



Spreckels Community Services District
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday February 26, 2025 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
Otto Kramm, Director
Kerry Varney, Director
Phil Balestreri, Director

4. CORRESPONDENCE:

5. 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.*

6. APPROVAL OF MINUTES:

- a. SCSD Regular Board Meeting January 15, 2025.
- b. SCSD Special Board Meeting January 28, 2025

7. GENERAL MANAGER'S REPORT:

- a. Financial Reports.

1. Fund Balance as of 2/26/2025
2. Budget FYTD to 2/26/2025
3. Review of County Fund 634 Trial Balance Report: FY 2025 Periods 7.
4. Review of Expenditures December 2025.

8. UNFINISHED BUSINESS NON-ACTION ITEMS:

- a. Closing Balance Adjustment for Audit FY'sE 6/30/2016-2019.
- b. FEMA Stormwater Outflow Pipe Damage.
- c. General Management and Facilities Management Services Contract between SMD and SCSD.
- d. Fiscal Planning Session.
- e. Zone 2 Streetlight LED Conversion

9. UNFINISHED BUSINESS ACTION ITEMS:

10. NEW BUSINESS ACTION ITEMS:

a. Review and Approval of Accounts Payable:

1. Paul J. Ingram Company	Management Services	\$ 700.00
2. County Counsel	Legal Services	\$ 97.20
3. Spreckels Memorial District	Office Rent, Power, Water	<u>\$ 2,212.85</u>
	TOTAL	\$ 3,010.05

11. NEW BUSINESS NON-ACTION ITEMS:

12. ZONES 1 AND 2 SYSTEMS REPORT:

13. FUTURE AGENDA ITEMS:

14. ADJOURN REGULAR MEETING:

Next meeting Wednesday March 19, 2025 5:30 PM.

2025 Meeting dates: January 15, February 19, March 19, April 16, May 21, June 18, July 16, August 20, September 17, October 15, November 19.

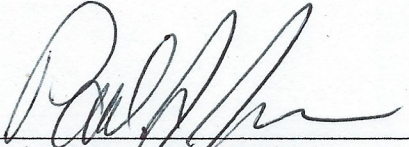
ADA COMPLIANCE

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 February 26, 2025 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 2/12/2025

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
 MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday January 15, 2025 5:30 pm
 Spreckels Veterans Memorial Building, 5th & Llano, Spreckels, CA 93962

1. CALL TO ORDER:

The meeting was called to order by President McTighe at 5:30 pm.

2. PLEDGE OF ALLEGIANCE:

3. SPECIAL ORDERS:

- a. Appointment in Lieu of Election and Oath of Office: Mike McTighe, Amanda Lane.
Oath administered

4. ROLL CALL & ESTABLISHMENT OF QUORUM:

Mike McTighe, President
 Amanda Lane, Vice-President
 Otto Kramm, Director
 Kerry Varney, Director
 Phil Balestreri, Director
Present: McTighe, Lane, Kramm, Balestreri
Absent: Varney

QUORUM ESTABLISHED

5. CORRESPONDENCE:

6. PUBLIC COMMENTS:

7. APPROVAL OF MINUTES:

- a. SCSD Regular Board Meeting November 20, 2024.
Motion to approve [Lane] 2nd [Kramm].
Ayes: McTighe, Lane, Kramm, Balestreri
Noes: None

MOTION CARRIED

8. GENERAL MANAGER'S REPORT:

- a. Financial Reports.

1. Fund Balance as of 1/15/2025
2. Budget FYTD to 1/15/2025
3. Review of County Fund 634 Trial Balance Report: FY 2025 Periods 5&6.
4. Review of Expenditures December 2025.

9. UNFINISHED BUSINESS NON-ACTION ITEMS:

- a. Closing Balance Adjustment for Audit FY'sE 6/30/2016-2019.
- b. FEMA Stormwater Outflow Pipe Damage.
- c. General Management and Facilities Management Services Contract between SMD and SCSD.
- d. Fiscal Planning Session.

10. UNFINISHED BUSINESS ACTION ITEMS:

- a. Zone 2 Streetlight Repair: Switch to LED.

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, Power, Water	<u>\$ 2,212.85</u>
	TOTAL	\$ 2,912.85

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

Ayes: McTighe, Lane, Kramm, Balestreri

Noes: None

MOTION CARRIED

b. Election of Officers CY 2025.

Motion to elect current officers was taken but Brian Amaral was Secretary and has resigned. Election will be on the agenda again at the February meeting.

c. Set Meeting Dates CY 2025.

Motion to set the following dates [Kramm] 2nd [Balestreri].

2025 Meeting dates: January 15, February 19, March 19, April 16, May 21, June 18, July 16, August 20, September 17, October 15, November 19.

Ayes: McTighe, Lane, Kramm, Balestreri

Noes: None

MOTION CARRIED

12. NEW BUSINESS NON-ACTION ITEMS:

13. ZONES 1 AND 2 SYSTEMS REPORT:

14. FUTURE AGENDA ITEMS:

15. ADJOURN REGULAR MEETING:

The meeting was adjourned at 6:58 pm.

Next meeting Wednesday February 19, 2025 5:30 PM.

2025 Meeting dates: January 15, February 19, March 19, April 16, May 21, June 18, July 16, August 20, September 17, October 15, November 19.

Respectfully submitted,

Approval date _____

Paul J. Ingram, General Manager

DRAFT



Spreckels Community Services District
MINUTES OF THE SPECIAL MEETING OF THE OF THE BOARD OF DIRECTORS
Tuesday January 28, 2025 4:00 pm
Spreckels Veterans Memorial Building, 5th & Llano, Spreckels, CA 93962

1. CALL TO ORDER:

The meeting was called to order by President McTighe at 4:00 pm.

2. PLEDGE OF ALLEGIANCE:

3. ROLL CALL & ESTABLISHMENT OF QUORUM:

Mike McTighe, President
Amanda Lane, Vice-President
Otto Kramm, Director
Kerry Varney, Director
Phil Balestreri, Director

Present: McTighe, Lane, Kramm, Varney, Balestreri

Absent: None

QUORUM ESTABLISHED

4. CORRESPONDENCE:

5. PUBLIC COMMENTS:

6. ACTION ITEM:

7. a. Possible Approval: Everwatt Lighting Zone 2 Streetlight PG&E Zero Interest LED Retrofit Program.

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

Ayes: McTighe, Lane, Kramm, Varney, Balestreri

Noes: None

MOTION CARRIED

8. ADJOURN REGULAR MEETING:

Next meeting Wednesday February 15, 2025 5:30 PM.

The meeting was adjourned at 4:22 pm.

Respectfully submitted,

Approval date _____

Paul J. Ingram, General Manager

**SPRECKELS COMMUNITY SERVICES DISTRICT
FUND 634 BALANCE AS OF 2/26/2025 AFTER
TODAY'S ACCOUNTS PAYABLE.**

COUNTY FUND 634	\$384,431.45
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Spreckels Community Services District
Adopted Budget FYE 6/30/2025

FYTD to 2/26/2025

Income	Budget	FYTD	BALANCE	%
Zone 1 Assessment 52.3%	\$57,132.92	30453.42	\$26,679.50	53.30%
Zone 2 Assessment 47.7%	\$52,183.32	27774.92	\$24,408.40	53.23%
Non-Assessment Prop Taxes	\$37,549.01	24135.13	\$13,413.88	64.28%
Interest on Pooled Investments	\$2,378.76	4790.24	-\$2,411.48	201.38%
Spreckels Town Improvement Fund	\$40,764.20	\$ 40,764.20	\$0.00	100.00%
Total Income	\$190,008.21	\$ 127,917.91	\$62,090.30	67.32%
Expense				
Adminstrative Fees Zone 1 52.3%	\$422.10	\$ 179.81	\$242.29	42.60%
Adminstrative Fees Zone 2 47.7%	\$277.90	\$ 58.18	\$219.72	20.94%
Audit Expense Zone 1 52.3%	\$2,110.50		\$2,110.50	0.00%
Audit Expense Zone 2 47.7%	\$1,359.50		\$1,359.50	0.00%
Board/Staff Education Zone 1 52.3%	\$241.70	\$ 94.14	\$147.56	38.95%
Board/Staff Education Zone 2 47.7%	\$158.80	\$ 85.86	\$72.94	54.07%
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	\$ 4,104.34	\$1,255.66	76.57%
Equipment Repair/Maint. Zone 2 33%	\$2,640.00	\$ 2,020.19	\$619.81	76.52%
General Liability/Property Zone 1 52.3%	\$1,190.50		\$1,190.50	0.00%
General Liability/Property Zone 2 47.7%	\$1,150.00		\$1,150.00	0.00%
Lanscape Maint. Zone 2	\$8,000.00		\$8,000.00	0.00%
Legal Services Zone 1 52.3%	\$603.00	\$ 173.66	\$429.34	28.80%
Legal Services Zone 2 47.7%	\$397.00	\$ 85.54	\$311.46	21.55%
Management Services Zone 1 52.3%	\$5,427.00	\$ 3,697.62	\$1,729.38	68.13%
Management Services Zone 2 47.7%	\$3,573.00	\$ 3,372.38	\$200.62	94.39%
Membership Fees Zone 1 52.3%	\$422.10	\$ 2,004.14	-\$1,582.04	474.80%
Membership Fees Zone 2 47.7%	\$277.90	\$ 1,827.86	-\$1,549.96	657.74%
Office Rent Zone 1 52.3%	\$723.60	\$ 449.78	\$273.82	62.16%
Office Rent Zone 2 47.7%	\$476.40	\$ 362.52	\$113.88	76.10%
Parcel Management Zone 1 52.3%	\$7,788.60	\$ 2,615.00	\$5,173.60	33.57%
Parcel Management Zone 2 47.7 %	\$2,461.40	\$ 2,385.00	\$76.40	96.90%
Power Zone 1	\$6,000.00	\$ 4,056.43	\$1,943.57	67.61%
Power Zone 2	\$7,000.00	\$ 5,544.08	\$1,455.92	79.20%
Property Taxes Zone 1	\$20.00	\$ 21.48	-\$1.48	107.40%
Property Taxes Zone 2	\$710.00	\$ 199.82	\$510.18	28.14%
Streetlight Repairs Zone 2	\$500.00		\$500.00	0.00%
Sidewalk/ADA Zone 1	\$0.00		\$0.00	#DIV/0!
Tree Maintenance Zone 2	\$6,000.00	\$ 5,875.00	\$125.00	97.92%
TPumphrey Labor Zone 1	\$500.00	\$ 62.76	\$437.24	12.55%
TPumphrey Labor Zone 2	\$500.00	\$ 57.24	\$442.76	11.45%
Water Zone 1	\$1,200.00	\$ 339.46	\$860.54	28.29%
Water Zone 2	\$3,600.00	\$ 1,753.28	\$1,846.72	48.70%
Website Zone 1 52.3%	\$180.90		\$180.90	0.00%
Website Zone 2 47.7%	\$119.10		\$119.10	0.00%
Emergency Reserve	\$64,893.22		\$64,893.22	0.00%
Total Expense	\$136,284.22	\$ 41,425.57	\$94,858.65	30.40%

Report ID : MC-FIN-BS-0301

Run Date : 02/18/2025

Run Time : 02:56 PM

County of Monterey
Trial Balance By Accounting Distribution
Fiscal Year 2025 / 7 through 7

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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,PTAX22_25_CS		01/06/2025	Curr Sec - Dec 16-31 2024		3,306.03	0.00	
JV,1110,PTAX23_25_HOX		01/06/2025	HOPTR Dec 35%		44.34	0.00	
JV,1110,PTAX24_25_PRSEC		01/06/2025	Prior Secured - Nov-Dec 2024		177.12	0.00	
JV,1110,PTAX25_25_PRSUPPL		01/21/2025	Prior Suppl - Nov-Dec 2024		4.64	0.00	
JVA,1110,INTALLOCC22025-06		01/01/2025	InterestAllocation 2nd Qtr2024-25		2,032.56	0.00	
MDI,9800,SDWF000028833		01/16/2025			0.00	(700.00)	
MDI,9800,SDWF000028834		01/16/2025			0.00	(2,212.85)	
Total for Sub-BSA No Sub-BSA Specified				381,856.30	5,564.69	(2,912.85)	384,508.14
Total for B-1001 - Cash				381,856.30	5,564.69	(2,912.85)	384,508.14

Report ID : MC-FIN-BS-0301

Run Date : 02/18/2025

Run Time : 02:56 PM

County of Monterey
Trial Balance By Accounting Distribution
Fiscal Year 2025 / 7 through 7

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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	
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,PTAX22_25_CS		01/06/2025	Curr Sec - Dec 16-31 2024		0.00	(904.16)	
Total for Sub-BSA 4010 - Current Secured				(424,088.43)	0.00	(904.16)	(424,992.59)

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	
Total for Sub-BSA 4015 - Current Unsecured				(18,151.69)	0.00	0.00	(18,151.69)

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,PTAX24_25_PRSEC		01/06/2025	Prior Secured - Nov-Dec 2024		0.00	(46.99)	
Total for Sub-BSA 4025 - Prior Secured				(7,642.90)	0.00	(46.99)	(7,689.89)

Sub BSA/Obj/Rev 4030 - Prior Unsecured

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	
Total for Sub-BSA 4030 - Prior Unsecured				(169.22)	0.00	0.00	(169.22)

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				(7,747.20)	0.00	0.00	(7,747.20)

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,PTAX25_25_PRSUPPL		01/21/2025	Prior Suppl - Nov-Dec 2024		0.00	(4.64)	
Total for Sub-BSA 4040 - Prior Supplemental				(479.26)	0.00	(4.64)	(483.90)

Sub BSA/Obj/Rev 5030 - HOPTR

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
JV,1110,PTAX23_25_HOX		01/06/2025	HOPTR Dec 35%		0.00	(44.34)	
Total for Sub-BSA 5030 - HOPTR				(2,071.34)	0.00	(44.34)	(2,115.68)

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,PTAX22_25_CS		01/06/2025	Curr Sec - Dec 16-31 2024		0.00	(2,401.87)	

Fund 634 - Spreckels Community Services
Account Type Liability
BSA/Obj/Rev B-2530 - Assets Held as Agency for Others
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,PTAX24_25_PRSEC		01/06/2025	Prior Secured - Nov-Dec 2024		0.00	(130.13)	
Total for Sub-BSA 5415 - Special Assessments				(831,472.83)	0.00	(2,532.00)	(834,004.83)
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
JVA,1110,INTALLOCC22025-06		01/01/2025	InterestAllocation 2nd Qtr2024-25		0.00	(2,032.56)	
MDI,9800,SDWF000028833		01/16/2025			700.00	0.00	
MDI,9800,SDWF000028834		01/16/2025			2,212.85	0.00	
Total for Sub-BSA No Sub-BSA Specified				909,966.57	2,912.85	(2,032.56)	910,846.86
Total for B-2530 - Assets Held as Agency for Others				(381,856.30)	2,912.85	(5,564.69)	(384,508.14)
Total for Fund 634 - Spreckels Community Services				0.00	8,477.54	(8,477.54)	0.00
Grand Total				0.00	8,477.54	(8,477.54)	0.00

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

February 1, 2025

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>
1/31/2025	Management Services January		\$700.00	\$700.00
		Total		\$700.00

Please make checks payable to Paul J. Ingram Company