



Spreckels Community Services District
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday August 17, 2022 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
 Dallen Coronel, 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 20, 2022

8. GENERAL MANAGER'S REPORT:

- a. Financial Reports.
 - 1. Fund Balance as of 8/17/2022
 - 2. Budget FY 2022 FYTD to 6/30/2022
 - 3. Review of County Fund 634 Trial Balance Report(s): FY 2022 Periods 12, 13 FY Period 1.
 - 4. Review of Expenditures July 2022.

- 9. UNFINISHED BUSINESS NON-ACTION ITEMS:
 - a. Zone 1 Assessment: Engineer's Report Progress.
 - b. Audit FY 2020

- 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	\$290.61
4. PG&E	Streetlights & Pump Stations	\$543.20
5. Dallen Coronel	Replacement Check	<u>\$ 40.00</u>
	TOTAL	\$1,673.81
 - b. Precision Concrete Cutting: Survey of Zone 1 & 2 sidewalk damage. Zone 1 planter strip total square footage.

- 12. NEW BUSINESS NON-ACTION ITEMS:
 - a. Budget FYE 6/30/2023.

- 13. ZONES 1 AND 2 SYSTEMS REPORT:

- 14. FUTURE AGENDA ITEMS:

- 15. ADJOURN REGULAR MEETING:
 - a. Next meeting Wednesday September 21, 2022 5:30 PM.

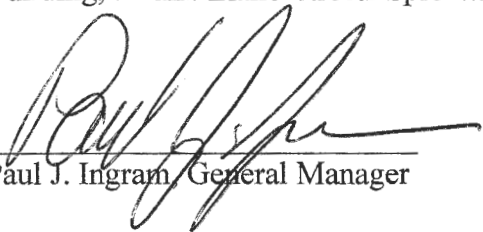
ADA COMPLIANCE

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 17, 2022 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 8/11/2022

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
July 20, 2022
 5:30 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 McTighe at 5:31 pm.

1.2 Roll Call & Establishment of Quorum

Otto Kramm, Director
 Amanda Lane, Vice-President
 Mike McTighe, President
 Brian Amaral, Secretary
 Dallen Coronel, Director
 Paul Ingram, General Manager & Clerk to the Board

Present: McTighe, Amaral, Coronel

Absent: Kramm, Lane

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

Motion to adopt agenda [Amaral] 2nd [Coronel]

Ayes: McTighe, Amaral, Coronel

Noes: None

MOTION CARRIED

2. Communications

2.1 Correspondence:

2.2 Oral Comments from the Public

Shaheen Jorgensen presented additional reports on the sewer orders.

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 June 15, 2022.

Motion to approve minutes [Amaral] 2nd [Coronel].

Ayes: McTighe, Amaral, Coronel

Noes: None

MOTION CARRIED

4. Business Manager’s Report

4.1 Monthly Financials

5. Unfinished Business Non-Action Items

5.1 Zone 1 Assessment: Engineer’s Report Progress

6. Unfinished Business Action Items

7. New Business Action Items

7.1 Review of Current Accounts Payable:

a. Paul J. Ingram Company	Management Services	\$	700.00
b. Spreckels Memorial Dist.	Office Rent	\$	100.00
c. Spreckels Water Company		\$	305.44
d. PG&E	Power	\$	545.82
e. Hutch’s Plumbing	Backflow Device	\$	<u>883.11</u>
	TOTAL	\$	2,534.37

Motion to approve [Amral] 2nd [Coronel].

Ayes: McTighe, Amaral, Coronel

Noes: None

MOTION CARRIED

7.2 RESOLUTION 2022-01 ORDERING AN ELECTION, REQUESTING THE COUNTY ELECTIONS DEPARTMENT TO CONDUCT THE ELECTION, AND REQUESTING CONSOLIDATION OF THE ELECTION.

Motion to adopt [Mctighe] 2nd [Coronel].

Ayes: McTighe, Amaral, Coronel

Noes: None

MOTION CARRIED

7.3 RESOLUTION 2022-02 CERTIFYING COMPLIANCE WITH STATE LAW WITH RESPECT TO THE LEVYING OF GENERAL AND SPECIAL TAXES, ASSESSMENTS, AND PROPERTY-RELATED FEES AND CHARGES.

Motion to adopt [McTighe] 2nd [Coronel].

Ayes: McTighe, Amaral, Coronel

Noes: None

MOTION CARRIED

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. Consideration of Items for Future Meetings

11. Next Meeting Date:

August 17, 2022-5:30 PM

11. Adjournment

The meeting was adjourned at 6:00 pm.

Respectfully submitted,

Approval date _____



**SPRECKELS COMMUNITY SERVICES DISTRICT
FUND 634 BALANCE AS OF 8/17/2022 AFTER
TODAY'S ACCOUNTS PAYABLE.**

COUNTY FUND 634	\$221,129.56
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Spreckels Community Services District
Adopted Budget FYTD 6/30/2022

Income		Budget	FYTD	BALANCE	%
Zone 1 Assessment 16.3%	TOTAL	\$6,700.00	6596.03	\$103.97	98.45%
Zone 2 Assessment 83.7%	TOTAL	\$34,000.00	33870.44	\$129.56	99.62%
Non-Assessment Prop Taxes		\$31,500.00	36454.58	-\$4,954.58	115.73%
Interest on Pooled Investments		\$1,500.00	571.18	\$1,500.00	38.08%
Total Income		\$73,700.00	77492.23	-\$3,221.05	105.15%
Expense					
Administrative Fees Zone 1 16.3%		\$81.50	107.26	-\$25.76	131.61%
Administrative Fees Zone 2 83.7%		\$418.50	550.74	-\$132.24	131.60%
Audit Expense Zone 1 16.3%		\$489.00	48.9	\$440.10	10.00%
Audit Expense Zone 2 83.7%		\$2,511.00	251.1	\$2,259.90	10.00%
Board/Staff Education Zone 1 16.3%		\$146.70	26.08	\$120.62	17.78%
Board/Staff Education Zone 2 83.7%		\$753.70	133.92	\$619.78	17.77%
Capital Improvements Zone 1 16.3%		\$0.00		\$0.00	#DIV/0!
Capital Improvements Zone 2 83.7%		\$0.00		\$0.00	#DIV/0!
Equipment Repair/Maint. Zone 1		\$3,350.00	2170.07	\$1,179.93	64.78%
Equipment Repair/Maint. Zone 2		\$1,650.00	1068.84	\$581.16	64.78%
General Liability/Property Zone 1		\$500.00	491.27	\$8.73	98.25%
General Liability/Property Zone 2		\$2,600.00	2522.66	\$77.34	97.03%
Landscape Maint. Zone 2		\$4,000.00	11268	-\$7,268.00	281.70%
Legal Services Zone 1 16.3%		\$100.00	81.6	\$18.40	81.60%
Legal Services Zone 2 83.7%		\$500.00		\$500.00	0.00%
Management Zone 1 16.3%		\$1,369.20	1493.9	-\$124.70	109.11%
Management Zone 2 83.7%		\$7,021.00	7671.1	-\$650.10	109.26%
Membership Fees Zone 1 16.3%		\$120.00	114.59	\$5.41	95.49%
Membership Fees Zone 2 83.7%		\$550.00	588.41	-\$38.41	106.98%
Office Rent Zone 1 16.3%		\$195.60	179.3	\$16.30	91.67%
Office Rent Zone 2 83.7%		\$1,004.40	920.7	\$83.70	91.67%
Parcel Management Zone 1 16.3%		\$627.55	619.4	\$8.15	98.70%
Parcel Management Zone 2 83.7%		\$3,222.45	3180.6	\$41.85	98.70%
Power Zone 1		\$4,800.00	4753.06	\$46.94	99.02%
Power Zone 2		\$5,000.00	5015.92	-\$15.92	100.32%
Property Taxes Zone 1		\$20.00	19.12	\$0.88	95.60%
Property Taxes Zone 2		\$710.00	188.94	\$521.06	26.61%
Streetlight Repairs Zone 2		\$1,000.00	206.06	\$793.94	20.61%
Sidewalk ADA Repairs Zone 1		\$0.00		\$0.00	#DIV/0!
Water Zone 1		\$900.00	1049.24	-\$149.24	116.58%
Water Zone 2		\$3,000.00	3352.31	-\$352.31	111.74%
Website Zone 1 16.3%		\$48.90	48.9	\$0.00	100.00%
Website Zone 2 83.7%		\$251.10	251.1	\$0.00	100.00%
Emergency Reserve		\$26,759.40		\$26,759.40	0.00%
Total Expense		\$73,700.00	48373.09	\$25,326.91	65.64%

Report ID : MC-FIN-BS-0301

Run Date : 08/01/2022

Run Time : 11:36 AM

County of Monterey
Trial Balance By Accounting Distribution
Fiscal Year 2022 / 13 through 13

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Fund 634 - Spreckels Community Services
Account Type Asset
BSA/Obj/Rev B-1001 - Cash
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
JV,1110,PTAX56_22_CS		06/30/2022	Curr Sec - June-July 6 2022		417.92	0.00	
JV,1110,PTAX57_22_CU		06/30/2022	Curr Unsec - June-July 6 2022		16.55	0.00	
JV,1110,PTAX58_22_SUPPL		06/30/2022	Suppl - June-July 6 2022		83.50	0.00	
JV,1110,PTAX59_22_PRSEC		06/30/2022	Prior Secured - Jun-Jul 6 2022		20.31	0.00	
Total for Sub-BSA No Sub-BSA Specified				224,353.98	538.28	0.00	224,892.26
Total for B-1001 - Cash				224,353.98	538.28	0.00	224,892.26

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				(225.41)	0.00	0.00	(225.41)
Total for B-2080 - Outlawed Welfare Warrant Suspense				(225.41)	0.00	0.00	(225.41)

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,PTAX56_22_CS		06/30/2022	Curr Sec - June-July 6 2022		0.00	(169.95)	
Total for Sub-BSA 4010 - Current Secured				(330,814.01)	0.00	(169.95)	(330,983.96)

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,PTAX57_22_CU		06/30/2022	Curr Unsec - June-July 6 2022		0.00	(16.55)	

Report ID : MC-FIN-BS-0301	County of Monterey	Page 3 of 4
Run Date : 08/01/2022	Trial Balance By Accounting Distribution	
Run Time : 11:36 AM	Fiscal Year 2022 / 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 (12,992.28) 0.00 (16.55) (13,008.83)

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,PTAX59_22_PRSEC		06/30/2022	Prior Secured - Jun-Jul 6 2022		0.00	(20.31)	

Total for Sub-BSA 4025 - Prior Secured (6,538.84) 0.00 (20.31) (6,559.15)

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 (136.36) 0.00 0.00 (136.36)

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,PTAX58_22_SUPPL		06/30/2022	Suppl - June-July 6 2022		0.00	(83.50)	

Total for Sub-BSA 4035 - Current Supplemental (5,669.98) 0.00 (83.50) (5,753.48)

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 (341.21) 0.00 0.00 (341.21)

Sub BSA/Obj/Rev 5030 - HOPTR

Report ID : MC-FIN-BS-0301	County of Monterey	Page 1 of 5
Run Date : 08/10/2022	Trial Balance By Accounting Distribution	
Run Time : 01:31 PM	Fiscal Year 2023 / 1 through 1	

Fund 634 - Spreckels Community Services
Account Type Asset
BSA/Obj/Rev B-1001 - Cash
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
DC,1110,0000022216	MDI, 9800,SDWF000027780	07/22/2022	DALLEN CORONEL		40.00	0.00	
JV,1110,0000035862		07/31/2022	Outlawed Checks Fund 634		0.00	(40.00)	
MDI,9800,SDWF000028054		07/06/2022			0.00	(184.40)	
MDI,9800,SDWF000028055		07/06/2022			0.00	(163.20)	
MDI,9800,SDWF000028056		07/06/2022			0.00	(520.00)	
MDI,9800,SDWF000028072		07/25/2022			0.00	(700.00)	
MDI,9800,SDWF000028073		07/25/2022			0.00	(100.00)	
MDI,9800,SDWF000028074		07/25/2022			0.00	(545.82)	
MDI,9800,SDWF000028075		07/25/2022			0.00	(305.44)	
MDI,9800,SDWF000028076		07/25/2022			0.00	(883.11)	
MDI,9800,SDWF000028082		07/27/2022			0.00	(451.38)	
Total for Sub-BSA No Sub-BSA Specified				224,892.26	40.00	(3,893.35)	221,038.91
Total for B-1001 - Cash				224,892.26	40.00	(3,893.35)	221,038.91