

Spreckels Memorial District  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**Wednesday June 6, 2018 6:30pm**  
 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. ROLL CALL & ESTABLISHMENT OF QUORUM:

Scott Henningsen, Rick Magno, Ron Eastwood, Cathy McDougall

3. 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.*

4. APPROVAL OF MINUTES:

- a. SMD Regular Board Meeting 5/2/2018

5. BUSINESS MANAGER'S REPORT:

- a. Financial Reports March
1. Review of Fund Balances as of May 31, 2018
  2. Review of Expenditures May 2018
  3. Review of Deposits: Rabobank May 2018

4. Review of Deposits: County Fund 668 April 2018
5. Review of Budget Year-to-date.
6. ACTION ITEMS: DISCUSSION AND POSSIBLE APPROVAL
  - a. Approve Transfer of \$10,000 from County Fund 668 to Rabobank Checking.
7. USE REQUESTS:
8. FUNCTION RECAP:
9. NEW BUSINESS:
  - a. LAFCO Informal Review of Potential Reorganization Options for SMD and SCSD.
  - b. Review New Payroll Direct Deposit Procedures and Recording of Payroll Time Records.
10. CONTINUED BUSINESS:
  - a. Audits FY's 2009 to 2017: Business Manager Audit Progress Report
  - b. 2018 Spreckels 4<sup>th</sup> of July Celebration: Progress Report
  - c. Memorial Building Restroom ADA Improvements Project
  - d. Memorial Benches: Order Progress
  - e. Complete Wireless Systems cell tower to replace light pole.
  - f. Organ Grinder Painting.
11. REGULAR MONTHLY FACILITIES REPORTS:
  - a. Review of Building/Equipment Inspection Report.
  - b. Review of Park Operations and Safety Report
12. FUTURE AGENDA ITEMS:
13. ADJOURN REGULAR MEETING: Next meeting Wednesday June 6, 2018 6:30 PM.

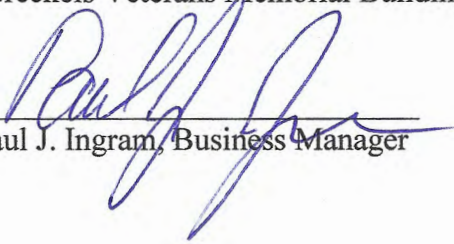
#### ADA COMPLIANCE

**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 at Spreckels Veterans Memorial Building, 5<sup>th</sup> and Llano Streets, Spreckels, CA 93962, or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the District during normal business hours. Email requests please use spreckelsmd.main@gmail.com.

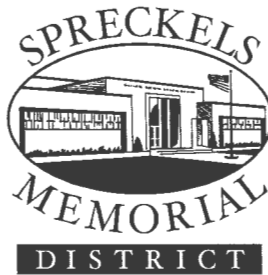
**Certification**

I, Paul J. Ingram, Business Manager/Board Clerk for Spreckels Memorial District, do hereby declare that the foregoing agenda was posted at least (72) hours prior to the June 6, 2018 Regular Meeting of the District Board of Directors scheduled for 6:30 pm at Spreckels Veterans Memorial Building, 5<sup>th</sup> and Llano Streets Spreckels, CA 93962.

  
Paul J. Ingram, Business Manager

Date 6/1/2018

**To download the full agenda packet, please go to [www.spreckelsmd.specialdistrict.org](http://www.spreckelsmd.specialdistrict.org) and click on the meeting date. Click on the link to the agenda.**



Spreckels Memorial District  
 MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
**Wednesday May 2, 2018 6:30pm**  
 Spreckels Veterans Memorial Building, 5<sup>th</sup> & Llano, Spreckels, CA 93962

1. CALL TO ORDER:

*The meeting was called to order by President Henningsen at 6:30 pm.*

2. ROLL CALL & ESTABLISHMENT OF QUORUM:

Scott Henningsen, Rick Magno, Ron Eastwood, Cathy McDougall

*Present: Henningsen, Magno, Eastwood  
 Absent: McDougall*

**QUORUM ESTABLISHED**

3. PUBLIC COMMENTS:

4. APPROVAL OF MINUTES:

a. SMD Regular Board Meeting 4/4/2018

*Motion to approve [Magno] 2<sup>nd</sup> [Eastwood]  
 Ayes: Henningsen, Magno, Eastwood  
 Noes: None*

**MOTION CARRIED**

5. BUSINESS MANAGER'S REPORT:

- a. Financial Reports March
  - 1. Review of Fund Balances April 30, 2018
  - 2. Review of Expenditures April 30, 2018
  - 3. Review of Deposits: Rabobank April 2018
  - 4. Review of Deposits: County Fund 668 February 2018
  - 5. Review of Budget Year-to-date.

**Reports presented. Business Manager Paul Ingram reported Direct Deposit for payroll has been activated. He will give a full report at the June 6, 2018 on how the pay cycle will change.**

6. ACTION ITEMS: DISCUSSION AND POSSIBLE APPROVAL

- a. Approve Transfer of \$10,000 from County Fund 668 to Rabobank Checking.

**Because of approved checks for Accrued Vacation written to Building Caretaker Joe Velazquez, a motion [Magno] 2<sup>nd</sup> [Eastwood] to transfer \$20,000 was made.**

**Ayes: Henningsen, Magno, Eastwood**

**Noes: None**

**MOTION CARRIED**

7. USE REQUESTS:

8. FUNCTION RECAP:

9. NEW BUSINESS:

- a. Spreckels Elementary School Color Run Friday, May 25<sup>th</sup> 2018: Darrin Bright.

**Spreckels School PTO representative Darrin Crist gave a description of the event and answered questions from the board.**

**Motion to approval [Eastwood] 2<sup>nd</sup> [Magno]**

**Ayes: Henningsen, Magno, Eastwood**

**Noes: None**

**MOTION CARRIED**

- b. LAFCO Informal Review of Potential Reorganization Options for SMD and SCSD

**BM Ingram reported a draft of the report had been received earlier in the day. He has planned to meeting with LAFCO staff the following day to review the report. After that review, he will circulate the report to board members from both SMD and SCSD. He proposed that all board members digest the extensive report and that it would become an ongoing agenda item for both districts so that discussions on possible actions could take place.**

10. CONTINUED BUSINESS:

- a. Audits FY's 2009 to 2017: Business Manager Audit Progress Report

*BM Ingram reported that Senior Auditor Robert White has left the employment of Fechter and Company and his colleague Michael Fink would be taking over all audits for both Spreckels districts.*

b. 2018 Spreckels 4<sup>th</sup> of July Celebration: Progress Report

*Board stressed that the June 6<sup>th</sup> regular meeting would be the last time the SMD board would meet to hear progress from the event committee. BM Ingram is instructed to contact Event Manager Dani Parker to make sure she is present for that meeting. BM Ingram will be in downtown Salinas on Thursday May 3<sup>rd</sup> and will stop by Monterey County Resource Management Agency to check on encroachment permit progress.*

c. Memorial Building Restroom ADA Improvement Project

*BM Ingram reported that to date only one bid had been received which was based on access to the jobsite in between booked events at the hall. BM Ingram presented drafted letters to three contractors that asks them to bid the project based upon full access to the site between January 2, 2019 and February 28, 2019 with no interruptions due to booked events. The letters give a bid deadline of May 30, 2018 and ask for a confirmation that they will or will not be bidding the project.*

d. Memorial Benches: Order Progress

*President Henningsen will meet with BM Ingram to determine wording on Memorials during the week of 5/7/2018 to 5/11/2018.*

e. Complete Wireless System cell tower to replace light pole.

f. Organ Grinder Painting.

*BM Ingram will see a meeting with Salinas City Deputy Manager Jim Ria during the week of 5/7/2018 to 5/11/2018.*

11. REGULAR MONTHLY FACILITIES REPORTS:

a. Review of Building/Equipment Inspection Report.

*BC Velasquez reported burner problems with the Hall kitchen stove. Hobart will try to repair but may be time to replace.*

b. Review of Park Operations and Safety Report

12. FUTURE AGENDA ITEMS:

*Board wishes to discuss jump houses in park.*

- 13. ADJOURN REGULAR MEETING: Next meeting Wednesday June 6, 2018 6:30 PM.

*Meeting was adjourned at 7:13 pm.*

Respectfully Submitted

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

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

**DRAFT**

**SPRECKELS MEMORIAL DISTRICT FUND  
BALANCES AS OF 5/31/2018.**

<b>COUNTY FUND 668</b>	<b>\$320,119.16</b>
<b>RABOBANK CHECKING</b>	<b><u>\$ 22,965.45</u></b>
<b>TOTAL</b>	<b>\$343,084.61</b>



Confirmation: Make Payment

The following payments were successfully scheduled. You can edit or cancel a payment until the payment begins to process by going to Scheduled Activity.

Pay To	\$ Amount	Deliver by	Type	Confirmation
Bokay Nursery	279.71	05/01/18	Check #20	8BI9YQ9T
Pay 279.71 from BUSINESS CHECKING, ...8160				



Confirmation: Make Payment

The following payments were successfully scheduled. You can edit or cancel a payment until the payment begins to process by going to Scheduled Activity.				
Pay To	\$ Amount	Deliver by	Type	Confirmation
Hydro Turf ...0084	483.68	05/01/18	Check #21	7BU9XQ9T
Pay 483.68 from BUSINESS CHECKING, ...8160				

869 ABBOTT STREET  
 SALINAS CA 93901  
 831-975-5022  
 831-975-5058 (Fax)



Remit to:  
 750 Work Street  
 Salinas, CA 93901

INVOICE

PAGE: 1 OF 1

Invoice Date	Invoice#
04/12/18	1695563


Bill to: SPRECKELS MEMORIAL DISTR  
 P.O.BOX 7266  
 SPRECKLES, CA 93962

Ship to: SPRECKELS MEMORIAL DISTR  
 P.O.BOX 7266  
 SPRECKLES, CA 93962

Customer#	P.O. Number	Sales Code	Terms of Sale	Require Date	Order Date	Shipping Method
10084	DAVE CLARK	59 JOSE VARGAS	NET 30	04/12/18	04/12/18	1 WILL CALL

Special Instructions:

Qty Ord	Qty Shp	Qty B/O	U/M	Product Code / Description	List Prc	Price/PU	PU	Extention	Tx
9	9		QH	ELABOR / EQUIPMENT SHOP LABOR CHANGES MADE FROM THE ORIGINAL MANUFACTURERS SPECS ARE THE RESPONSIBILTY OF THE OWNER/OPERATOR AND HTI SHALL BE HELD HARMLESS FOR ANY DECISION MADE BY THE OWNER/OPERATOR ON ANY EQUIPMENT REPAIRED OR SOLD BY HTI.	20.00	20.000	QH	180.00	N
1	1		EA	SHOP / SHOP SUPPLIES FOR REPAIR	10.00	10.000	EA	10.00	Y
1	1		EA	GR07200633 / GRAVELY V-BELT 3L-WRAPPED	9.28	9.280	EA	9.28	Y
2	2		EA	G04507500 / GRAVELY LM WHEEL DRIVE GEAR PINION	7.15	7.150	EA	14.30	Y
2	2		EA	G01291000 / GRAVLEY GEAR WHEEL	37.42	30.000	EA	60.00	Y
1	1		CAN	EPF32 / ECHO POWER FUEL 50:1 MIX, 32OZ	9.95	9.950	CAN	9.95	Y
2	2		QT	T38919 / TORO 15W-50 FULL SYNTHETIC OIL, 1QT. BOTTLE	10.28	10.280	QT	20.56	Y
2	2		EA	BPR4ES / NGK BPR4ES SPARK PLUG	3.99	3.990	EA	7.98	Y
1	1		EA	K02505021S / KOHLER FUEL FILTER INLINE	14.31	14.310	EA	14.31	Y
1	1		EA	K490657007 / KAWASAKI OIL FILTER, SHORT,FS541V-651V	16.53	16.530	EA	16.53	Y
1	1		EA	K02508301S / KOHLER PRIMARY AIR FILTER EFI 29HP	34.70	28.000	EA	28.00	Y
1	1		EA	EOA021003292 / ECHO CARBURETOR ASSEMBLY	82.02	65.000	EA	65.00	Y
1	1		EA	CMR5H / NGK CMR5H SPARK PLUG, SHINDAIWA HEDGER	8.33	8.330	EA	8.33	Y

PAID BY: CHARGE TO THE ACCOUNT 	SALE AMOUNT:	444.24
	CASH DISCOUNT:	0.00
	FREIGHT CHARGE:	15.00
	SALES TAX:	24.44
	RESTOCKING FEE:	
	TOTAL INVOICE:	483.68
	PMNT RECEIVED:	0.00
BALANCE DUE:	483.68	

Confirmation: Make Payment

The following payments were successfully scheduled. You can edit or cancel a payment until the payment begins to process by going to Scheduled Activity.

Pay To	\$ Amount	Deliver by	Type	Confirmation
Greg Messerli Electr	454.52	05/01/18	Check #22	TBP9WQ9T
Pay 454.52 from BUSINESS CHECKING, ...8160				

# Greg Messerli Electric

831 663-0990  
 License #668474  
 9650 South Prunedale Road  
 Salinas, CA 93907-8884

# 13 Invoice

Date	Invoice #
4/22/2018	18075

<b>Bill To</b>
Spreckels Memorial District P.O. Box 7432 Spreckels, CA 93962

P.O. No.	Terms	Project
	Net 30	Spreckels memorial 16-18

Quantity	Description	Rate	Amount
	Installed new LED light fixture for flag pole		
1.5	Labor hours 04/03/18 1 man	85.00	127.50
1	LED flood light	285.00	285.00T
1	photo cell	18.50	18.50T
	Sales Tax	7.75%	23.52
		<b>Total</b>	\$454.52

Confirmation: Make Payment

The following payments were successfully scheduled. You can edit or cancel a payment until the payment begins to process by going to Scheduled Activity.

Pay To	\$ Amount	Deliver by	Type	Confirmation
Quality Water Servic ...2576	106.03	05/01/18	Check #23	6BQ9NQ9T
Pay 106.03 from BUSINESS CHECKING, ...8160				



QUALITY WATER ENTERPRISES, INC.  
 FORMERLY SERVISOFT  
 625 W. MARKET ST.  
 SALINAS CA 93901  
 (831) 755-0500 (800) 252-1001

15

INVOICE NUMBER

ACCOUNT NUMBER

1137884

002576

BILLING DATE

DUE DATE

04/20/2018

05/20/2018

PURCHASE ORDER#

DELIVERY ADDRESS:  
 SPRECKELS VETERANS MEMORIAL  
 90 5TH STREET  
 SPRECKELS CA 93908  
 (831) 455-2022

REFERENCE	DESCRIPTION	QTY.	PRICE	TOTAL
16M	C&I EXCHANGE SERVICE SERVICE FROM 05/01/2018 TO 05/31/2018	1	32.20	32.20
16M	C&I EXCHANGE SERVICE SERVICE FROM 05/01/2018 TO 05/31/2018	1	32.20	32.20
16M	C&I EXCHANGE SERVICE SERVICE FROM 05/01/2018 TO 05/31/2018	2	18.80	37.60
	FUEL SURCHARGE			4.03
	TAXABLE SALES: \$102.00 3.95%			

TERMS

NET 30

PAY THIS AMOUNT

106.03

RETURN THIS PORTION WITH PAYMENT



QUALITY WATER ENTERPRISES, INC.  
 FORMERLY SERVISOFT  
 625 W. MARKET ST.  
 SALINAS CA 93901

INVOICE NUMBER

ACCOUNT NUMBER

DUE DATE

1137884

002576

05/20/2018

AMOUNT DUE

AMOUNT PAID

106.03

SPRECKELS VETERANS MEMORIAL  
 PO BOX 7266  
 SPRECKELS CA 93962-7266

QUALITY WATER ENTERPRISES, INC  
 FORMERLY SERVISOFT  
 625 W MARKET ST  
 SALINAS CA 93901-1424





4422

# SPRECKELS MEMORIAL DISTRICT

P O BOX 7266  
SPRECKELS, CA 93962-7266  
831-455-7855



Rabobank, N.A.  
P.O. Box 6002  
Arroyo Grande, CA 93421-6002  
Customer Service 800-942-6222

90-3842/1222

16

5/2/2018

PAY TO THE ORDER OF Clarke's Turf & Water

\$ \*\*2,136.40

Two Thousand One Hundred Thirty-Six and 40/100\*\*\*\*\*

DOLLARS

Clarke's Turf & Water  
18939 Vierra Canyon Road  
Prunedale, CA 93907



*[Signature]*  
AUTHORIZED SIGNATURE

MEMO

⑈004422⑈ ⑆122238420⑆ 0066028160⑈

## SPRECKELS MEMORIAL DISTRICT

Clarke's Turf & Water

Invoice # 1310  
Invoice # 1311

5/2/2018

4422

2,080.00  
56.40

Rabobank Checking

2,136.40

## SPRECKELS MEMORIAL DISTRICT

Clarke's Turf & Water

Invoice # 1310  
Invoice # 1311

5/2/2018

4422

2,080.00  
56.40

Rabobank Checking

2,136.40

Security features. Details on back.

# Invoice

Clarke's Turf and Water

18939 Vierra Canyon Rd.  
Prunedale, CA 93907

Date	Invoice #
5/1/2018	1310

Bill To
Spreckels Memorial Park

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	Park Maintenance for the month of April 2018	2,080.00	2,080.00
	Sales Tax	7.50%	0.00
Thank you for your business. 262-9800		<b>Total</b>	\$2,080.00

# Invoice

Clarke's Turf and Water  
 18939 Vierra Canyon Rd.  
 Prunedale, CA 93907

Date	Invoice #
5/1/2018	1311

Bill To
Spreckels Memorial Park

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	Gas	56.40	56.40
	Sales Tax	7.50%	0.00
Thank you for your business. 262-9800		<b>Total</b>	\$56.40

4423

19

# SPRECKELS MEMORIAL DISTRICT

P O BOX 7266  
SPRECKELS, CA 93962-7266  
831-455-7855



Rabobank, N.A.  
P.O. Box 6002  
Arroyo Grande, CA 93421-6002  
Customer Service 800-942-6222

90-3842/1222

5/2/2018

PAY TO THE ORDER OF Postmaster

\$ \*\*140.00

One Hundred Forty and 00/100\*\*\*\*\*

DOLLARS

Postmaster

AUTHORIZED SIGNATURE

MEMO

⑈004423⑈ ⑆122238420⑆ 0066028160⑈

# SPRECKELS MEMORIAL DISTRICT

Postmaster

5/2/2018

4423

140.00

Rabobank Checking

140.00

# SPRECKELS MEMORIAL DISTRICT

Postmaster

5/2/2018

4423

140.00

Rabobank Checking

140.00

Security features. Details on back.



**Your PO Box fee is due by the LAST DAY OF THIS MONTH.**

Your PO Box will be closed if the fee is not paid by the due date. If the fee is not paid within 10 days after the due date, a **late payment charge will apply**. You may make payment by any of the convenient options noted on the inside top portion of this envelope.

Make checks or money orders payable to **“U.S. Postal Service.”** If the bank returns your check, or if payment is not received by the due date, your PO Box service will be suspended **until all associated charges** are paid.

Please disregard this notice if payment has been made.

Thank you.

Annual

Semiannual

\$ \_\_\_\_\_  
*Amount*

Box #7266 93962  
SPRECKELS MEMORIAL DISTRICT  
6 Months: \$70.00 12 Months: \$140.00  
Due Date: 05/31/2018

# Post Office Box Service Fee Due



## Activity - Deposit Account

Report created: 05/08/2018 04:05:24 PM (ET)

### Account Information

Account: 122238420 • \*8160 • Checking • BUSINESS CHECKING • Available \$23,334.57  
 Available balance: \$23,334.57  
 Current balance: \$23,334.57  
 Closing ledger balance: \$24,664.62

### Transaction History

Date range: 4/8/2018 to 5/8/2018  
 Transaction types: Selected transactions  
 Detail option: Includes transaction detail

Post Date	Reference	Additional Reference	Description	Debit	Credit	Calculated Balance
05/02/2018	21000028526512		PREAUTHORIZED ACH DEBIT INTUIT PAYROLL S QUICKBOOKS 180502 941352295	\$0.74		\$27,647.97
05/02/2018	21000028526511		PREAUTHORIZED ACH DEBIT INTUIT PAYROLL S QUICKBOOKS 180502 941352295	\$0.24		\$27,648.71

QuickBooks Direct  
 Deposit + test transaction



## Activity - Deposit Account

Report created: 05/08/2018 03:23:25 PM (ET)

### Account Information

Account: 122238420 • \*8160 • Checking • BUSINESS CHECKING • Available \$23,334.57  
 Available balance: \$23,334.57  
 Current balance: \$23,334.57  
 Closing ledger balance: \$24,664.62

### Transaction History

Date range: 4/8/2018 to 5/8/2018  
 Transaction types: Selected transactions  
 Detail option: Includes transaction detail

<i>Post Date</i>	<i>Reference</i>	<i>Additional Reference</i>	<i>Description</i>	<i>Debit</i>	<i>Credit</i>	<i>Calculated Balance</i>
05/08/2018 03:23 PM (ET)			PREAUTHORIZED ACH DEBIT PGANDE WEB ONLINE 180508 @@95714264042018	\$1,190.05		\$23,474.57



# ENERGY STATEMENT

www.pge.com/MyEnergy

Account No: 3978600407-5

Statement Date: 04/18/2018

Due Date: 05/07/2018

## Service For:

SPRECKELS MEMORIAL DISTRICT  
LLANO & 5TH ST  
SPRECKELS, CA 93962

## Questions about your bill?

Monday-Friday 7 a.m.-9 p.m.  
Saturday 8 a.m.-6 p.m.  
Phone: 1-866-743-0335  
www.pge.com/MyEnergy

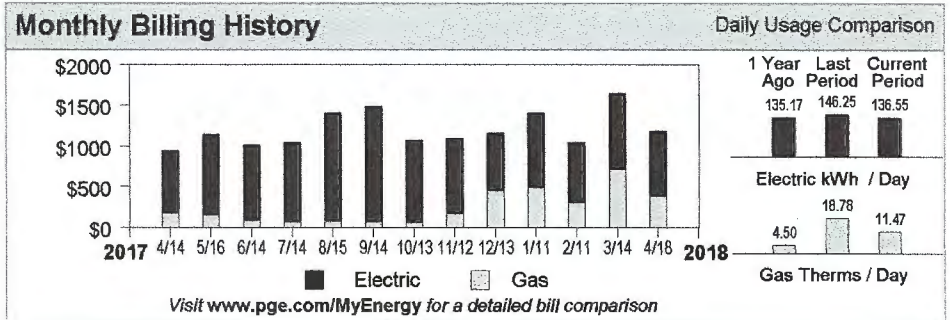
## Local Office Address

356 E ALISAL ST  
SALINAS, CA 93901

## Your Account Summary

Amount Due on Previous Statement	\$1,653.55
Payment(s) Received Since Last Statement	-1,653.55
Previous Unpaid Balance	\$0.00
Current PG&E Electric Delivery Charges	\$553.16
MONTEREY BAY COMMUNITY POWER Electric Generation Charges	243.50
Current Gas Charges	393.39

**Total Amount Due by 05/07/2018 \$1,190.05**



## Important Messages

**Thank you for your timely payments** You have an excellent payment record with us, and we thank you for your prompt payments.

**Call 811 before you dig.** A common cause of pipeline accidents is damage from digging. If you plan on doing any digging, such as planting a tree or installing a fence, please call 811 at least two working days before you dig. One free call will notify underground utilities to mark the location of underground lines, helping you to plan a safe project.

Please return this portion with your payment. No staples or paper clips. Do not fold. Thank you.

99903978600407500001190050000119005



Account Number:	Due Date:	Total Amount Due:
<b>3978600407-5</b>	<b>05/07/2018</b>	<b>\$1,190.05</b>

Amount Enclosed:

\$ [meter]

SPRECKELS MEMORIAL DISTRICT  
PO BOX 7266  
SPRECKELS, CA 93962-7266

PG&E  
BOX 997300  
SACRAMENTO, CA 95899-7300



Confirmation: Make Payment

The following payments were successfully scheduled. You can edit or cancel a payment until the payment begins to process by going to Scheduled Activity.

Pay To	\$ Amount	Deliver by	Type	Confirmation
American Supply Comp ...1176	682.26	05/11/18	Check #25	KBZ95SQR
Pay 682.26 from BUSINESS CHECKING, ...8160				

**STATEMENT**

25

- ★ HOTEL, RESTAURANT, BAR SUPPLIES & EQUIPMENT
- ★ JANITORIAL, PAPER & SANITATION SUPPLIES
- ★ COMPLETE LINE OF FLOOR, CARPET CARE PRODUCTS & EQUIPMENT



P.O. BOX 2026 SALINAS, CA 93902  
130 WEST MARKET STREET SALINAS, CALIFORNIA 93901

SALINAS (831) 424-1928  
MONTEREY (831) 372-1928  
FAX (831) 424-5251

PAGE: 1

CUSTOMER NUMBER 1176

STATEMENT DATE 04/30/2018

SPRECKELS MEMORIAL DIST.  
PO BOX 7266  
SPRECKELS, CA 93962

AMOUNT BEING PAID \$ \_\_\_\_\_  
ALL INVOICES ARE DUE 30 DAYS FROM DATE OF INVOICE.  
PLEASE PAY PROMPTLY TO AVOID FINANCE CHARGES.

PLEASE RETURN THIS TOP PORTION WITH YOUR REMITTANCE TO: P.O. BOX 2026 • SALINAS, CA 93902

INVOICE DATE	INVOICE NUMBER	INVOICE AMOUNT	PAYMENT DATE	PAYMENT REFERENCE	PAYMENT AMOUNT	BALANCE DUE
04/10/18	2804405	621.23				621.23
04/27/18	2806593	61.03				61.03
<i>Thank You!</i>						
<small>TERMS: ALL INVOICES ARE DUE 30 DAYS FROM DATE OF INVOICE. A FINANCE CHARGE OF 1½% PER MONTH (18% PER ANNUM) WILL BE CHARGED ON PAST DUE INVOICES OVER 60 DAYS. There will be a \$25 charge on all returned checks.</small>			<b>AMERICAN SUPPLY COMPANY</b> P.O. BOX 2026 SALINAS, CA 93902		SALINAS (831) 424-1928 MONTEREY (831) 372-1928 FAX (831) 424-5251	

CURRENT	OVER 30 DAYS	OVER 60 DAYS	OVER 90 DAYS	OVER 120 DAYS	TOTAL DUE
682.26	.00	.00	.00	.00	682.26
	OVERDUE	PAST DUE	MUST PAY NOW	PLEASE CONTACT OUR CREDIT DEPARTMENT	

PAY THIS AMOUNT



Janitorial • Paper • Restaurant Supplies

**TWO LOCATIONS TO SERVE YOU**

130 West Market St.  
Salinas, CA 93901  
(831) 424-1928  
(831) 424-5251 Fax

1033 Broadway Ave. <sup>26</sup>  
Seaside, CA 93955  
(831) 394-1445  
(831) 394-1448 Fax

Remit to: P.O. Box 2026, Salinas, CA 93902

PAGE: 1 10  
FOR CHEMICAL EMERGENCY CALL: 831-424-1928

DATE: 04/27/2018  
TIME: 12:18 PM  
INVOICE NO: 2806593

TERMS: NET 30

**BILL TO:**  
SPRECKELS MEMORIAL DIST.  
PO BOX 7266  
SPRECKELS, CA 93962

**SHIP TO:**  
SPRECKELS MEMORIAL DIST.  
5TH & LLANO AVE  
SPRECKELS, CA  
PO# REQUIRED!

CUSTOMER ACCOUNT NO. 1176	CUSTOMER ORDER NO.	SOLD BY 02 50	MERCHANDISE RETURNED	PAID OUT	MISCELLANEOUS
------------------------------	--------------------	------------------	----------------------	----------	---------------

QUANT.	U/M	ITEM CODE	DESCRIPTION	UNIT PRICE	AMOUNT
6	PKG	658-38000	16X19 COTTON TERRY BAR MOPS DZ	11.80	56.64
			DISCOUNT PERCENT: 20.00		
			SALES TAX:		4.39
PO # REQUIRED ! DRIVER DELIVER TO REAR DOOR BEFORE 12:00 PM DRIVER PLEASE CALL BEFORE TO SCHEDULE DELIVERY TIME CALL 831-455-2022					

**TERMS & CONDITIONS:** Title to above listed merchandise shall not pass to purchaser but will remain with vendor until all sums due on this invoice are fully paid. All bills are **net 30 days**. The buyer hereby acknowledges responsibility for payment of all collection costs and/or attorney's fees if legal action is necessary for collection. A service charge of 1 1/2% per month (which is 18% per annum) will be added to all accounts 60 days past due.  
**There will be a \$25 charge on all returned checks.**

**TOTAL → 61.03**

CHECKER	DRIVER	DATE	RECEIVED BY	ACKNOWLEDGE RETURN	<b>PLEASE PAY THIS AMOUNT</b>
---------	--------	------	-------------	--------------------	-------------------------------

ALL CLAIMS AND REFUNDS MUST BE ACCOMPANIED BY THIS INVOICE WITHIN 10 DAYS AFTER DATE OF PURCHASE

[www.americansupplycompany.com](http://www.americansupplycompany.com)

**STATEMENT COPY**



Janitorial • Paper • Restaurant Supplies

**TWO LOCATIONS TO SERVE YOU**

130 West Market St.  
Salinas, CA 93901  
(831) 424-1928\*  
(831) 424-5251 Fax

1033 Broadway Ave.  
Seaside, CA 93955  
(831) 394-1445  
(831) 394-1448 Fax

Remit to: P.O. Box 2026, Salinas, CA 93902

PAGE: 1 17  
FOR CHEMICAL EMERGENCY CALL: 831-424-1928

DATE: 04/10/2018  
TIME: 11:18 AM  
INVOICE NO: 2804405

TERMS: NET 30

**BILL TO:**  
SPRECKELS MEMORIAL DIST.  
PO BOX 7266  
SPRECKELS, CA 93962

**SHIP TO:**  
SPRECKELS MEMORIAL DIST.  
5TH & LLANO AVE  
SPRECKELS, CA  
PO# REQUIRED!

CUSTOMER ACCOUNT NO. 1176	CUSTOMER ORDER NO. JOE	SOLD BY 02 78	MERCHANDISE RETURNED	PAID OUT	MISCELLANEOUS 52
------------------------------	---------------------------	------------------	----------------------	----------	---------------------

QUANT.	U/M	ITEM CODE	DESCRIPTION	UNIT PRICE	AMOUNT
1	CASE	015-652	PURE BRIGHT GERM BLEACH 6/16	12.45	12.45
2	CASE	086-23501	JUNIOR JUMBO 2PLY T. TISS 12/1M	44.95	89.90
2	CASE	098-046	SUNYCARE 1/2FD SEAT CVR 20/250	51.00	102.00
2	CASE	100-4507	LIVI WHT CENTER PULL TWL 6/600	34.90	69.80
5	CASE	283-18127	23X17X48 2ML GREEN LINER 100/C	51.85	259.25
2	EACH	022-0766ASCE	WILD BERRY DRY DEOD 10oz	7.35	14.70
2	GAL	035-0001ES	TOP JOB RTU CLNR/DGRSR 1G	9.05	18.10
1	EACH	010-3308E	FOOD CONTACT SANI WIPE 100ct	10.35	10.35
				SALES TAX:	44.68

PO # REQUIRED!  
DRIVER DELIVER TO REAR DOOR BEFORE 12:00 PM  
DRIVER PLEASE CALL BEFORE TO SCHEDULE DELIVERY TIME  
CALL 831-455-2022

*Debbie Young*

**TERMS & CONDITIONS:** Title to above listed merchandise shall not pass to purchaser but will remain with vendor until all sums due on this invoice are fully paid. All bills are **net 30 days**. The buyer hereby acknowledges responsibility for payment of all collection costs and/or attorney's fees if legal action is necessary for collection. A service charge of 1 1/2% per month (which is 18% per annum) will be added to all accounts 60 days past due. **There will be a \$25 charge on all returned checks.**

**TOTAL** → 621.23

CHECKER	DRIVER	DATE	RECEIVED BY	ACKNOWLEDGE RETURN	<b>PLEASE PAY THIS AMOUNT</b>
---------	--------	------	-------------	--------------------	-------------------------------

ALL CLAIMS AND REFUNDS MUST BE ACCOMPANIED BY THIS INVOICE WITHIN 10 DAYS AFTER DATE OF PURCHASE

**STATEMENT COPY**

Confirmation: Make Payment

The following payments were successfully scheduled. You can edit or cancel a payment until the payment begins to process by going to Scheduled Activity.

Pay To	\$ Amount	Deliver by	Type	Confirmation
Michael's Commercial	158.00	05/11/18	Check #26	SB496SQR
Pay 158.00 from BUSINESS CHECKING, ...8160				

# INVOICE

**Michael's Commercial Services**  
 225 Crossroads Boulevard  
 #167  
 Carmel-by-the-Sea, California 93923  
 United States

831-521-2248

**BILL TO**

**Spreckels Memorial District**  
 Joe Velasquez  
 P.O. box 7266  
 Spreckels, California 93962  
 United States

831-455-7855  
 jvelasquez0608@icloud.com

**Invoice Number:** 464**Invoice Date:** March 15, 2018**Payment Due:** March 15, 2018**Amount Due (USD): \$158.00**

Items	Quantity	Price	Amount
<b>Labor</b> Service Call; Excessive smoke in rotisserie/ barbeque area. climbed on roof and checked ventilator for leaks, defective motor or worn belt. It appears to be intermittent issue caused by lack of cross ventilation/make-up air, or an intermittent start switch problem on motor. When unit was tested the motor seemed to run fine. Please note: the approximate cost of a motor would be around \$500.00 plus installation cost.	2	\$79.00	\$158.00

**Total:** \$158.00**Amount Due (USD): \$158.00**

Confirmation: Make Payment

The following payments were successfully scheduled. You can edit or cancel a payment until the payment begins to process by going to Scheduled Activity.

Pay To	\$ Amount	Deliver by	Type	Confirmation
California American ...1983	53.80	05/09/18	Electronic	HB59HSQR
Pay 53.80 from BUSINESS CHECKING, ...8160				



PO Box 7150, Pasadena, CA 91109-7150

For Service To: 90 5TH ST

Check this box for address changes and note new address on back.



001430 1 AV 0.375 01430/001430/001467 7 01 ACVP3K 001

SPRECKELS MEMORIAL DISTRICT
PO BOX 7266
SPRECKELS CA 93962-7266

00010152100209919830000000000005380018

31

Table with 2 columns: Field (Account Number, Due Date, Total Due, If Paid After Due Date) and Value (1015-210020991983, May 22, 2018, \$53.80, \$54.60 after 5/22/18)

Amount Enclosed \$



CALIFORNIA AMERICAN WATER
PO BOX 7150
PASADENA, CA 91109-7150



Please tear along the dotted line and return this portion with your payment.

BILLING PERIOD AND METER READINGS

- Billing date: April 30, 2018
Due Date: May 22, 2018
Billing period: Apr 28 to May 30 (33 Days)
Customer Type: Commercial

BILLING SUMMARY

For Service To: 90 5TH ST
For Account 1015-210020991983

Table with 2 columns: Description (Prior Balance, Current Wastewater Service, Taxes) and Amount (53.80, -53.80, 0.00, 53.06, 0.74, 0.74, 53.80)

TOTAL AMOUNT DUE \$53.80

- Pay your bill online: www.amwater.com/billpay
Pay by eCheck without a service fee: www.amwater.com/myh2o
Pay by phone: 24-hours a day, every day at 1-855-748-6066
Pay in person: Obtain a list of locations at www.amwater.com/myh2o

Important messages from California American Water

- Want more convenience and less clutter? With paperless billing, your bill will be emailed to you for review before your due date, eliminating the need for a hard copy.
NOW AVAILABLE: The Final Environmental Impact Report/Environmental Impact Statement for the Monterey Peninsula Water Supply Project's proposed seawater desalination project.
My Account allows you to manage your water service, track water usage, view and pay bills, update contact information and much more at any time.
Contact California American Water's local conservation department at 831.646.3205 to take advantage of rebates, water wise house calls and more.
We want to help you better understand your water bill - why you are paying the amount you are, and where the money is going.

Customer Service: 1-888-237-1333 M-F 7am to 7pm Emergency: 24/7 www.californiaamwater.com



Confirmation: Make Payment

The following payments were successfully scheduled. You can edit or cancel a payment until the payment begins to process by going to Scheduled Activity.

Pay To	\$ Amount	Deliver by	Type	Confirmation
California American ...1272	53.80	05/09/18	Electronic	YBT9HSQR
Pay 53.80 from BUSINESS CHECKING, ...8160				



PO Box 7150, Pasadena, CA 91109-7150

For Service To: 90 5TH ST

Check this box for address changes and note new address on back.

000101521001967127200000000000005380015

33

Account Number	1015-210019671272
Due Date	May 22, 2018
Total Due	\$53.80
If Paid After Due Date	\$54.60 after 5/22/18



001490 1 AV 0.375 01490/001490/001527 7 01 ACVP3K 001

DISTRICT MEMORIAL  
PO BOX 7266  
SPRECKELS CA 93962-7266

Amount Enclosed \$



CALIFORNIA AMERICAN WATER  
PO BOX 7150  
PASADENA, CA 91109-7150



Please tear along the dotted line and return this portion with your payment.

**BILLING PERIOD AND METER READINGS**





- Billing date: April 30, 2018
- Due Date: **May 22, 2018**
- Billing period: Apr 28 to May 30 (33 Days)
- Customer Type: Commercial

**BILLING SUMMARY**

For Service To: 90 5TH ST  
For Account 1015-210019671272

<b>Prior Balance</b>	
• Balance from last bill	53.80
• Payments as of Apr10. Thank you!	-53.80
<b>Balance Forward</b>	<b>0.00</b>
<b>Current Wastewater Service</b>	
• Wastewater Use Charge (\$53.06000000 x 1.00) (04/28/2018-05/30/2018)	53.06
• <b>Total Wastewater Service Related Charges</b>	<b>53.06</b>
<b>Taxes</b>	
• Commission Surcharge	0.74
• <b>Total Taxes</b>	<b>0.74</b>
<b>TOTAL CURRENT CHARGES</b>	<b>53.80</b>

**TOTAL AMOUNT DUE**  **\$53.80**

-  **Pay your bill online:** [www.amwater.com/billpay](http://www.amwater.com/billpay)
-  **Pay by eCheck without a service fee:** [www.amwater.com/myh2o](http://www.amwater.com/myh2o)
-  **Pay by phone:** 24-hours a day, every day at 1-855-748-6066
-  **Pay in person:** Obtain a list of locations at [www.amwater.com/myh2o](http://www.amwater.com/myh2o)

**Important messages from California American Water**

- Want more convenience and less clutter? With paperless billing, your bill will be emailed to you for review before your due date, eliminating the need for a hard copy. Enroll in paperless billing through My Account. Sign up through My Account at [www.californiaamwater.com](http://www.californiaamwater.com).
- NOW AVAILABLE: The Final Environmental Impact Report/Environmental Impact Statement for the Monterey Peninsula Water Supply Project's proposed seawater desalination project. Read the report at [www.watersupplyproject.org/eir](http://www.watersupplyproject.org/eir).
- My Account allows you to manage your water service, track water usage, view and pay bills, update contact information and much more at any time. My Account is available for free at [californiaamwater.com](http://californiaamwater.com).
- Contact California American Water's local conservation department at 831.646.3205 to take advantage of rebates, water wise house calls and more. For more information visit [www.montereywaterinfo.org](http://www.montereywaterinfo.org).
- We want to help you better understand your water bill - why you are paying the amount you are, and where the money is going. A large part of your water bill is invested directly into the water system to make sure it is reliably delivering quality water when you need it. To learn more, visit [www.californiaamwater.com/aboutyourbill](http://www.californiaamwater.com/aboutyourbill).

Customer Service: **1-888-237-1333** M-F 7am to 7pm Emergency: 24/7 [www.californiaamwater.com](http://www.californiaamwater.com)



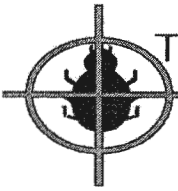
Confirmation: Make Payment

The following payments were successfully scheduled. You can edit or cancel a payment until the payment begins to process by going to Scheduled Activity.

Pay To	\$ Amount	Deliver by	Type	Confirmation
Target Pest Control ...5142	65.00	05/11/18	Check #27	1BN9ISQR
Pay 65.00 from BUSINESS CHECKING, ...8160				

# STATEMENT 35

Retain this Copy for Your Records



## Target Pest Control

235 Griffin Street, Salinas, CA 93901

(831) 424-7308  
(831) 372-3551  
(831) 636-1830  
(408) 842-5324  
Fax (831) 424-0794  
targetpest@sbcglobal.net  
www.targetpestcontrol.org

Billing Name and Address
<b>SPRECKELS MEMORIAL DISTRICT</b> P O Box 7266 Spreckels, CA 93962
Service Name and Address
<b>SPRECKELS MEMORIAL DISTRICT</b> 5th Llano Ave Spreckels, CA 93962

Customer #	Route	Frequency
5142	4	6: Bi-Monthly
Statement Date	Last Date of Service	
05/01/2018	04/16/2018	
Customer Type	Service Type	
Pest Control	Contract	

30+ Days	0.00
60+ Days	0.00
90+ Days	0.00
Total Past Due	0.00
Current	65.00
<b>Total Due</b>	<b>65.00</b>

Invoice #	Txn Date	Txn Type	Txn Amount
743535	04/16/2018	Service	\$65.00
739828	02/14/2018	Service	\$65.00
735766	02/12/2018	Payment	\$65.00
735766	01/08/2018	Payment	\$65.00
735766	12/13/2017	Service	\$65.00
731454	11/06/2017	Payment	\$65.00
731454	10/12/2017	Service	\$65.00
726855	09/13/2017	Payment	\$35.00

Target Pest Control endeavors to provide you the client with the most professional and courteous of service. Call on us whenever you have an important job to be done.

Balance is due 10 DAYS from the service date. If payment is not received by the "Payment Due Date", your account will be considered Past Due. All accounts are payable to the address given on this form. A \$25.00 (Twenty-five) dollar charge will be made for all NSF CHECKS or checks drawn on a closed account.

Late Fees may also be allocated against delinquent accounts as well, after a period of 10 days. Late fees will be adjusted upwards for greater periods.

### Thank You For Your Business

# STATEMENT

Return this Copy with Your Payment



## Target Pest Control

235 Griffin Street, Salinas, CA 93901

(831) 424-7308  
(831) 372-3551  
(831) 636-1830  
(408) 842-5324  
Fax (831) 424-0794  
targetpest@sbcglobal.net  
www.targetpestcontrol.org

Billing Name and Address
<b>SPRECKELS MEMORIAL DISTRICT</b> P O Box 7266 Spreckels, CA 93962
Service Name and Address
<b>SPRECKELS MEMORIAL DISTRICT</b> 5th Llano Ave Spreckels, CA 93962

Customer #	Route	Frequency
5142	4	6: Bi-Monthly
Statement Date	Last Date of Service	
05/01/2018	04/16/2018	
Customer Type	Service Type	
Pest Control	Contract	

30+ Days	0.00
60+ Days	0.00
90+ Days	0.00
Total Past Due	0.00
Current	65.00
<b>Total Due</b>	<b>65.00</b>

Invoice #	Txn Date	Txn Type	Txn Amount
743535	04/16/2018	Service	\$65.00
739828	02/14/2018	Service	\$65.00
735766	02/12/2018	Payment	\$65.00
735766	01/08/2018	Payment	\$65.00
735766	12/13/2017	Service	\$65.00
731454	11/06/2017	Payment	\$65.00
731454	10/12/2017	Service	\$65.00
726855	09/13/2017	Payment	\$35.00

Target Pest Control endeavors to provide you the client with the most professional and courteous of service. Call on us whenever you have an important job to be done.

Balance is due 10 DAYS from the service date. If payment is not received by the "Payment Due Date", your account will be considered Past Due. All accounts are payable to the address given on this form. A \$25.00 (Twenty-five) dollar charge will be made for all NSF CHECKS or checks drawn on a closed account.

Late Fees may also be allocated against delinquent accounts as well, after a period of 10 days. Late fees will be adjusted upwards for greater periods.

### Thank You For Your Business

Confirmation: Make Payment

The following payments were successfully scheduled. You can edit or cancel a payment until the payment begins to process by going to Scheduled Activity.

Pay To	\$ Amount	Deliver by	Type	Confirmation
Palace Business Solu ...2025	499.94	05/11/18	Check #28	IB69JSQR
Pay 499.94 from BUSINESS CHECKING, ...8160				

# Palace

**BUSINESS SOLUTIONS**

# STATEMENT



QUESTIONS?  
 PHONE 831-476-3815  
 FAX 831-476-5576  
 EMAIL [receivables@gopalace.com](mailto:receivables@gopalace.com)

**CORPORATE OFFICE**  
 2606 Chanticleer Avenue  
 Santa Cruz, CA 95065



**PLEASE REMIT TO:**  
 2345 Yale St 1st floor  
 Palo Alto, CA 94306

CUSTOMER  
 SPRECKELS MEMORIAL DIS'

CUSTOMER ACCOUNT NO.  
 22025

STATEMENT DATE  
 04/25/18

SPRECKELS MEMORIAL DISTRICT

PO BOX 7266  
 SPRECKELS CA 93962

CUSTOMER NO. 22025 STATEMENT DATE 04/25/18 PAGE 1

**PLEASE RETURN  
 THIS PORTION  
 WITH YOUR PAYMENT**

INVOICE #	DATE	REMARKS	CHECK/PO	AMOUNT	INV. BALANCE
LAST PAYMENT APPLIED ON 07/12/17 CHECK #4277				FOR \$	269.86
473026-0	03/30/18	INVOICE	JOE	460.71	460.71
473029-0	03/30/18	INVOICE	JOE	38.73	38.73

INVOICE #	INV. TOTAL
473026-0	460.71
473029-0	38.73

**PAYMENT TERMS:**

Billing Period ends on the 25<sup>th</sup> of the month. Total Balance is due by the 10<sup>th</sup> of the following month.  
 For your convenience, we accept major credit cards.

PLEASE PAY TOTAL BALANCE.

1 TO 30	31 TO 60	61 TO 90	OVER 90	TOTAL DUE
499.44	.00	.00	.00	499.44

TOTAL: 499.44

FINANCE CHARGE 1.5% per MONTH OR 18% per ANNUM INCLUDED IN TOTAL BALANCE.

**Protect Your Credit -- Pay On Time**

AMOUNT REMITTED \_\_\_\_\_

CHECK NUMBER \_\_\_\_\_

RETAIN THIS PORTION FOR YOUR RECORDS

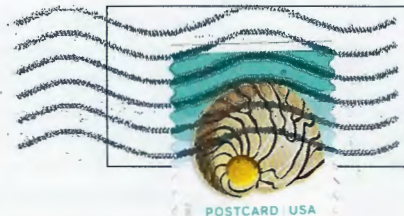
Confirmation: Make Payment

The following payments were successfully scheduled. You can edit or cancel a payment until the payment begins to process by going to Scheduled Activity.

Pay To	\$ Amount	Deliver by	Type	Confirmation
Spreckels Water Comp	536.78	05/11/18	Check #29	NBN9ZSQR

Pay 536.78 from BUSINESS CHECKING, ...8160

Spreckels Water Company  
 P.O. Box 7187  
 Spreckels, CA 93962 (831) 758-7644  
 SAN JOSE LA 950



METER READ	03/29/18	04/27/18	USAGE	AMOUNT
	32886	32975		

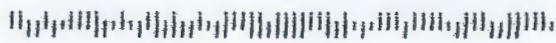
Prior Balance 196.35  
 Payments -196.35  
 Water Usage 102.68  
 2" Meter 131.34

DUE DATE	05/23/18	AMT. DUE	237.30
ACCT. NO.	120300	IF LATE PAY	
BILL DATE	04/30/18	SRV. TYPE	Irrigation

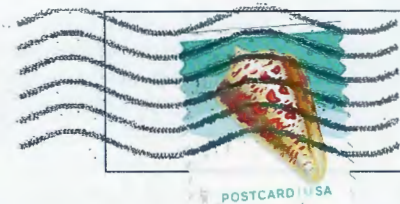
Tax	3.28	STREET ADDRESS	Memorial Park
Total Due	237.30		

DUE DATE	05/23/18	IF LATE PAY		RETURN THIS STUB WITH PAYMENT	ACCT. NO.	120300	AMT. DUE	237.30
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Spreckels Memorial District  
 P.O. Box 7266  
 Spreckels CA 93962-7266



Spreckels Water Company  
 P.O. Box 7187  
 Spreckels, CA 93962 (831) 758-7644  
 SAN JOSE LA 950



METER READ	03/29/18	04/27/18	USAGE	AMOUNT
	34	34		

Prior Balance 42.79  
 Payments -42.79  
 Water Usage 0.00  
 1" Meter 41.05

DUE DATE	05/23/18	AMT. DUE	41.62
ACCT. NO.	120301	IF LATE PAY	
BILL DATE	04/30/18	SRV. TYPE	Commercial

Tax	0.57	STREET ADDRESS	0 Racketball Ct
Total Due	41.62		

DUE DATE	05/23/18	IF LATE PAY		RETURN THIS STUB WITH PAYMENT	ACCT. NO.	120301	AMT. DUE	41.62
----------	----------	-------------	--	-------------------------------	-----------	--------	----------	-------

Spreckels Memorial Park  
 P.O. Box 7266  
 Spreckels CA 93962-7266

93962-726666






**Spreckels Water Company**  
P.O. Box 7187  
Spreckels, CA 93962 (831) 758-7644  
SAN JOSE CA 950

METER READ	03/29/18	04/27/18	USAGE	AMOUNT
	2737	2764		
Prior Balance				69.70
Payments				-69.70
Water Usage				31.15
1" Meter				41.05

DUE DATE	05/23/18	AMT. DUE	73.21
ACCT. NO.	120302	IF LATE PAY	
BILL DATE	04/30/18	SRV. TYPE	Commercial
Tax		1.01	
Total Due		73.21	
STREET ADDRESS 0 Park Restrooms			

DUE DATE	05/23/18	IF LATE PAY		RETURN THIS STUB WITH PAYMENT	ACCT. NO.	120302	AMT. DUE	73.21
				Spreckels Memorial District P.O. Box 7266 Spreckels CA 93962-7266				

93962-726666 



**Spreckels Water Company**  
P.O. Box 7187  
Spreckels, CA 93962 (831) 758-7644

METER READ	03/29/18	04/27/18	USAGE	AMOUNT
	4859	4903	44	
Prior Balance				169.44
Payments				-169.44
Water Usage				50.76
2" Meter				131.34

DUE DATE	05/23/18	AMT. DUE	184.65
ACCT. NO.	127900	IF LATE PAY	
BILL DATE	04/30/18	SRV. TYPE	Commercial
Tax		2.55	
Total Due		184.65	
STREET ADDRESS Veterans Hall			

DUE DATE	05/23/18	IF LATE PAY		RETURN THIS STUB WITH PAYMENT	ACCT. NO.	127900	AMT. DUE	184.65
				Spreckels Memorial District P.O. Box 7266 Spreckels CA 93962-7266				



check # 30

Scheduled Activity

Deliver By	Paid To	\$ Amount
05/18	Deisi Barajas	500.00
Total scheduled:\$500.00		

Deposit Return



## Activity - Deposit Account

Report created: 05/31/2018 07:35:50 PM (ET)

### Account Information

Account: 122238420 • \*8160 • Checking • BUSINESS CHECKING • Available \$31,219.81  
 Available balance: \$31,219.81  
 Current balance: \$31,219.81  
 Closing ledger balance: \$32,236.60

### Transaction History

Date range: 5/1/2018 to 5/31/2018  
 Transaction types: Selected transactions  
 Detail option: Includes transaction detail

<i>Post Date</i>	<i>Reference</i>	<i>Additional Reference</i>	<i>Description</i>	<i>Debit</i>	<i>Credit</i>	<i>Calculated Balance</i>
05/15/2018	28000082907923		PREAUTHORIZED ACH DEBIT PGANDE WEB ONLINE 180515 @@@96308553043018	\$21.17		\$39,475.30





## Activity - Deposit Account

Report created: 05/31/2018 07:36:36 PM (ET)

### Account Information

Account: 122238420 • \*8160 • Checking • BUSINESS CHECKING • Available \$31,219.81  
 Available balance: \$31,219.81  
 Current balance: \$31,219.81  
 Closing ledger balance: \$32,236.60

### Transaction History

Date range: 5/1/2018 to 5/31/2018  
 Transaction types: Selected transactions  
 Detail option: Includes transaction detail

<i>Post Date</i>	<i>Reference</i>	<i>Additional Reference</i>	<i>Description</i>	<i>Debit</i>	<i>Credit</i>	<i>Calculated Balance</i>
05/15/2018	28000082908050		PREAUTHORIZED ACH DEBIT PGANDE WEB ONLINE 180515 @@@96310987043018	\$115.87		\$39,359.43



# ENERGY STATEMENT

www.pge.com/MyEnergy

Account No: 4634845150-4

Statement Date: 04/26/2018

Due Date: 05/14/2018

## Service For:

SPRECKELS MEMORIAL DISTRICT  
LLANO ST & 2ND ST  
SPRECKELS, CA 93962

## Questions about your bill?

Monday-Friday 7 a.m.-9 p.m.  
Saturday 8 a.m.-6 p.m.  
Phone: 1-866-743-0335  
www.pge.com/MyEnergy

## Local Office Address

356 E ALISAL ST  
SALINAS, CA 93901

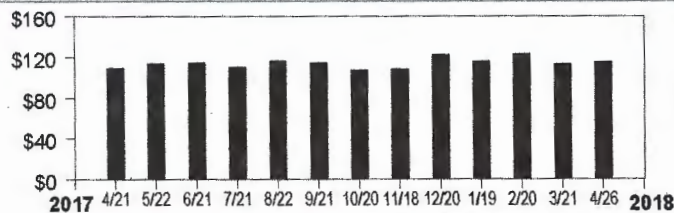
## Your Account Summary

Amount Due on Previous Statement	\$114.00
Payment(s) Received Since Last Statement	-114.00
Previous Unpaid Balance	\$0.00
Current PG&E Electric Delivery Charges	\$77.09
MONTEREY BAY COMMUNITY POWER Electric Generation Charges	38.78

**Total Amount Due by 05/14/2018 \$115.87**

## Electric Monthly Billing History

Daily Usage Comparison



1 Year Ago Period	Last Period	Current Period
16.34	17.10	16.62

Electric kWh / Day

Visit www.pge.com/MyEnergy for a detailed bill comparison

Please return this portion with your payment. No staples or paper clips. Do not fold. Thank you.

99904634845150400000115870000011587



Account Number: <b>4634845150-4</b>	Due Date: <b>05/14/2018</b>	Total Amount Due: <b>\$115.87</b>	Amount Enclosed: \$ <input type="text"/>
--	--------------------------------	--------------------------------------	---

SPRECKELS MEMORIAL DISTRICT  
PO BOX 7266  
SPRECKELS, CA 93962-7266

PG&E  
BOX 997300  
SACRAMENTO, CA 95899-7300



## Activity - Deposit Account

Report created: 05/31/2018 07:37:12 PM (ET)

### Account Information

Account: 122238420 • \*8160 • Checking • BUSINESS CHECKING • Available \$31,219.81  
Available balance: \$31,219.81  
Current balance: \$31,219.81  
Closing ledger balance: \$32,236.60

### Transaction History

Date range: 5/1/2018 to 5/31/2018  
Transaction types: Selected transactions  
Detail option: Includes transaction detail

<i>Post Date</i>	<i>Reference</i>	<i>Additional Reference</i>	<i>Description</i>	<i>Debit</i>	<i>Credit</i>	<i>Calculated Balance</i>
05/15/2018	28000082907956		PREAUTHORIZED ACH DEBIT PGANDE WEB ONLINE 180515 @@@96308934043018	\$159.99		\$39,199.44



# ENERGY STATEMENT

www.pge.com/MyEnergy

Account No: 4145267063-5

Statement Date: 04/26/2018

Due Date: 05/14/2018

## Service For:

SPRECKELS MEMORIAL DISTRICT  
3RD & LLANO  
SPRECKELS, CA 93962

## Questions about your bill?

Monday-Friday 7 a.m.-9 p.m.  
Saturday 8 a.m.-6 p.m.  
Phone: 1-866-743-0335  
www.pge.com/MyEnergy

## Local Office Address

356 E ALISAL ST  
SALINAS, CA 93901

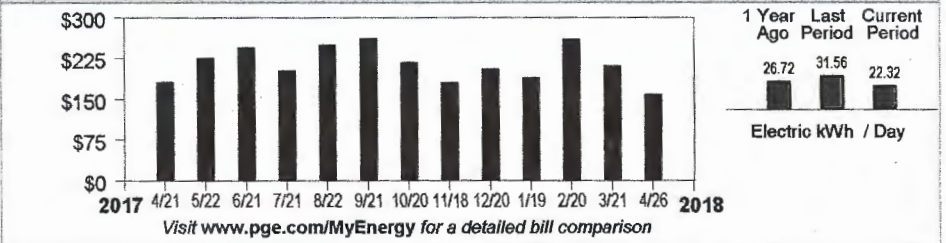
## Your Account Summary

Amount Due on Previous Statement	\$212.31
Payment(s) Received Since Last Statement	-212.31
Previous Unpaid Balance	\$0.00
Current PG&E Electric Delivery Charges	\$110.01
MONTEREY BAY COMMUNITY POWER Electric Generation Charges	49.98

**Total Amount Due by 05/14/2018 \$159.99**

## Electric Monthly Billing History

Daily Usage Comparison



Please return this portion with your payment. No staples or paper clips. Do not fold. Thank you.

99904145267063500000159990000015999



Account Number:	Due Date:	Total Amount Due:	Amount Enclosed:
<b>4145267063-5</b>	<b>05/14/2018</b>	<b>\$159.99</b>	\$ <input type="text"/>

SPRECKELS MEMORIAL DISTRICT  
PO BOX 7266  
SPRECKELS, CA 93962-7266

PG&E  
BOX 997300  
SACRAMENTO, CA 95899-7300



Confirmation: Make Payment

The following payments were successfully scheduled. You can edit or cancel a payment until the payment begins to process by going to Scheduled Activity.				
Pay To	\$ Amount	Deliver by	Type	Confirmation
Carrot-Top Industrie	3,454.95	05/21/18	Check #31	MBC9HS14
Pay 3,454.95 from BUSINESS CHECKING, ...8160				



**Quote Q34126**

1 message

<mpotter@carrot-top.com>  
 To: jvelasquez0608@gmail.com

Fri, May 11, 2018 at 1:19 PM

Thank you for your interest in our products and services.  
 The quote you requested follows. If you have any questions regarding this quote please call 800.628.FLAG(3524).

To accept quote, sign below and return by email or fax.

X \_\_\_\_\_



Carrot-Top Industries, Inc.  
 PO BOX 820  
 328 Elizabeth Brady Rd  
 Hillsborough NC 27278  
 (P) 919.732.6200 \* (F) 919.732.5526  
 800.628.3524(FLAG) \* [WWW.CARROT-TOP.COM](http://WWW.CARROT-TOP.COM)  
 FEIN 56-1577639 \* DUNS: 02-930-8145  
 GSA# GS-03F-0060U919  
 919.732.6200

**Quote**

**Email Date Quote Number**

05/11/18 Q34126

**Quote To**

SPRECKELS MEMORIAL BUILDING  
 PO BOX 7266  
 SPRECKELS CA 93962-7266  
 US

**Ship to**

Attn:JOE VELASQUEZ  
 SPRECKELS MEMORIAL BUILDING  
 90 FIFTH ST  
 SPRECKELS, CA 93962  
 US

**Account Quoted Expiration Telephone Salesman Payment Terms Ship Via**  
 2752058 05/09/18 08/07/18 831.756.2269 Hold Rate Shop Standard Serv.

Item	Description	UM	Quantity Quoted	Unit Price	Extended Price
AA240	5X8' POLYESTER U.S. FLAG	EA	72	41.50	2988.00
AA140	5X8' NYLON US FLAG	EA	6	33.95	203.70

Comments: CURRENT DELIVERY TIME IS 5-6 DAYS AFTER ORDER.

MUST ORDER QUANTITY LISTED TO RECEIVE PRICES QUOTED.

Subtotal	3191.70
Shipping	263.25
Add Charge	0.00
Other	0.00
Credits	0.00
Tax	0.00
Total (USD)	3454.95



## Activity - Deposit Account

Report created: 05/31/2018 07:38:08 PM (ET)

### Account Information

Account: 122238420 • \*8160 • Checking • BUSINESS CHECKING • Available \$31,219.81  
 Available balance: \$31,219.81  
 Current balance: \$31,219.81  
 Closing ledger balance: \$32,236.60

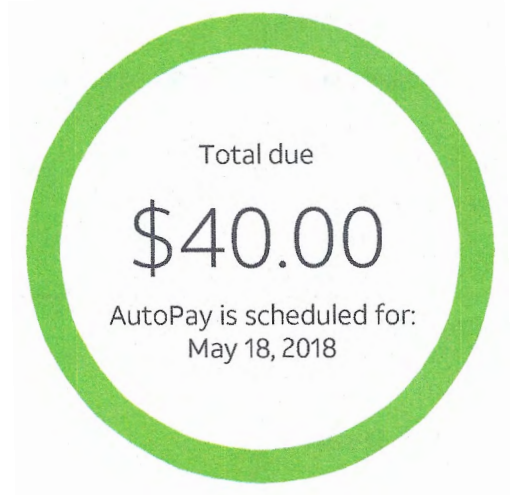
### Transaction History

Date range: 5/1/2018 to 5/31/2018  
 Transaction types: Selected transactions  
 Detail option: Includes transaction detail

<i>Post Date</i>	<i>Reference</i>	<i>Additional Reference</i>	<i>Description</i>	<i>Debit</i>	<i>Credit</i>	<i>Calculated Balance</i>
05/21/2018	31100206187846		PREAUTHORIZED ACH DEBIT ATT Payment 180519 @@432329011EPAYT	\$40.00		\$38,076.64

Go paperless. Sign up for paperless billing and we'll send you an email reminder to pay. It's easier, safer, and more convenient.

Easily manage your account with myAT&T. You can pay your bill online, sign up for paperless billing and AutoPay, and manage your account. Go to [att.com/myatt](http://att.com/myatt) to get started.



Total due  
**\$40.00**  
AutoPay is scheduled for:  
May 18, 2018


---

### Account summary

Your last bill	\$40.00
Payment, Apr 16 - Thank you!	-\$40.00
Remaining balance	\$0.00

---

### Service summary


 Internet <i>Page 2</i>	\$40.00
Total services	\$40.00


**Total due** **\$40.00**

AutoPay is scheduled to debit your bank account on May 18, 2018

#### Ways to pay and manage your account:

 myAT&T online  
[att.com/myatt](http://att.com/myatt)

 myAT&T app  
for iPhone and Android

 By phone  
Ordering, billing or support: 800.321.2000  
TTY: 800.651.5111



## Activity - Deposit Account

Report created: 05/31/2018 07:39:37 PM (ET)

### Account Information

Account: 122238420 • \*8160 • Checking • BUSINESS CHECKING • Available \$31,219.81  
 Available balance: \$31,219.81  
 Current balance: \$31,219.81  
 Closing ledger balance: \$32,236.60

### Transaction History

Date range: 5/1/2018 to 5/31/2018  
 Transaction types: Selected transactions  
 Detail option: Includes transaction detail

<i>Post Date</i>	<i>Reference</i>	<i>Additional Reference</i>	<i>Description</i>	<i>Debit</i>	<i>Credit</i>	<i>Calculated Balance</i>
05/22/2018	21000026725475		PREAUTHORIZED ACH DEBIT YP ADVERTISING BILL PYMT 180522 @@7956645	\$38.50		\$37,249.12





## Activity - Deposit Account

Report created: 05/31/2018 07:02:28 PM (ET)

### Account Information

Account: 122238420 • \*8160 • Checking • BUSINESS CHECKING • Available \$31,219.81  
 Available balance: \$31,219.81  
 Current balance: \$31,219.81  
 Closing ledger balance: \$32,236.60

### Transaction History

Date range: 5/1/2018 to 5/31/2018  
 Transaction types: Selected transactions  
 Detail option: Includes transaction detail

<i>Post Date</i>	<i>Reference</i>	<i>Additional Reference</i>	<i>Description</i>	<i>Debit</i>	<i>Credit</i>	<i>Calculated Balance</i>
05/29/2018	21000025840138		PREAUTHORIZED ACH DEBIT Intuit PayrollEE 180529 3766137	\$4.00		\$35,691.55



# Deposit Summary

6/6/2018 2:03 PM

Spreckels Memorial District

Summary of Deposits to Rabobank Checking on 05/03/2018

<b>Chk No.</b>	<b>PmtMethod</b>	<b>Rcd From</b>	<b>Memo</b>	<b>Amount</b>
	Check	Roberto Neri	LD&C Deposit	300.00
	Check	Tsutomu Yamashita	LD&C Deposit	500.00
	Check	Pacific Service Employees Association	Rent	225.00
	Check	Virginia Sandoval	Rent	500.00
	Check	Virginia Sandoval	Rent	500.00
	Check	Loretta Salinas	Park Rent	50.00
	Check	Tommie Jo Southard	Rent	400.00
	Check	Spreckels Community Services District	Telephone & Internet	49.18
<b>Less Cash Back:</b>				
<b>Deposit Total:</b>				<b>2,524.18</b>

Deposit Summary

6/6/2018 2:01 PM

Spreckels Memorial District

Summary of Deposits to Rabobank Checking on 05/16/2018

<b>Chk No.</b>	<b>PmtMethod</b>	<b>Red From</b>	<b>Memo</b>	<b>Amount</b>
	Check	Veterans of Foreign Wars Post #6849	Donation for Carrot-top flag purchase	3,454.95
<b>Less Cash Back:</b>				
<b>Deposit Total:</b>				<b>3,454.95</b>

Report ID : MC-FIN-BS-0301

Run Date : 05/10/2018

Run Time : 02:27 PM

**County of Monterey**  
**Trial Balance By Accounting Distribution**  
**Fiscal Year 2018 / 10 through 10**

Page 1 of 4

**Fund** 668 - Spreckels Memorial District  
**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,1110,0000024206		04/13/2018	ACH/EFT To Record April 2018 Payables		0.00	(10,000.00)	
JV,1110,PTAX29B18_CS		04/13/2018	Curr Sec - February 2018		3,481.81	0.00	
JV,1110,PTAX32B18_CS		04/17/2018	Curr Sec - Mar - Apr 2018		68,365.60	0.00	
JV,1110,PTAX33B18_SUPPL		04/19/2018	Suppl - Mar Apr 2018		1,450.71	0.00	
JVA,1110,INTALLOCCQ32018-07		04/30/2018	InterestAllocation3rdQtr2017-18		1,139.87	0.00	
<b>Total for Sub-BSA No Sub-BSA Specified</b>				<b>282,891.41</b>	<b>74,437.99</b>	<b>(10,000.00)</b>	<b>347,329.40</b>
<b>Total for B-1001 - Cash</b>				<b>282,891.41</b>	<b>74,437.99</b>	<b>(10,000.00)</b>	<b>347,329.40</b>

Report ID : MC-FIN-BS-0301

Run Date : 05/10/2018

Run Time : 02:27 PM

**County of Monterey**  
**Trial Balance By Accounting Distribution**  
**Fiscal Year 2018 / 10 through 10**

Page 4 of 4

<b>Fund</b>	668 - Spreckels Memorial District								
<b>Account Type</b>	Liability								
<b>BSA/Obj/Rev</b>	B-2530 - Assets Held as Agency for Others								
<b>Sub BSA/Obj/Rev</b>	5325 - Other In Lieu Revenues								
<b>Total for Sub-BSA 5325 - Other In Lieu Revenues</b>						<b>(27,626.70)</b>	<b>0.00</b>	<b>0.00</b>	<b>(27,626.70)</b>
<b>Sub BSA/Obj/Rev</b>	5415 - Special Assessments								
<b>Transaction ID</b>	<b>Jrnl Doc Ref (Code,Dept,ID)</b>	<b>Transaction Date</b>	<b>Description</b>	<b>Beginning Balance</b>	<b>Debits</b>	<b>Credits</b>	<b>Ending Balance</b>		
JV,1110,PTAX29B18_CS		04/13/2018	Curr Sec - February 2018		0.00	(805.48)			
JV,1110,PTAX32B18_CS		04/17/2018	Curr Sec - Mar - Apr 2018		0.00	(14,972.48)			
<b>Total for Sub-BSA 5415 - Special Assessments</b>						<b>(326,161.44)</b>	<b>0.00</b>	<b>(15,777.96)</b>	<b>(341,939.40)</b>
<b>Sub BSA/Obj/Rev</b>	No Sub-BSA Specified								
<b>Transaction ID</b>	<b>Jrnl Doc Ref (Code,Dept,ID)</b>	<b>Transaction Date</b>	<b>Description</b>	<b>Beginning Balance</b>	<b>Debits</b>	<b>Credits</b>	<b>Ending Balance</b>		
JV,1110,0000024206		04/13/2018	ACH/EFT To Record April 2018 Payables		10,000.00	0.00			
JVA,1110,INTALLOQC32018-07		04/30/2018	InterestAllocation3rdQtr2017-18		0.00	(1,139.87)			
<b>Total for Sub-BSA No Sub-BSA Specified</b>						<b>1,428,758.80</b>	<b>10,000.00</b>	<b>(1,139.87)</b>	<b>1,437,618.93</b>
<b>Total for B-2530 - Assets Held as Agency for Others</b>						<b>(282,891.41)</b>	<b>10,000.00</b>	<b>(74,437.99)</b>	<b>(347,329.40)</b>
<b>Total for Fund 668 - Spreckels Memorial District</b>						<b>(0.00)</b>	<b>84,437.99</b>	<b>(84,437.99)</b>	<b>(0.00)</b>
<b>Grand Total</b>						<b>(0.00)</b>	<b>84,437.99</b>	<b>(84,437.99)</b>	<b>(0.00)</b>

Spreckels Memorial District  
Budget Year-To-Date

	To 5/31/2018		
Income	Budget	FYTD	
GL Payment	\$2,150.00	\$2,139.32	99.50%
July 4th	\$18,000.00	\$18,174.12	100.97%
Memorial Building & Park rent	\$25,000.00	\$23,649.20	94.60%
<b>Sub Total</b>	<b>\$45,150.00</b>	<b>\$43,962.64</b>	<b>97.37%</b>
Property Tax	\$168,500.00	\$185,175.54	109.90%
Special Assessment	\$43,700.00	\$42,893.07	98.15%
<b>Sub Total</b>	<b>\$212,200.00</b>	<b>\$228,068.61</b>	<b>107.48%</b>
<b>Total Income</b>	<b>\$257,350.00</b>	<b>\$272,031.25</b>	<b>105.70%</b>
Expense			
<b>Salaries</b>			
Pay Roll Expenses	\$62,000.00	\$67,930.45	109.57%
<b>Empolyee Benefits</b>			
Workers Comp	\$800.00	\$81.51	10.19%
<b>Total Salary and Benefits</b>	<b>\$62,800.00</b>	<b>\$68,011.96</b>	<b>108.30%</b>
<b>Operations Budget</b>			
<b>4th of July</b>	<b>\$19,000.00</b>	<b>\$18,473.69</b>	<b>97.23%</b>
<b>Professional Services</b>			
Audits	\$10,000.00	\$45,290.15	452.90%
Administration Fees	\$2,500.00	\$2,578.00	103.12%
Advertising	\$500.00	\$423.50	84.70%
Legal Services	\$1,000.00	\$179.49	17.95%
Parcel Management	\$2,500.00	\$3,700.00	148.00%
Bank Fees	\$50.00	\$57.00	114.00%
Property Tax	\$400.00	\$396.44	99.11%
<b>Sub Total</b>	<b>\$16,950.00</b>	<b>\$52,624.58</b>	<b>310.47%</b>
<b>Education</b>			
Board and Staff Education	\$1,000.00	\$1,323.52	132.35%
Dues and Subscriptions	\$2,000.00	\$1,790.95	89.55%
<b>Sub Total</b>	<b>\$3,000.00</b>	<b>\$3,114.47</b>	<b>103.82%</b>
<b>MAINTENANCE</b>			
Building Materials	\$1,200.00	\$366.44	30.54%
Building Repairs	\$5,000.00	\$3,303.05	66.06%
Electrical Repairs	\$1,000.00	\$2,770.82	277.08%
Equipment Purchase	\$2,500.00		0.00%
Equipment Rental	\$1,500.00		0.00%
Power Equipment Repairs	\$1,000.00	\$52.61	5.26%

Spreckels Memorial District  
Budget Year-To-Date

Plumbing Repairs	To 5/31/2018	\$1,200.00	\$4,550.24	379.19%
HVAC		\$800.00	\$2,080.00	260.00%
Building Maintenance & Repairs		\$3,000.00	\$3,553.29	118.44%
Sprinkler Supplies		\$500.00	\$348.86	69.77%
Sprinkler System Repairs		\$1,500.00	\$475.00	31.67%
Park Maintenance & Repairs		\$3,000.00	\$141.21	4.71%
Park Plants		\$100.00	\$325.96	325.96%
Equipment Maintenance & Repairs		\$1,000.00	\$2,911.61	291.16%
Fuel		\$600.00	\$633.34	105.56%
Pest Contol		\$500.00	\$295.00	59.00%
Park Maintence Contract		\$25,000.00	\$22,880.00	91.52%
Tree Maintence		\$5,000.00	\$1,975.00	39.50%
Turf Treatment		\$6,500.00	\$5,424.36	83.45%
Water Treatment		\$1,400.00	\$1,171.44	83.67%
<b>Sub Total</b>		<b>\$62,300.00</b>	<b>\$53,258.23</b>	<b>85.49%</b>
<b>Utilities</b>				
PG&E		\$18,000.00	\$17,548.14	97.49%
Water / Park		\$8,000.00	\$7,477.50	93.47%
Water / Hall		\$2,400.00	\$2,073.61	86.40%
Cal Am		\$1,100.00	\$747.14	67.92%
Telephone and Internet		\$1,900.00	\$2,741.58	144.29%
<b>Sub Total</b>		<b>\$31,400.00</b>	<b>\$30,587.97</b>	<b>97.41%</b>
<b>Supplies</b>				
Janitorial Supplies		\$4,800.00	\$5,016.55	104.51%
<b>Sub Total</b>		<b>\$4,800.00</b>	<b>\$5,016.55</b>	<b>104.51%</b>
<b>Office/Operating Expenses</b>				
Office Supplies		\$800.00	\$813.48	101.69%
Office Equipment		\$300.00	\$366.43	122.14%
Post Office Box		\$130.00		0.00%
Website		\$600.00	\$600.00	100.00%
Postage and Delivery		\$150.00	\$104.19	69.46%
Park Supply		\$100.00	\$62.08	62.08%
<b>Sub Total</b>		<b>\$2,080.00</b>	<b>\$1,946.18</b>	<b>93.57%</b>
<b>Insurance</b>				
General Liability / Property Insurance		\$5,000.00		0.00%
<b>Sub Total</b>		<b>\$5,000.00</b>		<b>0.00%</b>
<b>Total Operations</b>		<b>\$144,530.00</b>	<b>\$153,445.39</b>	<b>106.17%</b>
<b>Capital Expense</b>				
Building		\$25,000.00	19771.81	79.09%
Park		\$25,000.00		0.00%
<b>Sub Total</b>		<b>\$50,000.00</b>	<b>19771.81</b>	<b>39.54%</b>
<b>Total Expense</b>		<b>\$257,330.00</b>	<b>\$173,217.20</b>	<b>67.31%</b>
Net Balance				
Fund Balance 7/1/2017		\$319,671.48		
Final Net Balance		\$319,671.48		

# LAFCO *of Monterey County*

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## LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

### 2018 Commissioners

**Chair**  
Simón Salinas  
*County Member*

**Vice Chair**  
Warren E. Poitras  
*Special District Member*

Sherwood Darington  
*Public Member*

Matt Gourley  
*Public Member, Alternate*

Joe Gunter  
*City Member*

Maria Orozco  
*City Member, Alternate*

Jane Parker  
*County Member*

Luis Alejo  
*County Member, Alternate*

Ralph Rubio  
*City Member*

Vacant  
*Special District Member  
Alternate*

Graig R. Stephens  
*Special District Member*

### Counsel

Leslie J. Girard  
*General Counsel*

### Executive Officer

Kate McKenna, AICP

132 W. Gabilan Street, #102  
Salinas, CA 93901

P. O. Box 1369  
Salinas, CA 93902

Voice: 831-754-5838

[www.monterey.lafco.ca.gov](http://www.monterey.lafco.ca.gov)

May 7, 2018

Paul Ingram  
Business Manager/Board Clerk  
Spreckels Community Services District and Spreckels Memorial District  
P.O. Box 7432  
Spreckels, CA 93962

**SUBJECT: Spreckels Community Services District and Spreckels Memorial District Informal Review of Potential Options for Reorganization**

Dear Paul:

As you know, Spreckels Community Services District and Spreckels Memorial District work closely together to provide services to the community in an efficient and effective manner. These collaborative efforts were highlighted in LAFCO's 2016 municipal service review and sphere of influence study for both districts. The study also identified your Board members' interest in exploring additional ways to work together, including the future possibility of some form of a consolidation.

As promised in the study, LAFCO staff have followed up on this interest by preparing a memorandum that provides an informal assessment of potential reorganization options. Kindly transmit the enclosed memorandum to your Board members for their consideration.

We are available if there is interest in discussing this information.

Sincerely,



Kate McKenna, AICP  
Executive Officer

Enclosure:

Memorandum, Informal Review of Potential Options for Reorganization, May 1, 2018

# LAFCO *of Monterey County*

## LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

### 2018 Commissioners

#### Chair

Simón Salinas  
*County Member*

#### Vice Chair

Warren E. Poitras  
*Special District Member*

Sherwood Darington  
*Public Member*

Matt Gourley  
*Public Member, Alternate*

Joe Gunter  
*City Member*

Maria Orozco  
*City Member, Alternate*

Jane Parker  
*County Member*

Luis Alejo  
*County Member, Alternate*

Ralph Rubio  
*City Member*

Vacant  
*Special District Member  
Alternate*

Graig R. Stephens  
*Special District Member*

#### Counsel

Leslie J. Girard  
*General Counsel*

#### Executive Officer

Kate McKenna, AICP

132 W. Gabilan Street, #102  
Salinas, CA 93901

P. O. Box 1369  
Salinas, CA 93902

Voice: 831-754-5838


[www.monterey.lafco.ca.gov](http://www.monterey.lafco.ca.gov)

LOCAL AGENCY FORMATION COMMISSION  
P.O. Box 1369 132 W. Gabilan Street, Suite 102  
Salinas, CA 93902 Salinas, CA 93901  
Telephone (831) 754-5838 [www.monterey.lafco.ca.gov](http://www.monterey.lafco.ca.gov)

### MEMORANDUM

DATE: May 1, 2018

TO: Paul Ingram, Business Manager/Board Clerk

FROM: Kate McKenna, AICP, Executive Officer 

SUBJECT: Spreckels Community Services District and Spreckels Memorial District Informal Review of Potential Options for Reorganization

In the 2016 municipal service review and sphere of influence study for Spreckels CSD and Spreckels Memorial District, the Board members of both districts, at that time, were interested in exploring ways in which they can work closer together to be more efficient and effective. As part of this effort, in concert with your latest request for additional information, LAFCO staff has identified the following options for review and consideration by the two Spreckels districts' boards of directors:

1. **Consolidation** of the two districts, with the CSD as successor agency;
2. **Annexation** of the Memorial District's territory into the CSD, in conjunction with **Dissolution** of the Memorial District;
3. **Increased integration** of the two districts' structures and operations, to the extent possible; or
4. **Pursuit of State legislative changes** (by the districts) to enable the CSD to carry out Memorial District functions, or to eliminate the requirement for a majority of Memorial District board members to be designated for veterans.

Each of these options are further discussed in the following pages.

The listed options are not intended as an exhaustive survey of all possible options. The options explored in this review are the scenarios that LAFCO staff has identified through our review of LAFCO records and in informal discussions with the two Spreckels districts' representatives in recent years. Additional options may come to light via future coordination between the districts and LAFCO staff, or through additional review by district personnel or other interested parties. Some other possible options – such as maintaining the status quo with no changes, or dissolving both districts and ceding operations to a private entity or the County – are not explored in this review.

This informal review is intended as an informative basis for further review and consideration by the two districts. LAFCO staff does not favor or advocate for the districts to pursue any specific option. The options outlined in this memo rely on important variables whose outcome is currently unknowable and, in some cases, are beyond LAFCO's control. Therefore, there can be no guarantee that any of the options would be successfully implemented. Please note that this memo has not been reviewed by LAFCO's legal counsel.



## BACKGROUND

### Spreckels Community Services District

The CSD was organized in 1986 following the dissolution of County Service Area No. 40. The District's active powers include solid waste collection, street lighting, storm drainage, street sweeping, and maintenance of sidewalks and alleys.

### Spreckels Memorial District

Spreckels Memorial District was established by an election in 1947. The primary objective of the District was to establish a Veterans Memorial Building through property taxes and other public monies. It is the only memorial district in the Greater Salinas Area. The only other memorial district in Monterey County is based in the City of Greenfield.

The following table provides a summary of each district's powers, governance structure, and financial information.

	Spreckels CSD	Spreckels Memorial District
Formation Date	July 1, 1986	March 17, 1947
Legal Authority	California Government Code 61000 et seq. ("CSD Law")	Military & Veterans Code, Sections 1170-1259 et seq.
District Services	Active Powers: Solid Waste (Garbage and Recycling) Collection, Street Lighting, Storm Drainage, Street Sweeping, Sidewalk and Alley Maintenance.  Inactive Powers: Require activation by LAFCO	Operating and maintaining the Spreckels Veterans' Memorial Building and Spreckels Memorial Park
Board of Directors	Five Directors elected to four-year terms through at-large elections	Five Directors elected to four-year terms through at-large elections  A majority of the seats on the board shall be designated for veterans (Military & Veterans Code 1197)
District Area	Approximately 478 acres (0.75 square mile)	Approximately 7,409 acres (11.6 square miles)
Sphere of Influence	Same as District boundary (See Attachment A for sphere map)	Same as District boundary (See Attachment B for sphere map)
Population (2010 Census)	680	763
Latest Budget	FY 17-18 Income: \$70,260 FY 17-18 Expense: \$70,260	FY 16-17 Income: \$237,200 FY 16-17 Expense: \$237,200*
Revenue Stream	Zone 1 Assessment: \$6,560 Zone 2 Assessment: \$33,700 Property Taxes & Other Non-Assessment Revenue: \$30,000	Rent: \$25,000 Property Taxes: \$168,500 Special Assessment: \$43,700
Business Manager/ Board Clerk	Paul J. Ingram	Paul J. Ingram
Staffing	One part-time Business Manager / Board Clerk. Other District services provided by contract.	One part-time Business Manager/Board Clerk. One full-time Park and Memorial Building Caretaker.

\*Based on the proposed budget available on the Spreckels Memorial District's website, Total Expense adds up to exactly \$236,200 but the proposed budget shows a Total Expense of \$237,200 (a difference of \$1,000)

## POTENTIAL OPTIONS

A municipal service review and sphere of influence study was adopted by LAFCO on March 28, 2016. The study analyzed the statutory determinations required for all Municipal Service Reviews and Sphere of Influence studies pursuant to the Cortese-Knox-Hertzberg Act. No sphere changes were requested by the districts or determined by LAFCO staff to be necessary at that time.

It was noted in the study that Board members of both districts, at that time, were interested in exploring ways in which they can work closer together to be more efficient and effective, including the possibility of some form of consolidation if this would improve service and simplify operations.

LAFCO staff has outlined possible scenarios which may increase integration of district functions, result in cost savings, and improve service delivery in the Spreckels community. As discussed in the Summary section above, the following options are for discussion purposes only. Further analysis from LAFCO and both districts will be required.

### Option #1: District Consolidation

In this scenario, the two districts would be consolidated into one successor agency (Spreckels CSD), in accordance with Government Code (GC) 56000+, the Cortese-Knox-Hertzberg Act. Importantly, this scenario relies on LAFCO being able to:

“designate a successor or successors, or form a new district or districts, authorized by their respective principal acts to deliver all of the services provided by the consolidating districts at the time of consolidation” (per GC 56826.5[a]).

Under State law, a CSD’s potential services include recreation facilities (GC 61100[e]) and community centers (GC 61100[s]). However, CSD law does not explicitly authorize ownership/operation of veterans’ memorial facilities. Therefore, by extension, the consolidation option appears to rely on:

- 1) The applicant district(s) finding and declaring that the Spreckels memorial hall and memorial park are a de facto community center and community park, in keeping with powers that are authorized under CSD law, and
- 2) LAFCO making determinations affirming those findings by the district(s).

Whether the districts and LAFCO would be willing and able to make those necessary determinations is currently unknown.

Other required actions by the districts and LAFCO include but are not limited to:

#### District Actions:

- Legal review by district counsel (highly recommended precursor to any formal action on this matter)
- Adoption of a resolution of initiation by one or both districts at a noticed public hearing, and resolution of support by the Memorial District – please note resolution of support is not mandatory. As discussed above, the initiating resolution would need to include a determination that the memorial hall and park are, or have become – notwithstanding their names and origins – a de facto community center and community park.
- Property Tax Exchange Agreement – must be approved by the County Board of Supervisors, as with all boundary changes.
- LAFCO application and Plan for Service (GC 56653)

#### LAFCO Actions:

- Completion of a new service review and Sphere of Influence study, including financial analysis
- Local agency outreach and public notification

- Sphere of Influence and boundary adjustments, as needed (LAFCO's 2016 study indicated an outlying agricultural area that should be detached at the time of a future boundary change).
- Activation of one or more latent powers (Park & Recreation services; Community facilities) for Spreckels CSD
- Consolidation determinations as required by State law, particularly GC 56668 ("factors to be considered")

#### Questions to Consider:

1. **"Reclassification" of the memorial hall and park** from veteran-serving facilities to community-serving facilities, as described above, in order to fall within the scope of a CSD's authorized powers: This appears to be potentially feasible, but could it raise any legal or political concerns? LAFCO staff is unaware of any precedent or similar reorganizations.
  - Would the district boards be willing to declare that the memorial hall and park are no longer specifically for the express purpose of serving veterans?
  - Would the Spreckels community support such a determination by the district boards? Note that the consolidation, if approved by LAFCO, would be subject to protest thresholds that could trigger a confirmation election by the electorate (25% to 50% protest) or terminate/overturn the LAFCO approval outright (>50% protest).
  - Could such a determination be construed as the Memorial District not currently carrying out its legislative purpose/mandate of providing facilities and service for veterans? If so, would that circumstance be detrimental to successful completion of the LAFCO process?
2. **Property tax revenues:** Do the districts anticipate that the post-consolidation CSD would receive all the property tax streams now received by both districts? Note: The County of Monterey ultimately controls this decision and should be consulted prior to initiating the LAFCO process for consolidation. (Contact: Nick Chiulos, Assistant County Administrative Officer).
3. **Memorial District special assessment:** Would it be able to continue to be collected after consolidation, or would it extinguish if the Memorial District ceases to exist?
4. **Separation of funds for functions currently served by the two districts:** Would the post-consolidation CSD channel its revenue streams into separate accounts "earmarked" for services that the two districts currently provide? (For example, would a certain amount of revenue, perhaps based on current Memorial District revenue levels, be set aside for services/facilities that the Memorial District currently provides?) Or, alternatively, would all post-consolidation revenues be made available for all post-consolidation CSD services and expenditures?
5. **Memorial District assets and liabilities:** Presumably, these would be transferred to Spreckels CSD. Would that action pose any problems or concerns for either district?
6. **Audits:** What is the status of district financial audits? Having current and problem-free audits for both districts should be considered a prerequisite for LAFCO staff to be able to recommend approval of consolidation.
7. **Post-consolidation CSD boundaries:** Should all the area currently within the Memorial District be included within a post-consolidation CSD? Or should some portions be excluded? (For example, areas that have been annexed to the City of Salinas over the years but were left within the Memorial District boundaries). There is no prohibition on an area being within both a city and a CSD, but the overlap would need to be justified. Property owners of lands that are now within the City might oppose any change to the status quo that results in their property being included in a "new"/redesignated district. Note other boundary adjustments to the existing CSD, as mentioned above under "LAFCO actions" and originally identified in the 2016 study.

8. **Post-consolidation CSD governance:** Does the CSD anticipate any changes to its board of directors? (number of seats; at-large or zone-based elections) Possibly the addition of an advisory committee for veterans' affairs? (to help offset the discontinuation of the Memorial District as a veterans-dedicated entity)
  9. **Other potentially related CSD changes:** Does the CSD anticipate any substantial changes to its current operations or priorities in the foreseeable future? (e.g. adding staff or pursuing connection of the wastewater system to the regional treatment plant)
- 

**Option #2: Annexation of Memorial District's territory to the CSD, concurrent with dissolution of the Memorial District**

In this scenario,

- A) The CSD would annex the territory located within the boundaries of the Memorial District, and
- B) The Memorial District would be dissolved.

These actions would occur concurrently, i.e. combined into one LAFCO approval action. Memorial District dissolution would be contingent upon approval of the annexation to the CSD. Activation of latent powers (Park & Recreation services and/or Community facilities) for the CSD would also be folded into the annexation.

Unlike Option #1 (district consolidation), this scenario is technically not subject to GC 56826.5 regarding the difference in principal acts between two districts. However, as a practical matter, this option similarly hinges on all parties to the process – including the district boards, LAFCO, and the community at large – tacitly agreeing that the memorial hall and park are, or have become, community-serving facilities rather than specifically veteran-serving facilities.

District Actions, LAFCO Actions, and Questions to Consider would be similar to those identified for Option #1, above, except that the Memorial District's special assessment would definitely extinguish upon dissolution of the Memorial District (re- question #3, above).

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**Option #3: Increased integration of the two districts' structures and operations, to the extent possible**

In this scenario, the two districts would explore what options may exist to increase efficiencies by further coordinating the two districts' activities (for example, by coordinating meeting schedules of the two boards of directors).

LAFCO staff recognizes that the two district boards already have relationships and that there may be additional feasible opportunities for more integration to occur.

This scenario would not involve any LAFCO processes or approvals.

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**Option #4: Pursuit of State legislative changes (by the districts)**

In past discussions, district representatives have mentioned the possibility of seeking changes, at the State Legislature level, that would benefit one or both of the Spreckels districts. Such changes could, for example, either enable the CSD to carry out Memorial District functions, or eliminate the requirement for a majority of Memorial District board members to be designated for veterans.

This scenario would involve the district(s) working with State legislators and their local staff. Depending on the outcome of that process, there could be a future need for a LAFCO approval. For example, if CSD law were

to change such that a CSD could explicitly provide veterans-oriented services and facilities – without seeking to reclassify those services and facilities as being of a general community nature rather than veteran-serving per se – then LAFCO’s approval of a CSD annexation and a Memorial District dissolution would still be needed if that were to be the longer-term outcome sought by the two districts.

## LAFCO PROCESS

For a typical proposal, the LAFCO process can be broken down to three primary categories (see below). Attachment C further highlights the application steps for boundary changes and sphere amendments.

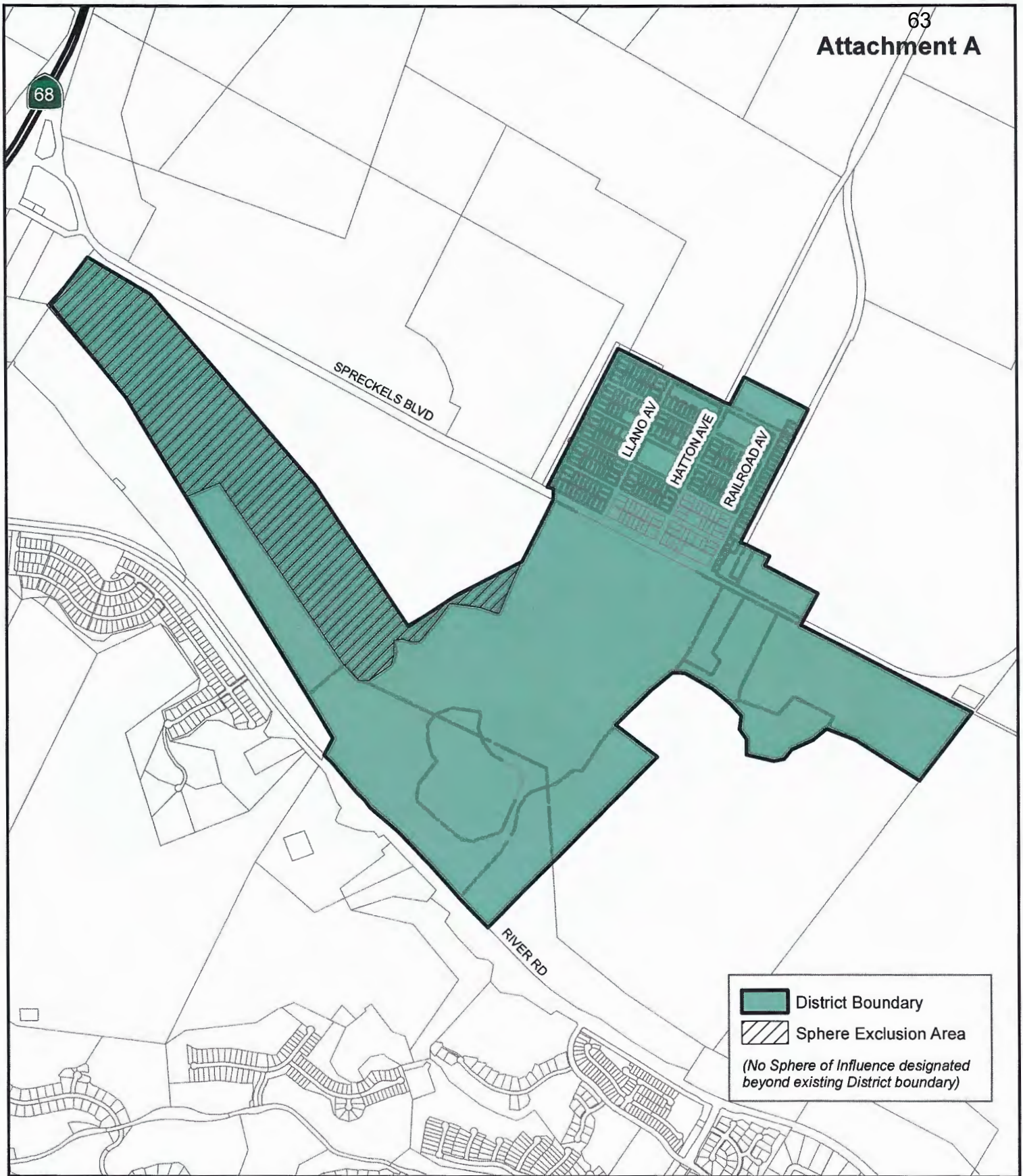
- **Pre-Application Step:** This step includes meeting with LAFCO to discuss relevant issues, policies, laws, process, coordination with other agencies, and other considerations. It also includes the completion of a property tax transfer agreement between the Districts and the County, and preparation of an application package with an initiating resolution. This step takes about 6 months to complete.
- **Public Hearing Step:** This step includes the submittal of the formal application packet to LAFCO. At this time, LAFCO staff will refer the application to affected agencies for comments, review the application for completeness and analyze it for consistency with policies and laws, and set a hearing date and issue public notices after the application is deemed complete. This step take about 3 months from submittal date to hearing.
- **Post Hearing Step:** This step occurs if the Commission approves the application. At this point, the 30-day request for reconsideration begins. A “protest hearing” and/or “pre-clearance” review under the Voting Rights Act (by US Department of Justice) may be required. The applicant also needs to coordinate with LAFCO to satisfy any conditions of approval. Once all pending actions are completed, LAFCO staff files any required final documents with the County Recorder and State Board of Equalization.

However, the three scenarios discussed in this document may require additional steps in accordance to LAFCO law including the review of audited financial statements. Attached are three different flow charts which outline the steps needed to complete the LAFCO process based on each scenario. However other scenarios, such as special legislation, may also be considered by the affected districts which would require additional analysis. As previously stated, these options are for discussion purposes only.

We appreciate the opportunity to provide this informal review and would be happy to present this information to both districts at a future Board meeting. Please continue to keep us informed throughout your process and feel free to contact me if you have any questions.

### Attachments:

- A. Spreckels CSD Sphere Map
- B. Spreckels Memorial District Sphere Map
- C. LAFCO Application Steps
- D. District Latent Powers Activation Flow Chart
- E. District Consolidation Flow Chart
- F. District Dissolution and Annexation Flow Chart



**LAFCO of Monterey County**

LOCAL AGENCY FORMATION COMMISSION

P.O. Box 1369  
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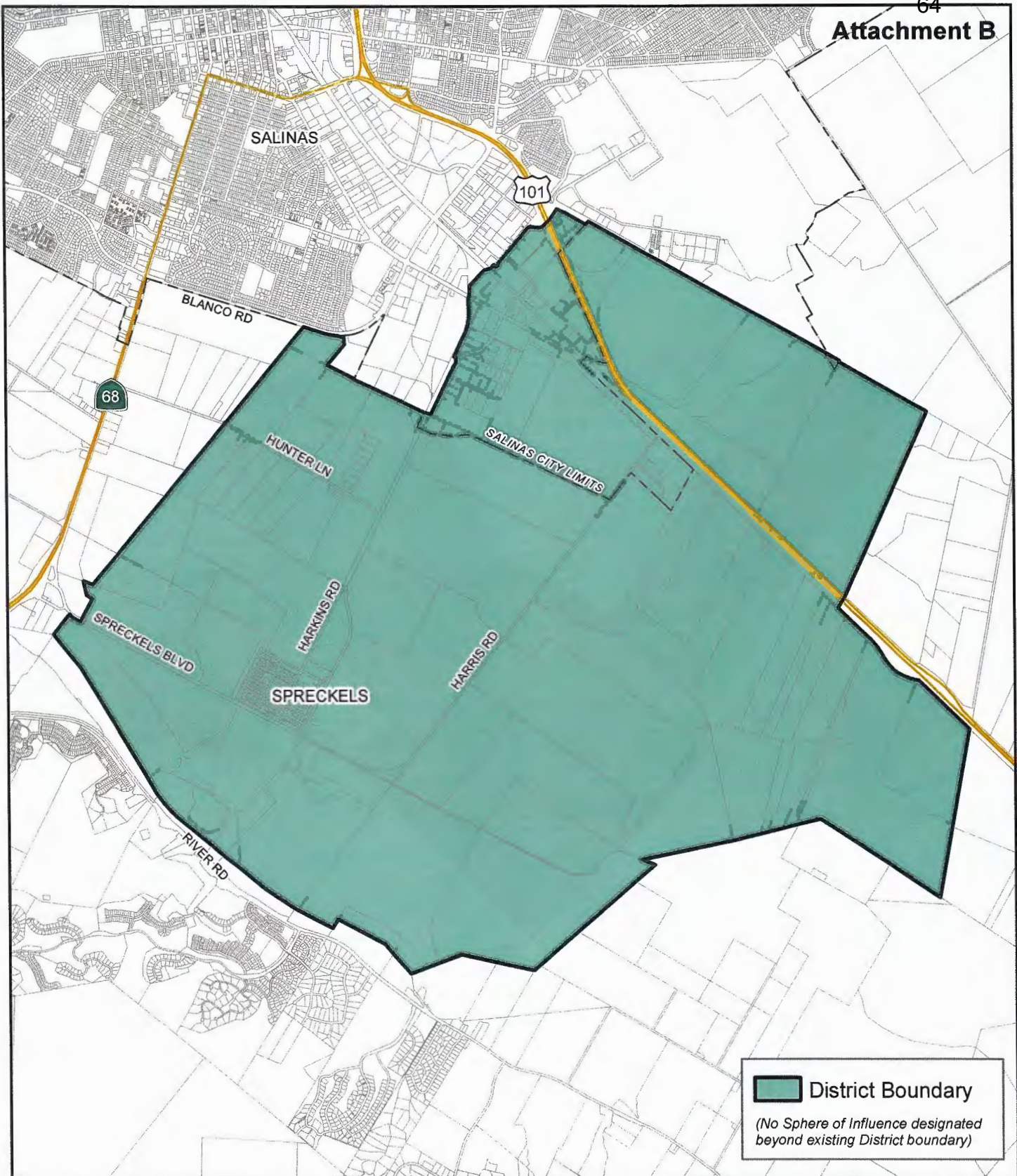
132 W. Gabilan St., Suite 102  
Salinas, CA 93901  
FAX (831) 754-5831



**COMMUNITY SERVICES DISTRICTS**

**SPRECKELS COMMUNITY SERVICES DISTRICT**

Last LAFCO-approved change: 4/23/2007  
Sphere of Influence Affirmed: 3/28/2016  
Map Produced: 3/2/2016



**District Boundary**  
*(No Sphere of Influence designated beyond existing District boundary)*

**LAFCO of Monterey County**

LOCAL AGENCY FORMATION COMMISSION

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FAX (831) 754-5831



**SPECIAL DISTRICTS**

**SPRECKELS MEMORIAL DISTRICT**

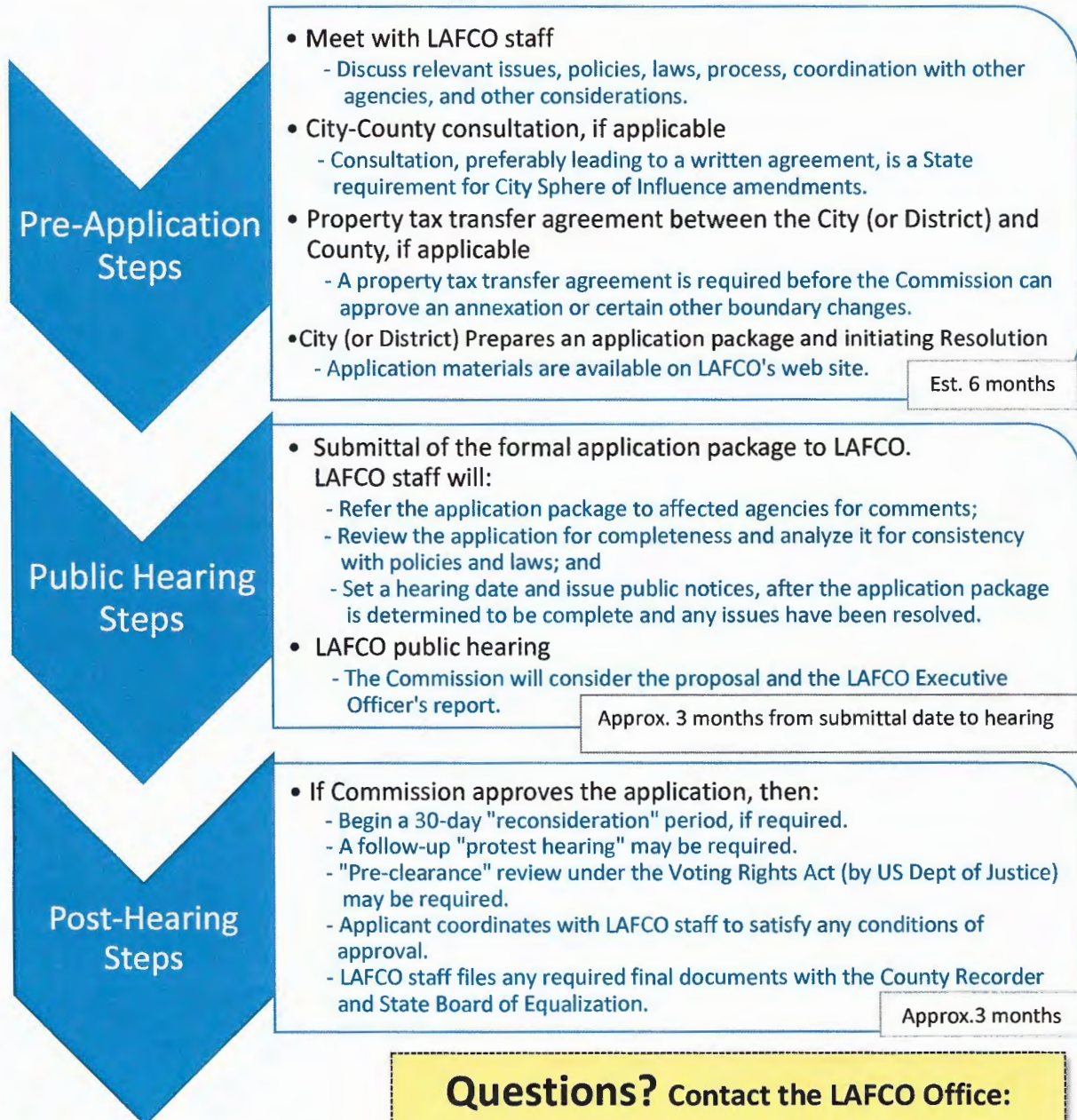
Formed: 3/17/1947  
Sphere of Influence Affirmed: 3/28/2016  
Map Produced: 3/8/2016

# LAFCO of Monterey County

## LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

The Local Agency Formation Commission of Monterey County is an independent countywide body created by the State Legislature in 1963. The Commission regulates the boundaries of cities and special districts, establishes Spheres of Influence, and conducts studies of government services. LAFCO's purposes are to: encourage the orderly formation and development of local governments; preserve agricultural and open space lands; discourage urban sprawl; and ensure the efficient delivery of government services. The 11-member Commission is served by an Executive Officer and professional staff, and is funded by local governments.

### **Application Steps for Boundary Changes and Sphere of Influence Amendments**

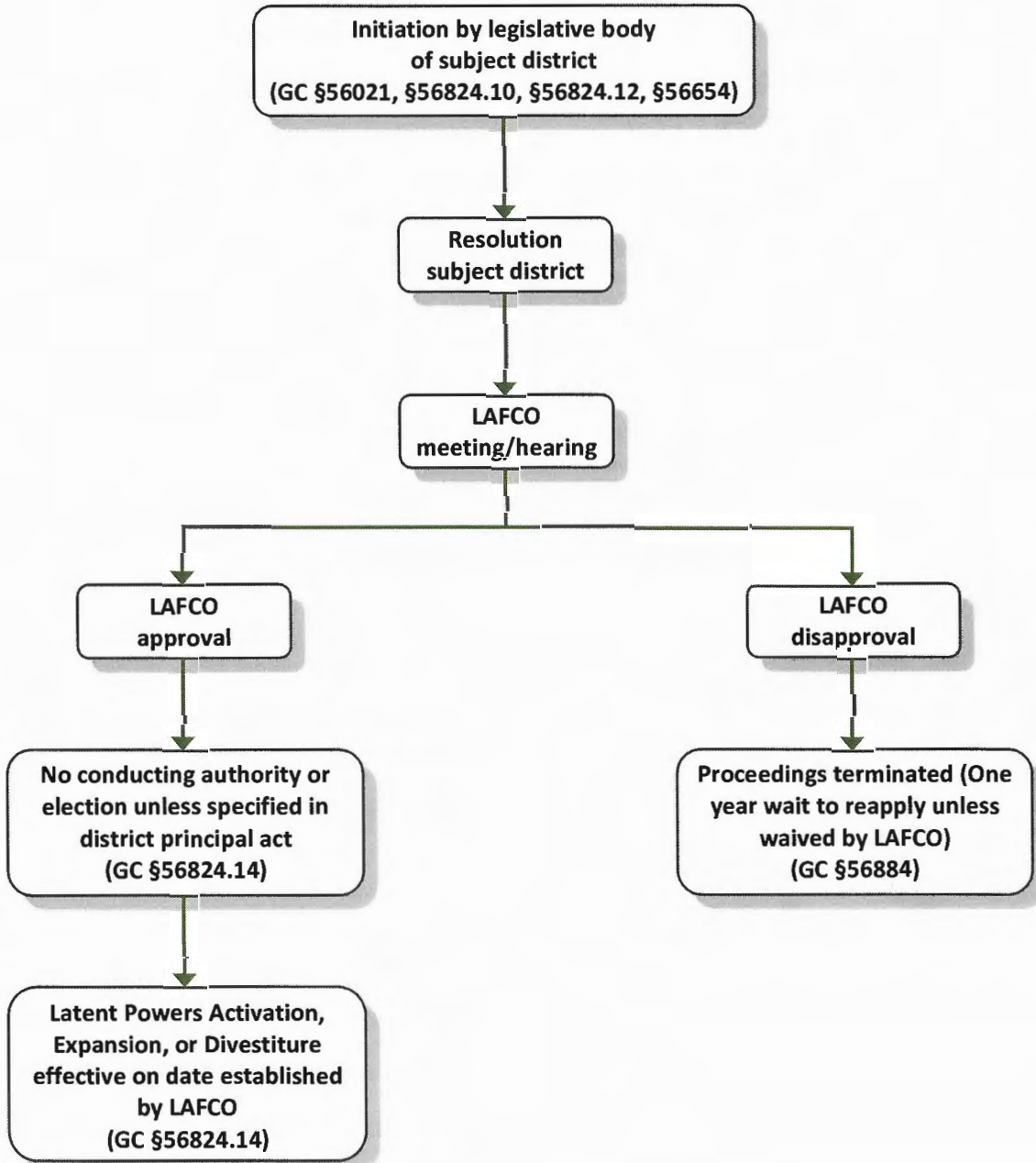


Completion of LAFCO process

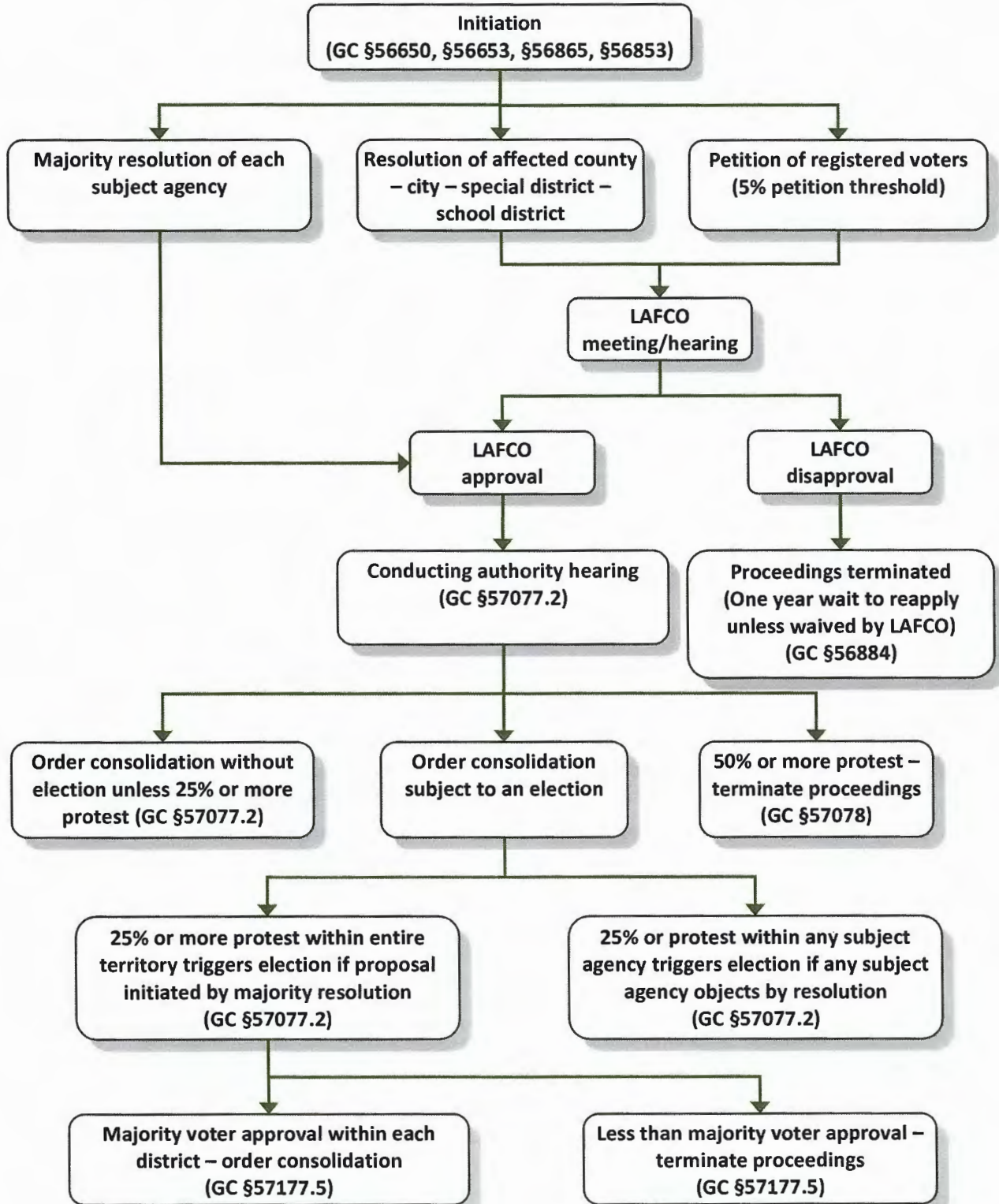
**Questions? contact the LAFCO Office:**  
 Kate McKenna, AICP, Executive Officer  
 (831) 754-5838  
[mckennak@monterey.lafco.ca.gov](mailto:mckennak@monterey.lafco.ca.gov)  
[www.monterey.lafco.ca.gov](http://www.monterey.lafco.ca.gov)



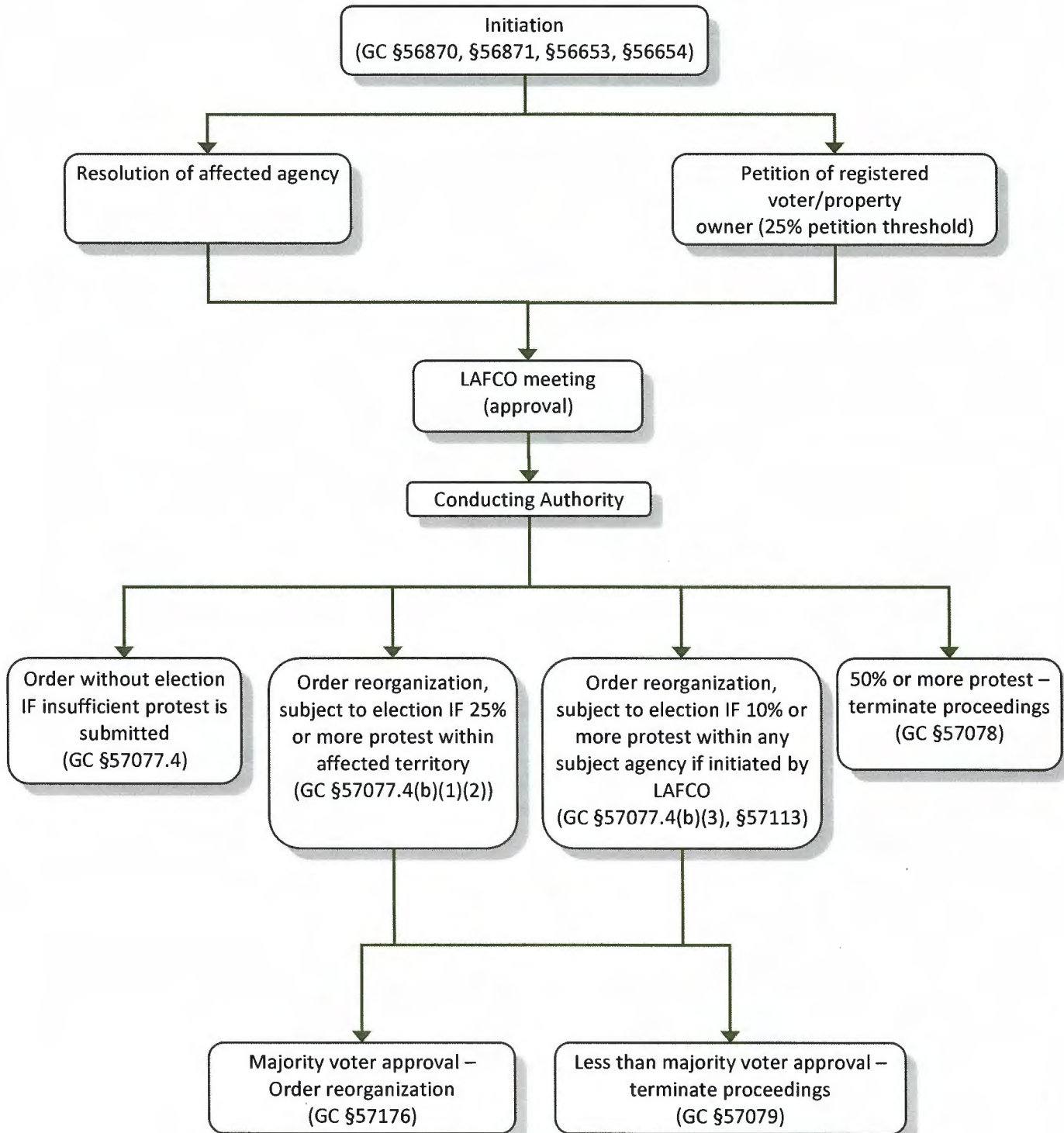
### District Latent Powers Activation, Expansion and/or Divestiture



**District Consolidation – Registered Voter District**  
(not initiated by LAFCO)



### District Dissolution and Annexation



## DIRECT DEPOSIT AND PAYROLL REQUIREMENTS REPORT

### Non-exempt employee requirements:

- Salary at or less than two times state minimum wage [**=\$22.00 per hour**], which is **\$45,760** per year or **\$880** per week.

[Joe *salary*: **\$45,718.40** per year or **\$879.20** per week]

[Paul *salary*: **\$15,750** per year or **\$302.88** per week]

Both Joe and Paul are **non-exempt** employees.

- Business is required to keep signed time cards for non-exempt employees.

**JOE VELASQUEZ PAY STUBS AND TIME SHEETS  
FOR MONTH OF MAY 2018**

Spreckels Memorial District  
 P.O. Box 7266  
 CA 93962

Joseph Velasquez  
 PO Box 7532  
 Spreckels, CA 939621

Direct Deposit

Employee Pay Stub                      Check number:                      Pay Period: 04/02/2018 - 04/08/2018                      Pay Date: 05/04/2018

**Employee**                      **SSN**  
 Joseph Velasquez, PO Box 7532, Spreckels, CA 939621                      \*\*\*-\*\*-0970

Earnings and Hours	Qty	Rate	Current	YTD Amount
Straight Time Wage	40:00	21.98	879.20	879.20
Salary				13,567.50
Accrued Vacation 2017				4,688.32
	40:00		879.20	19,135.02
Taxes			Current	YTD Amount
Medicare Employee Addl Tax			0.00	0.00
Federal Withholding			-65.00	-1,799.00
Social Security Employee			-54.51	-1,186.37
Medicare Employee			-12.75	-277.46
CA - Withholding			-22.41	-637.15
CA - Disability Employee			-8.79	-191.35
			-163.46	-4,091.33
<b>Net Pay</b>			<b>715.74</b>	<b>15,043.69</b>

Direct Deposit	Amount
Checking - *****4486	715.74

Paid Time Off	Earned	YTD Used	Available
Sick	0:00		24:00
Vacation	0:00		112:00

**Memo**  
 Direct Deposit

# Timesheet

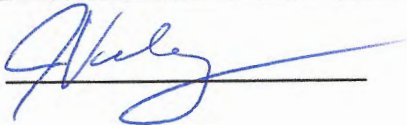
Printed on: 05/02/2018

Name: Joseph Velasquez

Apr 2 to Apr 8, 2018

Customer:Job	Service Item	Payroll Item	Notes	M	Tu	W	Th	F	Sa	Su	Total	Bill*
		Straight Time Wage				8:00	8:00	8:00	8:00	8:00	40:00	N
<b>Totals</b>				0:00	0:00	8:00	8:00	8:00	8:00	8:00	40:00	

Signature



Spreckels Memorial District  
 P.O. Box 7266  
 CA 93962

Joseph Velasquez  
 PO Box 7532  
 Spreckels, CA 939621

Direct Deposit

Employee Pay Stub      Check number: DD1002      Pay Period: 04/09/2018 - 04/15/2018      Pay Date: 05/15/2018

**Employee**      **SSN**  
 Joseph Velasquez, PO Box 7532, Spreckels, CA 939621      \*\*\*-\*\*-0970

Earnings and Hours	Qty	Rate	Current	YTD Amount
Straight Time Wage	40:00	21.98	879.20	1,758.40
Salary				13,567.50
Accrued Vacation 2017				5,808.32
	40:00		879.20	21,134.22
Taxes			Current	YTD Amount
Medicare Employee Addl Tax			0.00	0.00
Federal Withholding			-65.00	-1,964.00
Social Security Employee			-54.51	-1,310.32
Medicare Employee			-12.75	-306.45
CA - Withholding			-22.41	-702.65
CA - Disability Employee			-8.79	-211.34
			-163.46	-4,494.76
<b>Net Pay</b>			<b>715.74</b>	<b>16,639.46</b>

Direct Deposit	Amount
Checking - *****4486	715.74

Paid Time Off	Earned	YTD Used	Available
Sick	0:00		0:00
Vacation	0:00		0:00

**Memo**  
 Direct Deposit



# Timesheet

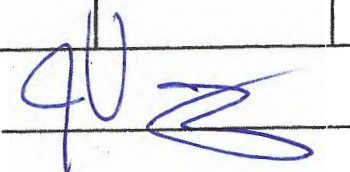
Printed on: 05/22/2018

Name: Joseph Velasquez

Apr 9 to Apr 15, 2018

Customer:Job	Service Item	Payroll Item	Notes	M	Tu	W	Th	F	Sa	Su	Total	Bill*
		Straight Time Wage				8:00	8:00	8:00	8:00	8:00	40:00	N
<b>Totals</b>				0:00	0:00	8:00	8:00	8:00	8:00	8:00	40:00	

Signature



Spreckels Memorial District  
 P.O. Box 7266  
 CA 93962

Joseph Velasquez  
 PO Box 7532  
 Spreckels, CA 939621

Direct Deposit

Employee Pay Stub      Check number: DD1004      Pay Period: 04/16/2018 - 04/22/2018      Pay Date: 05/18/2018

**Employee**      **SSN**  
 Joseph Velasquez, PO Box 7532, Spreckels, CA 939621      \*\*\*-\*\*-0970

Earnings and Hours	Qty	Rate	Current	YTD Amount
Vacation Pay	16:00	21.98	351.68	351.68
Straight Time Wage	24:00	21.98	527.52	2,285.92
Salary				13,567.50
Accrued Vacation 2017				5,808.32
	40:00		879.20	22,013.42
Taxes			Current	YTD Amount
Medicare Employee Addl Tax			0.00	0.00
Federal Withholding			-65.00	-2,029.00
Social Security Employee			-54.51	-1,364.83
Medicare Employee			-12.74	-319.19
CA - Withholding			-22.41	-725.06
CA - Disability Employee			-8.79	-220.13
			-163.45	-4,658.21
<b>Net Pay</b>			<b>715.75</b>	<b>17,355.21</b>

Direct Deposit	Amount
Checking - *****4486	715.75

Paid Time Off	Earned	YTD Used	Available
Sick	0:00		24:00
Vacation	0:00		96:00

**Memo**  
 Direct Deposit

# Timesheet

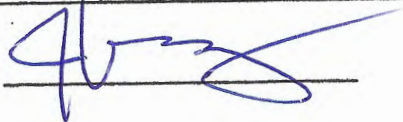
Printed on: 05/15/2018

Name: Joseph Velasquez

Apr 16 to Apr 22, 2018

Customer:Job	Service Item	Payroll Item	Notes	M	Tu	W	Th	F	Sa	Su	Total	Bill*
		Straight Time Wage				8:00	8:00	8:00	8:00	8:00	24:00	N
		Vacation Pay									16:00	N
<b>Totals</b>				0:00	0:00	8:00	8:00	8:00	8:00	8:00	40:00	

Signature



Spreckels Memorial District  
 P.O. Box 7266  
 CA 93962

Joseph Velasquez  
 PO Box 7532  
 Spreckels, CA 939621

Direct Deposit

Employee Pay Stub		Check number: DD1005		Pay Period: 04/23/2018 - 04/29/2018		Pay Date: 05/25/2018	
<b>Employee</b>				<b>SSN</b>			
Joseph Velasquez, PO Box 7532, Spreckels, CA 939621				***-**-0970			
<b>Earnings and Hours</b>				<b>Direct Deposit</b>			
	<b>Qty</b>	<b>Rate</b>	<b>Current</b>	<b>YTD Amount</b>			<b>Amount</b>
Straight Time Wage	40:00	21.98	879.20	3,165.12	Checking - *****4486		715.73
Salary				13,567.50	<b>Paid Time Off</b>		
Accrued Vacation 2017				5,808.32		<b>Earned</b>	<b>YTD Used</b>
Vacation Pay				351.68	Sick	0:00	24:00
	40:00		879.20	22,892.62	Vacation	0:00	96:00
<b>Taxes</b>			<b>Current</b>	<b>YTD Amount</b>	<b>Memo</b>		
Medicare Employee Addl Tax			0.00	0.00	Direct Deposit		
Federal Withholding			-65.00	-2,094.00			
Social Security Employee			-54.51	-1,419.34			
Medicare Employee			-12.75	-331.94			
CA - Withholding			-22.41	-747.47			
CA - Disability Employee			-8.80	-228.93			
			-163.47	-4,821.68			
<b>Net Pay</b>			<b>715.73</b>	<b>18,070.94</b>			

# Timesheet

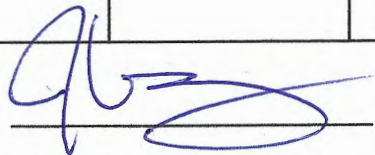
Printed on: 06/01/2018

Name: Joseph Velasquez

Apr 23 to Apr 29, 2018

Customer:Job	Service Item	Payroll Item	Notes	M	Tu	W	Th	F	Sa	Su	Total	Bill*
		Straight Time Wage				8:00	8:00	8:00	8:00	8:00	40:00	N
Totals				0:00	0:00	8:00	8:00	8:00	8:00	8:00	40:00	

Signature



## **Business Manager Paul Ingram Wage Basis Report, Check Stubs and Time Sheets**

**Note: The following page is a proposal made to Spreckels Community Services District Board of Directors by which SCSD would contract with Spreckels Memorial District for Business Management services.**

**There was no motion to move forward with the proposal. Business Manager Paul Ingram remains an employee for SMD and an independent contractor for SCSD.**

**Proposed Combined Monthly Business Manager Hours for both Spreckels Memorial District and Spreckels Community Services District.**

**[Based on time estimate of 48 hrs. used as basis for establishing monthly compensation in meetings held September of 2016 between Scott Henningsen, Ron Eastwood and Business Manager Paul Ingram]**

<b>Week 1</b>	<b>1<sup>st</sup> Wednesday Meeting Day [SMD] 1 more office day</b>	<b>10 hrs. 5 hrs.</b>
<b>Week 2</b>	<b>2 office days @ 5 hrs. each</b>	<b>10 hrs.</b>
<b>Week 3</b>	<b>3<sup>rd</sup> Wednesday Meeting Day [SCSD] 1 more office day</b>	<b>10 hrs. 5 hrs.</b>
<b>Week 4</b>	<b>2 office days @ 5hrs. each</b>	<b><u>10 hrs.</u></b>
	<b>TOTAL</b>	<b>50 hrs.</b>

<b>Current combined compensation both Districts:</b>	<b>SMD</b>	<b>\$1,312.50</b>
	<b>SCSD</b>	<b><u>\$ 500.00</u></b>
	<b>TOTAL</b>	<b>\$1,812.50</b>

**Business Manager would be compensated by SMD.**

**SCSD would contract with SMD for services of Business Manager and Building and Park Caretaker. [Monitor SCSD systems]**

**Business Manager Hourly wage:  $\$1,812.50 \div 50 \text{ hrs.} = \$36.25$  per hour. BM would turn in a time sheet of 25 hours two times a month.**

**Payday for Business Manager and Building and Park Caretaker would be on the 1<sup>st</sup> & 15<sup>th</sup>.**

**Advantages:**

- 1. SCSD and Business Manager would avoid concerns over independent contractor eligibility. All hours would be paid through SMD with no need to keep separate time record.**
- 2. SMD Building and Park Caretaker would be available to monitor SCSD systems and be covered by Worker's Compensation insurance through SMD.**

**Paul J. Ingram Schedule and Wage Basis Calculation for  
Spreckels Memorial District Only**

<b>Week 1</b>	<b>1<sup>st</sup> Wednesday Meeting Day [SMD]</b>	<b>10 hrs.</b>
	<b>1 more office day [SMD]</b>	<b>5 hrs.</b>
<b>Week 2</b>	<b>2 office days @ 5 hrs. each [SMD]</b>	<b>10 hrs.</b>
<b>Week 3</b>	<b>3<sup>rd</sup> Wednesday Meeting Day [SCSD]</b>	<b>10 hrs.</b>
	<b>1 more office day [SCSD]</b>	<b>5 hrs.</b>
<b>Week 4</b>	<b>2 office days @ 5hrs. each [SMD]</b>	<b><u>10 hrs.</u></b>
	<b>TOTAL</b>	<b>50 hrs.</b>

**Hours SMD: 35**

**Hours SCSD: 10**

<b>Current combined compensation both Districts:</b>	<b>SMD</b>	<b>\$1,312.50</b>
	<b>SCSD</b>	<b><u>\$ 500.00</u></b>
	<b>TOTAL</b>	<b>\$1,812.50</b>

**SMD compensation: \$1,312.50**

**Divided by 35 hours: 35.00**

**Effective wage: \$ 37.50**

**Special Projects Rate Remains \$30.00 per hour**



Spreckels Memorial District  
 P.O. Box 7266  
 CA 93962

Paul J Ingram  
 PO Box 354  
 Carmel Valley, CA 93924

Direct Deposit

Employee Pay Stub		Check number: DD1001		Pay Period: 04/02/2018 - 04/08/2018		Pay Date: 05/04/2018	
Employee				SSN	Status (Fed/State)	Allowances/Extra	
Paul J Ingram, PO Box 354, Carmel Valley, CA 93924				***-**-6521	Married/Single	Fed-4/32/CA-4/0	
Earnings and Hours		Qty	Rate	Current	YTD Amount	Direct Deposit	Amount
Straight Time Wage		16:00	36.46	583.36	583.36	Checking - *****0830	692.75
Special Projects Hourly Salary		7:00	30.00	210.00	2,700.00		
					5,062.50		
		23:00		793.36	8,345.86		
Taxes				Current	YTD Amount	Memo	
Medicare Employee Addl Tax				0.00	0.00	Direct Deposit	
Federal Withholding				-32.00	-568.00		
Social Security Employee				-49.18	-517.44		
Medicare Employee				-11.50	-121.01		
CA - Withholding				0.00	-80.07		
CA - Disability Employee				-7.93	-83.46		
				-100.61	-1,369.98		
<b>Net Pay</b>				<b>692.75</b>	<b>6,975.88</b>		

# Timesheet

Printed on: 05/02/2018

Name: Paul J Ingram

Apr 2 to Apr 8, 2018

Customer:Job	Service Item	Payroll Item	Notes	M	Tu	W	Th	F	Sa	Su	Total	Bill*
		Special Projects Hou...	Audit: FY's 2015-2017 Subsequent Disbursement Testing response. Preliminary Analytical Review Inquiries Response.					7:00			7:00	N
		Straight Time Wage					10:00	6:00				16:00
<b>Totals</b>				0:00	0:00	10:00	6:00	7:00	0:00	0:00	23:00	

Signature

Spreckels Memorial District  
 P.O. Box 7266  
 CA 93962

Paul J Ingram  
 PO Box 354  
 Carmel Valley, CA 93924

Direct Deposit

Employee Pay Stub		Check number: DD1003		Pay Period: 04/09/2018 - 04/15/2018		Pay Date: 05/15/2018	
Employee				SSN	Status (Fed/State)	Allowances/Extra	
Paul J Ingram, PO Box 354, Carmel Valley, CA 93924				***-**-6521	Married/Single	Fed-4/32/CA-4/0	
Earnings and Hours		Qty	Rate	Current	YTD Amount	Direct Deposit	
Straight Time Wage		10:00	36.46	364.60	947.96	Checking - *****0830	
Salary					5,062.50		
Special Projects Hourly					2,700.00		
		10:00		364.60	8,710.46	Memo	
						Direct Deposit	
Taxes				Current	YTD Amount		
Medicare Employee Addl Tax				0.00	0.00		
Federal Withholding				-32.00	-600.00		
Social Security Employee				-22.61	-540.05		
Medicare Employee				-5.29	-126.30		
CA - Withholding				0.00	-80.07		
CA - Disability Employee				-3.64	-87.10		
				-63.54	-1,433.52		
<b>Net Pay</b>				<b>301.06</b>	<b>7,276.94</b>		

# Timesheet

Printed on: 05/22/2018

Name: Paul J Ingram

Apr 9 to Apr 15, 2018

Customer:Job	Service Item	Payroll Item	Notes	M	Tu	W	Th	F	Sa	Su	Total	Bill*
		Straight Time Wage			5:00		5:00				10:00	N
<b>Totals</b>				0:00	5:00	0:00	5:00	0:00	0:00	0:00	10:00	

Signature

Spreckels Memorial District  
 P.O. Box 7266  
 CA 93962

Paul J Ingram  
 PO Box 354  
 Carmel Valley, CA 93924

Direct Deposit

Employee Pay Stub		Check number: DD1006		Pay Period: 04/23/2018 - 04/29/2018		Pay Date: 05/25/2018		
Employee				SSN				
Paul J Ingram, PO Box 354, Carmel Valley, CA 93924				***-**-6521				
Earnings and Hours				Direct Deposit				
Qty	Rate	Current	YTD Amount			Amount		
10:00	36.46	364.60	1,312.56	Checking - *****0830		301.06		
			5,062.50					
Special Projects Hourly			2,700.00	Paid Time Off		Earned	YTD Used	Available
10:00		364.60	9,075.06	Sick	0:00	0:00	0:00	
				Vacation	0:00	0:00	0:00	
Taxes				Memo				
		Current	YTD Amount	Direct Deposit				
Medicare Employee Addl Tax		0.00	0.00					
Federal Withholding		-32.00	-632.00					
Social Security Employee		-22.60	-562.65					
Medicare Employee		-5.29	-131.59					
CA - Withholding		0.00	-80.07					
CA - Disability Employee		-3.65	-90.75					
		-63.54	-1,497.06					
<b>Net Pay</b>		<b>301.06</b>	<b>7,578.00</b>					

# Timesheet

Printed on: 06/01/2018

Name: Paul J Ingram

Apr 23 to Apr 29, 2018

Customer:Job	Service Item	Payroll Item	Notes	M	Tu	W	Th	F	Sa	Su	Total	Bill*
		Straight Time Wage					5:00	5:00			10:00	N
<b>Totals</b>				0:00	0:00	0:00	5:00	5:00	0:00	0:00	10:00	

Signature

## Spreckels Memorial District

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**From:** Craig Fechter <cfechter@gmail.com>  
**Sent:** Monday, June 4, 2018 9:58 AM  
**To:** Spreckels Memorial District SMD; Joanne Berry  
**Subject:** Re: Audits Completion Timeline

Hi Paul!

Losing Robert set us back just a bit - I will be working on the engagements this week.

When I reviewed the file, I was disappointed Robert had not yet contacted the prior auditor which I assumed had happened. I have to call them and then get a few things.

Fechter & Company  
Certified Public Accountants  
3445 American River Drive Suite A  
Sacramento, California 95864  
916-333-5360  
916-333-5370 (f)  
[www.fechtercpa.com](http://www.fechtercpa.com)

On Fri, Jun 1, 2018 at 1:00 PM, Spreckels Memorial District SMD <[spreckelsmd.main@gmail.com](mailto:spreckelsmd.main@gmail.com)> wrote:  
Dear Craig,  
We have a board meeting next Wednesday and they will want to hear a progress report on completion of the audits. Thanks for sending along what you can.  
Sincerely,  
Paul Ingram



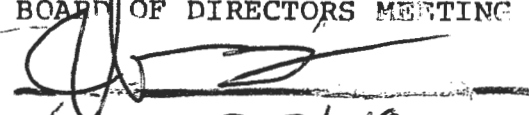




SCHEDULE OF MONTHLY BUILDING EQUIPMENT INSPECTION

						Date
CHECK FOR PROPER OPERATION ON AIR CONDITION UNIT FOR:	AUDITORIUM	✓	5-31			
" " " " "	BANQUET ROOM					
" " " " "	KITCHEN					
" " " " "	LOUNGE					
" " " " "	MEETING ROOM					
INSPECT ALL ROOF AIR CONDITION AND HEATER DUCTS						
INSPECT EXHAUST FANS FOR PROPER OPERATION AND LUBRICATION ON:						
	KITCHEN HOOD					
" " " "	DISHWASHER					
" " " "	BATHROOM					
" " " "	OFFICE					
	BANQUET Room					

SIGN AND SUBMIT AT MONTHLY BOARD OF DIRECTORS MEETING

  
 Date 5-31-18

SCHEDULE OF WEEKLY BUILDING EQUIPMENT INSPECTION

	Week #1	Week #2	Week #3	Week #4
INSPECT ALL (4) HOT WATER HEATERS FOR: LEAKS	✓	✓	✓	✓
" " PILOT LIGHTS	✓	✓	✓	✓
CHECK EMERGENCY LIGHTING BATTERY	✓	✓	✓	✓

SIGN AND SUBMIT AT MONTHLY BOARD OF DIRECTORS MEETING

Date 5-31-18