



Spreckels Memorial District
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday October 4, 2017 6:30pm
Spreckels Veterans Memorial Building, 5th & Llano, Spreckels, CA 93962

AGENDA

Agenda order may be adjusted by Chair for purposes of meeting flow and to be respectful of the time concerns of guests present.

1. CALL TO ORDER:

2. ROLL CALL & ESTABLISHMENT OF QUORUM:

Scott Henningsen, Rick Magno, Ron Eastwood, Cathy McDougall, Rich Foster

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 9/6/2017

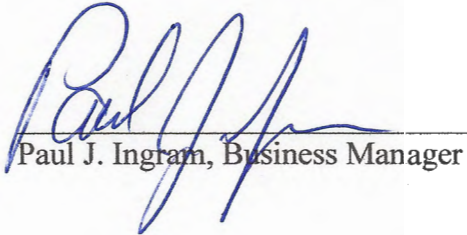
5. BUSINESS MANAGER'S REPORT:

- a. Financial Reports September

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, 5th 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 spreckelmd.main@gmail.com.

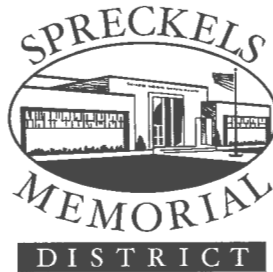
Certification

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 October 4, 2017 Regular Meeting of the District Board of Directors scheduled for 6:30 pm at Spreckels Veterans Memorial Building, 5th and Llano Streets Spreckels, CA 93962


Paul J. Ingram, Business Manager

Date 9/29/2017

To download the full agenda packet, please go to 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 September 6, 2017 6:30pm

Spreckels Veterans Memorial Building, 5th & Llano, Spreckels, CA 93962

1. CALL TO ORDER:

The meeting was called to order by President Henningsen at 6:31 PM.

2. ROLL CALL & ESTABLISHMENT OF QUORUM:

Scott Henningsen, Rick Magno, Ron Eastwood, Cathy McDougall, Rich Foster

Present: Henningsen, McDougall, Foster

Absent: Magno, Eastwood

QUORUM ESTABLISHED

3. PUBLIC COMMENT:

Henningsen reports Tom Reese will help dig out cups that hold flagpoles in the park and at the Memorial Building.

4. APPROVAL OF MINUTES:

a. 2017 MD Regular Board Meeting 8/2/2017

Motion to approve [Foster] 2nd [McDougall]

Ayes: Henningsen, McDougall, Foster

Noes: None

MOTION CARRIED

5. BUSINESS MANAGER'S REPORT:

a. Financial Reports August

Fund balances reported. New budget report YTD spreadsheet was presented.

6. ACTION ITEMS: DISCUSSION AND POSSIBLE APPROVAL

- a. Approve Draft Audit of Financial Statement FY 2008.

Motion to approve [Foster] 2nd [McDougall]

Ayes: Henningsen, McDougall, Foster

Noes: None

MOTION CARRIED

- b. Consider and Approve Audit Proposals:

1. McGilloway, Ray, Brown & Kaufman Letter of Engagement for Audit FY's 2009 and 2010.

There was no motion to accept Proposal #1.

2. Fechter & Company Proposal for Fiscal Auditing Services FY's 2009 through 2017.

Motion to accept Proposal #2 [McDougall] 2nd [Foster]

Ayes: Henningsen, McDougall, Foster

Noes: None

MOTION CARRIED

7. USE REQUESTS:

- a. Elba M. Stump Birthday Party

Motion to approve [Foster] 2nd [McDougall]

Ayes: Henningsen, McDougall, Foster

Noes: None

MOTION CARRIED

8. FUNCTION CAP:

9. NEW BUSINESS:

- a. Estimate from Clarke's Turf and Water: Turf Treatment

Motion to approve [Foster] 2nd [McDougall]

Ayes: Henningsen, McDougall, Foster

Noes: None

MOTION CARRIED

10. CONTINUED BUSINESS:

- a. Spreckels 4th of July Celebration: Donations to Organizations providing volunteers.

Spreckels 4th of July Celebration 2018 will be added as an ongoing agenda item. Motion to approve \$500 each for Salinas High Cross Country and Greenfield Boosters [Foster] 2nd [McDougall].

Ayes: Henninsen, McDougall, Foster

Noes: None

MOTION CARRIED

b. Donations In Memory Of Margot Abeloe

BM Ingram reported \$1,370 received. Donation receipt letters will be sent.
Board will discuss appropriate use of funds as a memorial.

c. Organ Grinder Painting.

BM Ingram will arrange a meeting with Salinas Assistant Manager Jim Pia for later in September.

11. REGULAR MONTHLY FACILITIES REPORTS:

- a. Review of Building/Equipment Inspection Report.
- b. Review of Park Operations and Safety Report

Reports were received. Board discussed various projects to comply with ADA, including bathrooms at the mall and park.

12. REVIEW OF DEPOSITS

13. REVIEW AND APPROVAL OF MONTHLY ACCOUNTS PAYABLE:

Motion to approve [McDougall] and [Foster]

Ayes: Henninsen, McDougall, Foster

Noes: None

MOTION CARRIED

14. ADJOURN REGULAR MEETING: Next meeting Wednesday October 4, 2017 6:30 PM.

Agenda will add an item called Future Agenda Items. Foster suggested the board add Capital Facilities as the first item. Meeting was adjourned at 7:23 PM.

Respectfully submitted,

Approval date _____

Paul Ingram, Business Manager

**SPRECKELS MEMORIAL DISTRICT FUND
BALANCES AS OF 10/4/2017 AFTER
TODAY'S TRANSFER OF \$15,000, DEPOSIT
AND PAYABLES.**

COUNTY FUND 668	\$239,186.55
RABOBANK CHECKING	<u>\$ 20,015.27</u>
TOTAL	\$259,201.82

Spreckels Memorial District
Budget Report 7/1/2017 to 10/6/2017

Income	Budget	FYTD		
GL Payment	\$2,150.00	\$2,139.32		
July 4th	\$18,000.00	\$18,174.12		
Memorial Building & Park rent	\$25,000.00	\$7,256.20		
Sub Total	\$45,150.00	\$27,569.64		
Property Tax	\$168,500.00			
Special Assessment	\$43,700.00			
Sub Total	\$212,200.00	\$27,569.64		
Total Income	\$257,350.00	\$27,569.64		
Expense				
Salaries				
Pay Roll Expenses	\$62,000.00	\$22,940.47		
Empolyee Benefits				
Workers Comp	\$800.00	\$81.51		
Total Salary and Benefits	\$62,800.00	\$23,021.98		
Operations Budget				
4th of July	\$19,000.00	\$11,021.44		
Professional Services				
Audits	\$10,000.00	\$13,925.00		
Administration Fees	\$2,500.00	\$442.00		
Advertising	\$500.00	\$115.50		
Legal Services	\$1,000.00	\$179.49		
Parcel Management	\$2,500.00	\$3,700.00		
Bank Fees	\$50.00	\$25.00		
Property Tax	\$400.00	\$396.44		
Sub Total	\$16,950.00	\$18,783.43		
Education				
Board and Staff Education	\$1,000.00	\$1,323.52		
Dues and Subscriptions	\$2,000.00	\$12.00		
Sub Total	\$3,000.00	\$1,335.52		
MAINTENANCE				
Building Materials	\$1,200.00	\$241.42		
Building Repairs	\$5,000.00	\$2,904.05		
Electrical Repairs	\$1,000.00			
Equipment Purchase	\$2,500.00			
Equipment Rental	\$1,500.00			
Power Equipment Repairs	\$1,000.00			
Plumbing Repairs	\$1,200.00	\$616.17		

Spreckels Memorial District
Budget Report 7/1/2017 to 10/6/2017

HVAC		\$800.00	\$200.00		
Building Maintenance & Repairs		\$3,000.00			
Sprinkler Supplies		\$500.00	\$348.86		
Sprinkler System Repairs		\$1,500.00	\$150.00		
Park Maintenance & Repairs		\$3,000.00			
Park Plants		\$100.00			
Equipment Maintenance & Repairs		\$1,000.00	\$235.00		
Fuel		\$600.00	\$172.35		
Pest Contol		\$500.00	\$35.00		
Park Maintence Contract		\$25,000.00	\$8,320.00		
Tree Maintence		\$5,000.00	\$1,975.00		
Turf Treatment		\$6,500.00	\$5,024.36		
Water Treatment		\$1,400.00	\$423.32		
Sub Total		\$62,300.00	\$20,645.53		
Utilities					
PG&E		\$18,000.00	\$4,573.32		
Water / Park		\$10,200.00	\$3,959.82		
Water / Hall			\$903.70		
Cal Am		\$1,100.00			
Telephone and Internet		\$1,900.00	\$496.54		
Sub Total		\$31,200.00	\$9,933.38		
Supplies					
Janitorial Supplies		\$4,800.00	\$3,040.08		
Sub Total		\$4,800.00	\$3,040.08		
Office/Operating Expenses					
Office Supplies		\$800.00	\$269.86		
Office Equipment		\$300.00			
Post Office Box		\$130.00			
Website		\$600.00	\$600.00		
Postage and Delivery		\$150.00	\$47.00		
Park Supply		\$100.00	\$37.08		
Sub Total		\$2,080.00	\$953.94		
Insurance					
General Liability / Property Insurance		\$5,000.00			
Sub Total		\$5,000.00			
Total Operations		\$144,330.00	\$65,713.32		
Capital Expense					
Building		\$25,000.00			
Park		\$25,000.00			
Sub Total		\$50,000.00			
Total Expense		\$257,130.00	\$88,735.30		
Net Balance		\$220.00	\$66,165.66		
Fund Balance 7/1/2017		\$319,671.48			
Final Net Balance		\$319,891.48			

Central Coast Engineers, Inc.

P.O. Box 2503, Salinas, CA 93902

Tel (831) 757-5554, Fax (831) 757-2226

September 14, 2017

Spreckels Veterans Memorial District
P.O. Box 7266
Spreckels, CA 93962

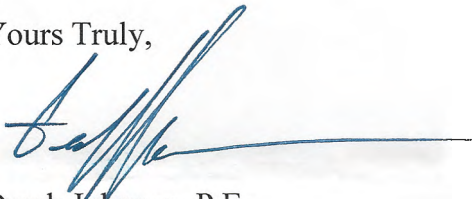
RE: ADA Upgrade to Restrooms
Spreckels Veterans Memorial Building
90th 5th Street
Spreckels, CA 93962

Dear Spreckels Veterans Memorial District Representatives,

Please find attached copy of the proposed "An Agreement for the Provision of Limited Professional Services between Client and *Central Coast Engineers, Inc.*", for the planning department documents for "ADA Upgrade to Restrooms at the Spreckels Veterans Memorial Building".

If you find this agreement acceptable, please sign it, initial the "Terms and Conditions", and return a copy of each along with the retainer to our office. If you have any questions regarding this matter, please feel free to contact our office at your convenience.

Yours Truly,

A handwritten signature in blue ink, appearing to read "D. Johnson", with a long horizontal line extending to the right.

Derek Johnson, P.E.

Secretary

Central Coast Engineers, Inc.

Central Coast Engineers, Inc.

Terms and Conditions

Rate Schedule

Senior Engineer	160.00 / hour
Project Engineer	140.00 / hour
Staff Engineer	120.00/ hour
Assistant Project Engineer	100.00 / hour
Drafter I	100.00 / hour
Drafter II	80.00 / hour
Clerical	40.00 / hour

Rates subject to change.

Additional Services: Additional services will only be performed at the specific request of the client and will be charged at the appropriate rate above.

Reimbursables: Cost of reimbursable items such as prints, reproducible documents, mileage, etc. will be charged to the Client with no additional mark-up.

Duplication/Prints: 24"x36" sheets @ \$2.00 per sheet, for in-house prints greater than 20 sheets.

Billings/Payments: Invoices for the Firm's services shall be submitted, at the Firm's option, either upon completion of such services or on a monthly basis ending on the 25th day of each month. Invoices shall be payable within 30 days after the invoice date. If the invoice is not paid within 30 days, the Firm may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice.

Late Payments: Accounts unpaid 30 days after the invoice date may be subject to a monthly service charge of 1.5% on the then unpaid balance. In the event any portion or all account remains unpaid 90 days after billing, the Client shall pay all costs of collection, including reasonable attorney's fees.

Access To Site: Unless otherwise stated, the Firm will have access to the site for activities necessary for the performance of the services. The Firm will take precautions to minimize damage due to these activities, but has not included in the fee the cost of restoration of any resulting damage.

Dispute Resolution: Any claims or disputes made during design, construction or post-construction between the Client and Firm shall be submitted to non-binding mediation. Client and Firm agree to include a similar mediation agreement with all contractors, subcontractors, subconsultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution between all parties.

Indemnification: The Client shall, to the fullest extent permitted by law, indemnify and hold harmless the Firm, his or her officers, directors, employees, agents and subconsultants from and against all damage, liability and cost, including reasonable attorney's fees and defense costs, arising out of or in any way connected with the performance by any of the parties above named of the services under this agreement, excepting only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of the Firm.

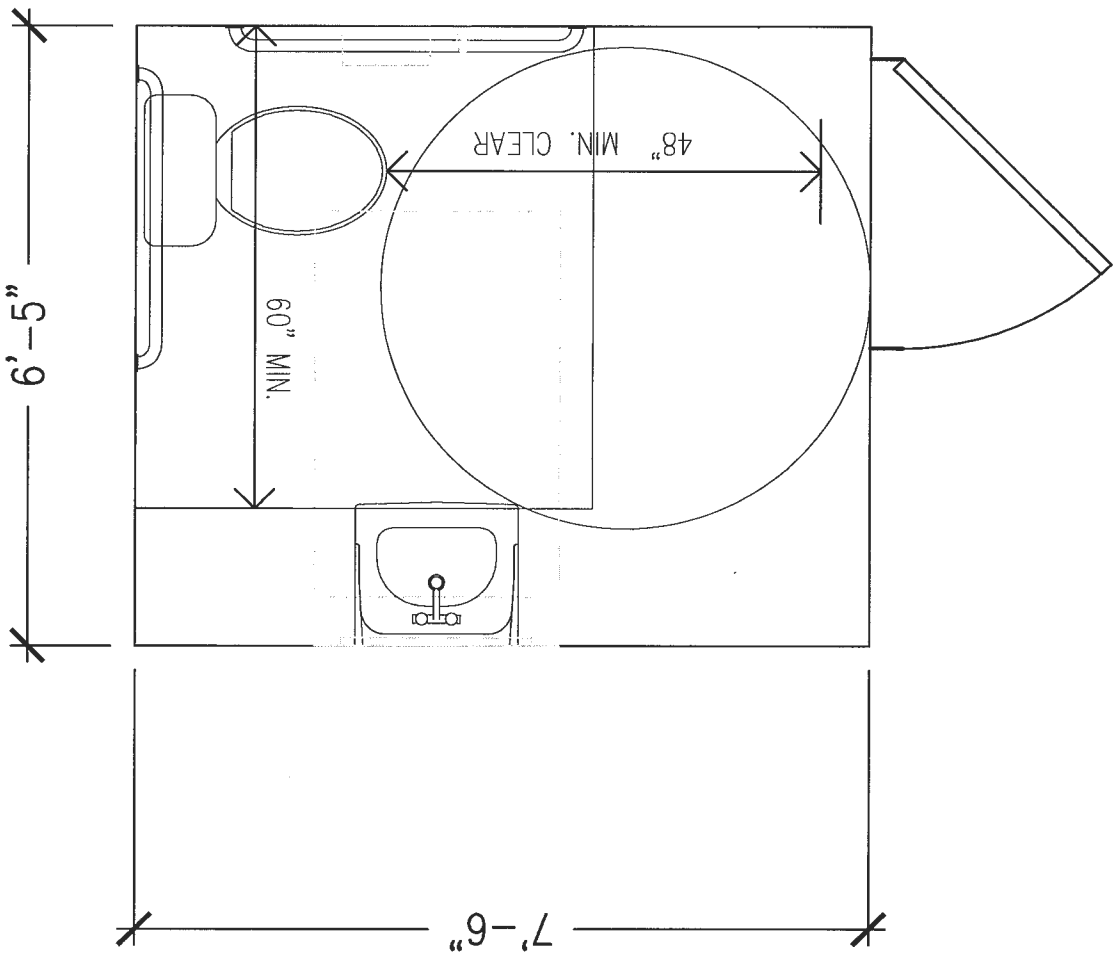
Certifications: Guarantees and Warranties: The Firm shall not be required to execute any document that would result in its certifying, guaranteeing or warranting the existence of conditions whose existence the Firm cannot ascertain.

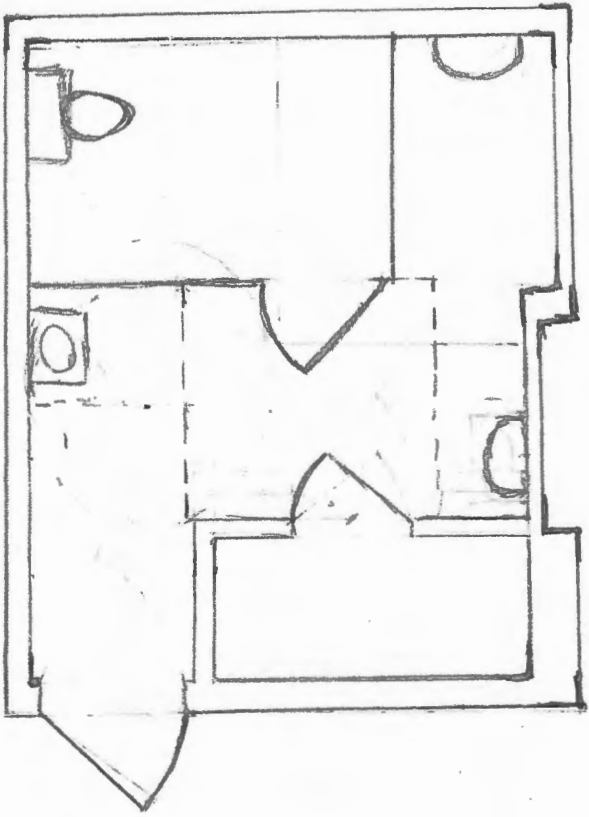
Limitation of Liability: In recognition of the relative risks, rewards and benefits of the project to both the Client and the Firm, the risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, the Firm's total liability to the Client for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement from any cause or causes, shall not exceed three times the fee, nor \$120,000 (dollars). Such causes include, but are not limited to, the Firm's negligence, errors, omissions, strict liability, and breach of contract or breach of warranty.

Termination of Services: This agreement may be terminated by the Client or the Firm should the other fail to perform its obligations hereunder. In the event of termination, the Client shall pay the Firm for all services rendered to the date of termination, all reimbursable expenses, and reimbursable termination expenses.

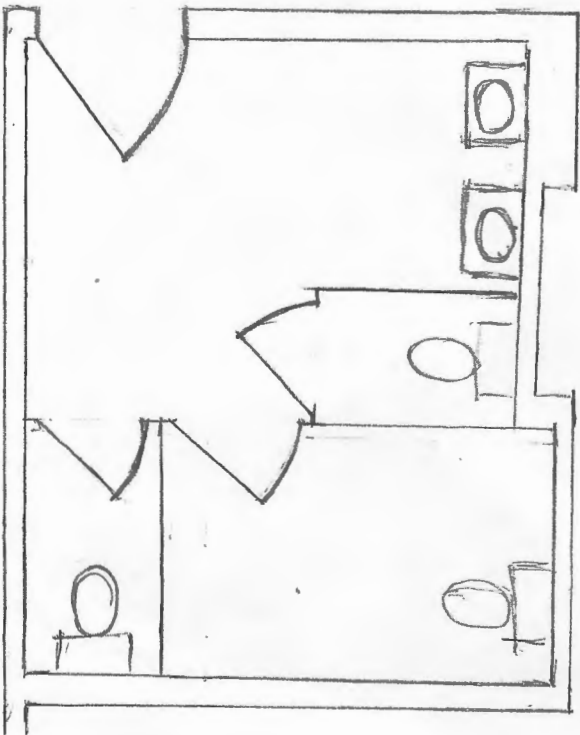
Ownership of Documents: All documents produced by the Firm under this agreement shall remain the property of the Firm and may not be used by the Client for any other endeavor without the written consent of the Firm.

Project No. 17-103 Firm Initials  Client Initials _____ Date _____
Effective 1/1/2017





6.15
7.5
4.10



Hello Joe

Cutting bord cover

Just fits over top after
you remove can opener.

1,200.00 plus tax

Bbq table

Fab cover

1,475.00 plus tax

Cut down your table
and fit

1,015.00 plus tax

Counter top

Fab cover in 2 pieces.

2,255.00 plus tax

Cut holes for warmers
and notch in field to
mount over existing
top.

1,965.00 plus tax

SPRECKELS MEMORIAL DISTRICT

P.O. BOX 7266 * SPRECKELS, CA 93962

USE REQUEST FOR SPRECKELS MEMORIAL BUILDING AND/OR FACILITIES

JOSEPH ESCALANTE

Organization Name

Contact Person

1076 SAN SIMEON DR.

Salinas, Ca 93901

Mailing Address

City & Zip Code

831-261-6168

Work Telephone #

Home Telephone #

Cell Phone #

DATE OF FUNCTION: Saturday 9/8/2018
Day of Week, Date & Year

TYPE OF FUNCTION: FAMILY REUNION

Circle areas of use required:

Kitchen

Barbeque Room

Bar Facilities: Yes - No

Meeting Room

Banquet Room

Dancing: Yes - No

Auditorium

Other _____

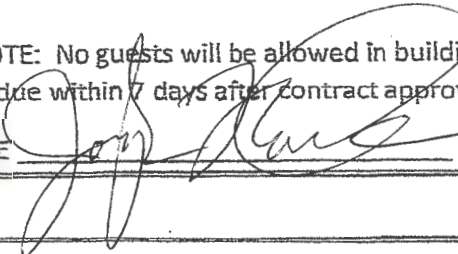
PA System: Yes - No

HOURS OF USE: 5pm to 12pm

NUMBER OF GUESTS 220

PLEASE NOTE: No guests will be allowed in building until contract starting time. Loss/Damage and Cleaning Deposit is due within 7 days after contract approval. Balance of rent is due 10 days prior to function.

SIGNATURE



DATE 8-19-17

FOR OFFICE USE ONLY:

Rental Fee \$ 1100 LD&C Deposit \$ 500

Approval Date _____ Disapproved on _____

of Security Required 4 Postponed _____

DATE DEPOSIT RECEIVED _____ CASH _____ CHECK # _____

DATE BALANCE RECEIVED _____ CASH _____ CHECK # _____

DATE RETURNED LD&C MAILED _____ AMOUNT \$ _____ CHECK # _____

SPRECKELS MEMORIAL DISTRICT

P.O. BOX 7266 * SPRECKELS, CA 93962

USE REQUEST FOR SPRECKELS MEMORIAL BUILDING AND/OR FACILITIES

Organization Name _____ GEORGE MILLS _____ Contact Person
Mailing Address 431 SHELLEY WAY _____ City & Zip Code SALINAS, CA. 93901
Work Telephone # _____ Home Telephone # _____ Cell Phone # (831) 238-3703

DATE OF FUNCTION: April 14th 2018
Day of Week, Date & Year

TYPE OF FUNCTION: Birthday Party

Circle areas of use required:

Kitchen	Barbeque Room	Bar Facilities: Yes - No
Meeting Room	<u>Banquet Room</u>	Dancing: <u>Yes</u> - No
<u>Auditorium</u>	Other _____	PA System: Yes - No

HOURS OF USE: _____ to _____ NUMBER OF GUESTS _____

PLEASE NOTE: No guests will be allowed in building until contract starting time. Loss/Damage and Cleaning Deposit is due within 7 days after contract approval. Balance of rent is due 10 days prior to function.

SIGNATURE Syvia Teixeira _____ DATE 9/30/17 _____

FOR OFFICE USE ONLY:

Rental Fee	<u>\$ 900</u>	LD&C Deposit	\$ <u>500</u>
Approval Date	_____	Disapproved on	_____
# of Security Required	<u>2</u>	Postponed	_____
DATE DEPOSIT RECEIVED	_____	CASH _____	CHECK # _____
DATE BALANCE RECEIVED	_____	CASH _____	CHECK # _____
DATE RETURNED LD&C MAILED	_____	AMOUNT \$ _____	CHECK # _____

SPRECKELS MEMORIAL DISTRICT

P.O. BOX 7266 * SPRECKELS, CA 93962

USE REQUEST FOR SPRECKELS MEMORIAL BUILDING AND/OR FACILITIES

CHRISTINA NINO

Organization Name

Contact Person

341 San Vincente Ave

Salinas CA 93901

Mailing Address

City & Zip Code

831 7000735

831 7831148

831 9017301

Work Telephone #

Home Telephone #

Cell Phone #

DATE OF FUNCTION:

Jan 27th 2018

Day of Week, Date & Year

TYPE OF FUNCTION:

Birthday Party

Circle areas of use required:

Kitchen

Barbeque Room

Bar Facilities: Yes - No

Meeting Room

Banquet Room

Dancing: Yes - No

Auditorium

Other _____

PA System: Yes - No

HOURS OF USE:

5 to 12

NUMBER OF GUESTS

100-120

PLEASE NOTE: No guests will be allowed in building until contract starting time. Loss/Damage and Cleaning Deposit is due within 7 days after contract approval. Balance of rent is due 10 days prior to function.

SIGNATURE

DATE

9/25/17

FOR OFFICE USE ONLY:

Rental Fee

\$ 900

LD&C Deposit

\$ 500

Approval Date

Disapproved on

of Security Required

2-3

Postponed

DATE DEPOSIT RECEIVED

CASH

CHECK # _____

DATE BALANCE RECEIVED

CASH

CHECK # _____

DATE RETURNED LD&C MAILED

AMOUNT \$

CHECK #

SPRECKELS MEMORIAL DISTRICT

P.O. BOX 7266 * SPRECKELS, CA 93962

USE REQUEST FOR SPRECKELS MEMORIAL BUILDING AND/OR FACILITIES

Rene Teran & Daisy Barajas

Organization Name

Contact Person

PO Box 7039

Spreckels Ca 93962

Mailing Address

City & Zip Code

N/A

831-737-9172

831-809-2480

Work Telephone #

Home Telephone #

Cell Phone #

DATE OF FUNCTION:

Sat April 7, 2018

Day of Week, Date & Year

TYPE OF FUNCTION:

Circle areas of use required:

Kitchen

Barbeque Room

Bar Facilities: Yes - No

Meeting Room

Banquet Room

Dancing: Yes - No

Auditorium

Other _____

PA System: Yes - No

HOURS OF USE:

4pm to 11pm

NUMBER OF GUESTS

200

PLEASE NOTE: No guests will be allowed in building until contract starting time. Loss/Damage and Cleaning Deposit is due within 7 days after contract approval. Balance of rent is due 10 days prior to function.

SIGNATURE

DATE

9-24-17

FOR OFFICE USE ONLY:

Rental Fee

\$ 550

LD&C Deposit

\$ 500

Approval Date

Disapproved on

of Security Required

3

Postponed

DATE DEPOSIT RECEIVED

CASH _____

CHECK # _____

DATE BALANCE RECEIVED

CASH _____

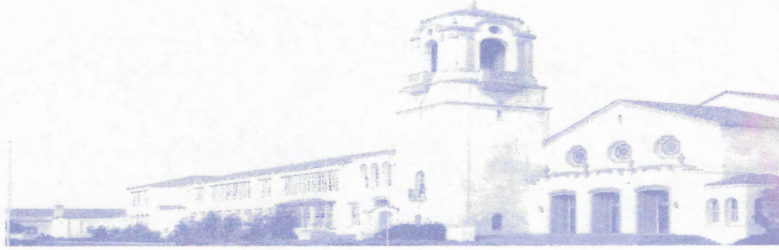
CHECK # _____

DATE RETURNED LD&C MAILED

AMOUNT \$ _____

CHECK # _____

Resident
RATE



Salinas Union High School Class of 1952

65th Class Reunion

C/o Lila Porter Vezzolo

125 Hunter Lane

Salinas, CA 93908

September 12, 2017

Spreckels Memorial District
P.O. Box 7266
Spreckels, CA 93962

To the Members of the Board of the Spreckels Memorial District,

On behalf of the Salinas High School Class of 1952 I would like to express our gratitude and thanks to Joe Velasquez for the excellent service when we 65th class reunion recently...

He was so helpful right there always to help us in any way he could without our asking... The facility was extremely clean, the floors and rest were always neat and clean. I have been to many functions at the hall and this is the first time I have seen it so well cared for.

Everything from the parking lot to the kitchen was in top shape. You are indeed lucky to have an excellent employee as Joe.

He helped to make our final reunion a success... Our sincere thanks to him

Sincerely,

Lila Porter Vezzolo

Cc Joe Velasquez

CSDA Annual Conference and Exhibitors Showcase Summary Report

Monday 9/25

- **Tour of Monterey Regional Airport**
- **MRAD is a total Enterprise District: Receives no property tax revenue. All revenue is from operations and property leases.**
- **GM Michael La Pier gave presentation on airport operations: 10 year plan to move terminal to current GA area and move GA to North side of runway.**
- **Toured entire property, including EMASS structure above Stone Creek Shopping Center.**
- **Attended Chapter Roundtable discussion and Coastal Chapter meeting.**

Tuesday 9/26

- **Breakout Session: Open Government: Managing Public Records in an Electronic Age.**
- **Focus on “Big Data”. Public Records must not only be available on district website, but must also be “searchable”.**
- **Streamline platform automatically “searchable”. Performs optical character recognition [OCR] automatically.**
- **Breakout Session: Being Open Minded about Open Data.**
- **Mainly concerned with Enterprise Systems.**
- **Breakout Session: Beyond the Next Budget: Fiscal Forecasts for Effective Planning.**
- **Focus on: Economic Downturns, Revenue Gaps, Wage Pressures, Pension Costs, Self Inflicted Wounds.**

Wednesday 9/27

- **SDRMA General Session, Safety Awards & Keynote**
- **Clovis Veterans Memorial District: Small Member Property/Liability Award for no claims in 10 years.**

- **Met CVMD GM Lorenzo Rios. Described AB 671:**

(c) (1) A district may provide funding to providers of supportive services that improve the quality of life for veterans and their families. Those supportive services may include, but are not limited to, behavioral health services, counseling, social services, case management, affordable housing, and employment training and placement.

- **Breakout Session: Beyond Website Basics: Different sources for clipart, public domain pictures, [etc.]**
- **Breakout Session: Before You Press Send: Considerations for personal devices, Social Media.**


Thursday 9/28

- **Legislative Update Breakfast.**

SCHEDULE OF MONTHLY BUILDING EQUIPMENT INSPECTION

						✓	Date
CHECK FOR PROPER OPERATION ON AIR CONDITION UNIT FOR:	AUDITORIUM					✓	10-1
"	"	"	"	"	"	✓	
"	"	"	"	"	"	✓	
"	"	"	"	"	"	✓	
"	"	"	"	"	"	✓	
INSPECT ALL ROOF AIR CONDITION AND HEATER DUCTS						✓	
INSPECT EXHAUST FANS FOR PROPER OPERATION AND LUBRICATION ON:						✓	
	KITCHEN HOOD					✓	
"	"	"	"	"	"	✓	
"	"	"	"	"	"	✓	
"	"	"	"	"	"	✓	
	OFFICE					✓	
	BANQUET ROOM					✓	

SIGN AND SUBMIT AT MONTHLY BOARD OF DIRECTORS MEETING


 Date 10-1-17

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 10.1.17

Deposit Summary

10/4/2017 2:54 PM

Spreckels Memorial District

Summary of Deposits to Rabobank Checking on 10/05/2017

Chk No.	PmtMethod	Red From	Memo	Amount
		Joseph Escalante	LD&C Deposit	500.00
		Vietnam Veterans of Monterey County	Building Rent	300.00
		Lynette Lockard	Building Rent	400.00
		Rene E. Teran	LD&C Deposit	500.00
		Maria E. Escalante	Building Rent	900.00
		Spreckels Memorial District	Telephone and Internet	49.18

Less Cash Back:

Deposit Total:

2,649.18

Accts Payable

Spreckels Memorial District

Register: Rabobank Checking

From 10/03/2017 through 10/04/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment
10/03/2017	4334	Joseph Velasquez	-split-		2,709.87
10/03/2017	4335	Paul J Ingram	-split-		1,043.13
10/04/2017	4336	Clarke's Turf & Water	Park Maintenance Cont...		2,080.00
10/04/2017	4337	Clarke's Turf & Water	Turf Treatment		4,174.36
10/04/2017	4338	Staley's Heating & S...	HVAC		200.00
10/04/2017	4339	Treasurer-County of ...	Legal Services		99.72
10/04/2017	4340	Quality Water Enterp...	Water Treatment		105.83
10/04/2017	4341	Monterey County Ele...	Election Costs		59.27
10/04/2017	4342	Monterey County Ta...	Property Tax		396.44
10/04/2017	4343	San Lorenzo Lumber	Building Materials		88.70
10/04/2017	4344	American Supply Co...	Janitorial Supplies		995.85
10/04/2017	4345	Spreckels Water Co...	Water		1,144.85
10/04/2017	4346	Rosie Reyes	LD&C Deposits		500.00
10/04/2017	4347	Employment Develo...	-split-	117-4039-6	363.09

TOTAL

\$ 13,961.11

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

Invoice

Date	Invoice #
10/3/2017	1214

Bill To
Spreckels Memorial Park

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
36	Lawn aeration	72.91667	2,625.00
1	Seed and drag	1,500.00	1,500.00
1	Gas	49.36	49.36
	Sales Tax	7.25%	0.00
Lic. # 974533		Total	\$4,174.36