

SQUIRE CANYON COMMUNITY SERVICES DISTRICT

1 Squire Road, San Luis Obispo, California 93401

(805) 835-3163

www.squirecanyoncsd.com

AGENDA FOR BOARD OF DIRECTORS SPECIAL MEETING

THURSDAY, JULY 23, 2026, 6:00 PM

Avila Beach Community Services District Office, 100 San Luis Street, Avila Beach, California

Join Zoom Meeting

<https://us02web.zoom.us/j/8347246822?omn=86956679982>

Meeting ID: 834 724 6822

+14086380968,,8347246822# US (San Jose)

1. CALL TO ORDER:

2. ROLL CALL:

Board Members

Zack Scott, President

Elizabeth Cziraki, Vice President

Fernando Campos, Director

Mike Callahan, Director

Amanda Duda, Director

Staff

Brad Hagemann, GM

3. PUBLIC COMMENT:

Any member of the public may address the Board relating to any matter within the Board of Director's jurisdiction, provided that the matter is NOT on the Board's Agenda. Presentations are limited to three (3) minutes or otherwise at the discretion of the Board President. Please note that pursuant to the Brown Act, the Board of Directors can only act on those items specifically listed on the Agenda.

4. CONSENT ITEMS:

These items are approved with one motion. Directors may briefly discuss any item, or may pull any item, which is then added to the business agenda.

A. Approval of Minutes for May 19, 2026, Special Board meeting

B. Review and Approval of Warrant Register

C. Financial Report

5. GENERAL MANAGER REPORT:

Oral Report

6. BUSINESS ITEMS:

A. Resolution No. 2026-02: Discuss and consider adopting FY 2026/2027 Assessment Rates and authorizing the special assessment for road maintenance and improvements within the District. **Board Action Required.**

B. Fiscal Year 2026/2027 Budget: Discuss and consider adoption of the FY 2026/27 District Budget. **Board Action Required.**

- C. **Comments on LAFCO draft Municipal Services Review (MSR) :** LAFCO has prepared a draft MSR for the SCCSD. LAFCO has requested comments by August 24, 2026 and scheduled a hearing for October 15, 2026. **Possible board action.**
- D. **Road Repair and Maintenance:** Status Report on Repair and Maintenance Projects and Board Consideration of New Projects. **Possible board action.**

7. **ADJOURNMENT**

The next Board meeting is scheduled to be held on **Tuesday, October 13, 2026, at 6:00** pm at the Avila Beach Community Services District office, 100 San Luis Street, Avila Beach, California.

Squire Canyon Community Services District
Board of Directors
1 Squire Canyon
San Luis Obispo, CA 93401
(805) 835-3163
www.squirecanyoncsd.com

May 19, 2026 Special Meeting Minutes

Please Note: The Board meets quarterly. It is the policy of the District to post draft minutes to our web site prior to the next Board Meeting to provide information regarding issues and decisions made. ****If you would like to have your copy of the agenda sent electronically (via email), please contact the District General Manager, Brad Hagemann at hagemann.associates@gmail.com and request to be added to the electronic distribution list.**

These Minutes are in draft form and subject to Board approval at their next meeting.

1. Call to Order: Vice President Cziraki called the meeting to order at 6:07 PM.

2. Roll Call: **Board Members present:** Vice President Cziraki, Director Campos, Director Callahan
Board members absent: Director Duda, Director Scott
Staff present: Brad Hagemann, General Manager.

3. Public Comments: No public in attendance

4. Consent Items:

- A. Approval of Minutes for the January 14, 2026, Special Board meeting
- B. Review and Approval of Warrant Register
- C. Review and Approval of the Financial Report

After some Board discussion, **Director Cziraki moved to approve the consent agenda. Director Callahan seconded the motion and the motion carried 3-0, with two members absent.**

5. General Manager Report. GM provided a quick oral report and recommended the Board add a routine item to the agenda to consolidate Director elections with the County November 3, 2026, General Election. Vice President Cziraki and Directors Campos and Callahan agreed to add Resolution No. 2026-01 to the agenda, requesting consolidation with the County General Election.

6. Business Items:

- A. **Consider adoption of Resolution No. 2026-01, requesting the consolidation of the District elections with the County General election.** Director Callahan made a motion to adopt Resolution No. 2026-01. Director Cziraki seconded the motion. **The motion passed 3-0 with two members absent.**
- B. **Road Repair and Maintenance:** Board Consideration of New Maintenance Projects for FY 2025/26. The Board discussed the annual weed abatement program and reviewed a proposal from Caesar's landscape. After some discussion, Director Callahan made a motion to approve the weed abatement project for a cost not to exceed \$3,500. Director Campos seconded the motion. **The motion passed 3-0 with two members absent.**

7. Adjournment

There being no further business, the meeting was adjourned at approximately 6:45 PM.

The next meeting of the Squire Canyon Community Services District will be held on Tuesday July 14, 2026, at 6:00 PM.

APPROVED AS TO FORM:

Zach Scott
President, Board of Directors
Squire Canyon Community Services District

Respectfully submitted,

Brad Hagemann
General Manager/Secretary

1:07 PM

07/21/26

Accrual Basis

Squire Canyon Community Services District
Balance Sheet
As of July 23, 2026

	Jul 23, 26
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash Summary	
1004 · Checking-Heritage Oaks	6,258.21
1005 · Savings-Heritage Oaks	31,870.03
Total 1000 · Cash Summary	38,128.24
Total Checking/Savings	38,128.24
Total Current Assets	38,128.24
TOTAL ASSETS	38,128.24
LIABILITIES & EQUITY	
Equity	
3000 · Opening Balance Equity	38,686.94
3200 · Retained Earnings	25,374.48
Net Income	-25,933.18
Total Equity	38,128.24
TOTAL LIABILITIES & EQUITY	38,128.24

Squire Canyon Community Services District
Warrant Register-Checking
May 1 through July 23, 2026

Date	Num	Name	Memo	Credit
1000 · Cash Summary				
1004 · Checking-Heritage Oaks				
07/21/2026	928	Cesar's Landscaping	Inv. # 3280 Dated 7/8/2026	2,600.00
07/21/2026	929	Streamline Inc	Inv 5F2A06C4-0005 Annual Web SCCSD May 2026 - 2027	943.20
07/21/2026	930	SDRMA	Ref #80152 FY 2026/27 Prop & Liability Insurance	4,264.98
07/21/2026	931	Nigro & Nigro PC	Financial Audits Inv. # 24386	15,750.00
07/21/2026	932	Hagemann and Associates	GM Services, Feb, Mar, Apr, May, June, July 2026 Inv #1294	2,375.00
Total 1004 · Checking-Heritage Oaks				25,933.18
Total 1000 · Cash Summary				25,933.18
TOTAL				25,933.18

INVOICE

Bill To

Squirrel Canyon,community Services District
Squire Canyon St
San Luis Obispo , Ca 93401
(805) 835-3163



Cesar's Landscaping, LLC.

P.O.BOX 906
Oceano, Ca 93475
Phone: (805) 904-3621
Email: cesardelrosario49@gmail.com
Web: cesarlandscaping.com

Payment terms Due upon receipt
Invoice # 3280
Date 07/08/2026
Business / Tax # CA.LIC # 1094951

Description

Total

Weeds abatement	\$2,600.00
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This proposal is to do a weed abatement .

Scope of work

1- we are going to weed abatement 3 ft on both sides of the road, on squirrel canyon road.
We are going to trim some of the willow branches there are growing in to the road.

2- once we finish the weeds abatement, we are going to blow all the road, and pick up all the green waste we trimmed .

3- by last we are going to to spray weed killer on both sides of the road, to keep the weeds under control.

4- labor and materials cost are included.

\$1600 - Squire Canyon
\$1000 - Indian Knob

Invoice



Invoice number 5F2A06C4-0005
Date of issue May 1, 2026
Date due May 31, 2026

Streamline (Powered by CivicPlus)

302 S 4th St
Suite 500
Manhattan, Kansas 66502
United States
+1 888-228-2233
accounting@civicplus.com

Bill to

Brad Hagemann - Squire Canyon Community Services District
1 Squire Canyon Road
San Luis Obispo, California 93401
United States
+1 805-835-3163
hagemann.associates@gmail.com

\$943.20 USD due May 31, 2026

[Pay online](#)

Description	Qty	Unit price	Amount
Streamline Flex May 1, 2026-May 1, 2027	1	\$1,347.43	\$1,347.43
Subtotal			\$1,347.43
CSDA (30% off)			-\$404.23
Total			\$943.20
Amount due			\$943.20 USD

Questions about billing or looking to connect Bill.com?
Visit: www.getstreamline.com/billing
Call: 916-477-2455

Need our W-9 for tax purposes?
You can download it at www.getstreamline.com/w9.

If paying by check, include invoice number in the memo line on the check

Pay \$943.20 with a bank transfer

Bank transfers can take up to two business days. To pay via bank transfer, transfer funds using the following bank information.

Account holder Streamline (Powered by CivicPlus)
Bank name WELLS FARGO BANK, N.A.
Routing number 121000248
Account number 40630167525928684
SWIFT code WFBUS6SXXX
Reference 5F2A06C4-0005

Pay \$943.20 by check

Make payable to Streamline (Powered by CivicPlus)
Memo 5F2A06C4-0005
Mail to PO Box 207561
Dallas, TX 75320-7561

Please enclose a printed copy of this Invoice PDF and use USPS. (Courier services may not deliver to PO Boxes.) Once received, checks are processed within 3 business days.

Property/Liability Package Program Invoice

Program Year 2026-27

Squire Canyon Community Services District

1 Squire Canyon Road
San Luis Obispo, California 93401

Invoice Date: 06/15/2026
Invoice Number: 80152
Member Number: 7103

Property, Boiler/Machinery, Pollution, Cyber <i>Coverage for 0 reported item(s) valued at (including contents): \$0</i>	\$0.00
Mobile/Contractors Equipment <i>Coverage for 0 reported item(s) valued at: \$0</i>	0.00
General Liability*, Errors & Omissions, Employee & Public Officials Dishonesty <i>Certificates: 0 Non-Member Certificate(s)</i>	4,289.98
Auto Liability (includes \$50 charge for non-owned auto coverage) <i>Coverage for 0 reported item(s) valued at: \$0</i>	50.00
Auto Comp / Collision <i>Coverage for 0 reported item(s) valued at: \$0</i>	0.00
Trailers <i>Coverage for 0 reported item(s) valued at: \$0</i>	0.00

Gross Package Contribution	\$4,339.98
Earned CIP Credits	0.00
Longevity Distribution Credit	0.00
MemberPlus Online RQ Bonus	-75.00
Other Discounts	0.00
Subtotal	\$4,264.98
5% Multi-Program Discount	\$0.00

Total Contribution Amount Due by July 15

\$4,264.98

*Current Limit of Liability is \$2.5M for G/L, A/L and E&O (excluding outside excess liability limits)

Please pay in full by the due date. If not, a late charge of one percent (1%) per month, twelve percent (12%) per annum, will be assessed on all sums past due. Imposition of this charge does not extend the due date for payment.

Remit Payment to:

Special District Risk Management Authority
P.O. Box 15677, Sacramento, California 95852

For invoice questions contact the SDRMA Finance Department at accounting@sdrma.org or 800.537.7790

Special District Risk Management Authority
1112 I Street Suite 300, Sacramento, California 95814-2865
Tel 916.231.4141 or 800.537.7790 | Fax 916.231.4111
www.sdrma.org



Nigro & Nigro PC
PO Box 1247
Murrieta, CA 92564
(951) 698-8783

INVOICE

BILL TO
Squire Canyon Comm Services District

INVOICE 24386
DATE 06/24/2026

DESCRIPTION	AMOUNT
Audit Retainer 2019-2025	15,750.00

It's been a pleasure working with you!

BALANCE DUE **\$15,750.00**

Hagemann and Associates

9372 Carmel Road
Atascadero, CA 93422

Invoice

Date	Invoice #
7/23/2026	1294

Bill To

Squire Canyon CSD
1 Squire Canyon Road
San Luis Obispo, CA 93401-8000

Terms

Net 15

Item	Service date	Description	Quantity	Rate	Amount
General Manager	2/28/2026	General Manager February 2026 [Bank reconcile; emails; PO Box]	1	125.00	125.00
General Manager	3/31/2026	General Manager March 2026 [Bank reconcile; emails; PO Box]	1	125.00	125.00
General Manager	4/30/2026	General Manager April 2026 [Bank reconcile; emails; PO Box]	1	125.00	125.00
General Manager	5/31/2026	General Manager May 2026 [Prepare May Mtg Packet; Attend May Bd Mtg; Update Web.]	5	125.00	625.00
General Manager	6/30/2026	General Manager June 2026 [Bank reconcile; emails; PO Box; work with auditors]	4	125.00	500.00
General Manager	7/23/2026	General Manager July 2026 [Prepare July Mtg packet; Attend Mtg; work w/auditors]	7	125.00	875.00
Thank you for your business.			Total \$2,375.00		
Phone #	(805) 835-3163	E-mail	hagemann.associates@gmail.com		

1:14 PM

07/21/26

Accrual Basis

Squire Canyon Community Services District

Profit & Loss

May 1 through July 23, 2026

	May 1 - Jul 23, 26
Ordinary Income/Expense	
Income	
4009 · Donations	25.00
4000 · Income Summary	
4001 · Assessments Collected	11,414.18
4005 · Interest Income	5.01
Total 4000 · Income Summary	11,419.19
Total Income	11,444.19
Expense	
5000 · Administrative Overhead	
5005 · Insurance	4,264.98
5030 · Professional Fees	
5030.01 · Auditor	15,750.00
5030.04 · Management	2,375.00
Total 5030 · Professional Fees	18,125.00
5035 · Web Site Expense	943.20
Total 5000 · Administrative Overhead	23,333.18
5500 · Road Repair & Maintenance	
5520 · Weed & Brush Control	2,600.00
Total 5500 · Road Repair & Maintenance	2,600.00
Total Expense	25,933.18
Net Ordinary Income	-14,488.99
Net Income	-14,488.99

RESOLUTION No. 2026-02
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SQUIRE CANYON COMMUNITY SERVICES DISTRICT TO
CONFIRM THE 2026-2027 FISCAL YEAR SPECIAL ASSESSMENT
FOR ROAD MAINTENANCE WITHIN THE DISTRICT AND
DIRECTING STAFF TO FORWARD THE SPECIAL ASSESSMENT
TO THE COUNTY AUDITOR FOR COLLECTION

WHEREAS, the Squire Canyon Community Services District (“District”) became effective February 27, 1981 by election and Resolution of the Board of Supervisors of the County of San Luis Obispo, and under the authority of the Cortese-Knox-Hertzberg Local Reorganization Act of 2000 (Government Code § 56000 et seq.); and

WHEREAS, by said Resolution and the resulting election, the Squire Canyon Community Services District, pursuant to Government Code §61100(l) is authorized to exercise the following services:

Acquire, construct, improve, and maintain streets, roads, rights-of-way, bridges, culverts, drains, curbs, gutters, sidewalks, and any incidental works. A district shall not acquire, construct, improve or maintain any work owned by another public agency unless that public agency gives its written consent; and

WHEREAS, the residents within Squire Canyon Community Services District voted to establish a special assessment as part of the above referenced election to finance the services more particularly described in the above Recitals for each parcel upon formation of the District and shortly thereafter created three zones of benefit each with its own assessment, a policy which continues to the present.

NOW THEREFORE, BE IT RESOLVED, DECLARED, DETERMINED AND ORDERED BY THE BOARD OF DIRECTORS OF THE SQUIRE CANYON COMMUNITY SERVICES DISTRICT AS FOLLOWS:

1. That the Recitals set forth hereinabove are true, correct and valid.
2. That the Squire Canyon Community Services District Board of Directors hereby confirms and imposes a assessment at the rate of Zone 1 (Indian Knob): \$885.50 per parcel, Zone 2 (Squire Canyon) : \$500.42 per parcel, and Zone 3 (Admin): \$115.38 per parcel for Fiscal Year 2025/2026 as identified in Exhibit “A” attached hereto and incorporated herein by this reference.
3. That said special assessment shall be collected at the same time and in the same manner as other taxes levied and collected by the County of San Luis Obispo pursuant to Government Code §61115(b).

4. The District to reimburse the County of San Luis Obispo its standard collection costs.

PASSED AND ADOPTED by the Board of Directors of the Squire Canyon Community Services District this 23rd day of July, 2026 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

APPROVED:

Elizabeth Cziraki, President
Board of Directors

ATTEST:

Brad Hagemann,
General Manager/Secretary

Squire Canyon Community Services District

Assessment Rates for FY 2026-2027					Assessment Rates for FY 2026-2027				
Zone 1 (IK)					Zone 2 (SC)				
APN	Assessment Rate	General & Admin	Total Assessment		APN	Assessment Rate	General & Admin	Total Assessment	
076-271-041	\$ 770.12	\$ 115.38	\$ 885.50		076-271-046	\$ 385.04	\$ 115.38	\$ 500.42	
076-271-042	\$ 770.12	\$ 115.38	\$ 885.50		076-272-010	\$ 385.04	\$ 115.38	\$ 500.42	
076-272-022	\$ 770.12	\$ 115.38	\$ 885.50		076-272-014	\$ 385.04	\$ 115.38	\$ 500.42	
076-272-030	\$ 770.12	\$ 115.38	\$ 885.50		076-272-024	\$ 385.04	\$ 115.38	\$ 500.42	
076-272-034	\$ 770.12	\$ 115.38	\$ 885.50		076-272-025	\$ 385.04	\$ 115.38	\$ 500.42	
076-272-035	\$ 770.12	\$ 115.38	\$ 885.50		076-272-038	\$ 385.04	\$ 115.38	\$ 500.42	
076-272-041	\$ 770.12	\$ 115.38	\$ 885.50		076-272-039	\$ 385.04	\$ 115.38	\$ 500.42	
076-272-042	\$ 770.12	\$ 115.38	\$ 885.50		076-272-040	\$ 385.04	\$ 115.38	\$ 500.42	
076-272-055	\$ 770.12	\$ 115.38	\$ 885.50		076-272-046	\$ 385.04	\$ 115.38	\$ 500.42	
076-272-056	\$ 770.12	\$ 115.38	\$ 885.50		076-272-047	\$ 385.04	\$ 115.38	\$ 500.42	
076-272-070	\$ 770.12	\$ 115.38	\$ 885.50		076-272-054	\$ 385.04	\$ 115.38	\$ 500.42	
076-272-073	\$ 770.12	\$ 115.38	\$ 885.50		076-272-066	\$ 385.04	\$ 115.38	\$ 500.42	
076-272-074	\$ 770.12	\$ 115.38	\$ 885.50		076-272-067	\$ 385.04	\$ 115.38	\$ 500.42	
076-272-077	\$ 770.12	\$ 115.38	\$ 885.50		076-272-072	\$ 385.04	\$ 115.38	\$ 500.42	
076-272-078	\$ 770.12	\$ 115.38	\$ 885.50		076-272-079	\$ 385.04	\$ 115.38	\$ 500.42	
076-273-004	\$ 770.12	\$ 115.38	\$ 885.50		076-272-080	\$ 385.04	\$ 115.38	\$ 500.42	
076-273-009	\$ 770.12	\$ 115.38	\$ 885.50		076-272-081	\$ 385.04	\$ 115.38	\$ 500.42	
076-273-013	\$ 770.12	\$ 115.38	\$ 885.50		076-272-082	\$ 385.04	\$ 115.38	\$ 500.42	
076-273-029	\$ 770.12	\$ 115.38	\$ 885.50		076-273-001	\$ 385.04	\$ 115.38	\$ 500.42	
19	Total	\$ 14,632.29	\$ 2,192.27	\$ 16,824.55	076-273-002	\$ 385.04	\$ 115.38	\$ 500.42	
Assessments increased 2% from FY 2025/26 approved rates					076-273-007	\$ 385.04	\$ 115.38	\$ 500.42	
					076-273-011	\$ 385.04	\$ 115.38	\$ 500.42	
					076-273-012	\$ 385.04	\$ 115.38	\$ 500.42	
					076-273-014	\$ 385.04	\$ 115.38	\$ 500.42	
					076-273-017	\$ 385.04	\$ 115.38	\$ 500.42	
					076-273-018	\$ 385.04	\$ 115.38	\$ 500.42	
					076-273-019	\$ 385.04	\$ 115.38	\$ 500.42	
					076-273-021	\$ 385.04	\$ 115.38	\$ 500.42	
					076-273-022	\$ 385.04	\$ 115.38	\$ 500.42	
					076-273-024	\$ 385.04	\$ 115.38	\$ 500.42	
					076-273-025	\$ 385.04	\$ 115.38	\$ 500.42	
					076-273-026	\$ 385.04	\$ 115.38	\$ 500.42	
					076-273-027	\$ 385.04	\$ 115.38	\$ 500.42	
					076-274-002	\$ 385.04	\$ 115.38	\$ 500.42	
					076-274-003	\$ 385.04	\$ 115.38	\$ 500.42	
					076-274-004	\$ 385.04	\$ 115.38	\$ 500.42	
					076-274-005	\$ 385.04	\$ 115.38	\$ 500.42	
					076-274-007	\$ 385.04	\$ 115.38	\$ 500.42	
					076-274-008	\$ 385.04	\$ 115.38	\$ 500.42	
					076-274-009	\$ 385.04	\$ 115.38	\$ 500.42	
					076-274-010	\$ 385.04	\$ 115.38	\$ 500.42	
Ttl # of Properties					41	Total	\$ 15,786.64	\$ 4,730.68	\$ 20,517.32
					16	Total	\$ 1,846.12	\$ 1,846.12	

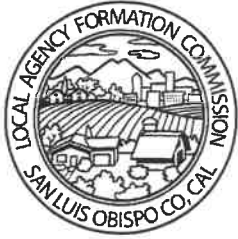
Totals for Each Zone		2% Increase
Zone 1	\$ 16,824.55	\$ 329.84
Zone 2	\$ 20,517.32	\$ 401.90
Zone 3	\$ 1,846.12	\$ 36.23
Total	\$ 39,187.99	\$ 767.97

Ttl # of Properties 76

**SQUIRE CANYON COMMUNITY SERVICES DISTRICT
FISCAL YEAR 2026-2027 BUDGET**

	Total Balance	Indian Knob 37%	Squire Canyon 40%	Admin 23%	Proposed FY 26/27 Budget
<u>Est. Ending Balance July 23, 2026</u>	\$ 38,000	\$ 14,060	\$ 15,200	\$ 8,740	
REVENUE		Zone 1	Zone 2	Zone 3	
FY 25/26 Assessment Revenue		\$ 14,600	\$ 15,750	\$ 8,750	\$ 39,100
Interest Income					\$ 15
Total Revenue					\$ 39,115
BUDGETED EXPENDITURES					
General Manager					\$ 5,000
Legal					\$ 250
LAFCO Membership					\$ 125
CSDA Dues					\$ 260
Auditor (2nd payment 7 yrs)					\$ 15,750
Election Fees					
Postage					\$ 25
Webmaster & Web Site					\$ 950
Insurance (SDRMA)					\$ 4,300
Office Supplies/Misc					\$ 50
Total Admin Expenses					\$ 26,710
Difference Between Admin Rev and Admin Exp					\$ (17,960)
Total Admin Overhead					\$ 26,710
Professional Services					
FY 26/27 Proposed Repair		\$ 10,000	\$ 10,000		\$ 20,000
Paving Sinking Fund					
Total Expenditures					\$ 46,710
ALLOCATION TO/FROM RESERVES FOR MAJOR REPAIRS					\$ (7,610)
Projected June 30, 2027 Year End Fund Balance	\$ 30,405				

NOTES: Admin Rev Fund % needs to increase to match Admin Expenses



San Luis Obispo Local Agency Formation Commission

MEMORANDUM

DATE: JULY 10, 2026

TO: BRAD HAGEMANN, GENERAL MANAGER, SQUIRE CANYON
COMMUNITY SERVICES DISTRICT

FROM: IMELDA MARQUEZ-VAWTER, SENIOR ANALYST
VIA: ROB FITZROY, EXECUTIVE OFFICER

SUBJECT: REQUEST FOR ADDITIONAL INFORMATION FOR THE SQUIRE CANYON
COMMUNITY SERVICES DISTRICT MUNICIPAL SERVICE REVIEW AND
SPHERE OF INFLUENCE STUDY

COMMISSIONERS

Chairperson
HEATHER MORENO
County Member

Vice-Chair
DAVID WATSON
Public Member

DAWN ORTIZ-LEGG
County Member

ED WAAGE
City Member

STEVE GREGORY
City Member

ED EBY
Special District Member

NAVID FARDANESH
Special District Member

ALTERNATES

BRUCE GIBSON
County Member

CARLA WIXOM
City Member

JOHN JOYCE
Special District Member

MICHAEL DRAZE
Public Member

STAFF

ROB FITZROY
Executive Officer

IMELDA MARQUEZ-VAWTER
Senior Analyst

MORGAN BING
Analyst

MELISSA MORRIS
Commission Clerk

HOLLY WHATLEY
Legal Counsel

The purpose of this memorandum is to provide a status update and request additional information for the Squire Canyon Community Services District (SCCSD or District) Municipal Service Review (MSR) and Sphere of Influence (SOI) Study.

As you are aware, on May 19, 2026, LAFCO staff shared an administrative draft and a tentative timeline with the District. This iteration was intended for staff-level review, with several comments and questions for the District to help fill informational gaps.

The administrative draft included concerns pertaining to the District's continued non-compliance with Government Code Section 26909 pertaining to auditing requirements. LAFCO staff have coordinated with the County Auditor, and legal counsel to review these issues. To assist LAFCO staff in addressing the concerns identified above, please provide us with additional information or documentation pertaining to the following within 45 days of receipt:

- Documentation such as a letter of engagement from a firm licensed with the California Board of Accountancy who is working on preparing the District CPA-audited financial statements acceptable to the County for all past-due audits.
- Documentation on anticipated dates for the completion of all outstanding audits.
- SCCSD's review of the administrative draft shared on May 19, 2026, addressing comments and questions left in the document.

Demonstrating that the District is actively evaluating and addressing concerns that were identified in the MSR will help establish a record of good-faith participation in complying with state rules and regulations. Such efforts may also provide the Commission with greater assurance when considering the MSR & SOI Study, or any future applications involving changes of organization or SOI amendments. If you have any questions or require clarification regarding this memorandum, please do not hesitate to contact our office.

CC: Holly Whatley, Legal Counsel