



Spreckels Community Services District  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**Wednesday April 19, 2023 5:30 pm**  
 Spreckels Veterans Memorial Building, 5<sup>th</sup> & 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 March 15, 2023

8. GENERAL MANAGER'S REPORT:

- a. Financial Reports.
1. Fund Balance as of 4/19/2023
  2. Budget FYTD to 4/19/2023
  3. Review of County Fund 634 Trial Balance Report: Period 9.
  4. Review of Expenditures March 2023.
9. UNFINISHED BUSINESS NON-ACTION ITEMS:
- a. Enhanced Broadband in Spreckels: David Witkowski of Oku Solutions, LLC.
10. UNFINISHED BUSINESS ACTION ITEMS:
- a. Resolution 2023-01: Resolution initiating proceedings for the formation of a new landscaping, lighting, and storm water district for Zone 1 [original Spreckels].
11. NEW BUSINESS ACTION ITEMS:
- a. Review and Approval of Accounts Payable:
- |                                |                              |                    |
|--------------------------------|------------------------------|--------------------|
| 1. Paul J. Ingram Company      | Management Services          | \$1,330.00         |
| 2. Spreckels Memorial District | Office Rent & Storm Labor    | \$100.00           |
| 3. Spreckels Water Company     | Water                        | \$290.61           |
| 4. PG&E                        | Streetlights & Pump Stations | \$544.43           |
| 5. Green Line                  | Storm Drain Clearing         | \$980.00           |
| 6. Don Chapin Company          | Pump Station Repairs         | <u>\$46,253.24</u> |
|                                | <b>TOTAL</b>                 | <b>\$49,498.28</b> |
12. NEW BUSINESS NON-ACTION ITEMS:
- a. Parking space painting at Post Office and Emporium. Turning Lane painting Spreckels Boulevard and Hatton Avenue.
13. ZONES 1 AND 2 SYSTEMS REPORT:
- a. 2<sup>nd</sup> Street Pump Station Storm Damage Repairs.
14. FUTURE AGENDA ITEMS:
15. ADJOURN REGULAR MEETING:

Next meeting Wednesday May 17, 2023 5:30 PM.

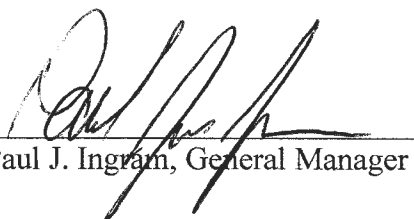
### ADA COMPLIANCE

**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](http://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 April 19, 2023 Regular Meeting of the District Board of Directors scheduled for 5:30 pm at Spreckels Veterans Memorial Building, 5<sup>th</sup> and Llano Streets Spreckels, CA 93962

  
Paul J. Ingram, General Manager

Date 4/12/2023

**To download the full agenda packet, please go to [www.scsd.specialdistrict.org](http://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 March 15, 2023 5:30 pm**  
 Spreckels Veterans Memorial Building, 5<sup>th</sup> & 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  
 Dallen Coronel, Director

*Present: McTighe, Lane, Kramm, Amaral, Coronel*  
*Absent: None*

**QUORUM ESTABLISHED**

4. ADDITIONS, CHANGES AND ADOPTION OF THE AGENDA:

5. CORRESPONDENCE:

6. PUBLIC COMMENTS:

*Shateen Jorgensen reported not many days with odor coming from storm drains. She was on vacation.*

7. APPROVAL OF MINUTES:

- a. SCSD Regular Board Meeting February 15, 2023

*Motion to approve [Coronel] 2<sup>nd</sup> [Lane].*  
*Ayes: McTighe, Lane, Kramm, Amaral, Coronel*  
*Noes: None*

**MOTION CARRIED**

8. GENERAL MANAGER'S REPORT:

- a. Financial Reports.
  1. Fund Balance as of 3/15/2023
  2. Budget FYTD to 3/15/2023
  3. Review of County Fund 634 Trial Balance Report: Period 8.
  4. Review of Expenditures February 2023.

9. UNFINISHED BUSINESS NON-ACTION ITEMS:

- a. Zone 1 Assessment: Engineer's Report Progress.

***Zoom appearance by Chris Coulter to go over resolution and discuss the calendar for the balloting. Resolution will be on the April 19<sup>th</sup> agenda. Engineering Report can be amended in between resolution and mailing of ballots.***

- b. Enhanced Broadband in Spreckels: David Witkowski of Oku Solutions, LLC.

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 & Storm Labor    | \$552.50          |
| 3. Spreckels Water Company     | Water                        | \$287.64          |
| 4. PG&E                        | Streetlights & Pump Stations | \$800.00          |
|                                | <b>TOTAL</b>                 | <b>\$2,340.14</b> |

***Motion to approve [Amaral] 2<sup>nd</sup> [Coronel].***

***Ayes: McTighe, Lane, Kramm, Amaral, Coronel***

***Noes: None***

***MOTION CARRIED***

12. NEW BUSINESS NON-ACTION ITEMS:

13. ZONES 1 AND 2 SYSTEMS REPORT:

- a. 2<sup>nd</sup> Street Pump Station Storm Damage Repairs.

***Chapin has begun repairs and FEMA application is underway.***

14. FUTURE AGENDA ITEMS:

- a. Parking space painting at Post Office and Emporium. Turning Lane painting Spreckels Boulevard and Hatton Avenue.

***Item will be further discussed.***

15. ADJOURN REGULAR MEETING:

*The meeting was adjourned at 7:45 pm.*

- a. Next meeting Wednesday April 19, 2023 5:30 PM.

Respectfully submitted,

Approval date \_\_\_\_\_

\_\_\_\_\_  
Paul J. Ingram, General Manager

DRAFT



**SPRECKELS COMMUNITY SERVICES DISTRICT  
FUND 634 BALANCE AS OF 4/19/2023 AFTER  
TODAY'S ACCOUNTS PAYABLE.**

**COUNTY FUND 634                      \$169,418.07**

Spreckels Community Services District  
Adopted Budget FYE 6/30/2023 FYTD to 4/19/2023

| Income                             |              | Budget             | FYTD                 | BALANCE            | %              |
|------------------------------------|--------------|--------------------|----------------------|--------------------|----------------|
| Zone 1 Assessment 16.3%            | <b>TOTAL</b> | \$6,700.00         | \$ 3,877.87          | \$3,060.01         | 57.88%         |
| Zone 2 Assessment 83.7%            | <b>TOTAL</b> | \$34,000.00        | \$ 19,912.75         | \$14,087.25        | 58.57%         |
| Non-Assessment Prop Taxes          |              | \$36,500.00        | \$ 25,341.71         | \$11,158.29        | 69.43%         |
| Interest on Pooled Investments     |              | \$750.00           | \$ 1,444.09          | \$750.00           | 192.55%        |
| <b>Total Income</b>                |              | <b>\$77,950.00</b> | <b>\$ 50,576.42</b>  | <b>\$29,055.55</b> | <b>64.88%</b>  |
| Expense                            |              |                    |                      |                    |                |
| Administrative Fees Zone 1 16.3%   |              | \$114.10           |                      | \$114.10           | 0.00%          |
| Adminstrative Fees Zone 2 83.7%    |              | \$585.90           |                      | \$585.90           | 0.00%          |
| Audit Expense Zone 1 16.3%         |              | \$570.50           |                      | \$570.50           | 0.00%          |
| Audit Expense Zone 2 83.7%         |              | \$2,929.50         |                      | \$2,929.50         | 0.00%          |
| Board/Staff Education Zone 1 16.3% |              | \$65.20            | \$ 6.52              | \$58.68            | 10.00%         |
| Board/Staff Education Zone 2 83.7% |              | \$334.80           | \$ 33.48             | \$301.32           | 10.00%         |
| Capital Improvements Zone 1 16.3%  |              | \$0.00             |                      | \$0.00             | #DIV/0!        |
| Capital Improvements Zone 2 83.7%  |              | \$9,000.00         | \$ 8,525.57          | \$474.43           | 94.73%         |
| Equipment Repair/Maint. Zone 1     |              | \$4,690.00         | \$ 33,490.00         | #####              | 714.07%        |
| Equipment Repair/Maint. Zone 2     |              | \$2,310.00         | \$ 16,495.07         | #####              | 714.07%        |
| General Liability/Property Zone 1  |              | \$570.50           |                      | \$570.50           | 0.00%          |
| General Liability/Property Zone 2  |              | \$2,929.50         |                      | \$2,929.50         | 0.00%          |
| Lanscape Maint. Zone 2             |              | \$6,000.00         | \$ 3,300.00          | \$2,700.00         | 55.00%         |
| Legal Services Zone 1 16.3%        |              | \$1,000.00         | \$ 489.60            | \$510.40           | 48.96%         |
| Legal Services Zone 2 83.7%        |              | \$300.00           |                      | \$300.00           | 0.00%          |
| Management Zone 1 16.3%            |              | \$2,369.20         | \$ 1,157.30          | \$1,211.90         | 48.85%         |
| Management Zone 2 83.7%            |              | \$7,600.00         | \$ 5,942.70          | \$1,657.30         | 78.19%         |
| Membership Fees Zone 1 16.3%       |              | \$114.10           | \$ 123.23            | -\$9.13            | 108.00%        |
| Membership Fees Zone 2 83.7%       |              | \$585.90           | \$ 632.77            | -\$46.87           | 108.00%        |
| Office Rent Zone 1 16.3%           |              | \$195.60           | \$ 146.70            | \$48.90            | 75.00%         |
| Office Rent Zone 2 83.7%           |              | \$1,004.40         | \$ 753.30            | \$251.10           | 75.00%         |
| Parcel Management Zone 1 16.3%     |              | \$25,500.00        | \$ 20,227.55         | \$5,272.45         | 79.32%         |
| Parcel Management Zone 2 83.7%     |              | \$3,500.00         | \$ 3,222.45          | \$277.55           | 92.07%         |
| Power Zone 1                       |              | \$5,000.00         | \$ 4,352.73          | \$647.27           | 87.05%         |
| Power Zone 2                       |              | \$6,000.00         | \$ 4,296.00          | \$1,704.00         | 71.60%         |
| Property Taxes Zone 1              |              | \$20.00            | \$ 20.04             | -\$0.04            | 100.20%        |
| Property Taxes Zone 2              |              | \$710.00           | \$ 193.16            | \$516.84           | 27.21%         |
| Streetlight Repairs Zone 2         |              | \$500.00           |                      | \$500.00           | 0.00%          |
| Sidewalk ADA Repairs Zone 1        |              | \$0.00             |                      | \$0.00             | #DIV/0!        |
| Water Zone 1                       |              | \$1,100.00         | \$ 747.10            | \$352.90           | 67.92%         |
| Water Zone 2                       |              | \$3,500.00         | \$ 2,191.60          | \$1,308.40         | 62.62%         |
| Website Zone 1 16.3%               |              | \$48.90            |                      | \$48.90            | 0.00%          |
| Website Zone 2 83.7%               |              | \$251.10           |                      | \$251.10           | 0.00%          |
| Emergency Reserve                  |              | -\$11,449.20       |                      | #####              | 0.00%          |
| <b>Total Expense</b>               |              | <b>\$77,950.00</b> | <b>\$ 106,346.87</b> | <b>#####</b>       | <b>136.43%</b> |



|                                   |   |                    |
|-----------------------------------|---|--------------------|
| <b>Report ID</b> : MC-FIN-BS-0301 | <b>County of Monterey</b>                       | <b>Page 1 of 4</b> |
| <b>Run Date</b> : 04/12/2023      | <b>Trial Balance By Accounting Distribution</b> |                    |
| <b>Run Time</b> : 02:43 PM        | <b>Fiscal Year 2023 / 9 through 9</b>           |                    |

**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<br>(Code,Dept,ID) | Transaction<br>Date | Description              | Beginning<br>Balance | Debits          | Credits           | Ending Balance    |
|---|--------------------------------|---------------------|--------------------------|----------------------|-----------------|-------------------|-------------------|
| JV,1110,PTAX29_23_CS                          |                                | 03/09/2023          | Curr Sec - Feb 2023      |                      | 2,404.48        | 0.00              |                   |
| JV,1110,PTAX30_23_PRSEC                       |                                | 03/09/2023          | Prior Secured - Feb 2023 |                      | 16.55           | 0.00              |                   |
| MDI,9800,SDWF000028275                        |                                | 03/21/2023          |                          |                      | 0.00            | (700.00)          |                   |
| MDI,9800,SDWF000028276                        |                                | 03/21/2023          |                          |                      | 0.00            | (552.50)          |                   |
| MDI,9800,SDWF000028277                        |                                | 03/21/2023          |                          |                      | 0.00            | (287.64)          |                   |
| <b>Total for Sub-BSA No Sub-BSA Specified</b> |                                |                     |                          | <b>219,384.40</b>    | <b>2,421.03</b> | <b>(1,540.14)</b> | <b>220,265.29</b> |
| <b>Total for B-1001 - Cash</b>                |                                |                     |                          | <b>219,384.40</b>    | <b>2,421.03</b> | <b>(1,540.14)</b> | <b>220,265.29</b> |

Fund 634 - Spreckels Community Services

Account Type Liability

BSA/Obj/Rev

Sub BSA/Obj/Rev No Sub-BSA Specified

| Transaction ID  | Jrnl Doc Ref<br>(Code,Dept,ID) | Transaction Date | Description | Beginning Balance | Debits      | Credits     | Ending Balance  |
|---|--------------------------------|------------------|-------------|-------------------|-------------|-------------|-----------------|
|   |                                |                  |             |                   | 0.00        | 0.00        |                 |
| <b>Total for Sub-BSA No Sub-BSA Specified</b>               |                                |                  |             | <b>(225.41)</b>   | <b>0.00</b> | <b>0.00</b> | <b>(225.41)</b> |
| <b>Total for B-2080 - Outlawed Welfare Warrant Suspense</b> |                                |                  |             | <b>(225.41)</b>   | <b>0.00</b> | <b>0.00</b> | <b>(225.41)</b> |

BSA/Obj/Rev

Sub BSA/Obj/Rev No Sub-BSA Specified

| Transaction ID                                | Jrnl Doc Ref<br>(Code,Dept,ID) | Transaction Date | Description | Beginning Balance | Debits      | Credits     | Ending Balance |
|---|--------------------------------|------------------|-------------|-------------------|-------------|-------------|----------------|
|   |                                |                  |             |                   | 0.00        | 0.00        |                |
| <b>Total for Sub-BSA No Sub-BSA Specified</b> |                                |                  |             | <b>0.00</b>       | <b>0.00</b> | <b>0.00</b> | <b>0.00</b>    |
| <b>Total for B-2081 - Stale Dated Checks</b>  |                                |                  |             | <b>0.00</b>       | <b>0.00</b> | <b>0.00</b> | <b>0.00</b>    |

BSA/Obj/Rev B-2530 - Assets Held as Agency for Others

Sub BSA/Obj/Rev 4010 - Current Secured

| Transaction ID                                  | Jrnl Doc Ref<br>(Code,Dept,ID) | Transaction Date | Description         | Beginning Balance   | Debits      | Credits         | Ending Balance      |
|---|--------------------------------|------------------|---------------------|---------------------|-------------|-----------------|---------------------|
| JV,1110,PTAX29_23_CS                            |                                | 03/09/2023       | Curr Sec - Feb 2023 |                     | 0.00        | (945.10)        |                     |
| <b>Total for Sub-BSA 4010 - Current Secured</b> |                                |                  |                     | <b>(352,242.07)</b> | <b>0.00</b> | <b>(945.10)</b> | <b>(353,187.17)</b> |

Sub BSA/Obj/Rev 4015 - Current Unsecured

| Transaction ID | Jrnl Doc Ref<br>(Code,Dept,ID) | Transaction Date | Description | Beginning Balance | Debits | Credits | Ending Balance |
|----------------|--------------------------------|------------------|-------------|-------------------|--------|---------|----------------|
|                |                                |                  |             |                   | 0.00   | 0.00    |                |

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

|   |                    |             |             |                    |
|---|--------------------|-------------|-------------|--------------------|
| <b>Total for Sub-BSA 4015 - Current Unsecured</b> | <b>(14,538.63)</b> | <b>0.00</b> | <b>0.00</b> | <b>(14,538.63)</b> |
|---|--------------------|-------------|-------------|--------------------|

Sub BSA/Obj/Rev 4025 - Prior Secured

| Transaction ID          | Jrnl Doc Ref<br>(Code,Dept,ID) | Transaction Date | Description              | Beginning Balance | Debits | Credits | Ending Balance |
|-------------------------|--------------------------------|------------------|--------------------------|-------------------|--------|---------|----------------|
| JV,1110,PTAX30_23_PRSEC |                                | 03/09/2023       | Prior Secured - Feb 2023 |                   | 0.00   | (16.55) |                |

|   |                   |             |                |                   |
|---|-------------------|-------------|----------------|-------------------|
| <b>Total for Sub-BSA 4025 - Prior Secured</b> | <b>(6,757.50)</b> | <b>0.00</b> | <b>(16.55)</b> | <b>(6,774.05)</b> |
|---|-------------------|-------------|----------------|-------------------|

Sub BSA/Obj/Rev 4030 - Prior Unsecured

| Transaction ID | Jrnl Doc Ref<br>(Code,Dept,ID) | Transaction Date | Description | Beginning Balance | Debits | Credits | Ending Balance |
|----------------|--------------------------------|------------------|-------------|-------------------|--------|---------|----------------|
|                |                                |                  |             |                   | 0.00   | 0.00    |                |

|   |                 |             |             |                 |
|---|-----------------|-------------|-------------|-----------------|
| <b>Total for Sub-BSA 4030 - Prior Unsecured</b> | <b>(136.36)</b> | <b>0.00</b> | <b>0.00</b> | <b>(136.36)</b> |
|---|-----------------|-------------|-------------|-----------------|

Sub BSA/Obj/Rev 4035 - Current Supplemental

| Transaction ID | Jrnl Doc Ref<br>(Code,Dept,ID) | Transaction Date | Description | Beginning Balance | Debits | Credits | Ending Balance |
|----------------|--------------------------------|------------------|-------------|-------------------|--------|---------|----------------|
|                |                                |                  |             |                   | 0.00   | 0.00    |                |

|  |                   |             |             |                   |
|--|-------------------|-------------|-------------|-------------------|
| <b>Total for Sub-BSA 4035 - Current Supplemental</b> | <b>(6,055.50)</b> | <b>0.00</b> | <b>0.00</b> | <b>(6,055.50)</b> |
|--|-------------------|-------------|-------------|-------------------|

Sub BSA/Obj/Rev 4040 - Prior Supplemental

| Transaction ID | Jrnl Doc Ref<br>(Code,Dept,ID) | Transaction Date | Description | Beginning Balance | Debits | Credits | Ending Balance |
|----------------|--------------------------------|------------------|-------------|-------------------|--------|---------|----------------|
|                |                                |                  |             |                   | 0.00   | 0.00    |                |

|  |                 |             |             |                 |
|--|-----------------|-------------|-------------|-----------------|
| <b>Total for Sub-BSA 4040 - Prior Supplemental</b> | <b>(367.01)</b> | <b>0.00</b> | <b>0.00</b> | <b>(367.01)</b> |
|--|-----------------|-------------|-------------|-----------------|

Sub BSA/Obj/Rev 5030 - HOPTR

|                            |  |             |
|----------------------------|--|-------------|
| Report ID : MC-FIN-BS-0301 | County of Monterey                       | Page 4 of 4 |
| Run Date : 04/12/2023      | Trial Balance By Accounting Distribution |             |
| Run Time : 02:43 PM        | Fiscal Year 2023 / 9 through 9           |             |

| 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<br>(Code,Dept,ID)            | Transaction<br>Date | Description         | Beginning<br>Balance | Debits          | Credits           | Ending Balance      |  |  |
|  |   |                     |                     | 0.00                 | 0.00            |                   |                     |  |  |
| <b>Total for Sub-BSA 5030 - HOPTR</b>                      |   |                     |                     | <b>(1,857.36)</b>    | <b>0.00</b>     | <b>0.00</b>       | <b>(1,857.36)</b>   |  |  |
| Sub BSA/Obj/Rev  | 5415 - Special Assessments                |                     |                     |                      |                 |                   |                     |  |  |
| Transaction ID   | Jrnl Doc Ref<br>(Code,Dept,ID)            | Transaction<br>Date | Description         | Beginning<br>Balance | Debits          | Credits           | Ending Balance      |  |  |
| JV,1110,PTAX29_23_CS                                       |   | 03/09/2023          | Curr Sec - Feb 2023 |                      | 0.00            | (1,459.38)        |                     |  |  |
| <b>Total for Sub-BSA 5415 - Special Assessments</b>        |   |                     |                     | <b>(669,263.85)</b>  | <b>0.00</b>     | <b>(1,459.38)</b> | <b>(670,723.23)</b> |  |  |
| Sub BSA/Obj/Rev  | No Sub-BSA Specified                      |                     |                     |                      |                 |                   |                     |  |  |
| Transaction ID   | Jrnl Doc Ref<br>(Code,Dept,ID)            | Transaction<br>Date | Description         | Beginning<br>Balance | Debits          | Credits           | Ending Balance      |  |  |
| MDI,9800,SDWF000028275                                     |   | 03/21/2023          |                     |                      | 700.00          | 0.00              |                     |  |  |
| MDI,9800,SDWF000028276                                     |   | 03/21/2023          |                     |                      | 552.50          | 0.00              |                     |  |  |
| MDI,9800,SDWF000028277                                     |   | 03/21/2023          |                     |                      | 287.64          | 0.00              |                     |  |  |
| <b>Total for Sub-BSA No Sub-BSA Specified</b>              |   |                     |                     | <b>832,059.29</b>    | <b>1,540.14</b> | <b>0.00</b>       | <b>833,599.43</b>   |  |  |
| <b>Total for B-2530 - Assets Held as Agency for Others</b> |   |                     |                     | <b>(219,158.99)</b>  | <b>1,540.14</b> | <b>(2,421.03)</b> | <b>(220,039.88)</b> |  |  |
| <b>Total for Fund 634 - Spreckels Community Services</b>   |   |                     |                     | <b>0.00</b>          | <b>3,961.17</b> | <b>(3,961.17)</b> | <b>0.00</b>         |  |  |
| <b>Grand Total</b>   |   |                     |                     | <b>0.00</b>          | <b>3,961.17</b> | <b>(3,961.17)</b> | <b>0.00</b>         |  |  |

## Spreckels Community Services District

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**From:** Chris Coulter <Chris.Coulter@sci-cg.com>  
**Sent:** Tuesday, April 18, 2023 5:57 PM  
**To:** Spreckels Community Services District  
**Cc:** Mike Mctighe; John Bliss  
**Subject:** RE: Board Meeting Zoom Participation

Also to note – PCC is the sidewalk repair company that provided quote for the Memorial Park and I recently asked them to provide an updated cost estimate per linear foot of sidewalk repair, which is included in the breakdown.

-Chris

**From:** Chris Coulter  
**Sent:** Tuesday, April 18, 2023 5:47 PM  
**To:** Spreckels Community Services District <spreckelscd.main@gmail.com>; John Bliss <john.bliss@sci-cg.com>  
**Cc:** Mike Mctighe <matmct7382@yahoo.com>  
**Subject:** RE: Board Meeting Zoom Participation

Hi Paul,

I am planning on attending the meeting and can present this simplified breakdown of the sidewalk costs, including the debt payments. In our experience, the debt service is an additional cost equal to the principal amount. We haven't found a similar sidewalk repair to present as a parallel but 30 year debt servicing will work as described above, in our experience. Let me know if you have any questions about this:

|   |             |
|---|-------------|
| # of sidewalk blocks with moderate damage   | 212         |
| 1 block = 4 linear feet.  | 1,696       |
| Doubled for length for safety   | linear feet |
| PCC quoted repair rate per linear foot \$27.73 x 1,696  | \$47,030    |
| Replacement costs - \$375 per 25 sqft: estimated 10% on top of 6,794 sqft (1,696 linft) as surveyed by District | \$10,176    |
| Debt Service - Est. costs (Current repair + replacement costs).   | \$57,206    |
| Future needs estimated at 60% of current repair needs   | \$28,218    |
| Total Sidewalk costs  | \$142,630   |
| Sidewalks Annual Costs 20 yrs   | \$7,131.51  |
| Annual Sidewalks Cost per SFE   | \$28.42     |

Sincerely,



**RESOLUTION NO. 2023-01**

**A RESOLUTION OF THE SPRECKELS COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS INITIATING PROCEEDINGS FOR THE FORMATION OF A LANDSCAPING, LIGHTING AND STORM WATER DISTRICT PURSUANT TO PROVISIONS OF DIVISION 15, PART 2, OF THE STREETS AND HIGHWAYS CODE OF THE STATE OF CALIFORNIA FOR LANDSCAPE AND LIGHTING DISTRICTS, AND DESIGNATING SCI CONSULTING GROUP AS THE ENGINEER OF RECORD**

*WHEREAS*, the Board of Directors of the Spreckels Community Services District proposes the formation of a landscaping, lighting and storm water district pursuant to the Landscaping and Lighting Act of 1972 (Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof), “the Act”); and

*WHEREAS*, the Landscaping, Lighting, and Storm Drainage District is intended to replace the Maintenance Zone No. 1 assessments levied by the Spreckels Community Services District Special Assessment Fund 83350; and

*WHEREAS*, the Maintenance Zone No. 1 assessments levied by the Spreckels Community Services District Special Assessment Fund 83350 will be replaced only if there is not majority protest against the proposed Landscaping, Lighting, and Storm Drainage District; and

*WHEREAS*, the purpose of the landscaping and lighting district shall be to install, maintain and service those improvements described in Section 2 below.

***NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SPRECKELS COMMUNITY SERVICES DISTRICT AS FOLLOWS:***

**SECTION 1:** The new landscaping and lighting district proposed in this Resolution is hereby given the distinctive designation of Landscaping, Lighting, and Storm Drainage District (the “Assessment District”), which proposed landscaping and lighting district is primarily described as all of the lands within the current boundaries of Maintenance Zone No. 1 assessments levied by the Spreckels Community Services District Special Assessment Fund 83350.

**SECTION 2:** It is proposed the Assessment District undertake the following improvements: installation, maintenance, and servicing of public and/or private areas and facilities, including but not limited to the

installation, maintenance and servicing of trees within the greenbelt areas generally located between the sidewalk and street in front of residences, storm drainage systems, sidewalk maintenance, and all necessary appurtenances, and labor, materials, supplies, utilities and equipment, as applicable, for specified public property within the Assessment District boundaries that convey special benefits to private properties within the District. Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of the improvements, including repair, removal or replacement of all or any part of any improvement; providing for the life, growth, health, and beauty of landscaping including trimming as described herein; removal of trimmings, rubbish, debris, and other solid waste, and maintenance of storm drainage systems including but not limited to the installation, maintenance and clearing of storm drains and pump stations. Trimming of trees shall be limited to the periodic maintenance of tree limbs for clearance from the ground so as to provide for safe passage upon sidewalks, or for aesthetic purposes and general safety, but shall not include the removal of diseased or fallen trees, for which County guidelines specify homeowner responsibility. Servicing means the furnishing of electric current, or energy, gas or other illuminating agent for any public lighting facilities or for the lighting or operation of any improvements maintaining, operating and servicing street and traffic safety lighting under District ownership, or the maintenance of any other improvements covered by the Spreckels Community Services District.

**SECTION 3:** SCI Consulting Group is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare an Engineer's Report in accordance with Article 4 of Chapter 1 of the Act and Article XIIIID of the California Constitution. Upon completion, the Engineer shall file the Engineer's Report with the Board Secretary for submission to the Board of Directors.

**PASSED AND ADOPTED** by the Board of Directors of the Spreckels Community Services District, State of California this 19th day of April, 2023, with a motion by \_\_\_\_\_, a second by \_\_\_\_\_ and carried by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

---

Paul J. Ingram, General Manager

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

April 1, 2023

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> |
|-------------|---------------------------|-------------|-------------|--------------|
| 3/31/2023   | Management Services March |             | \$700.00    | \$700.00     |

Work on FEMA Application: Flooding Disaster Pump Station Damage

|           |  |   |                      |                   |
|-----------|--|---|----------------------|-------------------|
| 2/7/2023  | Meet with Chapin Crew, PDMG Colleen<br>Hargrove and Mike McTighe | 1 | \$35.00              | \$ 35.00          |
| 2/10/2023 | Attend FEMA workshop at County<br>Emergency Center               | 4 | \$35.00              | \$140.00          |
| 2/14/2023 | FEMA work on Request for Public<br>Assistance [RPA]              | 3 | \$35.00              | \$105.00          |
| 2/28/2023 | FEMA Grants Portal Application                                   | 5 | \$35.00              | \$175.00          |
| 3/28/2023 | On site Recovery Scoping Meeting                                 | 2 | \$35.00              | \$ 70.00          |
| 4/5/2023  | Engineering Team Site Inspection                                 | 3 | \$35.00              | <u>\$105.00</u>   |
|           |  |   | <b>Subtotal</b>      | <b>\$630.00</b>   |
|           |  |   | <b>Invoice Total</b> | <b>\$1,330.00</b> |

*Please make checks payable to Paul J. Ingram Company*



**Spreckels Community Services District**

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**Subject:** FEMA: Met with Chapin crew, Colleen Hargrove and Mike McTighe: 1 hour

**Start:** Tue 2/7/2023 12:00 AM

**End:** Wed 2/8/2023 12:00 AM

**Show Time As:** Free

**Recurrence:** (none)

**Organizer:** Spreckels Community Services District

## Spreckels Community Services District

---

**Subject:** FEMA meeting at County Emergency Center: 4 hours

**Start:** Fri 2/10/2023 12:00 AM

**End:** Sat 2/11/2023 12:00 AM

**Show Time As:** Free

**Recurrence:** (none)

**Organizer:** Spreckels Community Services District

**Spreckels Community Services District**

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**Subject:** FEMA work on RPA: 3 hours

**Start:** Tue 2/14/2023 12:00 AM  
**End:** Wed 2/15/2023 12:00 AM  
**Show Time As:** Free

**Recurrence:** (none)

**Organizer:** Spreckels Community Services District

## Spreckels Community Services District

---

**Subject:** FEMA application 5 hours.

**Start:** Tue 2/28/2023 12:00 AM

**End:** Wed 3/1/2023 12:00 AM

**Show Time As:** Free

**Recurrence:** (none)

**Organizer:** Spreckels Community Services District

## Spreckels Community Services District

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**Subject:** Recovery scoping meeting 2 hours

**Start:** Tue 3/28/2023 2:00 PM

**End:** Tue 3/28/2023 4:00 PM

**Recurrence:** (none)

**Organizer:** Spreckels Community Services District

**Spreckels Community Services District**

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**Subject:** Engineering Site Inspection 3 hrs.

**Start:** Wed 4/5/2023 12:00 AM

**End:** Thu 4/6/2023 12:00 AM

**Show Time As:** Free

**Recurrence:** (none)

**Organizer:** Spreckels Community Services District



**Corporate Office:**

560 Crazy Horse Canyon Rd., Salinas, CA 93907  
 Phone 831.422.2298

## Invoice 78997

|  |  |
|--|--|
| <b>Bill to:</b><br>SPRECKELS COMM. SVC. DISTRICT<br>PO BOX 7432<br>SPRECKELS, CA 93962 | <b>Job:</b> 359823<br>HATTON AVENUE, SPRECKELS |
|--|--|

|  |                       |  |
|--|-----------------------|--|
| <b>Invoice #:</b> 78997                | <b>Date:</b> 03/29/23 | <b>Customer P.O. #:</b> STINV#26140815 |
| <b>Payment Terms:</b> DUE UPON RECEIPT | <b>Salesperson:</b>   |  |
| <b>Customer Code:</b> 23981            |                       |  |

Remarks: VAC OUT STORM DRAIN FROM CURB INLET - MIKE

| Quantity | Description       | U/M | Unit Price       | Extension     |
|----------|-------------------|-----|------------------|---------------|
| 4.000    | TRUCK HOURS LABOR | HR  | 245.000          | 980.00        |
|          |                   |     | <b>Subtotal:</b> | <b>980.00</b> |
|          |                   |     | <b>Total:</b>    | <b>980.00</b> |

Please return one copy with payment.

All invoices are due upon receipt. Past due invoices are subject to a late payment charge computed at 1.5% per month (18% annual percentage rate) on the past due amount.

WE ACCEPT VISA / MASTERCARD / AMERICAN EXPRESS / DISCOVER • WE ACCEPT VISA / MASTERCARD / AMERICAN EXPRESS / DISCOVER

Payment with credit card will incur a 3.0% additional fee.



560 Crazy Horse Canyon Rd., Salinas, CA 93907  
 Phone: 831.449.4273 • Fax: 831.449.4500

# Invoice 223036\*01

|   |   |
|---|---|
| Bill to:<br>SPRECKELS COMMUNITY SVC. DIST.<br>spreckelscsd.main@gmail.com<br>P.O. BOX 7432<br>SPRECKELS, CA 93962 | Job: 223036<br>S.C.S.D.-REPAIR H2O LINE<br>T&M WATER LINE REPAIR<br>ACROSS FROM 108 2nd STREET<br>SPRECKELS, CA 93962 |
|---|---|

|  |                                  |
|--|----------------------------------|
| Invoice #: 223036*01      Date: 03/20/23<br>Payment Terms: NET 30 DAYS<br>Customer Code: 15484 | Customer P.O. #:<br>Salesperson: |
|--|----------------------------------|

Remarks: FROM DRAW REQUEST BILLING ENTRY

| Quantity | Description               | U/M | Unit Price       | Extension        |
|----------|---------------------------|-----|------------------|------------------|
|          | FROM DRAW REQUEST BILLING |     |                  | 46,253.24        |
|          |                           |     | <b>Subtotal:</b> | <b>46,253.24</b> |
|          |                           |     | <b>Total:</b>    | <b>46,253.24</b> |



**CONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT**

*California Civil Code Section 8136*

**NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.**

**Identifying Information**

|                  |  |
|------------------|--|
| Name of Claimant | THE DON CHAPIN CO. INC.  |
| Name of Customer | SPRECKELS COMMUNITY SVC. DIST.   |
| Job Location     | T&M WATER LINE REPAIR, ACROSS FROM 108 2nd STREET, SPRECKELS, CA 93962 |
| Owner            | SPRECKELS COMMUNITY SERVICES DISTRICT                                  |

**Conditional Waiver and Release**

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and services provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

|                  |                                |
|------------------|--------------------------------|
| Maker of Check   | SPRECKELS COMMUNITY SVC. DIST. |
| Amount of Check  | \$46,253.24                    |
| Check Payable to | THE DON CHAPIN CO. INC.        |

**Exceptions**

This document does not affect any of the following:

Disputed claims for extras in the amount of: \$

**Signature**

Claimant's Signature



Claimant's Representative Title

CORPORATE CONTROLLER

Date of Signature

03/22/23

*The use of this document has important legal consequences. Consultation with an attorney is advised.*

@ Associated General Contractors of California, Inc. 2012  
Form AGCC - 12  
Revised 6/12

**Application and Certificate For Payment**

|   |   |   |
|---|---|---|
| To Owner: SPRECKELS COMMUNITY SVC. DIST.<br>spreckelscsd.main@gmail.com<br>P.O. BOX 7432<br>SPRECKELS, CA 93962 | Project: S.C.S.D.-REPAIR H2O LINE<br>T&M WATER LINE REPAIR<br>ACROSS FROM 108 2nd STREET<br>SPRECKELS, CA 93962 | Application No: 1      Date: 03/20/2023<br>Period To: 03/31/23<br>Architect's Project No: CR<br>Contract Date: 01/31/23 |
| From (Contractor): THE DON CHAPIN CO. INC.<br>560 Crazy Horse Canyon Road<br>Salinas, CA 93907-8434             | Contractor Job Number: 223036<br>Via (Architect):   |   |
| Phone: 831 449-4273   | Contract For: REPAIR LEAK AT WATER PUMP STATION   |   |

**Contractor's Application For Payment**

| Change Order Summary  | Additions        | Deductions    |                                   |  |  |  |
|---|------------------|---------------|-----------------------------------|--|--|--|
| Change orders approved in previous months by owner  | 46,253.24        |               |                                   |  |  |  |
| <table border="1"> <thead> <tr> <th>Number</th> <th>Date Approved</th> </tr> </thead> <tbody> <tr> <td>Change orders approved this month</td> <td></td> </tr> </tbody> </table> | Number           | Date Approved | Change orders approved this month |  |  |  |
| Number  | Date Approved    |               |                                   |  |  |  |
| Change orders approved this month   |                  |               |                                   |  |  |  |
| <b>Totals</b>   |                  |               |                                   |  |  |  |
| <b>Net change by change orders</b>  | <b>46,253.24</b> |               |                                   |  |  |  |

|  |                  |
|--|------------------|
| Original contract sum                  | 0.00             |
| Net change by change orders            | 46,253.24        |
| Contract sum to date                   | 46,253.24        |
| Total completed and stored to date     | 46,253.24        |
| Retainage                              |                  |
| 0.0% of completed work                 | 0.00             |
| 0.0% of stored material                | 0.00             |
| Total retainage                        | 0.00             |
| Total earned less retainage            | 46,253.24        |
| Less previous certificates of payment  | 0.00             |
| 0.000% of taxable amount               | 0.00             |
| Current sales tax                      | 0.00             |
| Current payment due                    | <b>46,253.24</b> |
| Balance to finish, including retainage | 0.00             |

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Contractor:  
 By: Monique O... Date: 03/22/2023  
 State of: \_\_\_\_\_ County of: \_\_\_\_\_  
 Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_,  
 \_\_\_\_\_ (year). Notary public: \_\_\_\_\_  
 My commission expires \_\_\_\_\_.

**Architect's Certificate for Payment**

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the Amount Certified.

Amount Certified: \$ \_\_\_\_\_

Architect:  
 By: \_\_\_\_\_ Date: \_\_\_\_\_

This Certification is not negotiable. The Amount Certified is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

**Application and Certificate For Payment -- page 2**

To Owner: SPRECKELS COMMUNITY SVC. DIST.  
 From (Contractor): THE DON CHAPIN CO. INC.  
 Project: S.C.S.D.-REPAIR H2O LINE

Application No: 1 Date: 03/20/23 Period To: 03/31/23  
 Contractor's Job Number: 223036  
 Architect's Project No: CR

| Item Number              | Description                                       | Scheduled Value | Work Completed       |             | Materials Presently Stored | Completed and Stored to Date | %      | Balance to Finish | Retention | Memo |
|--------------------------|---|-----------------|----------------------|-------------|----------------------------|------------------------------|--------|-------------------|-----------|------|
|                          |   |                 | Previous Application | This Period |                            |                              |        |                   |           |      |
| 9001                     | MOBILIZE & EXCAVATE TO DETERMINE REPAIR           | 4,572.10        | 0.00                 | 4,572.10    | 0.00                       | 4,572.10                     | 100.00 | 0.00              | 0.00      |      |
| 9002                     | DEMO CONCRETE AROUND 24" PIPE                     | 5,583.95        | 0.00                 | 5,583.95    | 0.00                       | 5,583.95                     | 100.00 | 0.00              | 0.00      |      |
| 9003                     | DEWATER & SAWCUT PIPE                             | 12,136.15       | 0.00                 | 12,136.15   | 0.00                       | 12,136.15                    | 100.00 | 0.00              | 0.00      |      |
| 9004                     | BEGIN REPAIRS                                     | 4,173.99        | 0.00                 | 4,173.99    | 0.00                       | 4,173.99                     | 100.00 | 0.00              | 0.00      |      |
| 9005                     | REPAIR 24" PIPE                                   | 4,638.60        | 0.00                 | 4,638.60    | 0.00                       | 4,638.60                     | 100.00 | 0.00              | 0.00      |      |
| 9006                     | MAKE REPAIRS ON 24" PIPE                          | 3,797.20        | 0.00                 | 3,797.20    | 0.00                       | 3,797.20                     | 100.00 | 0.00              | 0.00      |      |
| 9007                     | INSTALL MARMAC COUPLER & POUR THRUST BLOCK/COLLAR | 4,329.09        | 0.00                 | 4,329.09    | 0.00                       | 4,329.09                     | 100.00 | 0.00              | 0.00      |      |
| 9008                     | BACKFILL EXCAVATION RETURN SHORING                | 2,999.40        | 0.00                 | 2,999.40    | 0.00                       | 2,999.40                     | 100.00 | 0.00              | 0.00      |      |
| 9009                     | REPAIR FENCES                                     | 4,022.76        | 0.00                 | 4,022.76    | 0.00                       | 4,022.76                     | 100.00 | 0.00              | 0.00      |      |
| <b>Application Total</b> |   | 46,253.24       | 0.00                 | 46,253.24   | 0.00                       | 46,253.24                    | 100.00 | 0.00              | 0.00      |      |