

Spreckels Community Services District
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday April 17, 2024 5:30 pm
 Spreckels Veterans Memorial Building, 5th & Llano, Spreckels, CA 93962

AGENDA

Agenda order may be adjusted by Chair for purposes of meeting flow and to be respectful of the time concerns of guests present.

1. CALL TO ORDER:

2. PLEDGE OF ALLEGIANCE:

3. ROLL CALL & ESTABLISHMENT OF QUORUM:

Mike McTighe, President
 Amanda Lane, Vice-President
 Brian Amaral, Secretary
 Otto Kramm, Director
 Kerry Varney, Director

4. ADDITIONS, CHANGES AND ADOPTION OF THE AGENDA:

5. CORRESPONDENCE:

6. PUBLIC COMMENTS: *At this time any person may comment on any item which is not on the agenda. Please state your name and address for the record. Action will not be taken on any item that is not on the agenda. If it requires action, it will be referred to staff and/or placed on the next agenda. Board members may briefly respond to statements made or questions posed as permitted by Government Code Section 54954.2. In order that all interested parties have an opportunity to speak, please limit comments to a maximum of five (5) minutes. Any member of the public may comment on any matter listed on this agenda at the time the matter is being considered by the Board of Directors.*

7. APPROVAL OF MINUTES:

a. SCSD Regular Board Meeting March 20, 2024.

8. GENERAL MANAGER'S REPORT:

- a. Financial Reports.
 - 1. Fund Balance as of 4/17/2024
 - 2. Budget FYTD to 4/17/2024
 - 3. Review of County Fund 634 Trial Balance Report: FY 2024 Period 9.
 - 4. Review of Expenditures March 2024.

9. UNFINISHED BUSINESS NON-ACTION ITEMS:

- a. New Storm Water Outflow Pipe Failure: Communication with LAFCO of Monterey County Re: Connecting Storm Water and Sewer to the Monterey One Regional Wastewater System.

10. UNFINISHED BUSINESS ACTION ITEMS:

11. NEW BUSINESS ACTION ITEMS:

a. Review and Approval of Accounts Payable:

1. Paul J. Ingram Company	Management Services	\$700.00
2. Spreckels Memorial District	Office Rent	\$100.00
3. Spreckels Water Company	Water	\$287.64
4. PG&E	Streetlights & Pump Stations	\$744.66
5. Pajaro Valley Electric	Nacional Lift Station	<u>\$255.00</u>
	TOTAL	\$2,087.30

- b. Zone 1 Resolution No. 2024-01: Resolution Directing Preparation of the Engineer's Report for the Continuation of the Landscaping, Lighting and Storm Drainage District for FY 2024-25.

12. NEW BUSINESS NON-ACTION ITEMS:

13. ZONES 1 AND 2 SYSTEMS REPORT:

- a. FEMA Reimbursement

14. FUTURE AGENDA ITEMS:

15. ADJOURN REGULAR MEETING:

Next meeting Wednesday May 15, 2024 5:30 PM.

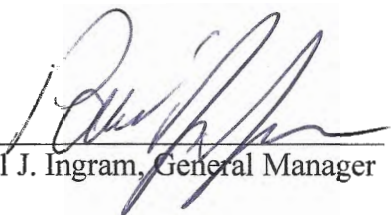
ADA COMPLIANCE

In compliance with the American Disabilities Act (ADA), disabled individuals requiring special accommodations to access, attend, or participate in District Board meetings, should contact the District Administrative Office, [831] 455-7855. To ensure that your request is granted please notify this office at least one business day prior to the scheduled public meeting.

In Compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting, may be viewed on the District website www.scsd.specialdistrict.org.

Certification

I, Paul J. Ingram, General Manager/Board Clerk for Spreckels Community Services District, do hereby declare that the foregoing agenda was posted at least (72) hours prior to the April 17, 2024 Regular Meeting of the District Board of Directors scheduled for 5:30 pm at Spreckels Veterans Memorial Building, 5th and Llano Streets Spreckels, CA 93962



Paul J. Ingram, General Manager

Date 4/10/2024

To download the full agenda packet, please go to www.scsd.specialdistrict.org and click on the meeting date. Click on the link to the agenda.

Spreckels Community Services District
 REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday March 20, 2024 5:30 pm
 Spreckels Veterans Memorial Building, 5th & Llano, Spreckels, CA 93962

AGENDA

Agenda order may be adjusted by Chair for purposes of meeting flow and to be respectful of the time concerns of guests present.

1. CALL TO ORDER:

The meeting was called to order by President McTighe at 5:29 pm.

2. PLEDGE OF ALLEGIANCE:

3. ROLL CALL & ESTABLISHMENT OF QUORUM:

Mike McTighe, President
 Amanda Lane, Vice-President
 Brian Amaral, Secretary
 Otto Kramm, Director

Present: McTighe, Lane, Kramm

Absent: Amaral

QUORUM ESTABLISHED

4. ADDITIONS, CHANGES AND ADOPTION OF THE AGENDA:

5. CORRESPONDENCE:

6. PUBLIC COMMENTS:

Shaheen Jorgensen reported Memorial District will soon begin the project of replacing the sand in the park playground with a fillable rubber surface that will be ADA approved. Sand will be disposed of on Tanimura and Antle property. Removal of sand will be by volunteer work at a community day on May 15th. Loaders and trailers are needed.

7. APPROVAL OF MINUTES:

- a. SCSD Regular Board Meeting February 28, 2024.

Motion to approve [Lane] 2nd [Kramm].

Ayes: McTighe, Lane, Kramm

Noes: None

MOTION CARRIED

8. GENERAL MANAGER'S REPORT:

a. Financial Reports.

1. Fund Balance as of 3/20/2024
2. Budget FYTD to 3/20/2024
3. Review of County Fund 634 Trial Balance Report: FY 2024 Period 8.
4. Review of Expenditures February 2024.

9. UNFINISHED BUSINESS NON-ACTION ITEMS:

- a. New Storm Water Outflow Pipe Failure: Communication with LAFCO of Monterey County Re: Connecting Storm Water and Sewer to the Monterey One Regional Wastewater System.

Motion [Lane] 2nd [Kramm] to authorize LAFCO of Monterey County to facilitate meetings between all parties to begin the process.

Ayes: McTighe, Lan, Kramm

Noes: None

MOTION CARRIED

10. UNFINISHED BUSINESS ACTION ITEMS:

11. NEW BUSINESS ACTION ITEMS:

a. Review and Approval of Accounts Payable:

1. Paul J. Ingram Company	Management Services	\$700.00
2. Spreckels Memorial District	Office Rent	\$100.00
3. Spreckels Water Company	Water	\$287.64
4. PG&E	Streetlights & Pump Stations	\$767.27
	TOTAL	\$1,854.91

Motion to approve [Lane] 2nd [Kramm].

Ayes: McTighe, Lane, Kramm

Noes: None

MOTION CARRIED

- b. Appointment of Kerry Varney to the board position vacated by Dallen Coronel.

Motion to appoint Kerry Varney [Kramm] 2nd [Lane].

Ayes: McTighe, Lane, Kramm

Noes: None

MOTION CARRIED

c. LAFCO Independent Special District Commissioner [Voting] Election:

1. Russel Jeffries [Moss Landing Harbor District]
2. Chad M. Lindley [Monterey County Regional Fire District]

*Motion to cast vote for Russ Jeffries [Kramm] 2nd [Lane]
Ayes: McTighe, Lane, Kramm
Noes: None*

MOTION CARRIED

12. NEW BUSINESS NON-ACTION ITEMS:

13. ZONES 1 AND 2 SYSTEMS REPORT:

a. FEMA Reimbursement

*Kramm reported repairs to emergency generator undertaken by Quinn Company.
Repaired block heater leaks.*

14. FUTURE AGENDA ITEMS:

15. ADJOURN REGULAR MEETING:

Meeting was adjourned at 6:35 pm.

Next meeting Wednesday April 17, 2024 5:30 PM.

Respectfully submitted,

Approval date _____

Paul J. Ingram, General Manager



**SPRECKELS COMMUNITY SERVICES DISTRICT
FUND 634 BALANCE AS OF 4/17/2024 AFTER
TODAY'S ACCOUNTS PAYABLE.**

COUNTY FUND 634	\$165,787.83
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Spreckels Community Services District
Proposed Budget FYTD to 4/17/2024

Income	Budget	FYTD	BALANCE	%
Zone 1 Assessment 62.3%	\$55,673.13	29719.17	\$25,953.96	53.38%
Zone 2 Assessment 37.7%	\$33,683.32	19566.36	\$14,116.96	58.09%
Non-Assessment Prop Taxes	\$37,549.01	23937.61	\$13,611.40	63.75%
Interest on Pooled Investments	\$2,378.76	1702.12	\$750.00	71.55%
Total Income	\$129,284.22	74925.26	\$54,432.32	57.95%
Expense				
Administrative Fees Zone 1 60.3%	\$422.10	115.26	\$306.84	27.31%
Adminstrative Fees Zone 2 39.7%	\$277.90	69.74	\$208.16	25.10%
Audit Expense Zone 1 60.3%	\$2,110.50	301.5	\$1,809.00	14.29%
Audit Expense Zone 2 39.7%	\$1,359.50	198.5	\$1,161.00	14.60%
Board/Staff Education Zone 1 60.3%	\$241.70		\$241.70	0.00%
Board/Staff Education Zone 2 39.7%	\$158.80		\$158.80	0.00%
Capital Improvements Zone 1	\$0.00		\$0.00	#DIV/0!
Capital Improvements Zone 2	\$0.00		\$0.00	#DIV/0!
Equipment Repair/Maint. Zone 1 67%	\$5,360.00	35784.07	-\$30,424.07	667.61%
Equipment Repair/Maint. Zone 2 33%	\$2,640.00	17625.07	-\$14,985.07	667.62%
General Liability/Property Zone 1 60.3%	\$1,900.40	1900.4	\$0.00	100.00%
General Liability/Property Zone 2 39.7%	\$1,150.00	1150	\$0.00	100.00%
Lanscape Maint. Zone 2	\$8,000.00	7472	\$528.00	93.40%
Storm Drain Maintenance Zone 1		2640		
Storm Drain Maintenance Zone 2		1402.5		
Legal Services Zone 1 60.3%	\$603.00	664.8	-\$61.80	110.25%
Legal Services Zone 2 39.7%	\$397.00		\$397.00	0.00%
Management Services Zone 1 60.3%	\$5,427.00	4361	\$1,066.00	80.36%
Management Services Zone 2 39.7%	\$3,573.00	2639	\$934.00	73.86%
Membership Fees Zone 1 60.3%	\$422.10	494.66	-\$72.56	117.19%
Membership Fees Zone 2 39.7%	\$277.90	299.34	-\$21.44	107.72%
Office Rent Zone 1 60.3 %	\$723.60	623	\$100.60	86.10%
Office Rent Zone 2 39.7%	\$476.40	377	\$99.40	79.14%
Parcel Management Zone 1 60.3%	\$7,788.60	10776.77	-\$2,988.17	138.37%
Parcel Management Zone 2 39.7%	\$2,461.40	2299.7	\$161.70	93.43%
Power Zone 1	\$6,000.00	4945.43	\$1,054.57	82.42%
Power Zone 2	\$7,000.00	5353.56	\$1,646.44	76.48%
Property Taxes Zone 1	\$20.00	21.04	-\$1.04	105.20%
Property Taxes Zone 2	\$710.00	197.68	\$512.32	27.84%
Streetlight Repairs Zone 2	\$500.00	253.88	\$246.12	50.78%
Sidewall/ADA Repairs Zone 1	\$0.00		\$0.00	#DIV/0!
Water Zone 1	\$1,200.00	828.45	\$371.55	69.04%
Water Zone 2	\$3,600.00	2407.73	\$1,192.27	66.88%
Website Zone 1 60.3%	\$180.90		\$180.90	0.00%
Website Zone 2 39.7%	\$119.10		\$119.10	0.00%
Emergency Reserve	\$64,182.32		\$64,182.32	0.00%
Total Expense	\$129,283.22	105202.1	\$24,081.14	81.37%

Report ID : MC-FIN-BS-0301

Run Date : 04/16/2024

Run Time : 11:19 AM

County of Monterey
Trial Balance By Accounting Distribution
Fiscal Year 2024 / 9 through 9

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Fund 634 - Spreckels Community Services

Account Type Asset

BSA/Obj/Rev B-1001 - Cash

Sub BSA/Obj/Rev No Sub-BSA Specified

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
JV,1110,PTAX30_24_PRSEC		03/06/2024	Prior Secured - Feb 2024		36.17	0.00	
JV,1110,PTAX31_24_CS		03/07/2024	Curr Sec - Feb 2024		3,513.59	0.00	
MDI,9800,SDWF000028566		03/05/2024			0.00	(118.20)	
MDI,9800,SDWF000028567		03/05/2024			0.00	(815.53)	
MDI,9800,SDWF000028580		03/22/2024			0.00	(700.00)	
MDI,9800,SDWF000028581		03/22/2024			0.00	(100.00)	
MDI,9800,SDWF000028582		03/22/2024			0.00	(767.27)	
MDI,9800,SDWF000028583		03/22/2024			0.00	(287.64)	
MDI,9800,SDWF000028584		03/27/2024			0.00	(485.51)	
MDI,9800,SDWF000028585		03/27/2024			0.00	(613.64)	
Total for Sub-BSA No Sub-BSA Specified				169,619.31	3,549.76	(3,887.79)	169,281.28
Total for B-1001 - Cash				169,619.31	3,549.76	(3,887.79)	169,281.28

Report ID : MC-FIN-BS-0301	County of Monterey	Page 2 of 5
Run Date : 04/16/2024	Trial Balance By Accounting Distribution	
Run Time : 11:19 AM	Fiscal Year 2024 / 9 through 9	

Fund 634 - Spreckels Community Services
 Account Type Liability
 BSA/Obj/Rev
 Sub BSA/Obj/Rev No Sub-BSA Specified

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
					0.00	0.00	
Total for Sub-BSA No Sub-BSA Specified				0.00	0.00	0.00	0.00
Total for B-2080 - Outlawed Welfare Warrant Suspense				0.00	0.00	0.00	0.00

BSA/Obj/Rev
 Sub BSA/Obj/Rev No Sub-BSA Specified

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
					0.00	0.00	
Total for Sub-BSA No Sub-BSA Specified				0.00	0.00	0.00	0.00
Total for B-2081 - Stale Dated Checks				0.00	0.00	0.00	0.00

BSA/Obj/Rev B-2530 - Assets Held as Agency for Others
 Sub BSA/Obj/Rev 4010 - Current Secured

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
JV,1110,PTAX31_24_CS		03/07/2024	Curr Sec - Feb 2024		0.00	(818.17)	
Total for Sub-BSA 4010 - Current Secured				(388,162.48)	0.00	(818.17)	(388,980.65)

Sub BSA/Obj/Rev 4015 - Current Unsecured

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
					0.00	0.00	

Fund 634 - Spreckels Community Services
 Account Type Liability
 BSA/Obj/Rev B-2530 - Assets Held as Agency for Others
 Sub BSA/Obj/Rev 4015 - Current Unsecured

Total for Sub-BSA 4015 - Current Unsecured (16,203.72) 0.00 0.00 (16,203.72)

Sub BSA/Obj/Rev 4025 - Prior Secured

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
JV,1110,PTAX30_24_PRSEC		03/06/2024	Prior Secured - Feb 2024		0.00	(17.92)	

Total for Sub-BSA 4025 - Prior Secured (7,269.60) 0.00 (17.92) (7,287.52)

Sub BSA/Obj/Rev 4030 - Prior Unsecured

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
					0.00	0.00	

Total for Sub-BSA 4030 - Prior Unsecured (143.43) 0.00 0.00 (143.43)

Sub BSA/Obj/Rev 4035 - Current Supplemental

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
					0.00	0.00	

Total for Sub-BSA 4035 - Current Supplemental (7,017.10) 0.00 0.00 (7,017.10)

Sub BSA/Obj/Rev 4040 - Prior Supplemental

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
					0.00	0.00	

Total for Sub-BSA 4040 - Prior Supplemental (430.52) 0.00 0.00 (430.52)

Sub BSA/Obj/Rev 5030 - HOPTR

Report ID : MC-FIN-BS-0301	County of Monterey	Page 4 of 5
Run Date : 04/16/2024	Trial Balance By Accounting Distribution	
Run Time : 11:19 AM	Fiscal Year 2024 / 9 through 9	

Fund	634 - Spreckels Community Services						
Account Type	Liability						
BSA/Obj/Rev	B-2530 - Assets Held as Agency for Others						
Sub BSA/Obj/Rev	5030 - HOPTR						
Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
					0.00	0.00	
Total for Sub-BSA 5030 - HOPTR				(1,987.84)	0.00	0.00	(1,987.84)
Sub BSA/Obj/Rev	5415 - Special Assessments						
Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
JV,1110,PTAX30_24_PRSEC		03/06/2024	Prior Secured - Feb 2024		0.00	(18.25)	
JV,1110,PTAX31_24_CS		03/07/2024	Curr Sec - Feb 2024		0.00	(2,695.42)	
Total for Sub-BSA 5415 - Special Assessments				(736,352.86)	0.00	(2,713.67)	(739,066.53)
Sub BSA/Obj/Rev	No Sub-BSA Specified						
Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
MDI,9800,SDWF000028566		03/05/2024			118.20	0.00	
MDI,9800,SDWF000028567		03/05/2024			815.53	0.00	
MDI,9800,SDWF000028580		03/22/2024			700.00	0.00	
MDI,9800,SDWF000028581		03/22/2024			100.00	0.00	
MDI,9800,SDWF000028582		03/22/2024			767.27	0.00	
MDI,9800,SDWF000028583		03/22/2024			287.64	0.00	
MDI,9800,SDWF000028584		03/27/2024			485.51	0.00	
MDI,9800,SDWF000028585		03/27/2024			613.64	0.00	
Total for Sub-BSA No Sub-BSA Specified				987,948.24	3,887.79	0.00	991,836.03



RESOLUTION NO. 2024-01

A RESOLUTION OF THE SPRECKELS COMMUNITY SERVICES DISTRICT BOARD DIRECTING PREPARATION OF THE ENGINEER'S REPORT FOR THE CONTINUATION OF THE LANDSCAPING, LIGHTING, AND STORM DRAINAGE DISTRICT FOR FY 2024-25

WHEREAS, the District Board of the Spreckels Community Services District proposes to continue the annual assessments during 7/1/24-6/30/25 for the Landscaping, Lighting, and Storm Drainage District which was previously formed in accordance with the Landscaping and Lighting Act of 1972 (Streets and Highways Code Section 22500, et seq.); and

WHEREAS, the Streets and Highways Code Section 22622 requires the governing body of a local agency to adopt a resolution ordering the preparation of an engineer's report and to generally describe any proposed new improvements and/or substantial changes to an existing improvement prior to levying and collecting an annual assessment for an existing Landscaping and Lighting Assessment District.

NOW, THEREFORE, BE IT RESOLVED BY THE DISTRICT BOARD OF THE SPRECKELS COMMUNITY SERVICES DISTRICT AS FOLLOWS:

Section 1: The annual Engineer's Report for Landscaping, Lighting, and Storm Drainage District shall be prepared by SCI Consulting Group who is designated the Engineer of Work; thereafter the Report shall be filed with the Clerk for submission to the District Board:

Section 2: Any new improvements and/or substantial changes in existing improvements that are proposed to be paid for out of the 2024-25 annual assessments will be specified in the Engineer's Reports.

Section 3: This resolution is adopted pursuant to Section 22622 of the Streets and Highways Code.

DULY PASSED AND ADOPTED this 17th day of April, 2024 by the following vote:

AYES:

NOES:

ABSENT:

Paul J. Ingram, General Manager