

## Spreckels Community Services District

REGULAR MEETING OF THE BOARD OF DIRECTORS

*January 15, 2020*

**6:30 pm**

Spreckels Veterans Memorial Building, 5<sup>th</sup> & 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.*

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*If you will be attending a meeting and would like to request translation into a language other than English, including sign language interpretation, please notify the office at (831) 455-7855 or by email to spreckelscsd.main@gmail.com **at least 48 hours prior to the time of the meeting**. In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact the Business Manager's Office at (831) 455-7855 for assistance. Notification of at least 48 hours before the meeting will enable the Spreckels Community Services District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids or services. Documents provided to a majority of the Board of Directors regarding an open session item on this agenda will be made available for public inspection in the Business Manager's Office located at the Spreckels Veterans Memorial Building, 5<sup>th</sup> & Llano, Spreckels, CA 93962 during normal business hours.*

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#### 1. Opening Business

1.1 Call to Order

1.2 Roll Call & Establishment of Quorum

Otto Kramm, President

Mike McTighe, Secretary

Amanda Lane, Director

Brian Amaral, Director

Paul Ingram, Business Manager & Clerk to the Board

1.3 Pledge of Allegiance

1.4 Adoption of Agenda

*Changes, additions and approval of the Agenda as presented. 2/3 vote required if any item is added to the Agenda.*

1.4.1 Changes to the Agenda

1.4.2 Additions to the Agenda

### 1.4.3 Adoption of the Agenda

## 2. Communications

2.1 Correspondence:

2.2 Oral Comments from the Public

*(At this time any person may comment on any item 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.)*

## 3. Approval of the Minutes

RECOMMENDATION/ACTION: At the Pleasure of the Board

3.1 Approval of the Minutes of the Regular Meeting of the Board of Directors November 15, 2020.

## 4. Business Manager's Report

4.1 Monthly Financials

## 5. Unfinished Business Action Items

## 6. New Business Action Items

### 6.1 Review of Current Accounts Payable:

a. Paul J. Ingram Company	Management Services	\$ 500.00
b. Clarke's Turf & Water	Landscape Services	\$ 600.00
c. Spreckels Memorial Dist.	AT&T	\$ 49.72
d. Spreckels Water Company		\$ 168.53
e. PG&E	Streetlights & Pump	\$ 881.41
f. Quinn Company	Load Bank Testing	<u>\$ 1,050.00</u>
	<b>TOTAL</b>	<b>\$ 3,249.66</b>

## 7. Unfinished Business Non Action Items

7.1 Zone 1 Assessment: Review of Proposal from SCI Consulting, Inc for Local Funding Measure.

7.2 Zone 2 Assessment.

7.3 Report from Spreckels Traffic Safety Enhancements Committee.

7.4 Board Member Vacancy

**8. New Business Non Action Items**

8.1 Audits FY's 2016, 2017, 2018

8.2 CSDA Special District Leadership Academy  
San Diego: April 19-22  
South Lake Tahoe: September 27-30

**9. Comments by Members of the Board**

9.1 Board Members:

- a. Mitigation Fees
- b. Standard Pacific Homes Subdivision
- c. Zoning
- d. Historical
- e. Community Service
- f. Street Lights
- g. Drainage
- h. Grading
- i. Legal Counsel
- j. Alleys
- k. Trees
- l. Landscaping
- m. Sidewalk Repairs
- n. Wheel Chair/Access Ramps
- o. Quarterly Services
- p. Trench Work

**10. Consideration of Items for Future Meetings**

10.1 Proposed Future Agenda Items

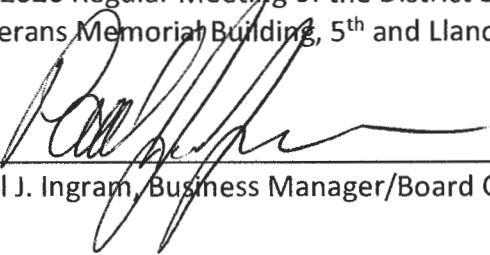
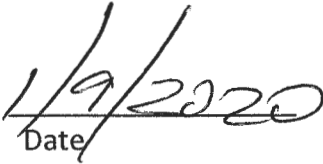
**11. Next Meeting Date:**

February 19, 2020-6:30 PM

**12. Adjournment**

**Certification**

I, Paul J. Ingram, Business Manager/Board Clerk for Spreckels Community Services District, do hereby declare that the foregoing agenda was posted at least (72) hours prior to the January 15, 2020 Regular Meeting of the District Board of Directors scheduled for 6:30 pm at Spreckels Veterans Memorial Building, 5<sup>th</sup> and Llano Streets Spreckels, CA 93962.

  
\_\_\_\_\_  
Paul J. Ingram, Business Manager/Board Clerk  
Date

**To download the full agenda packet, go to [www.scsd.specialdistrict.org](http://www.scsd.specialdistrict.org) and click on the meeting date. A link to the agenda packet will appear as “Agenda” in smaller print.**

**Spreckels Community Services District**  
 MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
*November 20, 2019*  
 6:30 pm  
 Spreckels Veterans Memorial Building, 5<sup>th</sup> & Llano, Spreckels, CA 93962

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**1. Opening Business**

1.1 Call to Order

*The meeting was called to order by Secretary Mike McTighe at 6:35 pm.*

1.2 Roll Call & Establishment of Quorum

Otto Kramm, President  
 Mike McTighe, Secretary  
 Amanda Lane, Director  
 Brian Amaral, Director  
 Paul Ingram, Business Manager & Clerk to the Board

*Present: McTighe, Lane, Amaral*

*Absent: Kramm*

**QUORUM ESTABLISHED**

1.3 Pledge of Allegiance

1.4 Adoption of Agenda

*Changes, additions and approval of the Agenda as presented. 2/3 vote required if any item is added to the Agenda.*

1.4.1 Changes to the Agenda

1.4.2 Additions to the Agenda

1.4.3 Adoption of the Agenda

*Motion to approve [Lane] 2<sup>nd</sup> [Amaral].*

*Ayes: McTighe, Lane, Amaral*

*Noes: None*

**MOTION CARRIED**

**2. Communications**

2.1 Correspondence:

2.2 Oral Comments from the Public

**3. Approval of the Minutes**

RECOMMENDATION/ACTION: At the Pleasure of the Board

3.1 Approval of the Minutes of the Regular Meeting of the Board of Directors October 16, 2019.

*Motion to approve [Amaral] 2<sup>nd</sup> [Lane]*

*Ayes: McTighe, Lane, Amaral*

*Noes: None*

**MOTION CARRIED**

**4. Business Manager’s Report**

4.1 Monthly Financials

**5. Unfinished Business Action Items**

**6. New Business Action Items**

**6.1 Review of Current Accounts Payable:**

a. Paul J. Ingram Company	Management Services	\$	500.00
b. Clarke’s Turf & Water	Landscape Services	\$	600.00
c. Spreckels Memorial Dist.	AT&T	\$	49.72
d. Spreckels Water Company		\$	225.22
e. PG&E	Streetlights & Pump	\$	785.95
f. California Special Districts Association	Dues	\$	653.00
g. Frank Bellencourt	Backflow Testing	\$	<u>150.00</u>
	<b>TOTAL</b>	\$	<b>2,963.89</b>

*Motion to approve [Lane] 2<sup>nd</sup> [Amaral].*

*Ayes: McTighe, Lane, Amaral*

*Noes: None*

**MOTION CARRIED**

**7. Unfinished Business Non Action Items**

7.1 Zone 1 Assessment: Review of Proposal from SCI Consulting, Inc for Local Funding Measure.

7.2 Zone 2 Assessment.

7.3 Report from Spreckels Traffic Safety Enhancements Committee.

**8. New Business Non Action Items**

8.1 Board Member Vacancy

**9. Comments by Members of the Board**

9.1 Board Members:

- a. Mitigation Fees
- b. Standard Pacific Homes Subdivision
- c. Zoning
- d. Historical
- e. Community Service
- f. Street Lights
- g. Drainage
- h. Grading
- i. Legal Counsel
- j. Alleys
- k. Trees
- l. Landscaping
- m. Sidewalk Repairs
- n. Wheel Chair/Access Ramps
- o. Quarterly Services
- p. Trench Work

10. Consideration of Items for Future Meetings

10.1 Proposed Future Agenda Items

11. Next Meeting Date:

December 18, 2019-6:30 PM

*Motion to cancel December 18<sup>th</sup> meeting [Lane] 2<sup>nd</sup> [Amaral].*

*Ayes: McTighe, Lane, Amaral*

*Noes: None*

**MOTION CARRIED**

*Next regular meeting: January 15, 2020*

12. Adjournment

*Meeting was adjourned at 7:15 pm.*

Respectfully submitted,

Approval Date \_\_\_\_\_

\_\_\_\_\_  
Paul J. Ingram, Business Manager

**SPRECKELS COMMUNITY SERVICES  
DISTRICT FUND BALANCE AS OF 1/15/2020  
AFTER TODAY'S ACCOUNTS PAYABLE.**

<b>COUNTY FUND 634</b>	<b>\$105,696.50</b>
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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	
<b>Total for Sub-BSA No Sub-BSA Specified</b>				<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total for B-2081 - Stale Dated Checks</b>				<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

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
					0.00	0.00	
<b>Total for Sub-BSA 4010 - Current Secured</b>				<b>(236,103.51)</b>	<b>0.00</b>	<b>0.00</b>	<b>(236,103.51)</b>

Sub BSA/Obj/Rev 4015 - Current Unsecured

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
JV,1110,PTAX06B20_CU		11/05/2019	Curr Unsec -July - Sept 2019		0.00	(1,089.40)	
<b>Total for Sub-BSA 4015 - Current Unsecured</b>				<b>(9,159.80)</b>	<b>0.00</b>	<b>(1,089.40)</b>	<b>(10,249.20)</b>

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,PTAX08B20_PRSEC		11/12/2019	Prior Secured - September-October 2019		0.00	(61.75)	
<b>Total for Sub-BSA 4025 - Prior Secured</b>				<b>(5,569.41)</b>	<b>0.00</b>	<b>(61.75)</b>	<b>(5,631.16)</b>

Sub BSA/Obj/Rev 4030 - Prior Unsecured

Report ID : MC-FIN-BS-0301	<b>County of Monterey</b>	Page 3 of 4
Run Date : 12/11/2019	<b>Trial Balance By Accounting Distribution</b>	
Run Time : 04:50 PM	<b>Fiscal Year 2020 / 5 through 5</b>	

Fund	634 - Spreckels Community Services						
Account Type	Liability						
BSA/Obj/Rev	B-2530 - Assets Held as Agency for Others						
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	
<b>Total for Sub-BSA 4030 - Prior Unsecured</b>				<b>(95.92)</b>	<b>0.00</b>	<b>0.00</b>	<b>(95.92)</b>
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	
<b>Total for Sub-BSA 4035 - Current Supplemental</b>				<b>(3,756.01)</b>	<b>0.00</b>	<b>0.00</b>	<b>(3,756.01)</b>
Sub BSA/Obj/Rev	4040 - Prior Supplemental						
Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
JV,1110,PTAX07B20_PRSUPPL		11/07/2019	Prior Suppl - September-October 2019		0.00	(5.99)	
<b>Total for Sub-BSA 4040 - Prior Supplemental</b>				<b>(236.76)</b>	<b>0.00</b>	<b>(5.99)</b>	<b>(242.75)</b>
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	
<b>Total for Sub-BSA 5030 - HOPTR</b>				<b>(1,388.76)</b>	<b>0.00</b>	<b>0.00</b>	<b>(1,388.76)</b>
Sub BSA/Obj/Rev	5415 - Special Assessments						
Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
					0.00	0.00	

Spreckels Community Services District  
Proposed Budget FYE 6/30/2020

Income	Budget FYTD to 1/15/2020				%
	Budget	FYTD	BALANCE		
Zone 1 Assessment 16.3%	<b>TOTAL</b>	\$6,700.00	42.64	\$6,657.36	0.64%
Zone 2 Assessment 83.7%	<b>TOTAL</b>	\$34,000.00	218.93	\$33,781.07	0.64%
Non-Assessment Prop Taxes		\$33,000.00	1290	\$31,710.00	3.91%
<b>Total Income</b>		<b>\$73,700.00</b>	<b>1551.57</b>	<b>\$72,148.43</b>	<b>2.11%</b>
<b>Expense</b>					
Administrative Fees Zone 1 16.3%		\$81.50		\$81.50	0.00%
Administrative Fees Zone 2 83.7%		\$418.50		\$418.50	0.00%
Audit Expense Zone 1 16.3%		\$733.50		\$733.50	0.00%
Audit Expense Zone 2 83.7%		\$3,766.50		\$3,766.50	0.00%
Board/Staff Education Zone 1 16.3%		\$392.00		\$392.00	0.00%
Board/Staff Education Zone 2 83.7%		\$2,008.00		\$2,008.00	0.00%
Capital Improvements Zone 1 16.3%		\$0.00		\$0.00	#DIV/0!
Capital Improvements Zone 2 83.7%		\$0.00		\$0.00	#DIV/0!
Equipment Repair/Maint. Zone 1		\$4,000.00	703.5	\$3,296.50	17.59%
Equipment Repair/Maint. Zone 2		\$2,420.00	346.5	\$2,073.50	14.32%
General Liability/Property Zone 1		\$300.00		\$300.00	0.00%
General Liability/Property Zone 2		\$1,600.00		\$1,600.00	0.00%
Landscape Maint. Zone 2		\$7,200.00	4200	\$3,000.00	58.33%
Legal Services Zone 1 16.3%		\$100.00		\$100.00	0.00%
Legal Services Zone 2 83.7%		\$500.00		\$500.00	0.00%
Management Zone 1 16.3%		\$1,060.00	570.5	\$489.50	53.82%
Management Zone 2 83.7%		\$5,440.50	2929.5	\$2,511.00	53.85%
Membership Fees Zone 1 16.3%		\$81.50	106.44	-\$24.94	130.60%
Membership Fees Zone 2 83.7%		\$418.50	546.56	-\$128.06	130.60%
Parcel Management Zone 1 16.3%		\$603.10	603.1	\$0.00	100.00%
Parcel Management Zone 2 83.7%		\$3,096.90	3096.9	\$0.00	100.00%
Power Zone 1		\$4,800.00	2127.25	\$2,672.75	44.32%
Power Zone 2		\$3,800.00	2486.39	\$1,313.61	65.43%
Property Taxes Zone 1		\$20.00	18.26	\$1.74	91.30%
Property Taxes Zone 2		\$710.00	185.38	\$524.62	26.11%
Streetlight Repairs Zone 2		\$1,000.00	115.71	\$884.29	11.57%
Sidewalk ADA Repairs Zone 1		\$0.00		\$0.00	#DIV/0!
Telephone/Internet Zone 1 16.3%		\$100.00	56.7	\$43.30	56.70%
Telephone/Internet Zone 2 83.7%		\$500.00	291.34	\$208.66	58.27%
Water Zone 1		\$500.00	598.91	-\$98.91	119.78%
Water Zone 2		\$2,000.00	1313.33	\$686.67	65.67%
Website Zone 1 16.3%		\$48.90		\$48.90	0.00%
Website Zone 2 83.7%		\$251.10		\$251.10	0.00%
Emergency Reserve		\$25,749.50		\$25,749.50	0.00%
<b>Total Expense</b>		<b>\$73,700.00</b>	<b>15388.78</b>	<b>\$53,403.73</b>	<b>20.88%</b>

Paul J. Ingram Company  
P.O. Box 354  
Carmel Valley, CA 93924  
[831] 601-6518  
pauljingham93924@gmail.com

January 1, 2020

Invoice for: Spreckels Community Services District  
P.O. Box 7432  
Spreckels, CA 93962

<u>Date</u>	<u>Description</u>	<u>Hrs.</u>	<u>Rate</u>	<u>Total</u>
12/31/2019	Management Services December		500.00	\$500.00

*Please make checks payable to Paul J. Ingram Company*

Clarke's Turf and Water

18939 Vierra Canyon Rd.  
Prunedale, CA 93907

13  
**Invoice**

Date	Invoice #
12/30/2019	1637

Bill To
Community Service District PO Box 7432 Spreckels, CA 93962

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	Labor to maintain landscape Dec. 2019	600.00	600.00
	Sales Tax	7.25%	0.00

Thank you for your business. 262-9800

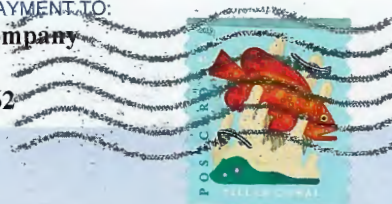
**Total**

\$600.00

ACCOUNT NUMBER	DATE BILL MAILED
00129000	12/31/2019
PRESENT READING	SERVICE FROM
596	11/26/2019
PREVIOUS READING	SERVICE TO
596	12/30/2019
UNITS USED	DAYS USED
0	34
DESCRIPTION	AMOUNT
Last Billed Amount	(\$303.56)
Last Paid Amount	\$56.69
Prev. Balance	(\$360.25)
Base	\$51.39
CPUC Tax	\$0.63
CURRENT BILL DUE DATE	AMOUNT DUE BY DUE DATE
1/29/2020	(\$308.23)
AMOUNT DUE AFTER DUE DATE	\$0.00

RETURN THIS STUB WITH PAYMENT TO:

**Spreckels Water Company**  
P.O. Box 7187  
Spreckels, CA 93962  
(831) 758-7644



ACCOUNT NUMBER	DUE DATE	AMOUNT DUE AFTER DUE DATE	AMOUNT DUE BY DUE DATE
00129000	1/29/2020	CREDIT	(\$308.23)

**CREDIT - DO NOT PAY**

**RETURN SERVICE REQUESTED**

Spreckels Community Service Di  
P.O. Box 7432  
Spreckels, CA 93962

SERVICE ADDRESS:

00129000 743232



KEEP THIS STUB FOR YOUR RECORDS

ACCOUNT NUMBER	DATE BILL MAILED
00128900	12/31/2019
PRESENT READING	SERVICE FROM
1077	11/26/2019
PREVIOUS READING	SERVICE TO
1076	12/30/2019
UNITS USED	DAYS USED
1	34
DESCRIPTION	AMOUNT
Last Billed Amount	\$376.49
Last Paid Amount	\$376.49
Prev. Balance	\$0.00
Water Usage	\$2.05
Base	\$164.43
CPUC Tax	\$2.05
CURRENT BILL DUE DATE	AMOUNT DUE BY DUE DATE
1/29/2020	\$168.53
AMOUNT DUE AFTER DUE DATE	\$168.53

RETURN THIS STUB WITH PAYMENT TO:

**Spreckels Water Company**  
P.O. Box 7187  
Spreckels, CA 93962  
(831) 758-7644



ACCOUNT NUMBER	DUE DATE	AMOUNT DUE AFTER DUE DATE	AMOUNT DUE BY DUE DATE
00128900	1/29/2020	\$168.53	\$ 168.53

**RETURN SERVICE REQUESTED**

Spreckels Community Service  
P.O. Box 7432  
Spreckels, CA 93962

SERVICE ADDRESS:

Lift Station 2 Meter



KEEP THIS STUB FOR YOUR RECORDS



10006 Rose Hills Road  
City of Industry, CA 90601  
(562) 463-4000  
www.quinncompany.com

## SERVICE INVOICE

BILL TO:

SPRECKELS COMMUNITY SERVICES  
ATTN ACCOUNTS PAYABLE  
P O BOX 7432  
SPRECKELS CA 93962

PLEASE MAKE REMITTANCE TO:	
<b>QUINN COMPANY</b>	
P O Box 849665, Los Angeles, CA 90084-9665	
<b>Invoice Number</b>	<b>WON20007764</b>
Invoice Date	12/31/2019
Payment Due Date	12/31/2019
<b>Invoice Total</b>	<b>\$1,050.00</b>
Payment Terms:	Cash/COD
Credit Memo Amount	
Customer Account No.	635600
Quinn Work Order No.	NS06773
<b>Customer PO Number</b>	<b>CSA# 5008AA</b>

Please use Remittance Advice on last page of this invoice.

SHIP TO:

SPRECKELS 2ND STREET PUMP STN  
2ND STREET & LLANO  
SPRECKELS, CA 93962

Make: CATERPILLAR	Equipment No:
Model: C9	Machine ID No: CE09727
Serial No: CAT00000CC9E00865	Meter Reading: 85.0

Customer Contact:

Quinn Product Support Rep: VAL KING (408) 315-9704

Quinn Store Location: SALINAS INDUSTRIAL SALES, 1300 Abbott Street, Salinas, CA 93901 (831) 758-8461

### INVOICE SUMMARY

SEG	DESCRIPTION	PARTS	LABOR	MISC	FLAT RATE	ADJUSTMENT	TOTAL
01	ANNUAL LOAD BANK ENGINE & GENERATOR		1,050.00				1,050.00
	<b>SUBTOTAL</b>		<b>1,050.00</b>				<b>1,050.00</b>
	<b>TOTAL</b>		<b>1,050.00</b>				<b>1,050.00</b>

Go Paperless. To receive your invoices and statements electronically, please visit our website at [quinncompany.com](http://quinncompany.com).

A FINANCE CHARGE OF 1.5% PER MONTH (18% PER ANNUM) will be charged on the past due balance. The past due balance represents all charges remaining unpaid on the closing date of the month following the invoice date. In the event of default in the payment of any amount due, and if the account is placed in the hands of any agency or attorney for collection or legal action, the purchaser agrees to pay finance charges equal to the cost of collection (as permitted by laws governing these transactions). When necessary, Quinn will invoke its repairman's lien pursuant to Sections 3051 and 3051a of the California Civil Code. Acceptance by the customer of the parts, service or equipment listed above is the customer's agreement to be bound by the credit and collection terms set forth above.

Bakersfield \* City of Industry \* Corcoran \* Firebaugh \* Foothill Ranch \* Fresno \* Lancaster \* Oxnard \* Paso Robles \* Pomona  
Salinas \* Riverside \* Victorville \* Murrieta \* Indio \* Santa Maria \* Sylmar \* Tulare \* Yuma, AZ

**Spreckels Community Services District**  
**P.O. Box 7432**  
**Spreckels, CA 93962**  
**[831] 455-7855**  
**spreckelscsd.main@gmail.com**  
**www.scsd.specialdistrict.org**

**November 14, 2019**

Rupa Shah, CPA  
Auditor-Controller  
County of Monterey  
168 West Alisal Street, 3<sup>rd</sup> Floor  
Salinas, CA 93901

Dear Ms. Shah,

Under CA Code Section §26909, Spreckels Community Services District is required to perform annual audits of our financial statement by a Certified Public Accountant. Audits for SCSD are current up to FY 2015.

Assembly Bill No. 2613 [Achadian], passed August 4, 2016, amends Section §26909 to allow small special districts with annual revenue under \$150,000 and all revenues and expenditures through the County's financial system, to replace annual audits by a private auditing firm with a compilation engagement performed by the County Auditor-Controller's office.

Implementation of AB 2613 requires unanimous consent of the special district's elected board of directors and the County Board of Supervisors. Being eligible under the conditions of the statute, Spreckels Community Services District would like to begin the process of moving to this lower compilation engagement level.

Annual audits for SCSD are completed through fiscal year 2015. As the bill was passed during fiscal year 2017 and did not become law until January 1, 2017, we are not eligible for this relief until fiscal year 2018.

As a former board member for Carmel Valley Recreation and Park District, I worked with the previous Auditor-Controller to move CVRPD from full audit to financial review, as was existing law under Section §26909 before AB 2613 was passed. As part of this upcoming action for SCSD, I would propose that concurrently we would be allowed to move from full audit to financial review for fiscal years 2016 and 2017, and then to compilation engagement for fiscal year 2018 and future years. If you have different interpretation of our eligibility, please correct my analysis.



I do not know if other eligible districts in Monterey County have acted towards this change as of yet. CVRPD would also be eligible. I believe LAFCO Executive Kate McKenna has knowledge of other eligible districts. I will encourage CVRPD to take this action as well.

If needed, this action can wait until after the New Year. I look forward to working with your staff. Feel free to reach out to me at the contact information shown in our letterhead. Thank you for your kind attention.

Sincerely,

A handwritten signature in black ink, appearing to read 'Paul J. Ingram', written over a horizontal line.

Paul J. Ingram, Business Manager

Cc: LAFCO of Monterey County  
Kate McKenna, Executive

# MONTEREY COUNTY

## AUDITOR - CONTROLLER

(831) 755-5040 • FAX (831) 755-5098 •  
168 W. Alisal St, 3<sup>rd</sup> Fl, Salinas, CA 93901

**Rupa Shah, CPA**  
AUDITOR-CONTROLLER

**Burcu Mousa, CPA**  
ASSISTANT AUDITOR-CONTROLLER



December 17, 2019

Paul J. Ingram  
Business Manager  
Spreckels Community Services District  
P.O. Box 7432  
Spreckels, CA 93962  
[Spreckelcsd.main@gmail.com](mailto:Spreckelcsd.main@gmail.com)

Dear Mr. Ingram,

Thank you for your letter dated November 14, 2019 requesting consideration for Spreckels Community Services District's (the District) annual audit requirement to be converted into a compilation based on the amended California Government Code Section §26909. My office has reviewed available information of the District to conduct a preliminary assessment of the request.

Based on our review, the district needs to receive an unqualified audit opinion for at least three consecutive years to develop a clean history to consider transitioning to a less stringent requirement under Section 26909.

The district's latest available audit was completed for the fiscal year ended June 30, 2015. This and the prior audits have received a disclaimer of opinion as the auditors were unable to obtain certain supporting documentation to complete their audit satisfactorily. In addition, our review revealed that the June 30, 2015 ending cash balance reported in the District's audited financial statements doesn't agree to the cash balances reported in County's financial system for the District.

It appears the District received a disclaimer of opinion due to the following reasons:

- 1) Auditors were unable to locate supporting documentation for disbursements of the District.
- 2) Auditors were unable to locate supporting documentation for payroll records of the District.
- 3) Lack of a bank reconciliation that explained the bank and general ledger differences at year end.

We are happy to guide and support the district in rectifying causes that led it to receive a disclaimer of opinion. Once a clean audit history is established, we can move to a less stringent requirement such as a Review or Compilation. Please be aware that 1) my office currently does not have resources to conduct such Review or Compilation services for the district, 2) a future potential Compilation (whether done by an external auditor or the County Auditor-Controller) will still require an audit

every five years.

If you wish an in-person or a conference call meeting to further discuss, please contact my office at (831)755-5084 or via email at [papurelloM@co.monterey.ca.us](mailto:papurelloM@co.monterey.ca.us).

Sincerely,

A handwritten signature in black ink, appearing to read 'Rupa Shah', written in a cursive style.

Rupa Shah, CPA  
Auditor-Controller  
County of Monterey

Cc:

Burcu Mousa, Assistant Auditor-Controller

Enc/

Inquiry Letter, Spreckels Community Services District

**SPRECKELS COMMUNITY SERVICES  
DISTRICT**

**FINANCIAL STATEMENTS  
WITH  
INDEPENDENT AUDITOR'S REPORT  
THEREON**

**JUNE 30, 2015**

**SPRECKELS COMMUNITY SERVICES DISTRICT**  
**Financial Statements**  
**June 30, 2015**

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## INDEPENDENT AUDITOR'S REPORT

To the Board of Supervisors  
Spreckels Community Services District  
Spreckels, California

We were engaged to audit the accompanying financial statements of the Spreckels Community Services District (the District) as of and for the year ended June 30, 2015 and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessments of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments; the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the matters described in the Basis for Disclaimer of Opinion paragraph, however, we were not able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion.

To the Board of Supervisors  
 Spreckels Community Services District  
 Spreckels, California

### **Basis for Disclaimer of Opinion**

We selected a number of disbursements for examination. Of those disbursements, we were unable to locate the supporting documentation for 5 of them. In addition, we were unable to obtain any of the supporting documentation for payroll expenses incurred, including contracts, payroll registers, or timesheets. We were also unable to perform adequate testing for subsequent disbursements due to missing documentation. Lastly, we were unable to obtain a detailed bank reconciliation which would explain the differences between the book and bank balances. According to the bank, the District's cash balances at year-end were \$29,920.87 while according to the books the year-end balances were \$12,671. Under ordinary circumstances these balances would be explained, however, absent a bank reconciliation we are unable to ascertain the reasons for the differences.

### **Disclaimer of Opinion**

Because of the significance of the matters described in the Basis for Disclaimer of Opinion paragraph, we have not been able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion. Accordingly, we do not express an opinion on these financial statements.

### **Other Matters**

#### *Required Supplementary Information*

Management has omitted the required supplementary information, such as the management's discussion and analysis and the budgetary comparison information that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We do not express an opinion or provide any assurance on the omitted information because the limited procedures do not provide us with sufficient evidence to express an opinion to provide any assurance.

Fechter & Company  
 Certified Public Accountants



Sacramento, California  
 July 15, 2018

**SPRECKELS COMMUNITY SERVICES DISTRICT**  
**BALANCE SHEET and STATEMENT OF NET POSITION**  
**GOVERNMENTAL FUNDS BALANCE SHEET**  
**JUNE 30, 2015**

	2015		Statement of Net Position
	General Fund	Adjustments	
<b>ASSETS</b>			
Cash	\$ 153,592	\$ -	\$ 153,592
Accounts receivable	1,265	-	1,265
Prepaid expenses	1,961	-	1,961
Capital assets, net of accumulated depreciation	-	321,296	321,296
Total current assets	<u>156,818</u>	<u>321,296</u>	<u>478,114</u>
<b>TOTAL ASSETS</b>	<u><u>\$ 156,818</u></u>	<u><u>\$ 321,296</u></u>	<u><u>\$ 478,114</u></u>
<b>LIABILITIES</b>			
Accounts payable	\$ -	\$ -	\$ -
Payroll liabilities	<u>3,064</u>	<u>-</u>	<u>3,064</u>
<b>TOTAL LIABILITIES</b>	3,064	-	3,064
<b>FUND BALANCES/NET POSITION</b>			
<b>FUND BALANCES</b>			
Designated for:			
Unassigned	<u>153,754</u>	<u>(153,754)</u>	<u>-</u>
Total Fund Balances	<u>153,754</u>	<u>(153,754)</u>	<u>-</u>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<u><u>\$ 156,818</u></u>		<u><u>\$ 3,064</u></u>
<b>NET POSITION</b>			
Net investment in capital assets		321,296	321,296
Unrestricted		<u>153,754</u>	<u>153,754</u>
<b>TOTAL NET POSITION</b>		<u><u>\$ 475,050</u></u>	<u><u>\$ 475,050</u></u>

The accompanying notes are an integral part of these financial statements.



**SPRECKELS COMMUNITY SERVICES DISTRICT**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND**  
**BALANCE AND STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED JUNE 30, 2015**

	2015		
	General Fund	Adjustments	Statement of Activities
<b>REVENUES</b>			
Property taxes	\$ 26,204	\$ -	\$ 26,204
Fire protection funding	42,193	-	42,193
Interest on pooled investments	762	-	762
Special assessments	57,495	-	57,495
<b>TOTAL REVENUES</b>	<u>126,654</u>	<u>-</u>	<u>126,654</u>
Salaries and employee benefits	1,540	-	1,540
Services and supplies	8,164	-	8,164
Fire protection services	40,048	-	40,048
Fire department expenses	34,500	-	34,500
Insurance	2,114	-	2,114
Utilities	9,395	-	9,395
Maintenance/repairs	40,511	-	40,511
Depreciation expense	-	16,756	16,756
Capital outlay	-	-	-
<b>TOTAL EXPENDITURES</b>	<u>136,272</u>	<u>16,756</u>	<u>153,028</u>
EXCESS (DEFICIENCY) REVENUES OVER EXPENDITURES	(9,618)	(16,756)	(26,374)
FUND BALANCE/NET POSITION, BEGINNING OF YEAR	<u>163,372</u>	<u>338,052</u>	<u>501,424</u>
FUND BALANCE/NET POSITION, END OF YEAR	<u>\$ 153,754</u>	<u>\$ 321,296</u>	<u>\$ 475,050</u>

The accompanying notes are an integral part of these financial statements.

**Spreckels Community Services District**  
Notes to Basic Financial Statements  
June 30, 2015

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the Spreckels Community Services District (the District) are prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The District's reporting applies all relevant Governmental Accounting Standards Board (GASB) pronouncements. Proprietary funds and similar component units apply Financial Accounting Standards Board (FASB) pronouncements and Accounting Principal Board (APB) opinions issued on or before November 30, 1989, unless those pronouncements conflict or contradict GASB pronouncements, in which case, GASB prevails.

**A. Reporting Entity**

The District was organized by resolution of the Board of Supervisors of Monterey County on March 17, 1985, subsequent to the approval by the voters in the District. The same resolution ordered dissolution of Monterey County Service Area (CSA) No. 40 and transfer of the funds, property, rights, and obligations of the CSA No. 40. The effective date of the organization of the District and dissolution of CSA No. 40 was July 1, 1986. The District is governed by the provisions of the California Government Code commencing with Section 61000.

Effective July 1, 1991, the District, in accordance with the Spreckels Volunteer Fire Company, is to provide fire protection services for the community according to the agreement entered into May 10, 1991.

The function of the District is to provide the following services:

- Collection, treatment, and disposal of sewage waste and water
- Street lighting
- Collection and disposal of garbage
- Fire protection services
- Storm drainage maintenance

The District is governed by a five-member Board of Supervisors, which is the legislative body of the District and determines all questions of District policy. The District is not considered to be controlled or fiscally dependent on any other entity and, therefore, is not a component unit of another entity. The District has no oversight responsibility for any other governmental entity since no other entities are considered to be controlled by, or dependent on the District. Control is determined on the basis of budget adoption, taxing authority, funding, and appointment of the respective government board.

**B. Basis of Presentation**

The accompanying basic financial statements of the District include all the financial activities of the District. The District has no component units.

**Spreckels Community Services District**  
Notes to Basic Financial Statements  
June 30, 2015

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**B. Basis of Presentation (continued)**

Basic Financial Statements - The District has chosen to present its basic statements using the reporting model for special-purpose governments engaged only in a single governmental program. This model allows the fund financial statements and the government-wide statements to be combined. The effect of internal activity between funds or groups of funds has been eliminated from these financial statements

Separate fund based financial statements are provided for governmental funds. The District has only one major governmental fund, the General Fund, which is the general operating fund of the District.

The government-wide focus is more on the sustainability of the District as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. The focus of the fund financial statements is on the major individual fund. Each presentation provides valuable information that can be analyzed and compared to enhance the usefulness of the information.

Measurement Focus and Basis of Accounting - The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes and assessments are recognized as revenues in the year for which they are levied.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the current period, or soon enough thereafter, to pay liabilities of the current period. For this purpose, the District considers revenue to be available if it is collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Capital and acquisitions are reported as expenditure in governmental funds.

Assessments are recognized under the susceptible to accrual concept. Investments earnings are recorded as earned since they are measurable and available. In applying the susceptible to accrual concept to intergovernmental revenues, the legal and contractual requirements of the numerous individual programs are used as guidance. There are, however, essentially two types of revenues. In one, monies must be expended for the specific purpose or project before any amounts will be paid to the District; therefore, revenues are recognized based upon the expenditures recorded. In the order, monies are virtually unrestricted as to purpose of expenditure and are usually revocable only for failure to comply with prescribed compliance requirements. These resources are reflected as revenues at the time of receipt or earlier if the susceptible to accrual criteria are met.

**Spreckels Community Services District**  
Notes to Basic Financial Statements  
June 30, 2015

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**C. Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

**D. Cash and Cash Equivalent**

Cash in Bank- The District's cash is held in Rabobank bank. The Financial Accounting Standards Board defines cash equivalents as short-term, highly liquid investments that are both: (1) readily convertible to known amounts of cash; and (2) so near their maturity that they present insignificant risk of changes in value because of changes in interest rates. The cost of all cash equivalents of the District approximates market value.

Cash in County Treasury- Cash accounts, which essentially operate as demand deposit accounts, are maintained by the Monterey County Treasurer's Office. Available cash balances are controlled and invested by the County Treasurer in pooled investment funds characterized as Category 1, which include investments that are insured or registered and held by an agent in the District's name as set forth by the Government Accounting Standards Board. Earnings from these funds are generally credited to the District's accounts on a quarterly basis. Any investment losses are shared proportionately by all funds in the pool.

The Monterey County Treasurer's policy is to invest in any security authorized by Section 53635 of the Government Code of the State of California and any other Government Code that permits investments in various securities, or participation in investment trading techniques or strategies. However, these balances are not insured or collateralized by any agency. As of June 30, 2015 the market value of the County investment portfolio was not materially different from its carrying value.

**E. Prepaid Expenses**

Prepaid expenses are capitalized and amortized over the period of the benefit.

**F. Capital Assets**

Capital assets (including infrastructure) of the District are recorded as historical cost, or at estimated historical cost if actual historical cost is not available. Contributed capital assets are valued at their estimated fair market value on the date contributed. The District defines capital assets as assets with an initial individual cost of more than \$1,000 and an estimated useful life in excess of one year. Capital assets are depreciated or amortized using the straight-line method over their estimated useful lives.

**Spreckels Community Services District**  
Notes to Basic Financial Statements  
June 30, 2015

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**F. Capital Assets (continued)**

Maintenance and repairs are charged to operations when incurred. Betterments and major improvements which significantly increase values, change capacities, or extend useful lives are capitalized. Upon sale or retirement of capital assets, the cost and related accumulated depreciation are removed from the respective accounts and any resulting gain or loss is included in the results of operations.

Certain storm drainage fixed assets were transferred from the Monterey CSA No. 40 to the District upon the dissolution of the Services Area. The transferred fixed assets, consisting of a storm drainage system, are recorded based on an estimate of the system's value as of December 24, 1987. The storm drainage system consists of concrete gutters, underground collector lines, and a steel pump house containing a 5-horsepower pump, two 75-horsepower pumps and a 24-inch outfall line, which drains into the Salinas River.

Property, equipment and infrastructure assets of the primary government are depreciated using the straight-line method over the following estimated useful lives:

	Years
Infrastructure (Storm drainage system)	40
Machinery and equipment	7

**G. Fund Balances**

In February 2009, the GASB issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, which establishes accounting and financial reporting standards for all governments that report governmental funds.

Under GASB 54, fund balance for governmental funds should be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. Fund balances are now broken down into five categories:

- Nonspendable Fund Balance – this fund balance classification includes amounts that cannot be spent because they are either not in spendable form (i.e. – prepaid expenses), or legally, or contractually required to be maintained intact.
- Restricted Fund Balance – this fund balance classification should be reported when there are constraints placed on the use of resources externally (by creditors, grant sources, contributors, etc.), or imposed by law or enabling legislation.

**Spreckels Community Services District**

Notes to Basic Financial Statements

June 30, 2015

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)****G. Fund Balances (continued)**

- Committed Fund Balance – this fund balance classification can only be used for specific purposes pursuant to constraints imposed by formal action of the government’s highest level of decision making authority (i.e. – fund balance designations passed by board resolution).
- Assigned Fund Balance – this fund balance classification refers to amounts that are constrained by the government’s intent to be used for specific purposes, but are neither restricted nor committed.
- Unassigned Fund Balance – this fund balance classification is the residual classification for the general fund.

**H. Property Taxes**

The District receives property taxes from the County, which has been assigned the responsibility for assessment, collection, and apportionment of property taxes for all taxing jurisdictions within the County. Secured property taxes are levied on March 1 for the following fiscal year and on which date it becomes a lien on real property. Secured property taxes are due in two installments on November 1 and February 1 and are delinquent after December 10 and April 10, respectively in the secured roll. Property taxes on the unsecured roll are due on the March 1 lien date and become delinquent if unpaid by August 31. Property tax revenues are recognized in the fiscal year they are received.

**I. Fund Accounting**

The accounts of the District are organized on the basis of a fund which is accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures, as appropriate. The District has only one major fund – the General Fund.

**J. Restricted and Unrestricted Resources**

When both restricted and unrestricted are available for use, it is the District’s practice to use restricted resources first, then unrestricted resources as needed.

**Spreckels Community Services District**  
Notes to Basic Financial Statements  
June 30, 2015

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**K. Net Position**

Net position represents total assets less liabilities. Net position invested in capital assets, net of related debt, consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for acquisition, construction, or improvement of those assets, excluding unspent debt proceeds. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the District or through external restrictions imposed by creditors, grantors, laws, or regulations of other governments.

The District's net position is classified into the following categories:

Net Investment in Capital Assets - Capital assets, less outstanding principal of debt attributable to the acquisition, construction, or improvement of these assets (if any).

Restricted Net Position - describes the portion of net assets which is restricted as to use by the terms and conditions of agreements with outside parties, governmental regulations, laws, or other restrictions which the District cannot unilaterally alter.

Unrestricted Net Position - The remainder of the District's net position is classified as unrestricted. Unrestricted financial assets may be designated by management for use for particular purposes. However, such designation is not a restriction of net financial assets and is therefore not reported in the financial statements.

**Spreckels Community Services District**  
Notes to Basic Financial Statements  
June 30, 2015

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**L. Adjustments to Convert Fund Balances to Government Wide – 2015**

The Adjustments needed to adjust the Balance Sheet and Statement of Revenues, Expenditures, and Changes in Fund Balances of the District to an accrual basis which consists of a Statement of Net Position and Statement of Activities as follows:

Reconciliation of balance sheet to statement of net position:

Total fund balances per fund financial statements	\$ 153,592
---	---------------

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets not reported in the fund financial statements because they are not current financial resources but are reported in the statement of net position

Fixed assets, net of accumulated depreciation	321,296
Net position for governmental activities	\$ 475,050

Reconciliation of statement of revenues, expenditures and changes in fund balances to statement of activities:

Net change in fund balances per fund financial statements	\$ (9,618)
---	---------------

Capital outlay are reported as expenditures in the fund financial statements because they use current financial resources but the cost of capital assets is allocated over their estimated useful lives and reported as depreciation expense in the statement of activities. This is the amount by which depreciation exceeded capital outlay in the current period.

Capital outlay	-
Depreciation expense	(16,756)
Net position for governmental activities	\$ (26,374)



**Spreckels Community Services District**  
Notes to Basic Financial Statements  
June 30, 2015

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**M. Revenues**

The County administers the District's revenue. The County bills and collects revenues through benefit assessments to property tax billings. In addition, the District receives a percentage of the 1% property tax ad valorem rate. All receipts are deposited directly into the County's pooled cash fund for the District, after charging the District an administration fee.

**N. Income Taxes**

The District is a California local government unit which is exempt from both federal and state income taxes.

**O. Budgets and Budgetary Control**

Management has omitted the budgetary comparison information as it was not available to be presented.

**P. Reclassification**

Certain amounts in the prior year financial statements may have been reclassified to conform to the current year financial statement presentation.

**Note 2: CASH AND CASH EQUIVALENTS**

**A. Cash in County Treasury**

The District maintains substantially all of its cash in the Monterey County Treasury (the Treasury) as part of the common investment pool. These pooled funds are carried at cost which approximates fair value. The fair market value of the District's deposits in this pool as of June 30, 2015, as provided by the pool sponsor, was \$140,537. The treasury investment pool does not have a rating provided by a nationally recognized statistical rating organization.

**B. Interest Rate Risk**

Interest rate risk is the risk that changes in market interest rates that will adversely affect the fair value of an investment; generally, the longer the maturity of an investment, the greater the sensitivity of its fair values to changes in market interest rates. As of June 30, 2015, the weighted average maturity of the investments contained in the Treasury investment pools was approximately 146 days.

**Spreckels Community Services District**  
Notes to Basic Financial Statements  
June 30, 2015

**Note 2: CASH AND CASH EQUIVALENTS (continued)**

**C. Credit Risk**

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by nationally recognized statistical rating organization. The Monterey County investment pool does not have a rating provided by a nationally recognized statistical rating organization. Approximately 94% of the investment portfolio is comprised of U.S. Treasuries, Federal Agency securities, and other liquid funds. All of those assets have an investment grade rating.

U.S. Treasuries are not specifically rated, but are considered the safest of all investments. The corporate debt is rated in the higher levels of investment grade. The remaining relates to commercial paper. All Federal Agency Securities have AA ratings or are guaranteed by the U.S. Treasury.

**D. Custodial Credit Risk**

The custodial credit risk for deposits is the risk that, in the event of a failure of a depository financial institution, a government will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, a government will not be able to recover the value of investment or collateral securities that are in the possession of an outside party. The District has no formal policy regarding custodial credit risk for deposits or investments. The District maintains a checking account with Rabobank and uses this account as the operating account for the District. At June 30, 2015, the District's bank balance was \$12,671, and was not exposed to custodial credit risk. The deposits at Rabobank are insured by the Federal Deposit Insurance Corporation (FDIC) up to the amount of \$250,000. The deposits are also collateralized at 110% by U.S. Treasury obligations and Municipal securities by pledging the bank's trust department not in the District's name.

**E. Concentration of Credit Risk**

This is the risk of loss attributed to the magnitude of a government's investment in a single issuer. The District manages this risk by placing funds with financial institutions that are FDIC insured and by the fact that the monies in the Monterey County investment pool are diverse according to the policies of the investment pool.

**Spreckels Community Services District**  
Notes to Basic Financial Statements  
June 30, 2015

**Note 3: CAPITAL ASSETS**

Capital assets activity for the fiscal year ended June 30, 2015, was as follows:

	<b>Balance July 1, 2014</b>	<b>Increases</b>	<b>Decreases</b>	<b>Balance June 30, 2015</b>
Drainage system	\$ 663,929	\$ -	\$ -	\$ 663,929
Machinery and equipment	1,106	-	-	1,106
Accumulated depreciation	<u>(326,983)</u>	<u>(16,756)</u>	<u>-</u>	<u>(343,739)</u>
<b>TOTAL</b>	<b><u>\$ 338,052</u></b>	<b><u>\$(16,756)</u></b>	<b><u>-</u></b>	<b><u>\$ 321,296</u></b>

Depreciation expense for the fiscal year ended June 30, 2015, was \$16,756.

**Note 4: RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters.

The District continues to carry commercial insurance for these risks. The commercial insurance carried by the District includes policies for general liability/property insurance and workers' compensation. Claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three years.

**Note 5: SUBSEQUENT EVENTS**

The District evaluated subsequent events for recognition and disclosure through July 18, 2018, the date which these financial statements were available to be issued.

On September 16, 2015 the District divested itself from providing fire protection services to the local community. The responsibility was transferred to the Monterey County Regional Fire District. All assets were transferred to the Fire District by the Volunteer Fire Company (an affiliated organization). In addition, the CSD transferred all Proposition 172 funding still held by the CSD to the fire Department. The total amount of the funding transferred was \$51,304.

**SPRECKELS COMMUNITY SERVICES  
DISTRICT**

**MANAGEMENT REPORT**

**FOR THE YEARS ENDED  
JUNE 30, 2011 through 2015**

**SPRECKELS COMMUNITY SERVICES DISTRICT**

Management Report  
For the Year Ended  
June 30, 2015

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Board of Directors of the  
Spreckels Community Services District  
Spreckels, California

In planning and performing our audit of the financial statements of the Spreckels Community Services District for the year ended June 30, 2015, we considered the District's internal control structure to determine our auditing procedures for the purpose of expressing an opinion on the financial statements, and not to provide assurance on the internal control structure.

Our consideration of the internal control would not necessarily disclose all matters in the internal control that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a condition in which the design, or operation of one or more of the internal control components does not reduce, to a relatively low level, the risk that errors or irregularities in amounts that would be material in relation to the basic financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

We will review the status of this letter during our next audit engagement. We will be pleased to discuss it in further detail at your convenience or to perform any additional study of these matters. We thank the District's staff for its cooperation on this audit.

Fechter & Company,  
Certified Public Accountants



Sacramento, California  
May 9, 2018

**SPRECKELS COMMUNITY SERVICES DISTRICT**  
**Required Communications**  
**For the Year Ended June 30, 2017**

**The Auditor's Responsibility under U.S. Generally Accepted Auditing Standards**

As stated in our engagement letter dated January 19, 2018, our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute assurance that the financial statements are free of material misstatement, and are fairly presented in accordance with U.S. generally accepted accounting principles. Because an audit is designed to provide reasonable, but not absolute assurance, and because we did not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us.

In planning and performing our audit, we considered the District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements, and not to provide assurance on the internal control over financial reporting.

As part of obtaining reasonable assurance about whether the District financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit.

**Significant Accounting Policies**

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the District during the year that were both significant and unusual, and of which, under professional standards, we are required to inform you, or transactions for which there is a lack of authoritative guidance or consensus.

**Internal Control Related Matters**

In any smaller entity, whether private enterprise or a governmental agency, the lack of segregation of duties can present potential issues in regards to the perpetuation and concealment of fraud. Specifically, the District has one individual who is primarily responsible for keeping the books and records, performing account reconciliations, collecting money, and making bank deposits. While we recognize that it may not be feasible to segregate duties due to lack of resources, we recommend that compensating controls be performed. Some of the controls would include:

- Having the Board of Directors review the monthly bank reconciliations and bank statements.
- Examining financial statements on a monthly basis.
- Examining a budget to actual report on a frequent basis.
- Examining a "profit & loss, previous year comparison" report on a frequent basis. This is a special report that your bookkeeping system can produce.

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An effective District administrator would understand the major revenue sources, how the District expends its resources, and to be effectively able to identify major differences from expected balances by performing the above procedures. If a difference is identified and the District is unable to determine what happened with reasonable inquiries, District management has outside resources it can access to assist – it's attorney, outside auditor, or the county auditor-controller's office.

The main point is that due to lack of segregation of duties, the above compensating controls should be performed and follow up given if there are any questions or differences that are unable to be reconciled with reasonable inquiries.

California Government Code Section 12422.5 requires the State Controller's Office to develop internal control guidelines applicable to each local agency by January 1, 2016. The intent of the legislation is to assist local agencies in establishing a system of internal control to safeguard assets and prevent and detect financial errors and fraud. To this end, the State Controller's Office has produced a draft of control guidelines for local Agencies. As the District contemplates changes to its system of internal control, we advise in utilizing these guidelines when developing internal procedures to assist with your internal control processes.

The State Controller's office has defined internal controls into five components that work together in an integrated framework. Their guidelines were adopted from the definitions and descriptions contained in *Internal Control – Integrated Framework*, published by the Committee of Sponsoring Organizations of the Treadway Commission (COSO). The components are:

- Control Environment
- Risk Assessment
- Control Activities
- Information and Communication
- Monitoring Activities

The objective of *control environment* is the set of standards, processes, and structures that provided the basis for carrying out internal control across the entity. The governing board and management establish the "tone at the top" regarding the importance of internal control, including expected standards of conduct which then cascade down through the various levels of the organization and have a strong effect on the overall system of internal control.

A District's *Risk Assessment* process includes how management identifies risks (including fraud risk) relevant to the preparation and fair presentation of the financial statements in accordance with the District's applicable financial reporting framework. In addition, this would also involve areas of business and operational risk which could potentially affect the District's finances on an ongoing basis.



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The District's risk assessment process is an extremely important activity the board and management should undertake. Every organization, public or private, faces business risks on a day to day basis. Identifying those risks and then acting on them in a timely manner may prevent future problems from becoming unmanageable.

Management should consistently attempt to identify risks that exist and then present those risks to the board for action. It is impossible for us to identify every potential risk that exists but either way, management and the board should proactively attempt to identify risks that could adversely affect the District's operations.

*Control Activities* are in reference to establishing policies and procedures that achieve management directives, and respond to identified risks in the internal control system. These are specific procedures designed to perform a secondary review of internal processes that will allow for segregation of duties and a management level review of processed transactions.

*Information and Communication* are the District's methods of identifying what information is relevant to present to management and the board to assist the District in making the correct decisions. It also is in reference to the District's internal processes of gathering and summarizing that information.

*Monitoring* involves evaluating the effectiveness of controls on an on-going basis and taking remedial actions when necessary when identified by the other control procedures in place. On-going monitoring activities often are built into the normal recurring activities of a local government and include regular management and supervisory activities.

There is no catch-all for finding all instances of fraud within any entity, whether public or private. One of the key factors in helping prevent fraud is to encourage ethical behavior at all levels of the organization, i.e., "tone at the top". Another key would be to note instances of abnormal behavior of finance or accounting staff when questioned about District financial matters.

The District should remember that they have outside resources available in the case of fraud – they are able to contact the District auditor, their attorney, or the county auditor-controller should anyone feel there is a chance of fraud or abuse.

**SPRECKELS COMMUNITY SERVICES DISTRICT****Required Communications****For the Years Ended June 30, 2011 through 2015****Accounting Estimates**

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate(s) affecting the financial statements were:

- Accrual and disclosure of compensated absences
- Capital asset lives and depreciation expense

**Audit Adjustments**

For purposes of this letter, professional standards define an audit adjustment as a proposed correction of the financial statements that, in our judgment, may not have been detected except through our auditing procedures. An audit adjustment may or may not indicate matters that could have a significant effect on the District's financial reporting process (that is, cause future financial statements to be materially misstated). The following audit adjustments, in our judgment, indicate matters that could have a significant effect on the District's financial reporting process:

- Posting of all GASB 34 entries on behalf of the District

**Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

**Consultations with Other Independent Auditors**

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

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**Issues Discussed Prior to Retention of Independent Auditors**

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

**Difficulties Encountered in Performing the Audit**

As part of our audit, we tested cash disbursements and general expenditures, reviewed bank reconciliations and payroll processing, and performed procedures to verify compliance with, and appropriate reporting of expenditures relating to certain contracts and funding agreements. We ultimately encountered difficulties in performing this audit in these areas due to missing documentation. A summary of missing documentation and the potential effects of such issues noted while gathering audit evidence is as follows:

- Of the collective 150 cash disbursements selected from the fiscal years ending 6/30/2015, the District was missing supporting documentation for approximately one-third of the expenditures. We selected these expenditures for testing to verify adherence to control procedures over cash disbursements, confirm the appropriate classification of the related expenses, and affirm each expenditure was for District operations. As a result, the lack of documentation demonstrates a deficient control environment and monitoring, while increasing the risk of potential errors or misstatements in the financial statements.
- The District was unable to locate a majority of the disbursements selected during our search for unrecorded liabilities for the respective fiscal years ending 6/30/2014 and 6/30/2015. This limited our ability to verify the accuracy of the ending accounts payable balances for those fiscal years.
- Each bank reconciliation report was incomplete, in that only the summary reports were available for each period audited. The District was unable to provide the reconciliation detail including individual cleared and uncleared checks along with deposits in transit. Furthermore, each summary reconciliation report did not tie to the General Ledger. Therefore, we could only rely on the original bank statement to support reported cash balances at fiscal year-end.
- The District did not maintain appropriate payroll records including approved payroll register reports or timesheets. Although Board Minutes did contain approvals for explicit amounts paid, we were unable to perform a payroll walkthrough to confirm appropriate controls and procedures to mitigate the potential for misstatement regarding staff salary or contract expenses.
- The signed contracts and/or funding agreements were unavailable to support our testing of the payments released in connection with District Management services, Spreckels Volunteer Fire Company fire response and mitigation services, and the distribution of CA Proposition 172 funds collected to provide and support local public safety activities. Governing Board approval of individual payments did not provide sufficient support for the amounts reported.

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In order to reduce the risks associated with the above listed issues, we recommend an increase in supervision of the contracted Business Manager position. This should include requiring the Business Manager to present original documentation of any and all third-party correspondence and paperwork to the Board for consideration. Furthermore, there should be an established and documented process for maintaining all District forms and documents on District property, not to be stored at any personal residences. We note that the current Business Manager has made an effort to store redundant electronic copies of District media and documents to reduce the loss of supporting documentation.

Spreckels Community Services District  
 Listing of Missing Requested Documentation for Testing  
 FYE 2011 - 2015

Cash Disbursements:

FYE 2011:	Type	Date	Check #	Vendor Name	Memo	Account #	Account Name	Amount	Comments
	Check	07/15/2010	EFT	PG&E		6105.00	Power	673.76	Provided bank statement showing ACH payment, no invoice support
	Check	08/10/2010	EFT	PG&E		6105.00	Power	669.25	Provided bank statement showing ACH payment, no invoice support
	Check	09/14/2010	1173	Spreckels Volunteer Fire Company		6035.15	SVFC Contract	8,625.00	rcv'd bank stmt cancelled check and minutes listing disb. for approval - no invoice support
	Check	09/14/2010	1174	Spreckels Volunteer Fire Company		6035.15	SVFC Contract	8,625.00	rcv'd bank stmt cancelled check and minutes listing disb. for approval - no invoice support
	General Journ	10/01/2010	72			6090.05	Payroll Expenses	466.67	
	Check	03/08/2011	1190	Spreckels Volunteer Fire Company		6035.10	Prop 172 Disbursement Landscape Maint.	37,547.00	rcv'd bank stmt cancelled check and minutes listing disb. for approval - no invoice support
	Check	04/12/2011	1194	Elg Landscaping		6078.25	Contract	1,125.00	Check stub only, no inv
	Check	04/12/2011	1195	Sarah Gnat		6085.05	Office Supplies	185.00	Check stub only, no inv
	Check	04/12/2011	1192	Spreckels Water Company		6300.00	Water	99.01	Check stub only, no inv
	General Journ	06/01/2011	79			6090.05	Payroll Expenses	434.35	
<b>FYE 2012:</b>	<b>Type</b>	<b>Date</b>	<b>Check #</b>	<b>Vendor Name</b>	<b>Memo</b>	<b>Account #</b>	<b>Account Name</b>	<b>Amount</b>	<b>Comments</b>
	Check	07/12/2011	1212	James Riley	SDAMC Dinner	6025.05	Board/Staff Education	62.00	Check Stub only, no invoice or receipt
	Check	08/01/2011	1203	Quinn Company		6030.25	Zone 2 Equipment Maintenance:	439.84	Check stub only and statement of past due balances only, no original invoice with details of expense. Ma
	Check	08/01/2011	1203	Quinn Company		6030.20	Zone 1 Equipment Maintenance:	893.02	Check stub only and statement of past due balances only, no original invoice with details of expense or a
	Check	08/01/2011	1204	SDRMA		6065.05	General Liability/Property Insurance	2,795.05	Check stub only, no inv or description
	Check	11/08/2011	1226	Don Chapin Company		8005.05	Sidewalks/CurbsADA	80,000.00	Check Stub only, no invoice. Found reference to disbursement in Board Minutes.
	Check	02/16/2012	1238	Don Chapin Company		8005.05	Sidewalks/CurbsADA	81,819.44	Check Stub only, no invoice. Found reference to disbursement in Board Minutes.
	Check	03/13/2012	1243	James Riley	SDAMC Quarterly Dinner	6025.05	Board/Staff Education	25.00	Check Stub only, no invoice or receipt
<b>FYE 2013:</b>	<b>Type</b>	<b>Date</b>	<b>Check #</b>	<b>Vendor Name</b>	<b>Memo</b>	<b>Account #</b>	<b>Account Name</b>	<b>Amount</b>	<b>Comments</b>
	Check	07/10/2012	1261	Gates Tree Service, Inc.		6160.00	Tree Maintenance	1,300.00	check stub only, no inv
	Check	08/13/2012	1269	Spreckels Volunteer Fire Company		6035.15	SVFC Contract Landscape Maintenance	8,625.00	check stub only, no inv
	Check	09/11/2012	1271	Elg Landscaping		6078.25	Contract	805.00	check stub only, no inv
	Check	02/06/2013	1286	Gates Tree Service, Inc.		6160.20	Tree Maintenance: Zone 1 Landscape Maintenance	2,900.00	check stub only, no inv
	Check	02/12/2013	1289	Unique Landscaping		6078.25	Contract	400.00	missing 1 of 2 invoices
	Check	03/12/2013	1294	Spreckels Water Company		6300.00	Water	677.94	check stub only, no inv
	Check	05/14/2013	1308	Spreckels Volunteer Fire Company		6035.10	Prop 172 Disbursement	18,016.22	check stub only, no inv
	Check	05/14/2013	1307	California Special Districts Association		6084.05	Membership Fees/Dues	422.00	check stub only, no inv
	Check	05/14/2013	1304	Gates Tree Service, Inc.		6160.20	Tree Maintenance: Zone 1	1,700.00	check stub only, no inv
	Check	05/14/2013	1305	Don Chapin Company		8005.05	Sidewalks/Curbs/ADA	15,000.00	check stub only, no inv
	Check	05/14/2013	1306	Monterey Peninsula Engineering		8005.05	Sidewalks/Curbs/ADA	11,595.14	check stub only, no inv
	Check	06/12/2013	1313	SDRMA		6065.05	General Liability/Property Insurance	2,069.89	Inv. Amount doesn't match and is for Program Year 13/14 for recording in FYE 2014
<b>FYE 2014:</b>	<b>Type</b>	<b>Date</b>	<b>Check #</b>	<b>Vendor Name</b>	<b>Memo</b>	<b>Account #</b>	<b>Account Name</b>	<b>Amount</b>	<b>Comments</b>
	Check	07/09/2013	1327	LAFCO of Monterey County		6084.05	Membership Fees/Dues	169.00	check stub, no invoice or description
	Check	07/09/2013	1326	Gates Tree Service, Inc.		6160.20	Tree Maintenance: Zone 1 Landscape Maintenance	1,150.00	check stub, no invoice or description
	Check	09/10/2013	1335	Salinas Valley Landscaping		6078.25	Contract	1,275.00	check stub, no invoice
	Check	02/11/2014	1357	Don Chapin Company		8005.05	Sidewalks/Curbs/ADA Landscape Maintenance	15,000.00	check stub, no invoice, just letter from vendor disputing non-payment
	Check	03/11/2014	1360	Salinas Valley Landscaping		6078.25	Contract Landscape Maintenance	3,405.00	check stub, no invoice or description
	Check	03/11/2014	1363	Salinas Valley Landscaping		6078.25	Contract	1,275.00	check stub, no invoice or description
	Check	03/20/2014	1364	Gates Tree Service, Inc.		6160.20	Tree Maintenance: Zone 1	8,000.00	check stub, no invoice or description
	Check	04/08/2014	1367	Gates Tree Service, Inc.		6160.20	Tree Maintenance: Zone 1	11,900.00	check stub, no invoice or description
	Check	06/10/2014	1380	Paul J. Ingram Company		6079.05	Management Services	365.20	check stub, no invoice or description
	Check	06/10/2014	1384	Sarah Gnat		6085.05	Office Supplies	80.00	check stub, no invoice or description
	Check	06/10/2014	1381	Spreckels Water Company		6300.00	Water	503.28	check stub, no invoice or description
<b>FYE 2015:</b>	<b>Type</b>	<b>Date</b>	<b>Check #</b>	<b>Vendor Name</b>	<b>Memo</b>	<b>Account #</b>	<b>Account Name</b>	<b>Amount</b>	<b>Comments</b>
	Check	07/08/2014	1390	Gates Tree Service, Inc.		6160.00	Tree Maintenance: Zone 1	4,150.00	Check stub, no inv

Check	08/10/2014	1433	Monterey County Auditor-Controller	LAFCO	6010.05	Administrative Fees	43.00	Check stub, no inv
Check	09/09/2014	1399	James Riley	SDAMC Quarterly Dinner	6025.05	Board/Staff Education	50.00	Check stub, no inv or receipt
Check	10/14/2014	1402	Paul J. Ingram Company		6079.05	Management Services	639.00	Check stub, no inv. Only notes on Minutes discussing amount.
Check	01/13/2015	1421	Paul J. Ingram Company		6079.05	Management Services	700.00	Check stub, no inv. Only notes on Minutes discussing amount.

Subsequent Disbursements:

FYE 2014:	Type	Date	Number	Vendor Name	Description	Account #	Account Name	Amount	Comments
	Check	07/08/2014	1391	Salinas Valley Landscaping		6078.25	Landscape Maintenance Cc	1,275.00	See check stub and approval request from July 2014 agenda packet.
	Check	07/08/2014	1387	Paul J. Ingram Company		6079.05	Management Services	365.20	No Invoice, check stub only
	Check	08/10/2014	1430	Paul J. Ingram Company		6079.05	Management Services	365.20	No Invoice, check stub only
	Check	07/01/2014	119		AJE	6090.05	Payroll Expenses	513.37	QB AJE Entry printout only, no support
	Check	08/01/2014	120		AJE	6090.05	Payroll Expenses	513.37	QB AJE Entry printout only, no support
	Check	07/09/2014	EFT/ACH	PG&E		6105.00	Power	449.56	No invoices
	Check	08/01/2014	EFT/ACH	PG&E		6105.00	Power	221.47	No invoices
	Check	08/21/2014	EFT/ACH	PG&E		6105.00	Power	16.65	No invoices
	Check	08/21/2014	EFT/ACH	PG&E		6105.00	Power	228.06	No invoices
	Check	08/21/2014	EFT/ACH	PG&E		6105.00	Power	228.05	No invoices
	Check	07/08/2014	1390	Gates Tree Service, Inc.		6160.00	Tree Maintenance	4,150.00	Invoice missing, check stub only.
	Check	07/08/2014	1388	Spreckels Water Company		6300.00	Water	503.28	Invoice missing, check stub only.

FYE 2015:	Type	Date	Number	Vendor Name	Description	count Numl	Account Name	Amount	Comments
	Check	07/22/2015	1469	James Riley	SDAMC Quarterly Dinner	6025.05	Board/Staff Education	30.00	See check copy. Receipt missing.
	Check	07/15/2015	1467	Salinas Valley Landscaping		6078.25	Landscape Maintenance Cc	1,275.00	See check copy. Invoice missing.
	Check	07/15/2015	1465	Paul J. Ingram Company		6079.05	Management Services	500.00	See check copy. No invoice.
	Check	08/19/2015	1470	Paul J. Ingram Company		6079.05	Management Services	550.00	See check copy. No invoice.
	Check	07/07/2015	EFT/ACH	PG&E		6105.00	Power	230.12	See page from July Rabobank statement.
	Check	07/21/2015	EFT/ACH	PG&E		6105.00	Power	231.75	See page from July Rabobank statement.
	Check	07/21/2015	EFT/ACH	PG&E		6105.00	Power	19.71	See page from July Rabobank statement.
	Check	08/04/2015	EFT/ACH	PG&E		6105.00	Power	230.11	See page from August Rabobank statement.
	Check	08/18/2015	EFT/ACH	PG&E		6105.00	Power	19.06	See page from August Rabobank statement.
	Check	08/20/2015	EFT/ACH	PG&E		6105.00	Power	231.76	See page from August Rabobank statement.