3. PLEDGE OF ALLEGIANCE

4. SUMMARY OF EXECUTIVE SESSIONS

*Executive Sessions may cover litigation, member discipline, contract negotiations with third parties, personnel matters, meetings with legal counsel, and foreclosures.*

Board Action and Comment: Matthew Gourley summarized what was discussed in Executive Session which included a discussion with an engineer regarding the drain site remediation, easement and setback variance requests, the volunteer medical brigade, and the purchase of a new maintenance truck.

5. RESIGNATION OF BOARD MEMBER AND VACANT BOARD OF DIRECTOR SEAT

*The Board will consider a nominated candidate for the open seat and vote to appoint the nominee to fill the vacancy left by the resignation of a Board Member due to ongoing family obligations*

Board Action and Comment: Matthew Gourley announced that the Board of Directors has received and accepted the resignation of Board Member Hortencia Vargas from her seat. The vacancy will be filled by the appointment of nominated candidate Larry Sims, pending a vote by the Board, to serve for the remainder of Hortencia Vargas' term. Matthew provided a summary of Larry Sims' qualifications, which were considered by the Board during the nomination process. Craig Stolz motioned to appoint Larry Sims to the open Director seat.

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Allen Juengermann seconded the motion. The motion passed with a vote of 4-0, absent Brian Kwasny and Mark Foley.

**6. APPROVAL OF THE JANUARY 18, 2024, OPEN SESSION MINUTES**

Board Action and Comment: Craig Stolz motioned to approve January 18, 2024, open session meeting Minutes. Allen Juengermann seconded the motion. The motion passed with a vote of 5-0, absent Brian Kwasny and Mark Foley.

**7. FINANCE: MONTHLY FINANCIAL REPORT**

*The Board will review and acknowledge receipt of the Q4 2024 Investment Report*  
Finance Chairperson, John Eicholz, updated the Board on investment activities and provided the Fourth Quarter Investment Report.

Board Action and Comment: Craig Stolz motioned to acknowledge receipt of the Q4 2024 Investment Report. Allen Juengermann seconded the motion. The motion passed with a vote of 5-0, absent Brian Kwasny and Mark Foley.

**8. OSCA STANDING COMMITTEE ADJUSTMENTS**

*The Board will consider closing out the Pickleball Committee due to project completion and consider re-standing the Firewise Committee to build focus on Community Fire Safety.*

Board Action and Comment: Matthew Gourley explained that the remaining balance in the Pickleball bank account must be used for Pickleball-related expenses, as the donations were specifically intended for this purpose. Once the funds are fully utilized, the Pickleball bank account will be closed. Allen Juengermann made a motion to dissolve the Pickleball Committee and close the Pickleball bank account. Francisco Valdes seconded the motion. The motion passed with a vote of 5-0, absent Brian Kwasny and Mark Foley.

**9. COMMITTEE REPORTS**

Recreation: Director of Activities, Janice Gillenwater, provided an update on current and upcoming events. Chair yoga sessions are being held three days a week and will transition to pool exercises during the hotter months. The blood donor mobile bus will be on site tomorrow, and at least twenty donors are needed to make the trip worthwhile. The St. Patrick's Day luncheon will be held on March 15th, with a \$20 donation requested to cover the cost of food.

ARC: Craig Stolz provided an update on the ARC weekly meetings

Finance: Finance Chairperson, John Eicholz reported that there was no Finance Committee meeting this month, however the committee is reviewing and updating the charter and investment policies that will soon be available for Board approval. Closing 2024 and the Audit Financial Statements are in progress.

Newsletter: Janice Gillenwater informed the Board that Tom Alena has requested a report on boat licensing information and an update on fire safety for the newsletter to be released in two weeks.

Firewise: The Board is inviting community members to join the re-established Firewise Committee, with Board Member Larry Sims serving as the liaison. The Firewise Community designation has been secured for 2025.

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**Private Marina:** Randy Gillenwater provided a summary of what was discussed at the last committee meeting which included delinquent accounts and how late fees are assessed. Additionally, Johnnie Smith is making the repairs to Dock B damaged at the last storm.

**NRWMAC:** Michele Lauffer reported that the next court hearing is scheduled for March 17th at the Paso Robles courthouse, and community attendance is encouraged. The committee is also seeking new members.

**OSII:** Not available

**Sewer:** Not available

**Master Planning:** Not available

**10. NEW BUSINESS**

**a) PROCUREMENT OF NEW MAINTENANCE TRUCK**

*The Board will consider proposals for unplanned replacement of the 2002 Ford F250 Maintenance truck with failed motor and at 186k miles. Recommendation is to replace the vehicle with a 2024 Ford F250 extended cab 8' regular bed with 6.8 L engine. Most favorable quotation received to consider is from Salinas Valley Ford for \$47,925 plus tax and fees to be paid out of Operating.*

**Board Action and Comment:** General Manager Brian Brintle provided an explanation for the need for a third maintenance truck. He noted that the failed maintenance truck was removed from the Reserves Fund because, at the time, only two trucks were required, and the third was considered surplus with the expectation that it would not be replaced. However, it has since been determined that a third vehicle is necessary. Allen Juengermann motioned to approve the procurement of the new maintenance truck. Craig Stolz seconded the motion. The motion passed with a vote of 5-0, absent Brian Kwasny and Mark Foley.

**b) REQUEST FOR PARKING EASEMENT OVER OSCA GREENBELT**

*The Board will consider a request from the owners of the Crows Nest Loop parcels at 2615, 2617, and 2619 for an easement to widen the drive entrance across the greenbelt, in order to accommodate additional vehicle parking. All associated costs and permits will be the sole responsibility of the property owners, and the easement will be subject to conditions ensuring no interference with utilities or rights of way.*

**Board Action and Comment:** Allen Juengermann motioned to approve the request for parking easement over OSCA greenbelt. Craig Stolz seconded the motion. The motion passed with a vote of 5-0, absent Brian Kwasny and Mark Foley.

**c) REQUEST FOR REAR SETBACK ENCROACHMENT VARIANCE**

*The Board will consider request by owner of 3130 East Beach Circle for a variance request to permit encroachment into rear property setback on flag lot with lakefront open space directly behind for pool structure subject to SLO County approved design and permit approvals.*

**Matthew Gourley recused himself from the meeting to allow the Board to discuss and vote on this item due to conflict of interest.**

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Board Action and Comment: Craig Stolz provided background information on the request, explaining that there is no encroachment onto any neighboring properties, only along the lake shoreline behind the home. If approved, the proposal will leave two feet of the required 10-foot setback, resulting in an eight-foot encroachment. Allen Juengermann motioned to approve the setback encroachment variance. Francisco Valdes seconded the motion. The motion passed with a vote of 4-0, absent Brian Kwasny, Mark Foley and Matthew Gourley.

Matthew Gourley rejoined the meeting.

**11. OLD BUSINESS**

**a) SLO COUNTY FIRE STATION 34 LONG-TERM UPDATE**

General Manager Brian Brintle announced that the Board of Supervisors meeting is scheduled for Tuesday morning, February 25<sup>th</sup>. Carpooling will meet at the OSCA front gate parking lot at 7:15 a.m. A permanent fire station 34 is part of the County's strategic plan. An important item on the upcoming Board of Supervisors agenda is the approval of feasibility studies and a budget of 250k for projects that include the Oak Shores permanent fire station. Additionally, the Ford F550 fire truck will replace the current county fire truck today, and the fire boat will also be returning.

**b) OAK SHORES FIRE & MEDICAL BRIGADE BOARD UPDATE - TABLED**

**c) SLO COUNTY ZIP CODE INITIATIVE - TABLED**

**12. MONTHLY MANAGER REPORT**

General Manager Brian Brintle provided an update on the recent storm's impact at the marina, where an anchor detached from its cable. Brian also confirmed that the front entry gate arms are now fully operational. The clubhouse restrooms have recently been upgraded with new toilets. Additionally, there is one final meeting next week before a decision is made regarding our zip code initiative. Lastly, the Maintenance department is preparing for upcoming pool certifications ahead of the summer season.

**13. OPEN FORUM/MEMBER COMMENTS**

*Members can submit a comment request to speak at the meeting and will be given a maximum of 3 minutes to address their issues-concerns-or suggestions.*

**Peggy Stolz** – spoke on the pool tiles that need to be replaced and suggested a new playground by the Pickleball courts.

**14. ADJOURNMENT- The meeting adjourned at 11:51 a.m.**

Minutes submitted by board vice-secretary, Isabell Hernandez