



Spreckels Community Services District
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday June 19, 2024 5:30 pm
Spreckels Veterans Memorial Building, 5th & Llano, Spreckels, CA 93962

AGENDA

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

1. CALL TO ORDER:

2. PLEDGE OF ALLEGIANCE:

3. ROLL CALL & ESTABLISHMENT OF QUORUM:

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

4. ADDITIONS, CHANGES AND ADOPTION OF THE AGENDA:

5. CORRESPONDENCE:

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

7. APPROVAL OF MINUTES:

- a. SCSD Regular Board Meeting April 17, 2024.
- b. SCSD Regular Board Meeting May 15, 2024.

8. GENERAL MANAGER'S REPORT:

- a. Financial Reports.
 - 1. Fund Balance as of 6/19/2024
 - 2. Budget FYTD to 6/19/2024
 - 3. Review of County Fund 634 Trial Balance Report: FY 2024 Period 11.
 - 4. Review of Expenditures May 2024.
 - 5. Report on Research of fund balances by class code.

9. UNFINISHED BUSINESS NON-ACTION ITEMS:

- a. New Storm Water Outflow Pipe Failure: Disaster Declaration and Request for Public Assistance [RPA].
- b. Closing Balance Adjustment for Audit FY'sE 6/30/2016-2019.

10. UNFINISHED BUSINESS ACTION ITEMS:

- a. Resolution No. 2024-03: Resolution restricting Spreckels Town Improvement Funds.

11. NEW BUSINESS ACTION ITEMS:

a. Review and Approval of Accounts Payable:

1. Paul J. Ingram Company	Management Services	\$700.00
2. Spreckels Memorial District	Office Rent	\$100.00
3. Spreckels Water Company	Water	\$314.34
4. PG&E	Streetlights & Pump Stations	\$1,450.00
5. SDRMA	Property & Liability Insurance	\$3,160.74
6. Streamline	Website	<u>\$ 504.00</u>

TOTAL **\$6,229.08**

12. NEW BUSINESS NON-ACTION ITEMS:

- a. Annual Inspection of Drainage and Flood Control System Facilities (due August 15).

13. ZONES 1 AND 2 SYSTEMS REPORT:

- a. FEMA Reimbursement

14. FUTURE AGENDA ITEMS:

15. ADJOURN REGULAR MEETING:

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

ADA COMPLIANCE

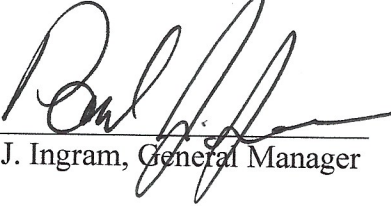
In compliance with the American Disabilities Act (ADA), disabled individuals requiring special accommodations to access, attend, or participate in District Board meetings, should contact the

District Administrative Office, [831] 455-7855. To ensure that your request is granted please notify this office at least one business day prior to the scheduled public meeting.

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

Certification

I, Paul J. Ingram, General Manager/Board Clerk for Spreckels Community Services District, do hereby declare that the foregoing agenda was posted at least (72) hours prior to the June 19, 2024 Regular Meeting of the District Board of Directors scheduled for 5:30 pm at Spreckels Veterans Memorial Building, 5th and Llano Streets Spreckels, CA 93962



Paul J. Ingram, General Manager

Date 6/12/2024

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



Spreckels Community Services District
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday April 17, 2024 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. ROLL CALL & ESTABLISHMENT OF QUORUM:

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

Present: McTighe, Lane, Kramm

Absent: Amaral

QUORUM ESTABLISHED

4. ADDITIONS, CHANGES AND ADOPTION OF THE AGENDA:

5. CORRESPONDENCE:

6. PUBLIC COMMENTS:

7. APPROVAL OF MINUTES:

- a. SCSD Regular Board Meeting March 20, 2024.

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

Ayes: McTighe, Lane, Kramm

Noes: None

MOTION CARRIED

8. GENERAL MANAGER'S REPORT:

- a. Financial Reports.

1. Fund Balance as of 4/17/2024

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

9. UNFINISHED BUSINESS NON-ACTION ITEMS:

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

10. UNFINISHED BUSINESS ACTION ITEMS:

11. NEW BUSINESS ACTION ITEMS:

a. Review and Approval of Accounts Payable:

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

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

Ayes: McTighe, Lane, Kramm

Noes: None

MOTION CARRIED

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

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

Ayes: McTighe, Lane, Kramm

Noes: None

MOTION CARRIED

- c. ASAP Signs and Printing: Estimate to replace solar speed sign on Harkins before Spreckels Elementary School. Cost: \$6,974.86

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

Ayes: McTighe, Lane, Kramm

Noes: None

MOTION CARRIED

12. NEW BUSINESS NON-ACTION ITEMS:

13. ZONES 1 AND 2 SYSTEMS REPORT:

- a. FEMA Reimbursement

14. FUTURE AGENDA ITEMS:

15. ADJOURN REGULAR MEETING:

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

Meeting was adjourned at 6:17 pm.

Respectfully submitted,

Approval date _____

Paul J. Ingram, General Manager

DRAFT



Spreckels Community Services District
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday May 15, 2024 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 5:29 pm.

2. PLEDGE OF ALLEGIANCE:

3. ROLL CALL & ESTABLISHMENT OF QUORUM:

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

Present: McTighe, Kramm, Varney

Absent: Lane, Amaral

QUORUM ESTABLISHED

4. ADDITIONS, CHANGES AND ADOPTION OF THE AGENDA:

5. CORRESPONDENCE:

6. PUBLIC COMMENTS:

Rick Gutierrez asked if radar sign is ordered and can funds be assigned to improve alleyways. Shaheen Jorgensen reported that park improvement projects are committed and should be completed in 6-8 weeks. A volunteer work party is scheduled for June 15th and 16th to remove existing sand in the playground.

7. APPROVAL OF MINUTES:

a. SCSD Regular Board Meeting April 17, 2024.

Tabled as there was not a quorum present of the directors which attended the meeting.

8. GENERAL MANAGER'S REPORT:

- a. Financial Reports.
 - 1. Fund Balance as of 5/15/2024
 - 2. Budget FYTD to 5/15/2024
 - 3. Review of County Fund 634 Trial Balance Report: FY 2024 Period 10.
 - 4. Review of Expenditures April 2024.
 - 5. Report on Research of fund balances by class code.

9. UNFINISHED BUSINESS NON-ACTION ITEMS:

- a. New Storm Water Outflow Pipe Failure: Disaster Declaration and Request for Public Assistance [RPA].

10. UNFINISHED BUSINESS ACTION ITEMS:

11. NEW BUSINESS ACTION ITEMS:

a. Review and Approval of Accounts Payable:

1. Paul J. Ingram Company	Management Services	\$700.00
2. Spreckels Memorial District	Office Rent	\$100.00
3. Spreckels Water Company	Water	\$287.64
4. PG&E	Streetlights & Pump Stations	<u>\$1,450.00</u>
	TOTAL	\$2,537.64

Motion to approve [Varney] 2nd [Kramm]

Ayes: McTighe, Kramm, Varney

Noes: None

MOTION CARRIED

- b. Resolution No. 2024-02: Resolution Approving Zone 1 Preliminary Engineering Report for Fiscal Year 2024-25.

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

Ayes: McTighe, Kramm, Varney

Noes: None

MOTION CARRIED

- c. Resolution No. 2024-03: Resolution restricting Spreckels Town Improvement Funds.

Tabled for edits in the language.

12. NEW BUSINESS NON-ACTION ITEMS:

13. ZONES 1 AND 2 SYSTEMS REPORT:

- a. FEMA Reimbursement

14. FUTURE AGENDA ITEMS:

15. ADJOURN REGULAR MEETING: *Meeting was adjourned at 6:39 pm.*

Next meeting Wednesday June 19, 2024 5:30 PM.

Respectfully submitted,

Approval date _____

Paul J. Ingram, General Manager

DRAFT



**SPRECKELS COMMUNITY SERVICES DISTRICT
FUND 634 BALANCE AS OF 6/19/2024 AFTER
TODAY'S ACCOUNTS PAYABLE.**

COUNTY FUND 634	\$296,204.82
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Spreckels Community Services District
Proposed Budget FYTD to 6/19/2024

Income	Budget	FYTD	BALANCE	%
Zone 1 Assessment 62.3%	\$55,673.13	\$ 53,321.87	\$2,351.26	95.78%
Zone 2 Assessment 37.7%	\$33,683.32	\$ 33,823.52	-\$140.20	100.42%
Non-Assessment Prop Taxes	\$37,549.01	\$ 38,766.55	-\$1,217.54	103.24%
Interest on Pooled Investments	\$2,378.76	\$ 2,883.34	-\$504.58	121.21%
Total Income	\$129,284.22	\$ 128,795.28	\$488.94	99.62%
Expense				
Administrative Fees Zone 1 62.3%	\$422.10	\$ 115.26	\$306.84	27.31%
Administrative Fees Zone 2 37.7%	\$277.90	\$ 69.74	\$208.16	25.10%
Audit Expense Zone 1 62.3%	\$2,110.50	\$ 301.50	\$1,809.00	14.29%
Audit Expense Zone 2 37.7%	\$1,359.50	\$ 198.50	\$1,161.00	14.60%
Board/Staff Education Zone 1 62.3%	\$241.70		\$241.70	0.00%
Board/Staff Education Zone 2 37.7%	\$158.80		\$158.80	0.00%
Capital Improvements Zone 1	\$0.00		\$0.00	#DIV/0!
Capital Improvements Zone 2	\$0.00		\$0.00	#DIV/0!
Equipment Repair/Maint. Zone 1 67%	\$5,360.00	\$ (26,417.45)	\$31,777.45	-492.86%
Equipment Repair/Maint. Zone 2 33%	\$2,640.00	\$ (12,763.19)	\$15,403.19	-483.45%
General Liability/Property Zone 1 62.3%	\$1,900.40	\$ 3,869.54	-\$1,969.14	203.62%
General Liability/Property Zone 2 37.7%	\$1,150.00	\$ 2,341.60	-\$1,191.60	203.62%
Landscape Maint. Zone 2	\$8,000.00	\$ 7,472.00	\$528.00	93.40%
Storm Drain Maintenance Zone 1		\$ 2,640.00		
Storm Drain Maintenance Zone 2		\$ 1,402.50		
Legal Services Zone 1 62.3%	\$603.00	\$ 664.80	-\$61.80	110.25%
Legal Services Zone 2 37.7%	\$397.00		\$397.00	0.00%
Management Services Zone 1 62.3%	\$5,427.00	\$ 5,233.20	\$193.80	96.43%
Management Services Zone 2 37.7%	\$3,573.00	\$ 3,166.80	\$406.20	88.63%
Membership Fees Zone 1 62.3%	\$422.10	\$ 494.66	-\$72.56	117.19%
Membership Fees Zone 2 37.7%	\$277.90	\$ 299.34	-\$21.44	107.72%
Office Rent Zone 1 62.3%	\$723.60	\$ 747.60	-\$24.00	103.32%
Office Rent Zone 2 37.7%	\$476.40	\$ 452.40	\$24.00	94.96%
Parcel Management Zone 1 62.3%	\$7,788.60	\$ 10,776.77	-\$2,988.17	138.37%
Parcel Management Zone 2 37.7%	\$2,461.40	\$ 2,299.70	\$161.70	93.43%
Power Zone 1	\$6,000.00	\$ 6,470.08	-\$470.08	107.83%
Power Zone 2	\$7,000.00	\$ 7,030.41	-\$30.41	100.43%
Property Taxes Zone 1	\$20.00	\$ 21.04	-\$1.04	105.20%
Property Taxes Zone 2	\$710.00	\$ 197.68	\$512.32	27.84%
Streetlight Repairs Zone 2	\$500.00	\$ 253.88	\$246.12	50.78%
Sidewalk/ADA Repairs Zone 1	\$0.00		\$0.00	#DIV/0!
Water Zone 1	\$1,200.00	\$ 992.11	\$207.89	82.68%
Water Zone 2	\$3,600.00	\$ 2,846.05	\$753.95	79.06%
Website Zone 1 62.3%	\$180.90	\$ 313.99	-\$133.09	173.57%
Website Zone 2 37.7%	\$119.10	\$ 190.01	-\$70.91	159.54%
Emergency Reserve	\$64,182.32		\$64,182.32	0.00%
Total Expense	\$129,283.22	\$ 21,680.52	\$107,602.70	16.77%

Deposit Summary

6/12/2024 3:20 PM

Spreckels Community Services District

Summary of Deposits to 1001.00 · County Fund 634 on 05/31/2024

Chk No.	PmtMethod	Rcd From	Memo	Amount
67-237208	Check	State of California OES	Cal OES FEMA Reimbursement Zone 1	5,810.56
67-237208	Check	State of California OES	Cal OES FEMA Reimbursement Zone 2	2,861.92

Less Cash Back:

Deposit Total: **8,672.48**

Deposit Summary

6/12/2024 3:21 PM

Spreckels Community Services District

Summary of Deposits to 1001.00 · County Fund 634 on 06/11/2024

Chk No.	PmtMethod	Rcd From	Memo	Amount
67-299247	Check	State of California OES	CalOES FEMA Reimbursement Zone 1	23,242.25
67-299247	Check	State of California OES	CalOES FEMA Reimbursement Zone 2	11,447.68
67-307149	Check	State of California OES	CalOES FEMA Reimbursement Zone 1	6,632.46
67-308149	Check	State of California OES	CalOES FEMA Reimbursement Zone 2	3,266.73
67-359066	Check	State of California OES	CalOES FEMA Reimbursement Zone 1	26,516.42
67-359066	Check	State of California OES	CalOES FEMA Reimburesment Zone 2	13,066.93

Less Cash Back:

Deposit Total:

84,172.47