



Spreckels Community Services District
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday October 16, 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
 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 August 21, 2024.
- b. SCSD Regular Board Meeting September 18, 2024.

8. GENERAL MANAGER'S REPORT:

- a. Financial Reports.
 1. Fund Balance as of 10/16/2024
 2. Budget FYTD to 10/16/2024
 3. Review of County Fund 634 Trial Balance Report: FY 2025 Period 3.
 4. Review of Expenditures August 2024.

9. UNFINISHED BUSINESS NON-ACTION ITEMS:
 - a. Closing Balance Adjustment for Audit FY's E 6/30/2016-2019.
 - b. FEMA Stormwater Outflow Pipe Damage.
 - c. Annual Inspection of Drainage and Flood Control System Facilities (due August 15).

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 & Priority Mail	\$ 149.25
3. Spreckels Water Company	Water	\$ 311.37
4. PG&E	Streetlights & Pump Stations	<u>\$1,450.00</u>
	TOTAL	\$2,610.62
 - b. Budget FY 2024-05: Adopt Budget Resolution 2024-07.

12. NEW BUSINESS NON-ACTION ITEMS:
 - a. General Management and Facilities Management Services Contract between SMD and SCSD.

13. ZONES 1 AND 2 SYSTEMS REPORT:

14. FUTURE AGENDA ITEMS:

15. ADJOURN REGULAR MEETING:

Next meeting Wednesday November 20, 2024 5:30 PM.

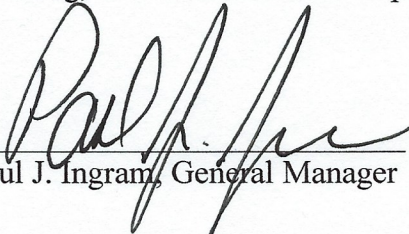
ADA COMPLIANCE

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 distributed³ 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 October 16, 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 10/9/2024

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 August 21, 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 5:30pm.

2. PLEDGE OF ALLEGIANCE:

3. ROLL CALL & ESTABLISHMENT OF QUORUM:

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

Present: McTighe, Kramm, Varney
Absent: Lane

QUORUM ESTABLISHED

4. ADDITIONS, CHANGES AND ADOPTION OF THE AGENDA:

5. CORRESPONDENCE:

6. PUBLIC COMMENTS:

Rick Gutierrez: Trees in alleyways need to be trimmed.

Mike Peterson: Alleyways need to be maintained so that large vehicles can pass through.

Rusty Cummings: Crosswalks need painting.

7. APPROVAL OF MINUTES:

a. SCSD Regular Board Meeting July 17, 2024.

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

Ayes: McTighe, Kramm, Varney

Noes: None

MOTION CARRIED

8. GENERAL MANAGER'S REPORT:

- a. Financial Reports.
 - 1. Fund Balance as of 8/21/2024
 - 2. Budget FYTD to 8/21/2024
 - 3. Review of County Fund 634 Trial Balance Report: FY 2024 Period 13.
 - 4. Review of Expenditures June 2024.

9. UNFINISHED BUSINESS NON-ACTION ITEMS:

- a. Closing Balance Adjustment for Audit FY's E 6/30/2016-2019.
- b. FEMA Stormwater Outflow Pipe Damage.
- c. Annual Inspection of Drainage and Flood Control System Facilities (due August 15).
- d. New Spreckels Neighborhood Watch.
- e. Possible Connection of Town of Spreckels Sewer System to Monterey One Water Regional Wastewater Facility: Mike McCullough, Director of External Affairs.
- f. Elections 2024 Filing Period Results.

Brian Amaral has resigned. The vacancy has been posted. Candidate filing period has passed with no new candidates. Phil Balestreri will fill out an application for the position.

10. UNFINISHED BUSINESS ACTION ITEMS:

11. NEW BUSINESS ACTION ITEMS:

- a. Review and Approval of Accounts Payable:

1. Paul J. Ingram Company	Management Services	\$ 980.00
2. Spreckels Memorial District	Office Rent/SAM.gov fee	\$3,095.00
3. Spreckels Water Company	Water	\$ 311.37
4. PG&E	Streetlights & Pump Stations	\$1,450.00
5. Ground Penetrating Radar Systems	Underground Video	\$2,950.00
6. Otto Kramm	Lights for Pumphouse	<u>\$ 42.57</u>
	TOTAL	\$8,918.94

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

Ayes: McTighe, Kramm, Varney

Noes: None

MOTION CARRIED

- b. Resolution No. 2024-06: Resolution restricting Spreckels Town Improvement Funds.

Item tabled for revisions.

- c. Approve Payment of \$20,000 from Spreckels Town Improvement Funds to Spreckels Veterans Memorial District for Park Playground Ffillable Rubber Surfacing Project.

Kerry Varney reported donations will be made to Spreckels Veterans Memorial District by the Tanimura Family and Tanimura and Antle Farms for \$10,000 each, totaling \$20,000. No funds for playground will come from Town Improvement funds.

12. NEW BUSINESS NON-ACTION ITEMS:

- a. Resignation of Brian Amaral. Start Vacancy Appointment Process

13. ZONES 1 AND 2 SYSTEMS REPORT:

14. FUTURE AGENDA ITEMS:

15. ADJOURN REGULAR MEETING:

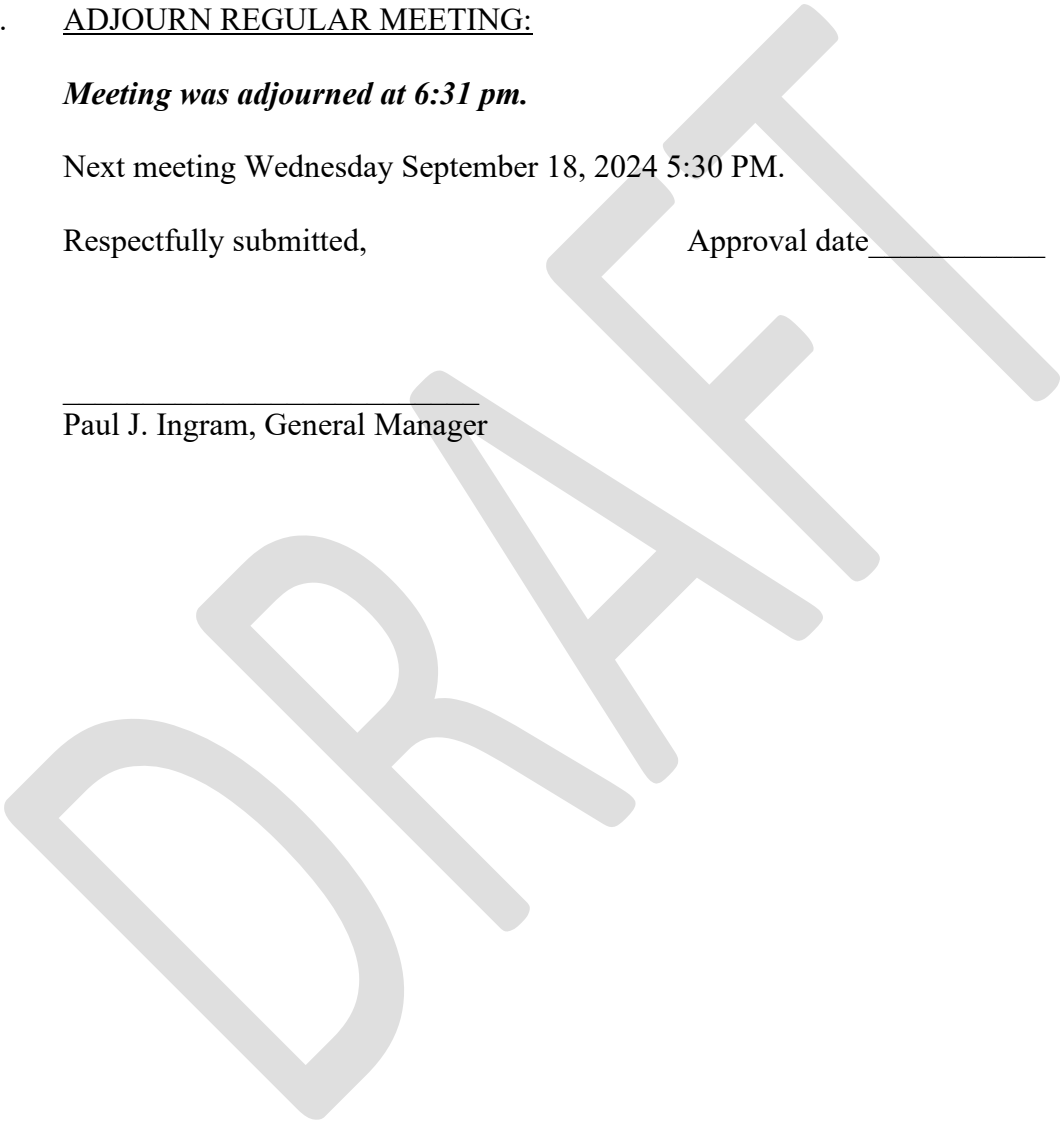
Meeting was adjourned at 6:31 pm.

Next meeting Wednesday September 18, 2024 5:30 PM.

Respectfully submitted,

Approval date _____

Paul J. Ingram, General Manager



Spreckels Community Services District
 MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday September 18, 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 5:30pm.

2. PLEDGE OF ALLEGIANCE:

3. ROLL CALL & ESTABLISHMENT OF QUORUM:

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

QUORUM ESTABLISHED

4. ADDITIONS, CHANGES AND ADOPTION OF THE AGENDA:

5. CORRESPONDENCE:

6. PUBLIC COMMENTS:

One comment on Amazon traffic.

7. APPROVAL OF MINUTES:

- a. SCSD Regular Board Meeting August 21, 2024.

There was no quorum of board members who attended the meeting. Item tabled.

8. GENERAL MANAGER'S REPORT:

- a. Financial Reports.

1. Fund Balance as of 9/18/2024
2. Budget FYTD to 9/18/2024
3. Review of County Fund 634 Trial Balance Report: FY 2024 Period 14.
4. Review of Expenditures August 2024.

9. UNFINISHED BUSINESS NON-ACTION ITEMS:

- a. Closing Balance Adjustment for Audit FY's E 6/30/2016-2019.
- b. FEMA Stormwater Outflow Pipe Damage.
- c. Annual Inspection of Drainage and Flood Control System Facilities (due August 15).

10. UNFINISHED BUSINESS ACTION ITEMS:

11. NEW BUSINESS ACTION ITEMS:

a. Review and Approval of Accounts Payable:

1. Paul J. Ingram Company	Management Services	\$1,085.00
2. Spreckels Memorial District	Office Rent	\$ 100.00
3. Spreckels Water Company	Water	\$ 311.37
4. PG&E	Streetlights & Pump Stations	\$ 747.40
5. Monterey County Weekly	Public Notice	\$ 117.00
6. Big Sky Creative Design	Business Card for Mike	\$ 65.00
	TOTAL	\$2,425.77

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

Ayes: McTighe, Lane, Kramm

Noes: None

MOTION CARRIED

- b. Resolution No. 2024-06: Resolution restricting Spreckels Town Improvement Funds.

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

Ayes: McTighe, Lane, Kramm

Noes: None

MOTION CARRIED

- c. Approve Agreement for Professional Services with Monterey County Counsel's Office.

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

Ayes: McTighe, Lane, Kramm

Noes: None

MOTION CARRIED

- d. Appoint Phil Balestreri to the Board Position vacated by Brian Amaral.

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

Ayes: McTighe, Lane, Kramm

Noes: None

MOTION CARRIED

12. NEW BUSINESS NON-ACTION ITEMS:

- a. General Management and Facilities Management Services Contract between SMD and SCSD.

13. ZONES 1 AND 2 SYSTEMS REPORT:

14. FUTURE AGENDA ITEMS:

15. ADJOURN REGULAR MEETING:

Meeting was adjourned at 7:06 pm.

Next meeting Wednesday October 16, 2024 5:30 PM.

Respectfully submitted,

Approval date _____

Paul J. Ingram, General Manager

DRAFT

**SPRECKELS COMMUNITY SERVICES DISTRICT
FUND 634 BALANCE AS OF 10/16/2024 AFTER
TODAY'S ACCOUNTS PAYABLE.**

COUNTY FUND 634	\$314,734.48
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Spreckels Community Services District
Proposed Budget FYE 6/30/2025

	FYTD to 10/16/2024			
Income	Budget	FYTD	BALANCE	%
Zone 1 Assessment 52.3%	\$57,132.92		\$57,132.92	0.00%
Zone 2 Assessment 47.7%	\$52,183.32		\$52,183.32	0.00%
Non-Assessment Prop Taxes	\$37,549.01		\$37,549.01	0.00%
Interest on Pooled Investments	\$2,378.76		\$2,378.76	0.00%
Spreckels Town Improvement Fund	\$40,764.20	\$ 40,764.20	\$0.00	100.00%
Total Income	\$190,008.21	\$ 40,764.20	\$149,244.01	21.45%
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		\$241.70	0.00%
Board/Staff Education Zone 2 47.7%	\$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	\$ 2,403.67	\$2,956.33	44.84%
Equipment Repair/Maint. Zone 2 33%	\$2,640.00	\$ 1,182.55	\$1,457.45	44.79%
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		\$603.00	0.00%
Legal Services Zone 2 47.7%	\$397.00		\$397.00	0.00%
Management Services Zone 1 52.3%	\$5,427.00	\$ 2,178.30	\$3,248.70	40.14%
Management Services Zone 2 47.7%	\$3,573.00	\$ 1,986.70	\$1,586.30	55.60%
Membership Fees Zone 1 52.3%	\$422.10	\$ 1,566.39	-\$1,144.29	371.09%
Membership Fees Zone 2 47.7%	\$277.90	\$ 1,428.61	-\$1,150.71	514.07%
Office Rent Zone 1 52.3%	\$723.60	\$ 240.58	\$483.02	33.25%
Office Rent Zone 2 47.7%	\$476.40	\$ 219.42	\$256.98	46.06%
Parcel Management Zone 1 52.3%	\$7,788.60		\$7,788.60	0.00%
Parcel Management Zone 2 47.7 %	\$2,461.40		\$2,461.40	0.00%
Power Zone 1	\$6,000.00	\$ 2,354.08	\$3,645.92	39.23%
Power Zone 2	\$7,000.00	\$ 3,503.81	\$3,496.19	50.05%
Property Taxes Zone 1	\$20.00		\$20.00	0.00%
Property Taxes Zone 2	\$710.00		\$710.00	0.00%
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%
Water Zone 1	\$1,200.00	\$ 368.84	\$831.16	30.74%
Water Zone 2	\$3,600.00	\$ 876.64	\$2,723.36	24.35%
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	\$135,284.22	\$ 24,422.58	\$110,861.64	18.05%

Spreckels Community Services District
Proposed Budget FYE 6/30/2025

Income	Budget
Zone 1 Assessment 52.3%	\$57,132.92
Zone 2 Assessment 47.7%	\$52,183.32
Non-Assessment Prop Taxes	\$37,549.01
Interest on Pooled Investments	\$2,378.76
Spreckels Town Improvement Fund	\$40,764.20
Total Income	\$190,008.21
Expense	
Adminstrative Fees Zone 1 52.3%	\$422.10
Adminstrative Fees Zone 2 47.7%	\$277.90
Audit Expense Zone 1 52.3%	\$2,110.50
Audit Expense Zone 2 47.7%	\$1,359.50
Board/Staff Education Zone 1 52.3%	\$241.70
Board/Staff Education Zone 2 47.7%	\$158.80
Capital Improvements Zone 1	\$0.00
Capital Improvements Zone 2	\$0.00
Equipment Repair/Maint. Zone 1 67%	\$5,360.00
Equipment Repair/Maint. Zone 2 33%	\$2,640.00
General Liability/Property Zone 1 52.3%	\$1,190.50
General Liability/Property Zone 2 47.7%	\$1,150.00
Landscape Maint. Zone 2	\$8,000.00
Legal Services Zone 1 52.3%	\$603.00
Legal Services Zone 2 47.7%	\$397.00
Management Services Zone 1 52.3%	\$5,427.00
Management Services Zone 2 47.7%	\$3,573.00
Membership Fees Zone 1 52.3%	\$422.10
Membership Fees Zone 2 47.7%	\$277.90
Office Rent Zone 1 52.3%	\$723.60
Office Rent Zone 2 47.7%	\$476.40
Parcel Management Zone 1 52.3%	\$7,788.60
Parcel Management Zone 2 47.7 %	\$2,461.40
Power Zone 1	\$6,000.00
Power Zone 2	\$7,000.00
Property Taxes Zone 1	\$20.00
Property Taxes Zone 2	\$710.00
Streetlight Repairs Zone 2	\$500.00
Sidewalk/ADA Zone 1	\$0.00
Water Zone 1	\$1,200.00
Water Zone 2	\$3,600.00
Website Zone 1 52.3%	\$180.90
Website Zone 2 47.7%	\$119.10
Emergency Reserve	\$125,617.21
Total Expense	\$190,008.21

Resolution #2024-07**RESOLUTION TO ADOPT BUDGET**

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE **SPRECKELS COMMUNITY SERVICES DISTRICT**, FOR THE FISCAL YEAR BEGINNING ON THE FIRST DAY OF JULY, 2023 AND ENDING ON THE LAST DAY OF JUNE, 2024.

WHEREAS, the Board of Directors of Spreckels Community Services District has directed the General Manager to prepare and submit a proposed budget to this governing body at the proper time, and;

WHEREAS, the General Manager has submitted a proposed budget to this governing body on October 16, 2024 for its consideration, and;

WHEREAS, upon due and proper notice, published or posted accordance with the law, said budget was open for inspection by the public at a designated place, a public hearing was held on October 16, 2024, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance as required by law.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the Spreckels Community Services District of Spreckels, California:

Section 1. That the budget as submitted, amended and summarized by fund, hereby is approved and adopted as the budget of the Spreckels Community Services District for the year stated above.

Section 2. That the budget hereby approved and adopted shall be signed by Mike McTighe, Board President, and made a part of the public records of the Spreckels Community Services District.

ADOPTED, this 16th day of October 2024, with a motion by _____, and seconded by _____:

AYES:

NOES:

ABSTAIN:

Signed:

Mike McTighe, Board President

Attested:

Paul J. Ingram, General Manager