

Spreckels Community Services District
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
November 15, 2017

6:30 pm

Spreckels Veterans Memorial Building, 5th & Llano, Spreckels, CA 93962

1. Opening Business

1.1 Call to Order

The meeting was called to order by President Eastwood at 6:30 pm.

1.2 Roll Call & Establishment of Quorum

Ron Eastwood, President
James Riley, Vice President
Scott Henningsen, Director
Otto Kramm, Director
Cathy McDougall, Director
Paul Ingram, Business Manager & Clerk to the Board

Present: Eastwood, Kramm, McDougall
Absent: Riley, Henningsen

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

RECOMMENDATION/ACTION: Paul Ingram, Business Manager

“That the Board of Directors of the Spreckels Community Services District adopts the agenda as presented.”

Motion to adopt agenda [McDougall] 2nd [Kramm]

Ayes: Eastwood, Kramm, McDougall

Noes: None

MOTION CARRIED

2. Communications

- 2.1 Correspondence:
- 2.2 Oral Comments from the Public

Resident Rick Gutierrez reported a desire for homeowners that use the alley between First Street and Spreckels Boulevard to perform some patching repairs by themselves. They would hire a backhoe operator to grade the surface, then they would order a load of DG. They would spread the material and use a roller to compact. He understood that the District does not have funding for any repairs, but asked if the District could fund the purchase of the DG. The board chose to respond by saying the issue would have to be agendaized for the January regular meeting. The board expressed a consensus that none would support a motion to expend funds on this project. Mr. Gutierrez then asked if they needed permission from the District to perform the project without District support. The recommendation from the board was that he contact the Monterey County Resource Management Agency to see if a permit is needed for the project.

3. Consent Agenda

RECOMMENDATION/ACTION: At the Pleasure of the Board

“That the Board of Directors approves the Consent Agenda as presented.”

- 3.1 Approval of the Minutes of the Regular Meeting of the Board of Directors October 18, 2017.

Director McDougall pointed out that Director Henningsen was not present at the meeting. With the correction, a motion to approve [McDougall] 2nd [Kramm].

Ayes: Eastwood, Kramm, McDougall

Noes: None

MOTION CARRIED

4. Business Manager's Report

- a. Monthly Financials

Fund balance and budget YTD presented.

- b. Report on meeting with Local Agency Formation Commission

Business Manager Ingram reported a meeting with LAFCO Executive Kate McKenna and Senior Analyst Joe Serrano on possible changes to SCSD. They will present a report before the January meeting that will address all possibilities and ramifications of either dissolving SCSD or merging with Spreckels Memorial District. Director McDougall asked for contact information for Ms. McKenna. She also asked permission from President Eastwood to have conversations with LAFCO. Permission was approved.

- c. Report on research regarding of special assessments by each zone in the County Fund 634 monthly report.

The board had directed BM Ingram to ask the County Auditor-Controller or Tax Collector about why assessments for Zone 1 and Zone 2 could not be reported separately on the monthly report for Fund 634. BM Ingram turned the question over to Chris Coulter of SCI Consulting to research. He reported conversations with Roger Martinez-Pio of the Auditor-Controllers office, who stated they would not report amounts separately. The recommendation from Chris Coulter was to request the county report for uncollected property taxes in January and May. An assessments receivable spreadsheet could be created for each zone and amounts paid tracked by the uncollected property taxes report. An accurate report of assessments received would be entered into District records for each fiscal year.

- d. Fire Services Refund Zone 1: Report on returned or expired refund checks and check for \$1,133.77 sent from SCI Consulting Group.

The consensus of the board is that the District has fulfilled its responsibility to send the refund to parcel holders and that no further action is necessary. BM Ingram is awaiting direction from our accountant as to how to classify those remaining funds and are they no longer restricted.

5. Unfinished Business Action Items

6. New Business Action Items

- 6.1 Election of Officers for 2018

Motion to table elections until the January meeting [McDougall] 2nd [Kramm]

Ayes: Eastwood, Kramm, McDougall

Noes: None

MOTION CARRIED

- 6.2 Setting of Calendar of Meetings for 2018

The meeting schedule for Calendar Year 2018 meetings is as follows:

January 18, February 21, March 21, April 18, May 16, June 20, July 18, August 15, September 19, October 17, and November 28. There will be no meeting in December.

- 6.3 Review of 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	\$ 49.18
d. Spreckels Water Company		\$ 182.58
e. PG&E	Streetlights & Pump	\$ 488.47
f. Monterey County Counsel	Audit Questions	\$ 39.89
g. McGilloway, Ray, Brown & Kaufman	Audit FY 2010	<u>\$ 8,100.00</u>
	TOTAL	\$ 9,960.12

RECOMMENDATION/ACTION: Paul Ingram, Business Manager

“That the Board of Directors of the Spreckels Community Services District approves the Accounts Payable for the period of October 2017.”

A motion to approve these payable and also to approve up to \$25,000 for December payables [Kramm] 2nd [McDougall]

Ayes: Eastwood, Kramm, McDougall

Noes: None

MOTION CARRIED

6.2 Possible approval of Letter of Engagement with McGilloway, Ray, Brown and Kaufman for audits of fiscal years 2011, 2012, 2013, 2014.

There was not motion to approve. Business Manager Ingram is directed to inform MRBK that they may resubmit the LOE and include dates for deliverables for the January meeting. BM Ingram is also directed to seek additional quotes. Director McDougall suggested the auditing firm that performs audits for the Salinas Valley Federation of Teachers, of which her husband belongs.

6.3 Possible approval of contract for installation of new streetlight at NE corner of Hatton Avenue and Spreckels Boulevard.

A motion was made to table until the January meeting [Kramm] 2nd [McDougall]

Ayes: Eastwood, Kramm, McDougall

Noes: None

MOTION CARRIED

7. Unfinished Business Non Action Items

a. School Zone Beacon

The beacon was removed by Director Kramm. No further action is needed.

8. New Business Non Action Items

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

Director Kramm asked BM Ingram to notify Landscape Contractor Dave Clarke to remove spur branches from walnut tree at Spreckels Boulevard and Nacional Avenue.

10. Reports from Standing and Ad Hoc Committees

11. Community Member Recognition

The board thanked Rick Gutierrez for his attendance.

12. Consideration of Items for Future Meetings

12.1 Proposed Future Agenda Items

13. Next Meeting Dates:

No meeting scheduled for December
January 17, 2018-6:30 PM

Agenda Items due January 11, 2018

19. Adjournment

The meeting was adjourned at 7:38 pm.

Respectfully submitted,

Approval Date

1/17/2018

Paul J. Ingram, Business Manager/Board Clerk