

SQUIRE CANYON COMMUNITY SERVICES DISTRICT

1 Squire Road, San Luis Obispo, California 93401

(805) 835-3163

www.squirecanyoncsd.com

AGENDA FOR REGULAR BOARD OF DIRECTORS MEETING

Tuesday, July 10, 2018, 7:30 PM

Avila Beach Community Center, 191 San Miguel Street, Avila Beach, California

1. CALL TO ORDER:

2. ROLL CALL:

Board Members

Steve Fiant, President

Mike Nunno, Vice President

Lara Lehmer, Director

Tim Tillman, Director

Chris Johnson, 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 take action 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 April 3, 2018 Regular Meeting

B. Review and Approval of Warrant Register

C. Financial Report

5. MANAGER'S REPORT:

6. BUSINESS ITEMS:

A. **Resolution No. 2018-01:** Adopting fiscal year 2018/2019 assessment rates and authorizing the special tax for street improvements within the district. Board action required.

B. **Resolution No. 2018-02:** Requesting consolidation of SCCSD biennial election with the November 6, 2018 Consolidated General Election. Board action required.

C. **Fiscal Year 2018/2019 Budget:** Consider adoption of the FY 2018/19 District Budget. Board action required.

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

E. District Code: The Community Services District Board adopted the Code in January 2010 and desires to periodically review and update the Code to keep it current. This is an opportunity for the Board and Public to provide comments and recommended changes to the Code. Possible Board Action.

F. Banking Authorizations Resolution No 2018-03: Consider adopting a Resolution that updates the banking signatories for the District's Checking and Money Market Account. Possible Board Action.

7. DIRECTOR/MANAGER COMMENTS: This is the time for introduction of any items that the Directors may wish to consider for the next meeting or to ask questions of staff.

8. ADJOURNMENT

The next regular meeting will be held on Tuesday, October 2, 2018, at 7:30 pm at the Avila Beach Community Center, 191 San Miguel Street, Avila Beach, California.

Squire Canyon Community Services District
Board of Directors
1 Squire Canyon
San Luis Obispo, CA 93401
(805) 227-6392
www.squirecanyoncsd.com

April 3, 2018 Regular 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 Fiant called the meeting to order at 7:30 PM.

2. Roll Call: Board Members present: President Steve Fiant, Director Mike Nunno, Director Lehmer and Director Tim Tillman. Director Chris Johnson was absent.

Staff present: Brad Hagemann, General Manager

Newly appointed Director Mike Nunno took the oath of office.

3. Public Comments: Two members of the public were in attendance but they did comment on any items not on the agenda.

4. Consent Items:

- A. Approval of Minutes for March 6, 2018 Special Board meeting
- B. Review and Approval of Warrant Register
- C. Financial Report

Financials: GM Hagemann reported that as of March 31, 2018, the District had \$2,061.99 in the checking account and \$98,201.02 in the savings account. There were no questions regarding the Warrant register.

After an opportunity for public comment, Director Nunno moved to approve the consent agenda, Board member Lehmer seconded and motion carried unanimously 4-0.

5. Manager's Report: GM Hagemann advised the Board that the Avila Beach Civic Association was requesting a \$50 per Board meeting rental fee for use of the Association building. The Board members requested Hagemann to ask the Association to reconsider the request for this year since the signed rental agreement for 2018 did not include any fees when it was issued. Hagemann also noted that the firm assisting with the web page had updated the District contacts and posted the meeting agenda packet.

6. Business Items:

- A. **Election of Board Officers:** The Board differed election of a Vice President at the January 2018 meeting but wanted to consider filling the position at the April meeting. President Fiant nominated Director Nunno to fill the VP position, Director Tillman seconded and the motion carried 4-0.

- B. Assessment Rates for FY 2018/19:** GM Hagemann provided the existing and proposed property assessment rates for FY 2017/18 and FY 2018/19, respectively. The proposed FY 2018/19 rates included a 2% increase for all three Zones. The Board discussed and provided an opportunity for public comment. One public member recommended the Board consider hiring a consultant to develop a prescribed road maintenance schedule and associated cost and use that information to help develop future assessment amounts. The Board directed Hagemann to finalize the FY 2018/19 assessment rates to include a 2% increase and bring the item back for adoption at the July 10, 2018 Board meeting.
- C. Review District Code:** The Board of Directors adopted the Code in January 2010. The Board believes it is prudent to periodically review the Code and consider updates/changes. The Board members will review the Code and bring any recommended changes for consideration at the July 10, 2018, Board meeting.
- D. Road Repair/Maintenance Items:** The Board discussed a proposal to repair/replace a culvert in the area of 310/340 Indian Knob Road. After Board discussion and an opportunity for public comment, President Fiant made a motion to approve the proposal from Hayward Construction for a not to exceed amount of \$5,000; director Nunno seconded and the motion passed 4-0.
- E. District Participation in County Building Permit Review Process:** Directors Tillman and Nunno agreed to contact the County Planning and/or Building Departments to how the CSD can more actively participate in the County project review and specifically if the District can assess one-time road improvement/maintenance fees for new projects within the District boundaries. The Directors will report back at a future Board meeting.

7. Director Comments: The Directors briefly discussed potential maintenance projects for future Board consideration.

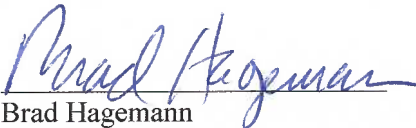
Adjourn

There being no further business, the meeting was adjourned at 9:05 PM. The next regular meeting of the Squire Canyon Community Services District will be held on Tuesday July 10, 2018, at 7:30 PM at the Avila Beach Community Center, 191 San Miguel Street, Avila Beach, CA.

APPROVED AS TO FORM:

Steve Fiant
President, Board of Directors
Squire Canyon Community Services District

Respectfully submitted,


Brad Hagemann
General Manager/Secretary

Squire Canyon Community Services District
Warrant Register-Checking
April through June 2018

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
1000 · Cash Summary				
1004 · Checking-Heritage Oaks				
05/31/2018	786	Hayward Construction	Invoice/proposal 3/...	5,000.00
06/28/2018	790	Hagemann and Associat...	General Mgr April - ...	1,523.48
06/29/2018	787	Shipsey & Seitz	Statement # 109438...	2,710.40
06/29/2018	788	SDRMA	Liability - Member # ...	1,215.00
06/29/2018	789	NDIC Inc.	Invoice #17590	180.00
Total 1004 · Checking-Heritage Oaks				<u>10,628.88</u>
Total 1000 · Cash Summary				<u>10,628.88</u>
TOTAL				<u>10,628.88</u>

Squire Canyon Community Services District Income & Expenditures

April through June 2018

	1-ZONE 1, INDIAN KNOB	2-ZONE 2, SQUIRE CANYON	3-ZONE 3, ADMINISTRATIVE	TOTAL
Ordinary Income/Expense				
Income				
4000 · Income Summary				
4001 · Assessments Collected	2,870.64	3,103.39	1,784.45	7,758.48
4005 · Interest Income	0.00	0.00	17.34	17.34
Total 4000 · Income Summary	2,870.64	3,103.39	1,801.79	7,775.82
Total Income	2,870.64	3,103.39	1,801.79	7,775.82
Expense				
5000 · Administrative Overhead				
5005 · Insurance	0.00	0.00	1,215.00	1,215.00
5030 · Professional Fees				
5030.03 · Legal Services	0.00	0.00	2,710.40	2,710.40
5030.04 · Management	0.00	0.00	1,500.00	1,500.00
Total 5030 · Professional Fees	0.00	0.00	4,210.40	4,210.40
5035 · Web Site Expense	0.00	0.00	203.48	203.48
Total 5000 · Administrative Overhead	0.00	0.00	5,628.88	5,628.88
5500 · Road Repair & Maintenance	5,000.00	0.00	0.00	5,000.00
Total Expense	5,000.00	0.00	5,628.88	10,628.88
Net Ordinary Income	-2,129.36	3,103.39	-3,827.09	-2,853.06
Net Income	-2,129.36	3,103.39	-3,827.09	-2,853.06

Squire Canyon Community Services District
Balance Sheet by Class
As of June 30, 2018

	1-ZONE 1, INDIAN KNOB	2-ZONE 2, SQUIRE CANYON	3-ZONE 3, ADMINISTRATIVE	Unclassified	TOTAL
ASSETS					
Current Assets					
Checking/Savings					
1000 - Cash Summary					
1001 - Rabobank Checking - 2013	18,592.42	22,920.21	-41,512.63	0.00	0.00
1002 - Rabobank Savings 2013	30,448.42	32,985.79	-63,434.21	0.00	0.00
1004 - Checking-Heritage Oaks	-8,494.96	-38,477.04	-9,596.89	57,992.00	1,423.11
1005 - Savings-Heritage Oaks	13,435.84	45,876.73	95,044.51	-58,000.00	96,357.08
Total 1000 - Cash Summary	53,981.72	63,305.69	-19,499.22	-8.00	97,780.19
Total Checking/Savings	53,981.72	63,305.69	-19,499.22	-8.00	97,780.19
Other Current Assets					
1300 - Prepaid Expenses	0.00	0.00	62.91	0.00	62.91
Total Other Current Assets	0.00	0.00	62.91	0.00	62.91
Total Current Assets	53,981.72	63,305.69	-19,436.31	-8.00	97,843.10
TOTAL ASSETS	53,981.72	63,305.69	-19,436.31	-8.00	97,843.10
LIABILITIES & EQUITY					
Equity					
3000 - Opening Balance Equity	13,582.35	14,714.19	10,453.31	0.00	38,749.85
3200 - Retained Earnings	50,958.92	43,608.53	-16,218.13	-8.00	78,341.32
Net Income	-10,376.14	4,907.07	-13,779.00	0.00	-19,248.07
Total Equity	54,165.13	63,229.79	-19,543.82	-8.00	97,843.10
TOTAL LIABILITIES & EQUITY	54,165.13	63,229.79	-19,543.82	-8.00	97,843.10
UNBALANCED CLASSES	-183.41	75.90	107.51	0.00	-0.00

RESOLUTION No. 2018-01
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SQUIRE CANYON COMMUNITY SERVICES DISTRICT
TO CONFIRM THE 2018-2019 FISCAL YEAR SPECIAL TAX FOR STREET
IMPROVEMENTS WITHIN THE DISTRICT AND DIRECTING STAFF TO
FORWARD THE SPECIAL TAXES 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. Under present state statutes, annual increases cannot exceed 2% unless approved by a majority of registered resident voters.

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 special tax at the rate of Zone 1: \$755.86 per parcel, Zone 2: \$427.20 per parcel, and Zone 3: \$98.56 per parcel for Fiscal Year 2018/2019 as identified in Exhibit "A" attached hereto and incorporated herein by this reference.

3. That said special tax 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 10th day of July, 2018 by the following roll call vote:

AYES: _____

NOES: _____

ABSENT: _____

APPROVED:

Steve Fiant, President
Board of Directors

ATTEST:

Brad Hagemann, General Manager/Secretary

Squire Canyon Community Services District

Proposed Assessment Rates for FY 2018-2019					Proposed Assessment Rates for FY 2018-2019				
Zone 1 APN	Assessment Rate	General & Admin	Zone 2 APN	Assessment Rate	General & Admin	Zone 3 APN	Assessment rate		
076-271-041	\$ 657.29	\$ 98.57	076-271-046	\$ 328.63	\$ 98.57	076-271-030	\$ 98.56		
076-271-042	\$ 657.29	\$ 98.57	076-272-010	\$ 328.63	\$ 98.57	076-271-031	\$ 98.56		
076-272-022	\$ 657.29	\$ 98.57	076-272-014	\$ 328.63	\$ 98.57	076-271-043	\$ 98.56		
076-272-030	\$ 657.29	\$ 98.57	076-272-024	\$ 328.63	\$ 98.57	076-271-047	\$ 98.56		
076-272-034	\$ 657.29	\$ 98.57	076-272-025	\$ 328.63	\$ 98.57	076-271-048	\$ 98.56		
076-272-035	\$ 657.29	\$ 98.57	076-272-038	\$ 328.63	\$ 98.57	076-271-049	\$ 98.56		
076-272-041	\$ 657.29	\$ 98.57	076-272-039	\$ 328.63	\$ 98.57	076-271-050	\$ 98.56		
076-272-042	\$ 657.29	\$ 98.57	076-272-040	\$ 328.63	\$ 98.57	076-271-051	\$ 98.56		
076-272-055	\$ 657.29	\$ 98.57	076-272-046	\$ 328.63	\$ 98.57	076-271-052	\$ 98.56		
076-272-056	\$ 657.29	\$ 98.57	076-272-047	\$ 328.63	\$ 98.57	076-271-053	\$ 98.56		
076-272-070	\$ 657.29	\$ 98.57	076-272-054	\$ 328.63	\$ 98.57	076-271-054	\$ 98.56		
076-272-073	\$ 657.29	\$ 98.57	076-272-066	\$ 328.63	\$ 98.57	076-271-055	\$ 98.56		
076-272-074	\$ 657.29	\$ 98.57	076-272-067	\$ 328.63	\$ 98.57	076-274-006	\$ 98.56		
076-272-077	\$ 657.29	\$ 98.57	076-272-072	\$ 328.63	\$ 98.57	076-274-011	\$ 98.56		
076-272-078	\$ 657.29	\$ 98.57	076-272-079	\$ 328.63	\$ 98.57	076-274-012	\$ 98.56		
076-273-004	\$ 657.29	\$ 98.57	076-272-080	\$ 328.63	\$ 98.57	076-274-013	\$ 98.56		
076-273-009	\$ 657.29	\$ 98.57	076-272-081	\$ 328.63	\$ 98.57	076-274-017	\$ 98.56		
076-273-013	\$ 657.29	\$ 98.57	076-272-082	\$ 328.63	\$ 98.57	076-274-018	\$ 98.56		
076-273-029	\$ 657.29	\$ 98.57	076-273-001	\$ 328.63	\$ 98.57	076-273-020	\$ 98.56		
19	Total	\$ 12,488.47	\$ 1,872.88	076-273-002	\$ 328.63	\$ 98.57	19	Total	\$ 1,872.69
				076-273-007	\$ 328.63	\$ 98.57			
				076-273-011	\$ 328.63	\$ 98.57			
				076-273-012	\$ 328.63	\$ 98.57			
				076-273-014	\$ 328.63	\$ 98.57			
				076-273-017	\$ 328.63	\$ 98.57			
				076-273-018	\$ 328.63	\$ 98.57			
				076-273-019	\$ 328.63	\$ 98.57			
				076-273-021	\$ 328.63	\$ 98.57			
				076-273-022	\$ 328.63	\$ 98.57			
				076-273-024	\$ 328.63	\$ 98.57			
				076-273-025	\$ 328.63	\$ 98.57			
				076-273-026	\$ 328.63	\$ 98.57			
				076-273-027	\$ 328.63	\$ 98.57			
				076-274-002	\$ 328.63	\$ 98.57			
				076-274-003	\$ 328.63	\$ 98.57			
				076-274-004	\$ 328.63	\$ 98.57			
				076-274-005	\$ 328.63	\$ 98.57			
				076-274-007	\$ 328.63	\$ 98.57			
				076-274-008	\$ 328.63	\$ 98.57			
				076-274-009	\$ 328.63	\$ 98.57			
				076-274-010	\$ 328.63	\$ 98.57			
41	Total	\$ 13,473.98	\$ 4,041.48						

Totals for Each Zone	
Zone 1	\$ 14,361.36
Zone 2	\$ 17,515.46
Zone 3	\$ 1,872.69
Total	\$ 33,749.51



COUNTY OF SAN LUIS OBISPO OFFICE OF THE CLERK-RECORDER

Tommy Gong - County Clerk Recorder
Elaina Cano - Assistant County Clerk Recorder

May 17, 2018

Squire Canyon Community Services District
1 Squire Canyon Rd
San Luis Obispo CA 93401
Attn: District Secretary

Dear District Secretary:

Pursuant to California Elections Code Section 1303(b), your district's biennial election will be held on Tuesday, November 6, 2018. In connection with this election the items listed below must be acted upon by the district board of directors and submitted to our office by the deadlines set in accordance with the enclosed Calendar of Events.

1. Notice to County Elections Official - Elective Offices to be Filled (enclosed)
2. A map of your district's boundaries (even if they haven't changed)
3. A resolution by the board of directors requesting consolidation with the November 6, 2018, Consolidated General Election (sample enclosed)

To prepare for the nomination period, Items 1 and 2 above must be filed with our office by **Thursday, July 5, 2018**. Item 3 above shall be filed with our office no later than **Friday, August 10, 2018**; however if possible, it would be appreciated if your resolution could be submitted by July 27, 2018. If you are planning on putting a measure on the ballot, along with the offices to be filled, please contact our office immediately.

Included is a list of the terms which are to be filled at the upcoming election according to our records. Please review your district's information and notify us immediately if this information is incorrect.

Thank you in advance for your cooperation for providing the required information in a timely manner.

Sincerely,
Elaina Cano
Assistant County Clerk-Recorder

COMMUNITY SERVICES DISTRICTS Gov Code 61042

DISTRICT	# OF TERMS	INCUMBENT	TERM BEGINS	TERM ENDS
Avila Beach Community Services District	3 Full Terms	Lynn Helenius Peter Kelly Ara Najarian	12/7/18 12/7/18 12/7/18	12/2/22 12/2/22 12/2/22
	1 Short Term	Kristin Berry	12/7/18	12/4/20
California Valley Community Services District	2 Full Terms	George Ayres Stephen McVicar	12/7/18 12/7/18	12/2/22 12/2/22
Cambria Community Services District	1 Full Term	Jim Bahringer	12/7/18	12/2/22
	1 Short Term	Aaron Wharton	12/7/18	12/4/20
Ground Squirrel Hollow Community Services District	2 Full Terms	Pamela Fulmer Edmond Martinson	12/7/18 12/7/18	12/2/22 12/2/22
Heritage Ranch Community Services District	3 Full Terms	Bill Barker Reginald Cousineau C Martin Towley	12/7/18 12/7/18 12/7/18	12/2/22 12/2/22 12/2/22
	1 Short Term	Devin Capps	12/7/18	12/4/20
Independence Ranch Community Services District	2 Full Terms	Donald D Duke George W Tracy	12/7/18 12/7/18	12/2/22 12/2/22
Linne Community Services District	3 Full Terms	Ellen L Frost Gary Hubbard W Miller Newlon	12/7/18 12/7/18 12/7/18	12/2/22 12/2/22 12/2/22
Los Osos Community Services District	3 Full Terms	Charles Cesena Jon-Erik Storm Louis Tornatzky	12/7/18 12/7/18 12/7/18	12/2/22 12/2/22 12/2/22
Nipomo Community Services District	3 Full Terms	Edward Eby Dan Gaddis William Woodson	12/7/18 12/7/18 12/7/18	12/2/22 12/2/22 12/2/22
Oceano Community Services District	2 Full Terms	Lori Angello Karen White	12/7/18 12/7/18	12/2/22 12/2/22
San Miguel Community Services District	2 Full Terms	Gib Buckman Larry R Reuck	12/7/18 12/7/18	12/2/22 12/2/22
San Simeon Community Services District	2 Full Terms	Ken Patel John Russell	12/7/18 12/7/18	12/2/22 12/2/22
	1 Short Term	Gwendoline Kellas	12/7/18	12/4/20
Squire Canyon Community Services District	2 Full Terms	Lara Shwetz Lehmer Tim Tillman	12/7/18 12/7/18	12/2/22 12/2/22
Templeton Community Services District	2 Full Terms	Gwen Pelfrey Wayne Peterson	12/7/18 12/7/18	12/2/22 12/2/22

SPECIAL DISTRICT CALENDAR OF EVENTS
NOVEMBER 6, 2018, CONSOLIDATED GENERAL ELECTION

DATE/DEADLINE	EVENT
July 5, 2018* E-125 days EC §10509, 10522	District Secretary completes and delivers to the County Elections Official, the Notice of Elective Offices to be filled, along with the map of the district's boundaries.
JULY 9 - AUG 8, 2018 E-120-90 Days EC Code §12112 EC §12113	<p>County Elections Official shall publish the Notice of Election for each district containing:</p> <ol style="list-style-type: none"> 1. The date of the election 2. The office for which candidates may file 3. The qualifications for office 4. Location where candidates may file for office and the deadlines 5. Statement regarding appointments EC §10515 <p>In addition, the County Election Official, shall, by a general press release, set forth the offices to be filled and a telephone number to call for information.</p> <p>County Elections Official shall deliver a copy of all published notices to the District Secretary for posting in the district office.</p>
JULY 16 - AUG 10, 2018 E-113-88 Days EC §10510, 10603 HNC §6053 EC §10515	<p>Nomination Period - Candidates file declaration of candidacy forms and other related nomination documents with the County Elections Official. No person may file papers for more than one district office at the same election.</p> <p>Candidates for Harbor Commissioner must file nomination papers signed by 25 to 50 registered voters within the District.</p> <p>Insufficient Nominees - if by the close of nominations for a given office, there are insufficient or no nominees, and a petition requesting an election has not been filed, the district will not hold an election. Those candidates who filed Declarations of Candidacy will be appointed in-lieu of election by the Board of Supervisors. Upon recommendation of the District, the Board of Supervisors will make appointments where no candidates filed the requisite papers.</p>
AUG 10, 2018 E-88 Days EC §10403, 10603b	<p>Last day for districts to file their resolutions requesting consolidation of their election with the November 6, 2018, General Election with the County Elections Official.</p> <p>Last day for a candidate to withdraw their Declaration of Candidacy.</p>
AUG 11 - AUG 15, 2018 E-87-83 Days EC §10604	Extended Filing Period- If an incumbent officer does not file a declaration of candidacy by August 10th, any person other than the incumbent , may file between these dates. The extension is not applicable if there is no incumbent to be elected.
AUG 13, 2018 E-85 Days EC §13307	Last Day for a candidate to withdraw their Statement of Qualifications. Once filed, the statement cannot be changed, only withdrawn. If the office has a filing extension, the last day to withdraw the statement of qualifications is August 15th.
DEC 7, 2018 EC §10554	Term of Office begins. Prior to taking office, each elective officer shall take the official Oath of Office.
JAN 7, 2018 HNC §6050, 6055, 6056	Term of Office for Harbor Commissioners begins at noon. Prior to taking office, each commissioner shall take the official oath and execute any bond required by the principal act.

* Denotes a date that falls on a County holiday or weekend. Deadline extends until the next business day.
EC = Election Code HNC = Harbors and Navigation Code (E-) = Election Day Minus

SQUIRE CANYON COMMUNITY SERVICES DISTRICT

Resolution No. 2018-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SQUIRE CANYON COMMUNITY SERVICES DISTRICT REQUESTING CONSOLIDATION OF THEIR BIENNIAL ELECTION WITH THE NOVEMBER 6, 2018 CONSOLIDATED GENERAL ELECTION

WHEREAS, an election shall be conducted on November 6, 2018 for this District pursuant to the Uniform District Election Law commencing with Elections Code Section 10500; and

WHEREAS, pursuant to Elections Code Section 10555, said election may be consolidated with any other elections pursuant to Part 3, (commencing with Section 10400); and

WHEREAS, the Board of Directors requests the San Luis Obispo County Board of Supervisors consolidate this District's General District Election with any other election which may be held on the same day;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors, as follows: The Board of Supervisors of San Luis Obispo County is hereby requested to consolidate the General District Election of this District to be held on November 6, 2018, with all other elections held on the same date. This request is made pursuant to Section 10555 and 10400, et seq of the California Elections Code. The Board of Directors agrees to reimburse, upon presentation of a bill, the County of San Luis Obispo in full for the services performed relating to this election.

ON MOTION of Director _____, seconded by
Director _____, and on the following roll call vote to wit:

AYES:

NOES:

ABSENT:

The foregoing resolution is hereby adopted this 10th day of July, 2018.

Attest:

Steve Fiant, PRESIDENT

Brad Hagemann
SECRETARY TO BOARD

**NOTICE TO COUNTY ELECTIONS OFFICIAL
ELECTIVE OFFICES TO BE FILLED
MAP OF DISTRICT BOUNDARIES
PAYMENT OF CANDIDATE STATEMENT OF
QUALIFICATIONS**

Elections Code §10509 & 10522

Squire Canyon Community Services District
Name of District

TO THE COUNTY ELECTIONS OFFICIAL OF SAN LUIS OBISPO COUNTY:

1. Notice is hereby given that the elective offices of the district to be filled at the Consolidated General Election on November 6, 2018, are as follows:

NUMBER OF DIRECTORS TO BE ELECTED

TERM OF OFFICE

2

Four Year Term

Two Year Term

2. The qualifications of a nominee and of an elective office of the District are as follows:

SHALL BE A REGISTERED ELECTOR RESIDING IN THE DISTRICT

3. Pursuant to Elections Code §10522, a map showing the boundaries of the district is attached.

Have the boundaries changed since 2016?

YES _____

NO X

4. Please indicate whether the DISTRICT or the CANDIDATE will pay for the printing and handling of the Statement of Qualifications, per Elections Code §13307

DISTRICT _____

CANDIDATE X

Signed: _____

Dated: 6/29/18

Print Name and Title: _____

Brod Hagemann
Brod Hagemann, CM

SQUIRE CANYON COMMUNITY SERVICES DISTRICT

FISCAL YEAR 2018-2019 BUDGET

	Squire Canyon			FY 17/18 Budget	FY 17/18 Projected	Proposed FY 18/19 Budget
	Indian Knob Zone 1	Zone 2	Administrative Zone 3			
<u>REVENUE</u>						
Total Revenue	\$ 12,488	\$ 13,474	\$ 7,787	\$ 33,086	\$ 32,456	\$ 33,749
<u>BUDGETED EXPENDITURES</u>						
General Manager			\$ 6,000	\$ 6,000	\$ 6,100	\$ 6,200
Attorney			\$ 1,000	\$ 1,000	\$ 8,150	\$ 2,000
LAFCO Membership			\$ 115	\$ 115	\$ 122	\$ 135
CSDA Dues			\$ 150	\$ 150	\$ 167	\$ 175
Auditor-Reserve			\$ 1,750	\$ 1,750	\$ 500	\$ 1,500
Election Fees			\$ -	\$ -	\$ -	\$ 500
Postage			\$ -	\$ -	\$ -	\$ 25
Webmaster & Web Site			\$ 300	\$ 300	\$ 300	\$ 350
Insurance (SDRMA)			\$ 1,200	\$ 1,270	\$ 1,250	\$ 1,215
Office Supplies			\$ 200	\$ 200	\$ -	\$ 100
Total Admin Expenses			\$ 10,785	\$ 16,589	\$ 12,200	
Professional Services			\$ -	\$ -	\$ 2,500	\$ 3,000
Weed & Brush Control	1,000.00	1,040.00		\$ 2,040		\$ 2,500
Signage/Mirrors	144.00	156.00		\$ 300		\$ 250
Erosion Control & Road Repairs	21,297.00	6,984.00		\$ 5,000	\$ 28,281	\$ 15,000
Other Road Repairs	1,440.00	1,560.00		\$ 3,000		\$ 4,000
Tree Trimming & Removal	1,050.00	1,050.00		\$ 2,000	\$ 2,100	\$ -
Total Repair & Maintenance				\$ 12,340	\$ 30,381	\$ 21,750
Total Expenditures	24,931.00	10,790.00	10,715.00	\$ 23,125	\$ 46,970	\$ 33,950
<u>ALLOCATION TO RESERVES FOR MAJOR REPAIRS</u>				\$ 9,961	\$ (14,514)	\$ (201)

NOTES:

HAYWARD

EXCAVATING

GENERAL ENGINEERING CONTRACTOR

400 Indian Knob Rd.
 San Luis Obispo, CA 93401
 Phone: 805-440-7914
[Email: jullianhayward@gmail.com](mailto:jullianhayward@gmail.com)
 Contractor's License #: 868738

Date: June 27, 2018

To Squire Canyon CSD

Description of proposed work

Grade new flow line swale along Indian Knob Rd (top of Indian Knob and Squire Canyon) to bottom of straight away and up the other side
 Remove rock from flow line
 Trim all trees and brush to clear for new flow line
 Excavate new flow line to bottom of straight away and up accordingly

Notes:

TOTAL \$5,000.00

THANK YOU FOR YOUR BUSINESS!

HAYWARD

EXCAVATING

GENERAL ENGINEERING CONTRACTOR

400 Indian Knob Rd.
 San Luis Obispo, CA 93401
 Phone: 805-440-7914

Email: jullianhayward@gmail.com

Contractor's License #: 868738

Date: June 27, 2018

To Squire Canyon CSD

Description of proposed work

Installation of new 12" culvert across Indian Knob Rd.

Trim all trees and brush

Excavate for inlet of new culvert

Cut AC, excavate for 12" culvert, install, backfill new AC patch

Notes:

TOTAL \$7,200.00

THANK YOU FOR YOUR BUSINESS!

Date: June 27, 2018

Description of proposed work

This image shows a full page of blank graph paper. The grid consists of small squares formed by horizontal and vertical dotted lines. There are approximately 20 columns and 25 rows of squares. A single vertical solid line runs down the center of the page, dividing it into two equal halves.



TOTAL	\$2,400.00
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THANK YOU FOR YOUR BUSINESS!

RESOLUTION NO. 2018 – 03

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SQUIRE CANYON COMMUNITY SERVICES DISTRICT
AUTHORIZING SIGNATORS FOR PACIFIC PREMIERE BANKING ACCOUNTS**

WHEREAS, the Squire Canyon Community Services District (herein "District") is a Special District with active powers that include Road Maintenance; and

WHEREAS, the District had established District banking accounts with Heritage Oaks Bank and Pacific Premiere purchased Heritage Oaks Bank; and

WHEREAS, the purpose of this Resolution is to update authorized signers for the District's bank accounts at Pacific Premiere Bank;

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Board of Directors of the Squire Canyon Community Services District as follows:

The following District Officers are authorized signers who may sign and transact on the District bank accounts at Pacific Premiere Bank:

<u>Title</u>	<u>Name</u>
President	Mr. Steve Fiant
Vice President	Mr. Mike Nunno
Director	Mr. Tim Tillman
Director	Mr. Lara Lehmer
Director	Ms. Chris Johnson

The following District staff member is authorized to transact business between the accounts and access any information on the District bank accounts at Pacific Premiere Bank:

General Manager	Mr. Brad Hagemann
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PASSED AND ADOPTED by the Board of Directors of the Squire Canyon Community Services District this 10th day of July, 2018 on the following roll call vote:

ON MOTION of Director _____, seconded by Director _____ and on the following roll call vote to wit:

AYES:
NOES:
ABSENT:

The foregoing resolution is hereby adopted this 10th day of July, 2018

Steve Fiant, President

ATTEST:

Brad Hagemann, Secretary to the Board of Directors