

SQUIRE CANYON COMMUNITY SERVICES DISTRICT

1 Squire Road, San Luis Obispo, California 93401

(805) 835-3163

www.squirecanyoncsd.com

AGENDA FOR BOARD OF DIRECTORS REGULAR MEETING

Tuesday, April 4, 2023, 7:30 PM

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

**STAFF AND PUBLIC MAY PARTICIPATE IN THIS MEETING VIA
TELECONFERENCE AND/OR ELECTRONICALLY.**

ZOOM MEETING: <https://us02web.zoom.us/j/8347246822>

Meeting ID: 815 4446 0526 Password: No Password Required

BY PHONE: 1-408-638-0968 Meeting ID: 834 724 6822

1. CALL TO ORDER:

2. ROLL CALL:

Board Members	Staff
Steve Fiant, President	Brad Hagemann, GM
Zack Scott, Director	Chase Martin, Legal Counsel
Fernando Campos, Director	
Elizabeth Cziraki, Director	
Vacant, Director	

3. ANNOUNCEMENT OF CLOSED SESSION ITEM

A. Public Comment on closed session item

**B. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVERNMENT
CODE §54956.9(d)(1):**

Existing Litigation - Nielsen v. Squire Canyon CSD

C. Return to open session and announcement regarding action taken if any.

4. 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.

5. **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 3, 2023 Board Meeting
- B. Review and Approval of Warrant Register
- C. Financial Report

6. **MANAGER'S REPORT:** Oral Report

7. **BUSINESS ITEMS:**

- A. **Conduct a Hearing and second reading for adoption of Ordinance No. 2023-01.** An Ordinance of the District Amending and Restating Chapter 3 of the District Code and Resolution No. 2023-01. **Possible Board Action**
- B. **Road Repair and Maintenance:** Status Report on Repair and Maintenance Projects and Board Consideration of New Projects. **Possible Board Action.**
- C. **Assessment Rates for FY 2023/24:** Establish assessment rates for FY 2023/24. General Manager recommends normal 2% increase. **Possible Board Action.**

8. **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.

9. **ADJOURNMENT –**

The next regular meeting will be held on Tuesday, July 11, 2023, at 7:30 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) 227-6392
www.squirecanyoncsd.com

January 17, 2023 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 Fiant called the meeting to order at 7:42 PM.

2. Roll Call: Board Members present: President Fiant, Director Cziraki, Director Campos, and Director Scott

Board members absent: None. One Director position vacant

Staff present: Brad Hagemann, General Manager. Jeff Minnery, District Counsel

3. Announcement of Closed Session: No public comments on the Closed Session Item.

The Board returned to open session at approximately 7:50 PM.
The Board took no reportable action on the Closed Session Item.

4. Public Comments: No members of the public were present.

5. Consent Items:

- A. Approval of Minutes for the October 4, 2022, Regular Board meeting.
- B. Review and Approval of Warrant Register
- C. Financial Report

After some Board discussion and an opportunity for public comment, **President Fiant moved to approve the consent agenda, Director Scott seconded and motion carried unanimously 4-0.**

6. Manager's Report: GM Hagemann provided a brief oral report and suggested that the Board should consider moving the District's webpage hosting company to Streamline. Hagemann shared a proposal he received from Streamline, emphasizing that Streamline specializes in hosting Special District webpages and ensuring compliance with State standards. The Board directed Hagemann to move forward with switching the webpage to Streamline.

7. Business Items:

A. Election of Board President and Vice President for 2023: By acclamation, the Board voted to have Director Fiant serve as Board President and Director Scott serve as Vice President.

B. First Reading of Ordinance No.2023-01, an Ordinance amending and restating Chapter 3 of the District Code: The Board discussed the draft Ordinance and provided an opportunity for public comment. The Board made no changes to the draft Ordinance. The Board then scheduled the Hearing and second reading of the Ordinance for April 4, 2023.

C. Road Repair and Maintenance: The Directors noted that the roads were holding up pretty well in spite of the record amount of rain we have received. Director Fiant made a motion for the District to purchase large concrete blocks to be used as a retaining wall on Indian Knob, below the Matson property and to retain Hayward construction to install the large concrete blocks. The Board estimated the cost for the blocks and the placement would cost approximately \$16,000. Director Scott seconded the motion and the motion passed 4 – 0.

8. Director Comments: The Directors agreed to work on recruiting a District member to fill the existing vacancy. Hagemann reminded the Directors to complete their Form 700 for 2022, by the end of March.

Adjourn

There being no further business, the meeting was adjourned in memory of James Fucillo at 10 PM.

The next regular meeting of the Squire Canyon Community Services District will be held on Tuesday April 4, 2023, at 7:30 PM.

APPROVED AS TO FORM:

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

Respectfully submitted,

Brad Hagemann
General Manager/Secretary

Date: April 4, 2023
To: Board of Directors
From: Brad Hagemann, General Manager
Subject: **Agenda Item # 7A: Receive the Staff Report, Open the Public Hearing, Close the Public Hearing and Consider the second reading and adoption of Ordinance No. 2023-01 Which Restates and Amends Chapter 3 of the District Code that pertains to the District’s Purchase Policy and Procedures and Provide Staff Direction as Needed and Adoption of Resolution No. 2023-01**

Recommendation

It is recommended that your Board:

1. Consider the second reading of Ordinance No. 2023-01; Open the Public Hearing and receive any public comment; Close the Public Hearing and consider adoption of Ordinance No. 2023-01 and Resolution No. 2023-01
2. Discuss and provide direction to staff as needed.

Background/Discussion

The passage of Assembly Bill No. 1666, Chapter 1054, Statutes of 1983, added Chapter 2, commencing with Section 22000, to Part 3 of Division 2 of the Public Contract Code (the “Code”), known as the California Uniform Public Construction Cost Accounting Act (“CUPCCAA” or “Act”), which provides for a uniform cost accounting standard for construction work performed or contracted by local public agencies. A commission to oversee and enforce provisions of the Act was established to develop the uniform public construction cost accounting procedures for implementation by local public agencies in the performance of or in the contracting for construction of public projects. In general, the Act is intended to promote uniformity of the cost accounting standards and bidding procedures on construction work performed or contracted by public entities in California.

The Code establishes statutory requirements for the contracting of public projects. The CUPCCAA raises the threshold for the informal and formal bidding processes for electing public agencies. Higher thresholds will benefit the District by reducing the cost incurred for developing and managing a formal bidding process and will assist in streamlining project implementation.

The following table compares bidding requirements under the District’s current statutory requirements and CUPCCAA:

Public Contract Code	No Bidding Requirements	Informal Bidding Requirements	Formal Bidding Requirements
Current Requirements	Projects ≤ \$25,000	N/A	Projects > \$25,000

CUPCCAA	Projects ≤ \$60,000	Projects > \$60,000 & ≤ \$200,000	Projects > \$200,000
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The Act applies to any public agency whose governing board has, by resolution, elected to become subject to the uniform construction cost accounting procedures set forth in Article 2 (commencing with Section 22010) and which has notified the State Controller of that election, as set forth in section 22030 of the Code. The District is a California special district formed under the Community Services District Law (Govt. Code §61100 et seq.) and qualifies as a "public agency" under the Act.

As a participating agency, the District would benefit by raising the threshold for its informal and formal bidding processes. The District almost exclusively performs small projects or maintenance and often has a single contractor that responds to its formal bid notices. Opting to operate under the Act would allow the District to negotiate contracts for construction work under \$60,000, procuring a contractor using a purchase order, or undertake the work by the District's work force account. The Act will also allow for an informal bid process for projects with a value between \$60,000 and \$200,000. These contracts can be awarded at staff level when the required District developed bidder's list and trade journals if necessary are included in soliciting bids, and thereby meet the competitive bidding process without further solicitation. The only time a formal bid process would be required would be for projects that exceed \$200,000, which the District does not typically conduct.

Resolution to Become Subject to the Act

As discussed above, the Act applies to any public agency whose governing board has, by resolution, elected to become subject to it. A copy of the resolution must be filed with the State Controller's office (Section 22030).

Ordinance Amended and Restating Chapter 3 of the District Code

The District Code was first adopted in January 2010. Chapter 3 of the District Code pertains to the District's Purchase Policy and Procedures.

Any public agency who elects to become subject to the Act must enact an ordinance to govern the informal bidding process to govern selection of contractors for projects that are greater than \$60,000 and less than \$200,000 (Section 22034.) Additionally, if the Board chooses to become subject to the Act, Chapter 3 of the District Code must be updated to include provisions governing the bidding processes under the Act for all projects and maintenance. The proposed Amendment to Chapter 3 includes all relevant provisions that are necessary for the District to conduct bidding and award contracts under the Act.

Attachments

- Draft Resolution No. 2023-01
- Draft Ordinance No. 2023-01
- Exhibit A to Ordinance No. 2023-01

RESOLUTION No. 2023 -01

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SQUIRE CANYON COMMUNITY SERVICES DISTRICT
ELECTING TO BECOME SUBJECT TO THE CALIFORNIA UNIFORM PUBLIC
CONSTRUCTION COST ACCOUNTING PROCEDURES**

WHEREAS, prior to the passage of Assembly Bill No. 1666, Chapter 1054, Statutes of 1983, which added Chapter 2, commencing with Section 22000, to Part 3 of Division 2 of the Public Contract Code, existing law did not provide a uniform cost accounting standard for construction work performed or contracted by local public agencies; and

WHEREAS, Public Contract Code Section 22000 et seq., The Uniform Public Construction Cost Accounting Act ("Act"), establishes such a uniform cost accounting standard; and

WHEREAS, the Commission established under the Act has developed uniform public construction accounting procedures for implementation by local public agencies in the performance of or in contracting for construction of public projects; and

WHEREAS, it is in the public interest for the District to adopt the Act.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SQUIRE CANYON
COMMUNITY SERVICES DISTRICT DOES RESOLVE AS FOLLOWS:**

1. The Board of Directors hereby elects under Public Contract Code Section 22030 to become subject to the uniform public construction cost accounting procedures set forth in the Act and the Commission's policies and procedures manual and cost accounting review procedures, as they may be amended from time to time.
2. The General Manager is directed to notify the State Controller forthwith of this election.
3. This Resolution shall take effect upon its adoption.

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

AYES: _____

NOES: _____

ABSENT: _____

The foregoing resolution is hereby passed, approved and adopted by the Board of Directors of the Squire Canyon Community Services District this ___ day of _____, 2023.

President

ATTEST:

APPROVED AS TO FORM:

SQUIRE CANYON COMMUNITY SERVICES DISTRICT

ORDINANCE No. 2023 -01

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE SQUIRE CANYON COMMUNITY SERVICES DISTRICT (DISTRICT) AMENDING AND RESTATING CHAPTER 3 OF THE DISTRICT CODE REGARDING THE CALIFORNIA UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT (ACT)

WHEREAS, the District is organized under Government Code section 61000 as a Community Services District and has the authority to acquire, construct, improve, and maintain streets, roads, rights-of-way, bridges, culverts, drains, burbs, gutters, sidewalks, and any incidental works within its boundaries; and

WHEREAS, the Board acknowledges that updating the District Code from time to time to reflect changes in policies and procedures is warranted; and

WHEREAS, the Board of Directors recognizes that providing clear guidance when procuring materials and services is essential; and

WHEREAS, Assembly Bill No. 1666, Chapter 1054, Statutes of 1983, added Chapter 2, commencing with Section 22000, to Part 3 of Division 2 of the Public Contract Code, provides for a uniform cost accounting standard for construction work performed or contracted by local public agencies; and

WHEREAS, the Act is intended to promote uniformity of the cost accounting standards and bidding procedures on construction work performed or contracted by public entities in California; and

WHEREAS, as a participating agency, the District benefits by raising the threshold for its informal and formal bidding processes which will reduce the cost incurred for developing and managing a formal bidding process and streamline project implementation; and

WHEREAS, the Board of Directors has noticed this public meeting pursuant to all legal requirements and has considered the Staff Report and public testimony regarding the adoption of this Ordinance.

NOW, THEREFORE BE IT RESOLVED, THE BOARD OF DIRECTORS OF THE SQUIRE CANYON COMMUNITY SERVICES DISTRICT HEREBY ORDAINS AS FOLLOWS:

Section 1. Authority

This Ordinance is enacted pursuant to the California Government Code section 61060.

Section 2. Amendment and Restatement of Chapter 3 the District Code

Chapter 3 of the District Code is hereby amended and restated as provided in **Exhibit A**, attached hereto and incorporated herein by reference.

Section 3. Findings

The Board of Directors hereby finds and determines as follows:

The proposed changes to the District Code are necessary to update the District's purchase policies and procedures.

Section 4. Repeal of Prior Ordinances and Resolutions

All Ordinances, sections of Ordinances, and Resolutions that are inconsistent with Section 2 of this Ordinance are **hereby repealed**.

Section 5. Incorporation of Recitals

The Recitals are true and correct and incorporated here by this reference.

Section 6. Severance Clause

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional, ineffective or in any manner in conflict with the laws of the United States, or the State of California, such decision shall not affect the validity of the remaining portions of this Ordinance. The Board of the District hereby declares that it would have passed this Ordinance and each section, subsection, sentences, clause and phrase thereof, irrespective of the fact that any one or more sections, subsection, sentence, clause or phrase be declared unconstitutional, ineffective, or in any manner in conflict with the laws of the United States or the State of California.

Section 7. Effect of Headings in Ordinance

Title, divisions, part, chapter, article, and section headings contained herein do not in any manner affect the scope, meaning, or intent of the provisions of this Ordinance.

Section 8. Effective Date

This Ordinance shall take effect thirty (30) days from the date of its passage hereof. Before the expiration of fifteen (15) days after the adoption of this Ordinance, **Exhibit A** shall be published once with the names of the members of the Board of Directors voting for and against the Ordinance in a newspaper of general circulation within the District.

Introduced at its regular meeting of the Board of Directors held on January 10, 2023, and passed and adopted by the Board of Directors of the Squire Canyon Community Services District on ___ day of _____ 2023, by the following roll call vote, to wit:

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

AYES: _____

NOES: _____

ABSENT: _____

President

ATTEST:

APPROVED AS TO FORM:

Exhibit A to Ordinance No. 2023 - 01

CHAPTER 3 – BIDDING POLICY AND PROCEDURES

3.000 – Introduction

By and through Resolution 2023 - __ the District has elected to be subject to the California Uniform Public Construction Cost Accounting Act (“Act”) which is codified in Public Contract Code Section 22000 et seq.

3.1000 – Applicability

- A. The following policies are established for the bidding process for public projects as referenced in Public Contract Code Section 22000 et seq.
- B. The following policies are established for use by the District when contracting for “maintenance work,” as defined in Section 22002, pursuant to Section 22003 of the Public Contract Code.

3.2000 – Purchasing Agent

The District General Manager shall act as the Purchasing Agent for the District in connection with obtaining material, supplies, and services.

3.3000 – Budget Consistency

All purchases and contracts by the District Purchasing Agent shall be consistent with budgets duly adopted by the District Board of Directors.

3.400 – Projects with an Estimated Cost Less Than or Equal to \$60,000

Public projects or maintenance, as defined by the Act, and in accordance with the limits listed in Section 22032 (a) of the Public Contract Code, may be let to be performed by the employees of the district by force account, by negotiated contract, or by purchase order.

3.500 – Informal Bidding Procedures for Projects with an Estimated Cost Greater Than \$60,000 and Less Than or Equal to \$200,000

- A. Informal Bidding. Public projects (or maintenance), as defined by the Act and in accordance with the limits listed in Section 22032(b) of the Public Contract Code, may be let to contract by informal procedures as set forth in section 220322, et. seq., of the Public Contract Code.
- B. Contractors List. A list of contractors, identified according to categories of work, shall be developed and maintained in accordance with the provisions of Section 22034 of the Public Contract Code and criteria promulgated from time to time by the California Uniform Construction Cost Accounting Commission.

C. Notice Inviting Informal Bids.

1. Where a public project is to be performed which is subject to the Act and specifically Section 22032(b) of the Public Contract Code, a notice inviting informal bids shall be provided in accordance with either of the following:
 - i. Notice may be mailed, faxed, or emails to all contractors for the category of work to be bid as shown on the contractors list described in District Code Chapter 3.500(B) no less than 10 calendar days before bids are due; and/or
 - ii. Notice shall be mailed, faxed or emailed to all construction trade journals as specified by the California Uniform Construction Cost Account Commission in accordance with Section 22036 of the Public Contract Code.
2. The notice shall describe the project in general terms and provide how contractors can obtain more detailed information, and it must state the time and place for the submission of bids.
3. Additional contractors and/or construction trade journals may be notified at the discretion of the General Manager, provided however:
 - i. If there is no list of qualified contractors maintained by the District for the particular category of work to be performed, the notice inviting bids shall be sent only to the construction trade journals as dictated in District Code Chapter 3.500(C)(1)(ii).
 - ii. If the product or service is proprietary in nature such that it can be obtained only from a certain contractor or contractors, the notice inviting informal bids may be sent exclusively to such contractor or contractors.

D. Award of Contracts. The General Manager may be authorized to award informal contracts pursuant to this Chapter if approved by the Board of Directors for the specific project being awarded. In the event no bids are received through the informal procedure, the project may be performed by the District's employees by force account or negotiated contract.

E. Bids in excess of \$200,000. In the event all bids received are in excess of \$200,000, the Board of Directors may, by adoption of a resolution by a four-fifths vote, award the contract, at \$212,5000 or less, to the lowest responsible bidder, if it determines the cost estimate of the District was reasonable.

3.600 – Projects with an Estimated Cost of more than \$200,000

- A. Formal Bidding. Public projects or maintenance, as defined by the Act, and in accordance with the limits listed in Section 22032 (c) of the Public Contract Code, shall be let to contract by formal bidding procedures.
- B. Notice Inviting Formal Bids. The notice inviting formal bids shall be sent at least 15 calendar days before the date of opening bids and shall distinctly describe the project and shall state the time and place for the receiving and opening of sealed bids. The notice shall be published at least 14 calendar days before the date of opening the bids in a newspaper of general circulation, printed and published in the jurisdiction of the public agency; or, if there is no such newspaper, in a newspaper of general circulation which is circulated within the jurisdiction of the District, or, if no such newspaper exists, publication shall be by posting the notice in at least three places within the jurisdiction of the public agency as designated by ordinance or regulation of the District. The notice shall also be sent electronically by either facsimile or electronic mail and mailed to all construction trade journals specified in Section 22036.
- C. Award of Contracts. If a contract is awarded, it shall be awarded to the lowest responsible bidder. In the event two or more bids are the same and the lowest, the District may choose one. In the event no bids are received through the formal procedure, the project may be performed by the District's employees by force account or negotiated contract.
- D. Plans and Specs. The Board of Directors shall adopt plans, specifications, and working deals for all public projects or maintenance projects exceeding \$200,000.

3.700 – Restriction of Separating Work

The District may not split or separate into smaller work orders or projects any project for the purpose of evading the money limits requiring work to be done by contract after formal bidding.

3.800 – Emergency Work

In the event of an emergency when repair or replacements are necessary, the Board of Directors may proceed at once to replace or repair any facility within its boundaries and under its authority without adopting plans, specifications, strain sheets, or working details, or giving notice for bids to let contractors if the cost would normally require it. Emergency Work may be done by day labor under the direction of the Board of Directors, by contractor, or by a combination of the two. If notice for bids will not be given and would otherwise be required, the District shall comply with Chapter 2.5 of the Public Contract Code (commencing with Section 22050).

3.900 - Consistency with State and Federal Laws

In the event these policies and procedures are inconsistent with State or Federal law, then said State and Federal law shall control.

Squire Canyon Community Services District

Warrant Register-Checking

January 11 through April 4, 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
1000 - Cash Summary				
1004 - Checking-Heritage Oaks				
01/27/2023	882	Hayward Construction	Invoice dated January 26 2023, Purchase and place concrete blocks I...	21,771.25
01/30/2023			Service Charge	2.00
02/21/2023	883	Adam, Moroski, M, C & Green, LLP	Inv # 60097 General Purchasing Code update	3,459.50
02/21/2023	884	Hayward Construction	Invoice dated February 9, 2023, Purchase and install 340 LF of retaii...	32,400.00
02/28/2023			Service Charge	2.00
03/31/2023			Service Charge	2.00
04/04/2023	885	Adam, Moroski, M, C & Green, LLP	Inv # 60701	500.00
04/04/2023	886	Hagemann and Associates	GM Services, Jan, Feb, March 2023	1,125.00
Total 1004 - Checking-Heritage Oaks				<u>59,261.75</u>
Total 1000 - Cash Summary				<u>59,261.75</u>
TOTAL				<u>59,261.75</u>

9:14 PM

04/03/23

Accrual Basis

Squire Canyon Community Services District
Balance Sheet
As of April 4, 2023

	<u>Apr 4, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash Summary	
1004 · Checking-Heritage Oaks	6,906.70
1005 · Savings-Heritage Oaks	31,365.49
	<hr/>
Total 1000 · Cash Summary	38,272.19
	<hr/>
Total Checking/Savings	38,272.19
	<hr/>
Total Current Assets	38,272.19
	<hr/>
TOTAL ASSETS	38,272.19
	<hr/> <hr/>
LIABILITIES & EQUITY	
Equity	
3000 · Opening Balance Equity	38,686.94
3200 · Retained Earnings	40,503.32
Net Income	-40,918.07
	<hr/>
Total Equity	38,272.19
	<hr/>
TOTAL LIABILITIES & EQUITY	38,272.19
	<hr/> <hr/>

Squire Canyon Community Services District
Balance Sheet by Class
As of April 4, 2023

	1-ZONE 1, INDIAN KNOB	2-ZONE 2, SQUIRE CANYON	3-ZONE 3, ADMINISTRATIVE	Unclassified	TOTAL
ASSETS					
Current Assets					
Checking/Savings					
1000 - Cash Summary	20,895.75	1,903.43	-16,646.45	753.97	6,906.70
1004 - Checking-Heritage Oaks	-21,234.92	55,265.06	-2,664.65	0.00	31,365.49
1005 - Savings-Heritage Oaks					
Total 1000 - Cash Summary	-339.17	57,168.49	-19,311.10	753.97	38,272.19
Total Checking/Savings	-339.17	57,168.49	-19,311.10	753.97	38,272.19
Total Current Assets	-339.17	57,168.49	-19,311.10	753.97	38,272.19
TOTAL ASSETS	-339.17	57,168.49	-19,311.10	753.97	38,272.19
LIABILITIES & EQUITY					
Equity					
3000 - Opening Balance Equity	13,682.35	14,714.19	10,390.40	0.00	38,686.94
3200 - Retained Earnings	36,814.82	46,687.74	-43,753.21	0.00	39,749.35
Net Income	-40,697.02	9,234.57	-9,455.62	0.00	-40,918.07
Total Equity	9,700.15	70,636.50	-42,818.43	0.00	37,518.22
TOTAL LIABILITIES & EQUITY	9,700.15	70,636.50	-42,818.43	0.00	37,518.22
UNBALANCED CLASSES	-10,039.32	-13,468.01	23,507.33	753.97	-753.97

Squire Canyon Community Services District
Income & Expenditures

January 11 through April 4, 2023

	1-ZONE 1, INDIAN KNOB	2-ZONE 2, SQUIRE CANYON	3-ZONE 3, ADMINISTRATIVE	TOTAL
Ordinary Income/Expense				
Income				
4000 · Income Summary	5,112.14	5,526.63	3,177.81	13,816.58
4001 · Assessments Collected	0.00	0.00	6.76	6.76
4005 · Interest Income	4,245.00	0.00	0.00	4,245.00
4000 · Income Summary - Other				
Total 4000 · Income Summary	9,357.14	5,526.63	3,184.57	18,068.34
Total Income	9,357.14	5,526.63	3,184.57	18,068.34
Expense				
5000 · Administrative Overhead				
5002 · Bank Service Charges	0.00	0.00	12.00	12.00
5030 · Professional Fees				
5030.03 · Legal Services	0.00	0.00	3,959.50	3,959.50
5030.04 · Management	0.00	0.00	1,125.00	1,125.00
Total 5030 · Professional Fees	0.00	0.00	5,084.50	5,084.50
Total 5000 · Administrative Overhead	0.00	0.00	5,096.50	5,096.50
5500 · Road Repair & Maintenance	54,171.25	0.00	0.00	54,171.25
Total Expense	54,171.25	0.00	5,096.50	59,267.75
Net Ordinary Income	-44,814.11	5,526.63	-1,911.93	-41,199.41
Net Income	-44,814.11	5,526.63	-1,911.93	-41,199.41

Adamski Moroski Madden Cumberland & Green LLP

Post Office Box 3835
San Luis Obispo, CA 93403-3835

Phone: (805) 543-0990 Fax: (805) 543-0980

6052-001 CWM

March 30, 2023

TAX ID NO: 77-0579029

Squire Canyon Community Services District
Attn: Stephen W. Fiant, President
1 Squire Canyon Road
San Luis Obispo, CA 93401

VIA EMAIL ONLY
sfpcck@yahoo.com
hagemann.associates@gmail.com

For Services Rendered and Costs Incurred Through February 28, 2023

In Reference To: General

Invoice #: 60701

PROFESSIONAL SERVICES

		<u>Hours</u>	<u>Total</u>
2/6/2023 CWM	Draft email to client to touch base on status of matters with the district and seek to arrange time to discuss same	0.20	
2/9/2023 CWM	Call with board president regarding roadwork around Nielson property and strategy for mapping out plan to clear roadway and eventually widen road; review email from Bord president regarding clearing storm drain and other matters; review note from LAFCO stating that the District Boundaries have remained the same since 1981	0.70	
2/10/2023 CWM	Prepare for meeting with board president and discuss status of Nielsen matter and easement	1.10	
Professional Services Rendered		2.00	\$500.00

BALANCE DUE

\$500.00

Timekeeper Summary

<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Martin, Chase W.	2.00	250.00	\$500.00

**INVOICES ARE DUE UPON RECEIPT AND ARE SUBJECT TO
INTEREST CHARGES 30 DAYS FROM DATE OF INVOICE.**

PLEASE INDICATE INVOICE NUMBER ON YOUR REMITTANCE CHECK. THANK YOU.

Hagemann and Associates

9372 Carmel Road
Atascadero, CA 93422

Invoice

Date	Invoice #
4/3/2023	1212

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	1/31/2023	General Manager January 2023 [attend Jan Bd Mtg]	3	125.00	375.00
General Manager	2/28/2023	General Manager February 2023 [Assist with preparation of response to Nielsen complaint]	2	125.00	250.00
General Manager	3/31/2023	General Manager March 2023 [prepare for April 2023 Bd Mtg]	4	125.00	500.00

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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