

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

WEDNESDAY, JANUARY 14, 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 July 3, 2025, Special Board meeting and October 15, 2025 Special Board Meeting
- B. Review and Approval of Warrant Register
- C. Financial Report

5. GENERAL MANAGER REPORT:

Introduction letter from Mr. Charles Bergson, Civil Engineer.

6. BUISINESS ITEMS:

A. Road Repair and Maintenance: Status Report on Repair and Maintenance Projects and Board Consideration of New Road Repair Projects. **Possible board action.**

7. ADJOURNMENT

The next Board meeting is scheduled to be held on **Tuesday, April 14th, 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

July 3, 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: President Scott called the meeting to order at 6:10 PM.

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

3. Public Comments: No public in attendance

4. Consent Items:

- A. Approval of Minutes for the April 15, 2025, Special Board meeting
- B. Review and Approval of Warrant Register
- C. Review and Approval of the Financial Report

After some Board discussion, **Director Scott moved to approve the consent agenda, Director Campos seconded and motion carried unanimously 4-0, with one member absent.**

5. Business Items:

- A. **Resolution No. 2025-01:** Discuss and consider adopting FY 2025/2026 Assessment Rates and authorizing the special assessment for road maintenance and improvements within the District. **Director Callahan moved to adopt Resolution No. 2025-01, Director Scott seconded and motion carried unanimously 4-0, with one member absent.**
- B. **Fiscal Year 2025/2026 Budget:** Discuss and consider adoption of the FY 2025/26 District Budget. **Director Callahan moved to approve the FY 2025/26 Budget, Director Scott seconded and motion carried unanimously 4-0, with one member absent.**
- C. **Road Repair and Maintenance:** Board Consideration of New Maintenance Projects for FY 2025/26
 - 1. **Director Scott moved to approve Mission Paving's proposed 12,000 square foot asphalt repair project on Indian Knob and Squire Canyon for an amount not to exceed \$20,000 (\$1.67/SF). Motion is subject to a detailed area scope of work that delineates the specific**

repair areas; Director Cziraki seconded and motion carried unanimously 4-0, with one member absent. The Board of Directors will approve the detailed scope of work area prior to work being initiated.

6. Adjournment

There being no further business, the meeting was adjourned at approximately 8:00 PM.

The next regular meeting of the Squire Canyon Community Services District will be held on Tuesday October 14, 2025, 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

Rev 1

Squire Canyon Community Services District
Board of Directors
1 Squire Canyon
San Luis Obispo, CA 93401
(805) 835-3163
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October 15, 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: President Scott called the meeting to order at 6:04 PM.

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

3. Public Comments: No public in attendance

4. Presentation (Via Zoom) by James Lott, Director Public Sector Finance Group, Holman Capital
Mr. Lott and Mr. Brent Kuhn provided an informational presentation on the fundamentals of public sector project financing options. This was an informational item only.

5. Consent Items:

- A. Approval of Minutes for the July 3, 2025, Special Board meeting
- B. Review and Approval of Warrant Register
- C. Review and Approval of the Financial Report

The Board did not approve the July 3, 2025, minutes and requested the GM to bring the July 3, 2025 minutes back for consideration at the January 2026 Board meeting,
After some Board discussion, **Director Scott moved to approve consent agenda items 5.B and 5.C, Director Cziraki seconded and motion carried unanimously 4-0, with one members absent.**

6. General Manager Report. GM provided a quick oral report, highlighting an August 11, 2025 letter from SDRMA congratulating the District for no claims during FY 2024/25.

7. Business Items:

- A. **Road Repair and Maintenance:** Board Consideration of New Maintenance Projects for FY 2025/26
 - 1. Director Cziraki moved to approve Hayward Construction July 7, 2025, road repair proposal. Director Duda seconded and motion carried unanimously 4-0, with one member absent.

7. Adjournment

There being no further business, the meeting was adjourned at approximately 7:45 PM.

The next meeting of the Squire Canyon Community Services District will be held on Wednesday January 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

CHARLES BERGSON

CIVIL ENGINEER

59 EL SERENO AVENUE - CAYUCOS - CALIFORNIA - 93430

27 December 2025

General Manager Brad Hagemann
Squire Canyon Community Services District
1 Squire Canyon Road
San Luis Obispo, California 93401

Re: Engineering Services, Design and Construction - District Facilities

Dear General Manager Hagemann,

By this letter I would like to present my services as a civil engineer for your District. I am a licensed civil engineer in California with nearly 40 years experience in public facilities design, operations, engineering, and construction. I am well versed in engineering studies, facilities planning, public financing, and public facilities construction.

I have served as a city engineer for both large and small public agencies throughout California and can provide expert advice and service for your infrastructure needs including financing, grant writing and management, design, and construction. During my career I have been responsible for the delivery of a wide range of public projects including hundreds of miles of public utilities, hundreds of miles of public roads, water production facilities, wastewater facilities, city halls, and large public buildings. I can be hired on a project specific basis or as a staff consultant.

The District's consideration is appreciated. Am available to meet to discuss my capacities at your convenience. I can be reached at 916-706-8907 or cbergson@aol.com

Yours truly,

A handwritten signature in blue ink that reads "Charles Bergson". The signature is fluid and cursive, with the first name "Charles" written in a larger, more prominent script than the last name "Bergson".

CHARLES BERGSON.

Registered Civil Engineer, California Lic. 34347

CHARLES BERGSON

June 2026 to present **CONSULTING PUBLIC ENGINEER & MANAGER, Cayucos, California** Provide studies and advice to public agencies on engineering, management, construction, and financial matters.

Feb 2024 to May 2025 **PUBLIC WORKS DIRECTOR/CITY ENGINEER, City of Los Banos, California** Responsible for management, direction, acquisition, engineering, construction, maintenance, and management of city infrastructure. Population 50,000, annual budget \$54 million, staff of 72. *Accomplishments* – stabilized department personnel, finances and operations, initiated formation of City engineering division saving city \$5 million annually, form grant writing section targeting \$100 million in capital funds, create public works capital finance committee, create and implement public works performance standards, formed department analysts targeting \$2 million in annual savings. Supervised development of 5,000 new residential properties Projects: park renovation, sewer collection upgrade, regional arterial bypass route, road design/rehabilitation, clean closure of trash site, create new golf course, establish local airport drag racing event. Left position per direction of new administration.

Feb 2017 to Feb 2024 **CITY MANAGER, City of Isleton, California** Responsible for management, direction, coordination of municipal activities and administration of city government including police, fire, public works, finance, development, building & safety, capital acquisition. Population 1,000, annual budget \$2.8 million, staff of 15. *Accomplishments* – stabilized city personnel, finances and operations, refinance bonds, first “black ink” fiscal year in fifteen years, first budget, first municipal code, tripled tax revenues, develop new businesses, resurrect Crawdad Festival. Acquired \$17 million in capital funds. Projects: park renovation, marina renovation, boat launch, beach to downtown bridge, Main Street design/rehabilitation, formed flood management district.

June 2014 to January 2017 – Consulting municipal engineer for public management and engineering projects in northern and southern California. Developed real estate for residential and commercial properties.

July 2009 – January 2014 **CITY MANAGER, City of Williams, California** Responsible for management, direction, coordination of municipal activities and administration of city including police, public works, finance, development, building & safety. Inter-government relations, public relations, strategic planning, marketing. Population 6,000, annual budget \$8 million, staff of 40. *Accomplishments* – quadrupled annual sales taxes, quadrupled reserve funds, million dollar annual surplus, developed regional commercial truck stop, obtained first unqualified financial audit in eight years, updated general plan, formed redevelopment agency, established capital program, first water/sewer master plans, obtained \$35 million for capital improvements. Re-established parks and recreation program, built new parks, obtained access to State Highway for regional business park. Upgraded wastewater plant, expanded city water production and storage capacities.

Apr 2005 – July 2009 **PUBLIC WORKS DIRECTOR/CITY ENGINEER, City of Compton** Responsible for the acquisition, engineering, construction, maintenance, and management of city facilities. Implement policies and programs of city. Population over 100,000, annual budget of \$25 million, capital program over \$200 million, staff of 75. Responsible for inter-government relations, street maintenance, traffic, storm water compliance, fleet management, city-transit system. *Accomplishments* –Resurrected capital improvement program including salvaging \$20 million. Replacement of Martin Luther King Transit Center, sewer system, traffic signal system. Implement \$20M city-wide repaving program. Established production and maintenance program for maintenance, graffiti, street sweeping, landscaping, utilities. Acquired \$25 million sewer bonds.

2002 – 2004 **COMMUNITY DEVELOPMENT DIRECTOR/PUBLIC WORKS DIRECTOR, City of East Palo Alto** Responsible for implementing city goals related to planning, economic development, building and safety, and public works. Responsible for the construction and maintenance of public facilities. *Accomplishments* – Opened IKEA store in redevelopment zone doubling annual sales taxes, increased city usable park space, acquired new corporation yard, reduced flood insurance rates, prepared public works master plan, developed amnesty program for illegal garage conversions.

1998 – 2002 **PUBLIC WORKS DIRECTOR, City of Malibu** Responsible for the design, acquisition, programming, construction, and maintenance of public facilities and disaster preparedness. Staff advisor to city council and manager, City liaison to local governments and public agencies. *Accomplishments* – Five year capital program, Malibu Lagoon restoration, Cross Creek Road Redesign & Reconstruction, Corral Canyon road reconstruction, acquired \$10 million in new capital funds, flood protection assessment.

1990 – 1998 **ASSISTANT CITY ENGINEER, City of Monterey Park, California** Responsible for engineering division in the public works department and assisted city engineer - planning, programming, design and construction of capital improvements. Coordinated engineering, land development, traffic, grading. *Accomplishments* – water and sewer master plans, risk management and prevention programs, Garvey Ranch Park improvements, water well rehabilitation, five year capital improvement program. Managed \$5 million annual capital program

1981-1990 Held engineering positions with graduating responsibilities in public agencies including district engineer for the Cucamonga County Water District and public works director for city of West Hollywood.

NAVAL OFFICER Civil Engineer Corps, U.S. Navy, Active and Reserve duty, 1972 – 1992. Served at domestic and foreign military bases directing construction and maintenance of Naval facilities, including government housing and power supply systems. Assignments included management/ training of 200 – man naval construction company, course director/instructor at Reserve Naval Construction College. Selected Battalion Company of Year 1986, 1987, Selected First Naval Construction Brigade Company Commander of Year 1986 (national award).

EDUCATION

- Masters Degree, Public Administration, California State University, Northridge
- Bachelor of Science, Civil Engineering, University of California, Berkeley

PAPERS/PUBLICATIONS

- > Guest columnist, Williams Pioneer Review, Colusa Sun Herald, 2014-2019
- > Presenter, League of California Cities, Sacramento, Mar 2014, “Ten Thousand Critics & Public Officials – How to Survive the Public of Public Works”.
- > Thesis: “Public Works Management: Towards the 21st Century”, Master’s, CSU Northridge, 1994

MEMBERSHIPS/ACCOMPLISHMENTS

Member, L.A. Unified School District, Construction Bond Oversight Committee, 2005 – 2009

Registered Civil Engineer, California, No. 34347

Lieutenant Commander, Civil Engineer Corps, United States Naval Reserves

Editor – American Public Works Association, Southern California Chapter Newsletter

Teacher/Coach – Basketball, Testimonial Christian High School, So. Central Los Angeles 2004-05

Assistant Coach – Men’s Basketball, Glendale Community College, 2002 – 2004

Senior Games competitor (basketball, track), Working knowledge of Spanish.

American Youth Soccer Organization, Region 1593, Colusa County, California; Founder

AWARDS/RECOGNITIONS

- Central California Planning Association Blueprint Award 2025, J and Seventh Streets Parking Lot Rehab
- Project of Year – American Public Works Association, So. California Chapter, Garvey Ranch Park Improvements, Monterey Park, 1997
- Meritorious Unit Commendation – Naval Construction Brigade, Port Hueneme, Ca. 1988
- Battalion Company Commander of Year, U.S. Naval Reserve Construction Force, 1986
- Most Improved Battalion, Reserve Naval Mobile Construction Battalion 16, U.S. Reserve Naval Construction Force, Los Angeles, 1986
- Honors Graduate, University of California at Berkeley, 1976

References available upon request. 59 El Sereno Avenue, Cayucos, California 93430 cell 916.706.8907 .a26

Squire Canyon Community Services District

Warrant Register-Checking

October 16, 2025 through January 14, 2026

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
1000 · Cash Summary				
1004 · Checking-Heritage Oaks				
10/31/2025			Service Charge	2.00
11/03/2025	925	Hayward Construction	Invoice dated July 28, 2025, Materials for Indian Knob Retaining Wall	13,000.00
11/30/2025			Service Charge	2.00
12/31/2025			Service Charge	2.00
01/14/2026	926	CSDA	ID: 2542 2026 Membership	246.00
01/14/2026	927	Hagemann and Associates	GM Services, Nov, Dec 2025 & Jan 2026; Inv # 1287	1,125.00
Total 1004 · Checking-Heritage Oaks				<u>14,377.00</u>
Total 1000 · Cash Summary				<u>14,377.00</u>
TOTAL				<u>14,377.00</u>

Squire Canyon Community Services District

Profit & Loss

October 16, 2025 through January 14, 2026

	<u>Oct 16, '25 - Jan 14, 26</u>
Ordinary Income/Expense	
Income	
4000 · Income Summary	
4001 · Assessments Collected	22,092.97
4005 · Interest Income	4.15
	<u>22,097.12</u>
Total 4000 · Income Summary	<u>22,097.12</u>
Total Income	<u>22,097.12</u>
Expense	
5000 · Administrative Overhead	
5002 · Bank Service Charges	12.00
5003 · CSDA	246.00
5030 · Professional Fees	
5030.04 · Management	1,125.00
	<u>1,125.00</u>
Total 5030 · Professional Fees	<u>1,125.00</u>
Total 5000 · Administrative Overhead	<u>1,383.00</u>
5500 · Road Repair & Maintenance	<u>13,000.00</u>
Total Expense	<u>14,383.00</u>
Net Ordinary Income	<u>7,714.12</u>
Net Income	<u><u>7,714.12</u></u>

Squire Canyon Community Services District
Balance Sheet
As of January 14, 2026

	<u>Jan 14, 26</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash Summary	
1004 · Checking-Heritage Oaks	2,191.39
1005 · Savings-Heritage Oaks	<u>45,877.69</u>
Total 1000 · Cash Summary	<u>48,069.08</u>
Total Checking/Savings	<u>48,069.08</u>
Total Current Assets	<u>48,069.08</u>
TOTAL ASSETS	<u><u>48,069.08</u></u>
LIABILITIES & EQUITY	
Equity	
3000 · Opening Balance Equity	38,686.94
3200 · Retained Earnings	10,697.65
Net Income	<u>-1,315.51</u>
Total Equity	<u>48,069.08</u>
TOTAL LIABILITIES & EQUITY	<u><u>48,069.08</u></u>



**California Special
Districts Association**

Districts Stranger Together

California Special Districts Association
1112 I Street, Suite 200
Sacramento, CA 95814
Phone: 877.924.2732 Fax: 916.520.2470
www.csda.net

2026 CSDA MEMBERSHIP RENEWAL

To: Squire Canyon Community Services District
1 Squire Canyon Road
San Luis Obispo, CA 93401

Membership ID: 2542
Issue Date: October 1, 2025
Due Date: December 31, 2025

RMS-Regular Member Annual Membership Dues Jan - Dec 2026 (Includes membership for all agency staff and elected/appointed officials as designated by agency)	\$246.00
Annual Membership for National Special Districts Association	Included with CSDA membership
Optional Add-Ons	
\$225 CSDA Sample Policy Handbook (Already subscribed? Contact membership@csda.net for renewal)	\$
Donate to the Special District Leadership Foundation (SDLF). Learn more at www.sdlf.org <i>Note: A donation from a special district or public agency must comply with any policy related to charitable donations adopted by the agency or be approved by the governing body of the agency.</i>	\$
Total:	\$
Credit Card Payment	
Name on Account:	Account Number:
Expiration Date:	Auth Signature:

Payment options:

- A. By mail: Make check payable to CSDA and mail to 1112 I Street, Suite 200, Sacramento, CA 95814
- B. By fax: Complete this form with credit information and fax it to 916.520.2470
- C. By phone: Call 877.924.2732 to pay with a credit card
- D. Online: Log into www.csda.net > go to your Profile > Manage My Agency > Pay Dues
- E. By ACH: contact membership@csda.net for more information

OBRA 1993 prohibits taxpayers from deducting, for federal income tax purposes, the portion of membership dues that are allocable to the lobbying activities of trade organizations. The nondeductible portion of your dues is estimated to be 8%. To view dues categories, please visit the CSDA transparency page at www.csda.net

Thank you for being a CSDA Member!

Hagemann and Associates

9372 Carmel Road
Atascadero, CA 93422

Invoice

Date	Invoice #
1/14/2026	1287

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	11/30/2025	General Manager November 2025 [Bank reconcile]	1	125.00	125.00
General Manager	12/31/2025	General Manager December 2025 [Website Mgt; Bank reconcile]	2	125.00	250.00
General Manager	1/31/2026	General Manager January 2026 [Prepare Jan Mtg Packet; Attend Oct Bd Mtg; Update Web.]	6	125.00	750.00

Thank you for your business.			Total	\$1,125.00
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Phone #	(805) 835-3163	E-mail	hagemann.associates@gmail.com
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