

SQUIRE CANYON COMMUNITY SERVICES DISTRICT

1 Squire Road, San Luis Obispo, California 93401

(805) 835-3163

www.squirecanyonsd.com

AGENDA FOR BOARD OF DIRECTORS SPECIAL MEETING

TUESDAY, APRIL 15, 2025, 6:30 PM

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

1. CALL TO ORDER:

Oath of Office for Director Zach Scott

- 2. ROLL CALL:**
- | Board Members | Staff |
|-----------------------------|-------------------|
| Zack Scott, President | Brad Hagemann, GM |
| Fernando Campos, Director | |
| Elizabeth Cziraki, Director | |
| Amanda Duda, Director | |
| Mike Callahan, Director | |

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 January 14, 2025, Special Meeting
- B. Review and Approval of Warrant Register including emergency tree removal work completed by Hayward Construction in February 2025
- C. Financial Report

5. BUSINESS ITEMS:

- A. **Road Repair and Maintenance:** Status Report on Repair and Maintenance Projects and Board Consideration of New Projects. **Possible Board Action.**
- B. **Discuss Road Maintenance Assessment Rates for FY 2025/26:** Provide guidance to the GM regarding assessment rates for FY 2025/26 and the FY 25/26 budget. General Manager recommends normal 2% annual increase. The Board will consider adoption of the FY 25/26 budget at the July 1, 2025 Board meeting. **Provide Direction to the GM.**

- C. Consider Moving the District Bank Account from Pacific Premier to Five Star Banking:** Five Star Banking specializes in providing banking services to Special Districts and government agencies. Refer to information provided by Reagan Ballo.
Possible Board Action

- D. Consider Voting for a Candidate to serve on LAFCO as the Special District Agency's Representative. Possible Board Action**

6. ADJOURNMENT

The next Board meeting will be held on Tuesday, July 1st, 2025, at 6:30 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

January 14, 2025 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: Vic President Cziraki called the meeting to order at 6:00 PM.

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

3. Public Comments: Andrea McGhee attended the meeting.

4. Consent Items:

- A. Approval of Minutes for the October 15, 2024, Special Board meeting
- B. Review and Approval of Warrant Register
- C. Financial Report

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

5. Business Items:

A. Road Repair and Maintenance: Directors discussed potential road repair projects. No formal action was taken.

Adjourn

There being no further business, the meeting was adjourned at 7:15 PM.

The next regular meeting of the Squire Canyon Community Services District will be held on Tuesday April 8, 2025, at 6:00 PM.

APPROVED AS TO FORM:

Elizabeth Cziraki
Vice President, Board of Directors
Squire Canyon Community Services District

Respectfully submitted,

Brad Hagemann
General Manager/Secretary

Squire Canyon Community Services District

Warrant Register-Checking

January 15 through April 15, 2025

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
1000 · Cash Summary				
1004 · Checking-Heritage Oaks				
01/31/2025			Service Charge	12.00
02/28/2025			Service Charge	2.00
03/31/2025			Service Charge	2.00
04/15/2025	915	Hayward Construction	Invoice dated March 2, 2025, Lg tree limb; clear oak trees	6,400.00
04/15/2025	916	SLO County Clerk Recorder	Nov. 2024 Election Charges - Inv #138	309.63
04/15/2025	917	JAM Law Group, APC	Inv # 62 dated 1/20/25	107.50
04/15/2025	918	Hagemann and Associates	GM Services, Nov Dec 2024; Jan, Feb Mar, Apr 2025; Inv # 1271	2,250.00
Total 1004 · Checking-Heritage Oaks				<u>9,083.13</u>
Total 1000 · Cash Summary				<u>9,083.13</u>
TOTAL				<u>9,083.13</u>

Squire Canyon Community Services District

Profit & Loss

04/14/25

January 15 through April 15, 2025

Accrual Basis

	<u>Jan 15 - Apr 15, 25</u>
Ordinary Income/Expense	
Income	
4000 · Income Summary	
4001 · Assessments Collected	3,952.19
4005 · Interest Income	4.29
	<u>3,956.48</u>
Total 4000 · Income Summary	3,956.48
Total Income	3,956.48
Expense	
5000 · Administrative Overhead	
5002 · Bank Service Charges	22.00
5004 · Election Costs	309.63
5030 · Professional Fees	
5030.03 · Legal Services	107.50
5030.04 · Management	2,250.00
	<u>2,357.50</u>
Total 5030 · Professional Fees	2,357.50
Total 5000 · Administrative Overhead	2,689.13
5500 · Road Repair & Maintenance	6,400.00
	<u>9,089.13</u>
Total Expense	9,089.13
Net Ordinary Income	<u>-5,132.65</u>
Net Income	<u><u>-5,132.65</u></u>

Squire Canyon Community Services District
Balance Sheet
As of April 15, 2025

	<u>Apr 15, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash Summary	
1004 · Checking-Heritage Oaks	5,880.61
1005 · Savings-Heritage Oaks	<u>32,133.39</u>
Total 1000 · Cash Summary	<u>38,014.00</u>
Total Checking/Savings	<u>38,014.00</u>
Total Current Assets	<u>38,014.00</u>
TOTAL ASSETS	<u>38,014.00</u>
LIABILITIES & EQUITY	
Equity	
3000 · Opening Balance Equity	38,686.94
3200 · Retained Earnings	-11,021.08
Net Income	<u>10,348.14</u>
Total Equity	<u>38,014.00</u>
TOTAL LIABILITIES & EQUITY	<u>38,014.00</u>