

Spreckels Community Services District
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday February 15, 2023 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 January 18, 2023

8. GENERAL MANAGER'S REPORT:

- a. Financial Reports.
 - 1. Fund Balance as of 2/15/2023
 - 2. Budget FYTD to 2/15/2023
 - 3. Review of County Fund 634 Trial Balance Report: Period 7.
 - 4. Review of Expenditures January 2023.

- 9. UNFINISHED BUSINESS NON-ACTION ITEMS:
 - a. Zone 1 Assessment: Engineer’s Report Progress: Zoom Conference with Chris Coulter on edits to Engineering Report.
 - 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	\$100.00
3. Spreckels Water Company	Water	\$287.64
4. PG&E	Streetlights & Pump Stations	<u>\$800.00</u>
	TOTAL	\$1,887.64

- 12. NEW BUSINESS NON-ACTION ITEMS:

- 13. ZONES 1 AND 2 SYSTEMS REPORT:
 - a. 2nd Street Pump Station Storm Damage Repairs.

- 14. FUTURE AGENDA ITEMS:

- 15. ADJOURN REGULAR MEETING:
 - a. Next meeting Wednesday March 15, 2023 5:30 PM.

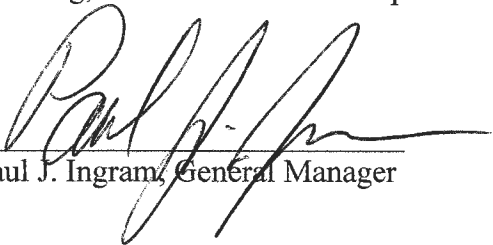
ADA COMPLIANCE

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.

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 February 15, 2023 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 2/9/2023

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 January 18, 2023 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 5:36 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, Amaral, Kramm, Coronel

Absent: Lane

QUORUM ESTABLISHED

4. ADDITIONS, CHANGES AND ADOPTION OF THE AGENDA:

5. CORRESPONDENCE:

6. PUBLIC COMMENTS:

Shaheen Jorgensen presented additional reports on odors emanating from the drainage system. She has asked for a health inspector to visit Pacific Ag Rentals for compliance.

7. APPROVAL OF MINUTES:

- a. SCSD Regular Board Meeting November 16, 2022

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

Ayes: McTighe, Amaral, Kramm, Coronel

Noes: None

MOTION CARRIED

b. SCSD Special Board Meeting December 14, 2022

*Motion to approve [Coronel] 2nd [Kramm].
Ayes: McTighe, Amaral, Kramm, Coronel
Noes: None*

MOTION CARRIED

8. GENERAL MANAGER'S REPORT:

a. Financial Reports.

1. Fund Balance as of 1/18/2023
2. Budget FYTD to 1/18/2023
3. Review of County Fund 634 Trial Balance Report: Period 6.
4. Review of Expenditures November & December 2023.

9. UNFINISHED BUSINESS NON-ACTION ITEMS:

- a. Zone 1 Assessment: Engineer's Report Progress.
- 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	\$100.00
3. Spreckels Water Company	Water	\$293.57
4. PG&E	Streetlights & Pump Stations	\$550.95
5. Quinn Company	Block Heater Repair	\$406.22
6. SCI Consulting Group	Progress ER	<u>\$19,600.00</u>
TOTAL		\$21,650.74

*Motion to approve [Coronel] 2nd [Amaral].
Ayes: McTighe, Amaral, Kramm, Coronel
Noes: None*

MOTION CARRIED

12. NEW BUSINESS NON-ACTION ITEMS:

13. ZONES 1 AND 2 SYSTEMS REPORT:

An arborist needs to be hired to inspect trees on Spreckels Boulevard. Suggest coordinating with Spreckels Memorial District for trees in Memorial Park that need to be inspected.

14. FUTURE AGENDA ITEMS:

15. ADJOURN REGULAR MEETING:

The meeting was adjourned at 6:20 pm.

a. Next meeting Wednesday February 15, 2023 5:30 PM.

Respectfully submitted,

Approval date _____

Paul J. Ingram, General Manager

DRAFT



**SPRECKELS COMMUNITY SERVICES DISTRICT
FUND 634 BALANCE AS OF 2/15/2023 AFTER
TODAY'S ACCOUNTS PAYABLE.**

COUNTY FUND 634	\$218,417.08
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Spreckels Community Services District
 Adopted Budget FYE 6/30/2023 FYTD to 11/16/2022

Income		Budget	FYTD	BALANCE	%
Zone 1 Assessment 16.3%	TOTAL	\$6,700.00	3551.35	\$3,148.65	53.01%
Zone 2 Assessment 83.7%	TOTAL	\$34,000.00	18236.08	\$15,763.92	53.64%
Non-Assessment Prop Taxes		\$36,500.00	22167.51	\$14,332.49	60.73%
Interest on Pooled Investments		\$750.00	556.8	\$750.00	74.24%
Total Income		\$77,950.00	44511.74	\$33,995.06	57.10%
Expense					
Administrative Fees Zone 1 16.3%		\$114.10		\$114.10	0.00%
Administrative 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	8525.57	\$474.43	94.73%
Equipment Repair/Maint. Zone 1		\$4,690.00	1031.35	\$3,658.65	21.99%
Equipment Repair/Maint. Zone 2		\$2,310.00	507.92	\$1,802.08	21.99%
General Liability/Property Zone 1		\$570.50		\$570.50	0.00%
General Liability/Property Zone 2		\$2,929.50		\$2,929.50	0.00%
Landscape Maint. Zone 2		\$6,000.00	1825	\$4,175.00	30.42%
Legal Services Zone 1 16.3%		\$1,000.00	163.2	\$836.80	16.32%
Legal Services Zone 2 83.7%		\$300.00		\$300.00	0.00%
Management Zone 1 16.3%		\$2,369.20	929.1	\$1,440.10	39.22%
Management Zone 2 83.7%		\$7,600.00	4770.9	\$2,829.10	62.78%
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	114.1	\$81.50	58.33%
Office Rent Zone 2 83.7%		\$1,004.40	585.9	\$418.50	58.33%
Parcel Management Zone 1 16.3%		\$25,500.00	20227.55	\$5,272.45	79.32%
Parcel Management Zone 2 83.7%		\$3,500.00	3222.45	\$277.55	92.07%
Power Zone 1		\$5,000.00	3549.16	\$1,450.84	70.98%
Power Zone 2		\$6,000.00	3426.27	\$2,573.73	57.10%
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	607.17	\$492.83	55.20%
Water Zone 2		\$3,500.00	1753.28	\$1,746.72	50.09%
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%
Total Expense		\$77,950.00	52248.12	\$25,701.88	67.03%