



Spreckels Community Services District
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday August 21, 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 July 17, 2024.

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'sE 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.

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

- b. Resolution No. 2024-06: Resolution restricting Spreckels Town Improvement Funds.
- c. Approve Payment of \$20,000 from Spreckels Town Improvement Funds to Spreckels Veterans Memorial District for Park Playground Fillable Rubber Surfacing Project.

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:

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

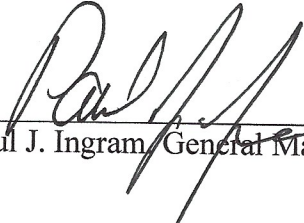
ADA COMPLIANCE

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 August 21, 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 _____

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 July 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, Varney
Absent: Amaral

QUORUM ESTABLISHED

4. ADDITIONS, CHANGES AND ADOPTION OF THE AGENDA:

5. CORRESPONDENCE:

Correspondence was received from Timothy Rose regarding sidewalk damage on Llano.

6. PUBLIC COMMENTS:

7. APPROVAL OF MINUTES:

a. SCSD Regular Board Meeting June 19, 2024.

Motion to approve [Varney] 2nd [Lane].
Ayes: McTighe, Lane, Kramm, Varney
Noes: None

MOTION CARRIED

8. GENERAL MANAGER'S REPORT:

- a. Financial Reports.
 - 1. Fund Balance as of 7/17/2024
 - 2. Budget FYTD to 7/17/2024
 - 3. Review of County Fund 634 Trial Balance Report: FY 2024 Period 12.
 - 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.

10. UNFINISHED BUSINESS ACTION ITEMS:

11. NEW BUSINESS ACTION ITEMS:

a. Review and Approval of Accounts Payable:

1. Paul J. Ingram Company	Management Services	\$1,400.00
2. Spreckels Memorial District	Office Rent	\$160.00
3. Spreckels Water Company	Water	\$311.37
4. PG&E	Streetlights & Pump Stations	\$1,450.00
5. Monterey County A/C	LAFCO Fees	<u>\$ 120.09</u>
TOTAL		\$3,381.46

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

Ayes: McTighe, Lane, Kramm, Varney

Noes: None

MOTION CARRIED

- b. Resolution No. 2024-03: Zone 1 Resolution Approving ER, Confirming Diagram and Assessment and Directing County A/C to Collect Assessment of \$225.02 per Single Family Equivalent.

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

Ayes: McTighe, Lane, Kramm, Varney

Noes: None

MOTION CARRIED

- c. Resolution No. 2024-04: Zone 1 Resolution Approving Collection of FY 2025 Assessment of \$225.02.

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

Ayes: McTighe, Lane, Kramm, Varney

MOTION CARRIED

- d. Resolution No. 2024-05: Zone 2 Resolution Approving Collection of FY 2025 Assessment of \$455.18.

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

Ayes: McTighe, Lane, Kramm, Varney

MOTION CARRIED

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

Item tabled.

- f. Resolution No. 2024-07: Resolution Ordering an Election.
Motion to approve [Varney] 2nd [Kramm].
Ayes: McTighe, Lane, Kramm, Varney
Noes: None

MOTION CARRIED

- g. El Gabilan Tree Service: Approve Estimate for Zone 2 Tree Maintenance. \$5,875.00
Motion to approve [Varney] 2nd [Lane].
Ayes: McTighe, Lane, Kramm, Varney.
Noes: None

MOTION CARRIED

12. NEW BUSINESS NON-ACTION ITEMS:

- a. Possible Connection of Town of Spreckels Sewer System to Monterey One Water Regional Wastewater Facility: Mike McCullough, Director of External Affairs.

13. ZONES 1 AND 2 SYSTEMS REPORT:

14. FUTURE AGENDA ITEMS:

15. ADJOURN REGULAR MEETING:

Next meeting Wednesday August 21, 2024 5:30 PM.

Meeting was adjourned at 7:51 pm.

Respectfully submitted,

Approval date _____

 Paul J. Ingram, General Manager



**SPRECKELS COMMUNITY SERVICES DISTRICT
FUND 634 BALANCE AS OF 8/21/2024 AFTER
TODAY'S ACCOUNTS PAYABLE.**

COUNTY FUND 634

\$327,489.46

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

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	40764.2	\$0.00	100.00%
Total Income	\$190,008.21		\$190,008.21	0.00%
Expense				
Adminstrative Fees Zone 1 52.3%	\$422.10	62.81	\$359.29	14.88%
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	1976.5	\$3,383.50	36.88%
Equipment Repair/Maint. Zone 2 33%	\$2,640.00	973.5	\$1,666.50	36.88%
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	1244.74	\$4,182.26	22.94%
Management Services Zone 2 47.7%	\$3,573.00	1135.26	\$2,437.74	31.77%
Membership Fees Zone 1 52.3%	\$422.10	1566.39	-\$1,144.29	371.09%
Membership Fees Zone 2 47.7%	\$277.90	1428.61	-\$1,150.71	514.07%
Office Rent Zone 1 52.3%	\$723.60	135.98	\$587.62	18.79%
Office Rent Zone 2 47.7%	\$476.40	124.02	\$352.38	26.03%
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	1272.45	\$4,727.55	21.21%
Power Zone 2	\$7,000.00	1377.02	\$5,622.98	19.67%
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!
Water Zone 1	\$1,200.00		\$1,200.00	0.00%
Water Zone 2	\$3,600.00		\$3,600.00	0.00%
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	\$129,284.22	11355.46	\$117,928.76	8.78%

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-2080 - Outlawed Welfare Warrant Suspense				0.00	0.00	0.00	0.00

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,PTAX58_24_CS		06/30/2024	Curr Sec - Jun-Jul 7 2024		0.00	(86.68)	
Total for Sub-BSA 4010 - Current Secured				(403,239.40)	0.00	(86.68)	(403,326.08)

Sub BSA/Obj/Rev 4015 - Current Unsecured

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
JV,1110,PTAX56_24_CU		06/30/2024	Curr Uns - Jun-Jul 7 2024		7.46	0.00	

Report ID : MC-FIN-BS-0301
 Run Date : 07/30/2024
 Run Time : 02:48 PM

County of Monterey
Trial Balance By Accounting Distribution
Fiscal Year 2024 / 13 through 13

Fund 634 - Spreckels Community Services
Account Type Liability
BSA/Obj/Rev B-2530 - Assets Held as Agency for Others
Sub BSA/Obj/Rev 4015 - Current Unsecured

Total for Sub-BSA 4015 - Current Unsecured (16,253.14) 7.46 0.00 (16,245.68)

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,PTAX57_24_PRSEC		06/30/2024	Prior Secured - June 2024		0.00	(32.95)	

Total for Sub-BSA 4025 - Prior Secured (7,403.41) 0.00 (32.95) (7,436.36)

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
JV,1110,PTAX59_24_SUPPL		06/30/2024	Current Sup - Jun-Jul 7 2024		0.00	(82.74)	

Total for Sub-BSA 4035 - Current Supplemental (7,407.48) 0.00 (82.74) (7,490.22)

Sub BSA/Obj/Rev 4040 - Prior 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 4040 - Prior Supplemental (450.80) 0.00 0.00 (450.80)

Sub BSA/Obj/Rev 5030 - HOPTR

Report ID : MC-FIN-BS-0301

Run Date : 07/30/2024

Run Time : 02:48 PM

County of Monterey
Trial Balance By Accounting Distribution
Fiscal Year 2024 / 13 through 13

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Fund 634 - Spreckels Community Services
Account Type Liability
BSA/Obj/Rev B-2530 - Assets Held as Agency for Others
Sub BSA/Obj/Rev 5030 - HOPTR

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 5030 - HOPTR				(2,052.34)	0.00	0.00	(2,052.34)
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,PTAX57_24_PRSEC		06/30/2024	Prior Secured - June 2024		0.00	(7.48)	
JV,1110,PTAX58_24_CS		06/30/2024	Curr Sec - Jun-Jul 7 2024		0.00	(229.65)	
Total for Sub-BSA 5415 - Special Assessments				(775,359.36)	0.00	(237.13)	(775,596.49)
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				917,752.05	0.00	0.00	917,752.05
Total for B-2530 - Assets Held as Agency for Others				(294,583.10)	7.46	(439.50)	(295,015.14)
Total for Fund 634 - Spreckels Community Services				0.00	446.96	(446.96)	0.00
Grand Total				0.00	446.96	(446.96)	0.00



SPRECKELS COMMUNITY SERVICES DISTRICT RESOLUTION 2024-06: A RESOLUTION TO RESTRICT FUNDS RECEIVED FROM THE SPRECKELS TOWN IMPROVEMENT COMMITTEE TO PROJECTS FOR THE BETTERMENT OF THE TOWN OF SPRECKELS ONLY.

WHEREAS, a settlement agreement was executed November 16, 2005, (“Settlement Agreement”) which resolved multiple lawsuits concerning the Town of Spreckels, specifically Monterey County Superior Court Case Nos. M69751, M71292, and M76547;

WHEREAS, in addition to other matters addressed therein, the Settlement Agreement required the creation and funding of the Town Improvement Fund, overseen by a The Town Improvement Fund Committee (“The Committee”) empowered with expending the funds for projects for the betterment of the Town of Spreckels; and

WHEREAS, The Committee has authorized distributing funds to the Spreckels Community Services District to be used for projects for the betterment of the Town of Spreckels; with the understanding that the funds will be designated for “Traffic Control Measures” for a period of 12 months from the adoption of this resolution. Once expired, the SCSD may use the funds as it sees fit for the betterment of the Town of Spreckels; and

WHEREAS, The Committee has requested that Spreckels Community Services District, as a condition of receiving said funds, commit by official action to setting aside the funds and only expending them for their stated purpose.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Spreckels Community Services District hereby resolve that the funds it receives from The Committee shall be earmarked and spent only for its intended purpose, specifically, that the funds be used for projects for the betterment of the Town of Spreckels.

PASSED AND ADOPTED upon motion of Director _____, seconded by Director _____ and carried this ___ day of _____, 2024 by the following vote:

AYES:

NOES:

ABSENT:

Signed,

Attest,

Michael McTighe, President

Paul J. Ingram, General Manager