

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

**October 6, 2015 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](mailto:hagemann.associates@gmail.com) and request to be added to the electronic distribution list. All residents should be aware that agendas, minutes and all other documents are now readily available on the web site.**

You are strongly encouraged to attend Board meetings in order to observe and participate first hand. These Minutes are in draft form therefore subject to Board approval at their next meeting: Tuesday, January 5, 2016 at 7:30 pm at the Avila Beach Community Center, 191 San Miguel in Avila Beach.

**1. Call to Order:** The president called the meeting to order at 7:33 PM.

**2. Roll Call:** **Board Members present:** Tom Murphy, Steve Fiant, Lara Lehmer, Tim Tillman and Christopher Johnson.  
**Staff present:** Brad Hagemann, Interim General Manager.

**3. Public Comments:** Board member Fiant read a letter dated October 5, 2015 from Carl Lee in to the Public Comment record. District member Mr. Braunte, commented that rain run-off from private property should be kept on private property to the greatest extent possible in order to minimize damage to the District roads.

**4. Consent Items:** Board member Fiant moved to approve the consent agenda, Board member Johnson seconded and motion carried unanimously.

**5. Manager's Report:** GM Hagemann reported that the District had provided a response to the Grand Jury request for past financial audits. Hagemann also reported that a check in the amount of \$238.63 payable to Board member Fiant had been drafted as reimbursement for an outdoor mirror located on a District roadway.

**6. Business Items:**

- A. **Interim General Manager:** The Board considered, discussed and approved a contract to retain Hagemann & Associates as the District's General Manager. The contract is similar to the contract for the previous District GM, John Eulberg. Director Fiant moved to approve, Director Tillman seconded, motion carried unanimously.
- B. **Road Conditions and Winter Proofing:** This Item was deferred to later in the Agenda.
- C. **Surveying and Easements:** Director Fiant recently re-surveyed his property and noted a couple encroachment issues. He assumes other property owners may have similar issues and was questioning whether the District should retain a professional surveyor to more accurately define District easements. Mr. Peter Moreci, from Praxis Engineering, San Luis Obispo, was invited to attend the meeting and briefly addressed the Board on the issue. The Board members discussed the pros and cons of re-surveying the District easements and a member of public commented on the concept of "prescriptive easements". Board member Fiant made a motion that the Board prepare a scope of work that includes surveying the Districts easements that will be circulated to several surveying firms to obtain a budget estimate for the project, Board member Johnson seconded, motion carried unanimously.
- D. **Storm Related Street Sweeping:** President Tillman requested this item to determine the Board's interest in retaining a contractor to conduct periodic street sweeping, especially before and after storm events. After

discussion President Tillman moved and Director Johnson seconded a motion to obtain quotes for routine street sweeping and bring quotes back to the Board. Motion carried unanimously.

- E. **District Insurance & Costs:** GM Hagemann reminded Board members that the District was insured by Special District Risk Management Authority (SDRMA) and provided a copy of the District's coverage for FY 2015/16. Board members inquired as to whether SDRMA provided an "umbrella policy". Staff will look in to this during the next renewal cycle in March/April of 2016.
- F. **Regular District Meeting Schedule:** GM Hagemann provided the Board with a proposed meeting schedule for calendar year 2016. The tentative quarterly meeting dates will be the first Tuesday of January, April, July and October.
- G. **Deferred Item B.** Director Fiant reported that he had driven the District road boundaries and suggested that the District consider retaining a contractor to clean out the culverts in preparation for this year's rainy season. Other Directors agreed that it would be prudent to conduct some cleanout work, especially in light of the predicted El Nino storm events. After Board discussion, Director Johnson moved and Director Murphy seconded a motion to obtain quotes from qualified contractors and award a contract the lowest qualified contractor to clean out road culverts and drainage ways at an amount not to exceed \$10,000.

**Director Comments:** No further Director comments were noted.

**Adjourn**

There being no further business, the meeting was adjourned at 8:45 PM. The next regular meeting of the Squire Canyon Community Services District will be held on Tuesday, January 5, 2016, at 7:30 PM at the Avila Beach Community Center, 191 San Miguel, Avila Beach, CA.

APPROVED AS TO FORM:

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Tim Tillman  
President, Board of Directors  
Squire Canyon Community Services District

Respectfully submitted,



Brad Hagemann

General Manager/Secretary