

Spreckels Community Services District

REGULAR MEETING OF THE BOARD OF DIRECTORS

December 12, 2018

6:30 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.

*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@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, 5th & Llano, Spreckels, CA 93962 during normal business hours.*

1. Opening Business

1.1 Call to Order

1.2 Roll Call & Establishment of Quorum

James Riley, President
Cathy McDougall, Vice-President
Otto Kramm, Secretary
Scott Henningsen, Director
Aaron Baucom, 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

RECOMMENDATION/ACTION: Paul Ingram, Business Manager

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

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 28, 2018.

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	\$ 49.18
d. Spreckels Water Company		\$ 179.47
e. PG&E	Streetlights & Pump	\$ <u>786.25</u>
	TOTAL	\$ 2,114.90

“That the Board of Directors of the Spreckels Community Services District approves the Accounts Payable for the period of December 2018”

- 6.2 Election of officers 2019
- 6.3 Setting of Meeting Dates 2019

7. Unfinished Business Non Action Items

- 7.1 Pump Station Sump Cleaning
- 7.2 Zone 2 Tree Maintenance: Estimate from Gabilan Tree Service

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

10. Reports from Standing and Ad Hoc Committees

11. Community Member Recognition

12. Consideration of Items for Future Meetings

- 12.1 Proposed Future Agenda Items

13. Next Meeting Dates:

January, 16, 2019-6:30 PM
February 20, 2019-6:30 PM

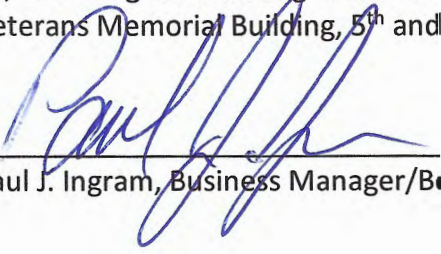
14. Special Orders

- a. Recognition of Retiring Directors Jim Riley and Scott Henningsen

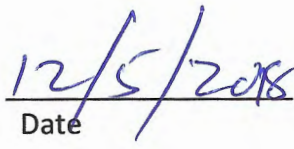
19. Adjournment

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 December 12, 2018 Regular Meeting of the District Board of Directors scheduled for 6:30 pm at Spreckels Veterans Memorial Building, 5th 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 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 28, 2018
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 Riley at 6:29 pm.

1.2 Roll Call & Establishment of Quorum

James Riley, President
Cathy McDougall, Vice-President
Otto Kramm, Secretary
Scott Henningsen, Director
Aaron Baucom, Director
Paul Ingram, Business Manager & Clerk to the Board

Present: Riley, Kramm, McDougall, Baucom
Absent: 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."

With the addition of the State Controller's Financial Transaction Report and discussion of the SDLA Conferences for 2019, Agenda Adopted.

2. Communications

2.1 Correspondence:

Dora Alvarez contacted regarding the trees in front of her house in Zone 1.

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 17, 2018.

Motion to approve [McDougall] 2nd [Kramm]

Ayes: Riley, Kramm, McDougall, Baucom

Noes:

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	\$	49.18
d. Spreckels Water Company		\$	179.47
e. PG&E	Streetlights & Pump	\$	786.25
f. Greg Messerli Electric	Streetlights Repair	\$	276.50
g. Eagle Hauling	Sump & Drains Cleaning	\$	<u>2440.00</u>
	TOTAL	\$	4,831.40

"That the Board of Directors of the Spreckels Community Services District approves the Accounts Payable for the period of November 2018"

Motion to approve [McDougall] 2nd [McDougall]

Ayes: Riley, Kramm, McDougall, Baucom

Noes: None

MOTION CARRIED

6.2 Possible Appointments of Joe Garcia and Mike McTighe to two [2] board positions expiring 12/31/2018.

Motion to appoint Joe Garcia [Baucom] 2nd [McDougall]

Ayes: Kramm, McDougall, Baucom

Noes: None

Abstain: Riley

Absent: Henningsen

MOTION CARRIED

Motion to appoint Mike McTighe [McDougall] 2nd [Kramm]

Ayes: Kramm, McDougall, Baucom

Noes: None

Abstain: Riley

Absent: Henningsen

MOTION CARRIED

7. Unfinished Business Non Action Items

7.1 Pump Station Sump Cleaning

7.2 Zone 2 Tree Maintenance: Estimate from Gabilan Tree Service

Estimate was reviewed. BM Ingram will create a RFP from the detail of the estimate with cost estimates removed. District will seek additional responsible firms to bid for contract.

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

10. Reports from Standing and Ad Hoc Committees

11. Community Member Recognition

12. Consideration of Items for Future Meetings

12.1 Proposed Future Agenda Items

a. December Meeting: Election of Officers 2019

b. Set meeting dates for 2019

13. Next Meeting Dates:

Motion to move December 19th regular meeting up to December 12th [McDougall] 2nd [Baucom]

Ayes: Riley, Kramm, McDougall, Baucom

Noes: None

MOTION CARRIED

December 12, 2018-6:30 PM

January 16, 2019-6:30 PM

19. Adjournment.

Meeting was adjourned at 7:27 pm.

Respectfully submitted,

Approval Date _____

Paul J. Ingram, Business Manager

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

December 1, 2018

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>
11/30/2018	Management Services November		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

Invoice

Date	Invoice #
11/27/2018	1446

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

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	Labor for landscape maintenance November 2018	600.00	600.00
	Sales Tax	7.25%	0.00
Thank you for your business. 262-9800		Total	\$600.00