

Spreckels Veterans Memorial Building
Home of Lt. Billy Paulson VFW Post 6849

Spreckels Veterans Memorial District
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday November 13, 2024 5:30 pm
Spreckels Veterans Memorial Building, 5th & Llano, Spreckels, CA 93962

AGENDA

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

1. CALL TO ORDER:
2. PLEDGE OF ALLEGIANCE:
3. ROLL CALL & ESTABLISHMENT OF QUORUM:

Rick Magno, President
Walan Chang, Vice-President
Shaheen Jorgensen, Director
Darrin Bright, Director

4. 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.*
5. APPROVAL OF MINUTES:
 - a. SVMD Regular Board Meeting June 26, 2024.
 - b. SVMD Regular Board Meeting September 4, 2024.
 - c. SVMD Regular Board Meeting October 2, 2024
6. GENERAL MANAGER'S REPORT:
 - a. Financial Reports April.
 1. Fund Balances as of 10/31/2024.

2. Budget FY 2025 FYTD to 10/31/2024.
3. Review of Deposits: County Fund 668 June [FY 2024-25 Period 3].
4. Review of Deposits: Five Star General Checking October.
5. Review of Five Star Bank Statements/Reconciliations September 2024.
6. Review of Expenditures September 2024.

7. ACTION ITEMS: DISCUSSION AND POSSIBLE APPROVAL

a. Discussion and Possible Approval:

1. Transfer \$10,000 from County Fund 668 to Five Star General Checking.
2. Resolution 2024-02: Resolution to Adopt Budget FYE 6/30/2025.
3. Appointment of Ricard Mojica to the Board Vacancy due to the resignation of Carl Christmore.
4. Approval of SVMMD Landscaping Contract with Clarke's Turf & Water effective July 1, 2024 and expiring 6/30/2025.
5. Onboard of E Griffin-Ortiz as a volunteer for grant writing services.
6. Transfer \$10,000.00 from County Fund 668 to Five Star General Checking.
7. Central Coast Engineering: Proposal-Spreckels Memorial Park Demolition Permit. Cost \$10,300.00.
8. Central Coast Engineering: Proposal-Basketball Court Ramp-ADA Accessibility. Cost \$9,300.00.
9. Central Coast Engineering: Proposal-Retaining Wall Rebuild. Cost \$7,600.00.
10. Willoughby Stainless Fountains [Qty. 3] [additional 2 units]
11. Green Construction Services: Planter Boxes at Tennis Court Bleachers. Cost \$29,000.
12. El Gabilan Tree Service: Estimate for Palm Trees.
13. Wallace Memorial, Inc.: 6 Loose Bronze Emblems Military Service Branches: \$2,130.38
14. VORTEX: ADA Low Energy Door Closers for Park Restrooms. Cost \$29,289.00.
15. CORE Surveillance: Wifi Relay to Park: Cost \$3390.94.

8. USE REQUESTS:

9. FUNCTION RECAP:

10. CONTINUED BUSINESS:

- a. Grant Writing Service.
- b. Spreckels 4th of July Celebration 2024: Review and final payment to Event Coordinator. Discuss new Event Coordinator process.
- c. SCSD Contract for General and Facilities Management Services.

11. NEW BUSINESS:

- a. Monterey Bay Regional Air Resources District: LEEP Landscape Equipment Reimbursement Program.

12. REGULAR MONTHLY FACILITIES REPORTS:
- a. Review of Building/Equipment Inspection Report.
 - b. Review of Park Operations and Safety Report
13. FUTURE AGENDA ITEMS:
14. ADJOURN REGULAR MEETING: Next meeting Wednesday December 4, 2024 5:30 PM.

2024 Meeting Dates: January 3, February 7, March 13, April 3, May 1, June 5, June 26, August 7, September 4, October 2, November 6, December 4.

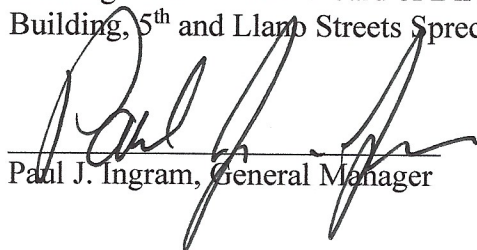
ADA COMPLIANCE

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, 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 spreckelsmd.main@gmail.com.

Certification

I, Paul J. Ingram, General Manager/Board Clerk for Spreckels Veterans Memorial District, do hereby declare that the foregoing agenda was posted at least (72) hours prior to the November 6, 2024 Regular Meeting of the District Board of Directors scheduled for 5:30 pm at Spreckels Veterans Memorial Building, 5th and Llano Streets Spreckels, CA 93962.


Paul J. Ingram, General Manager

Date 11/6/2024

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 Veterans Memorial Building
Home of Lt. Billy Paulson VFW Post 6849*

Spreckels Veterans Memorial District
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday June 26, 2024 5:30 pm
Spreckels Veterans Memorial Building, 5th & Llano, Spreckels, CA 93962

1. CALL TO ORDER:

The meeting was called to order by President Magno at 5:39 pm.

2. PLEDGE OF ALLEGIANCE:

3. ROLL CALL & ESTABLISHMENT OF QUORUM:

Rick Magno, President
Walan Chang, Vice-President
Shaheen Jorgensen, Director
Carl Christmore, Director
Darrin Bright, Director

*Present: Magno, Jorgensen, Bright
Absent: Chang, Christmore*

QUORUM ESTABLISHED

4. PUBLIC COMMENTS:

5. APPROVAL OF MINUTES:

- a. SVMD Regular Board Meeting June 6, 2024.
*Motion to approve [Bright] 2nd [Jorgensen].
Ayes: Magno, Jorgensen, Bright
Noes: None*

MOTION CARRIED

6. GENERAL MANAGER'S REPORT:

- a. Financial Reports April.
1. Fund Balances as of 6/20/2024.
 2. Budget FY 2022 FYTD to 6/20/2024.
 3. Review of Deposits: County Fund 668 May [Period 11].
 4. Review of Deposits: Five Star General Checking May.
 5. Review of Five Star Bank Statements/Reconciliations May 2024.
 6. Review of Expenditures May 2024.

7. ACTION ITEMS: DISCUSSION AND POSSIBLE APPROVAL

a. Discussion and Possible Approval:

1. Transfer \$30,000 from Fund 668 to Five Star General Checking.

Motion to approve [Bright] 2nd [Jorgensen].

Ayes: Magno, Jorgensen, Bright

Noes: None

MOTION CARRIED

2. Central Coast Engineering: Proposal-Spreckels Memorial Park Demolition Permit. Cost \$10,300.00.
3. Central Coast Engineering: Proposal-Preliminary/Schematic Design Phase. Estimate \$9,400.00.
4. Central Coast Engineering: Proposal-Basketball Court Ramp-ADA Accessibility. Cost \$9,300.00.
5. Central Coast Engineering: Proposal-Retaining Wall Rebuild. Cost \$7,600.00.
6. Willoughby Stainless Fountains [Qty. 3] [additional 2 units]
7. Green Construction Services: Planter Boxes at Tennis Court Bleachers. Cost \$29,000.
8. Resolution 2024-01: Resolution restricting \$20,000 donation from Spreckels Town Improvement Fund to Playground Poured in Place Rubber Surfacing project.

8. USE REQUESTS:

9. FUNCTION RECAP:

10. CONTINUED BUSINESS:

- a. Grant Writing Service.
- b. Spreckels 4th of July Celebration 2024.

11. NEW BUSINESS:

12. REGULAR MONTHLY FACILITIES REPORTS:

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

13. FUTURE AGENDA ITEMS:

14. ADJOURN REGULAR MEETING: Next meeting Wednesday August 7, 2024 5:30 PM.

The meeting was adjourned at 6:16 pm.

2024 Meeting Dates: January 3, February 7, March 13, April 3, May 1, June 5, June 26, August 7, September 4, October 2, November 6, December 4.

Respectfully submitted,

Approval date _____

Paul J. Ingram, General Manager

*Spreckels Veterans Memorial Building
Home of Lt. Billy Paulson VFW Post 6849*

Spreckels Veterans Memorial District
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday September 4, 2024 5:30 pm
Spreckels Veterans Memorial Building, 5th & Llano, Spreckels, CA 93962

1. CALL TO ORDER:

The meeting was called to order by President Magno at 5:37 pm.

2. PLEDGE OF ALLEGIANCE:

3. ROLL CALL & ESTABLISHMENT OF QUORUM:

Rick Magno, President
Walan Chang, Vice-President
Shaheen Jorgensen, Director
Darrin Bright, Director

Present: Magno, Chang, Jorgensen

Absent: Bright

QUORUM ESTABLISHED

4. PUBLIC COMMENTS:

5. APPROVAL OF MINUTES:

a. SVMD Regular Board Meeting June 26, 2024.

Quorum of members who attended not present. Item tabled.

b. SVMD Regular Board Meeting August 7, 2024.

*With removal of Carl Christmore from the board roster due to resignation, and item 10.
b. "Google Earth" changed to "Google Drive", motion to approve [Chang] 2nd
[Jorgensen].*

Ayes: Magno, Chang, Jorgensen

Noes: None

MOTION CARRIED

6. GENERAL MANAGER'S REPORT:

a. Financial Reports April.

1. Fund Balances as of 8/28/2024.

2. Budget FY 2025 FYTD to 8/28/2024.
3. Review of Deposits: County Fund 668 June [FY 2024-25 Period 1].
4. Review of Deposits: Five Star General Checking August.
5. Review of Five Star Bank Statements/Reconciliations July 2024.
6. Review of Expenditures July 2024.

7. ACTION ITEMS: DISCUSSION AND POSSIBLE APPROVAL

a. Discussion and Possible Approval:

1. Office of the County Counsel: Agreement for Professional Services.

Motion to approve [Jorgensen] 2nd [Chang].

Ayes: Magno, Chang, Jorgensen

MOTION CARRIED

2. Central Coast Engineering: Proposal-Spreckels Memorial Park Demolition Permit. Cost \$10,300.00.

3. Central Coast Engineering: Proposal-Preliminary/Schematic Design Phase. Estimate \$9,400.00.

Motion to approve [Jorgensen] 2nd [Chang].

Ayes: Magno, Chang, Jorgensen

Noes: None

MOTION CARRIED

4. Central Coast Engineering: Proposal-Basketball Court Ramp-ADA Accessibility. Cost \$9,300.00.

5. Central Coast Engineering: Proposal-Retaining Wall Rebuild. Cost \$7,600.00.

6. Environmental Planning and Design, Inc.: Proposal for Remodel of Existing Racquetball and Basketball Courts. Cost \$5,940.00

Motion to approve [Jorgensen] 2nd [Chang].

Ayes: Magno, Chang, Jorgensen

Noes: None

MOTION CARRIED

7. Willoughby Stainless Fountains [Qty. 3] [additional 2 units]

8. Green Construction Services: Planter Boxes at Tennis Court Bleachers. Cost \$29,000.

9. Memorial Plaques: Signworks. Cost \$9,746.25

10. Memorial Plaques: Wallace Memorial [Bronze]. Cost \$10,597.25.

11. Memorial Plaques: Wallace Memorial [Aluminum]. Cost \$7,046.63.

12. VORTEX: ADA Low Energy Door Closers for Park Restrooms. Cost \$29,289.00.

8. USE REQUESTS:

- a. Monterey County Semper Fi Fraternity

USMC 249th Birthday Celebration

- b. Special Districts Association of Monterey County

Quarterly Dinner Meeting Oct. 15th

Motion to approve Semper Fi Fraternity at rental rate of \$450.00 and SDAMC at rental rate of \$225.00 [Chang] 2nd [Jorgensen].

Ayes: Magno, Chang, Jorgensen

Noes: None

MOTION CARRIED

9. FUNCTION RECAP:
10. CONTINUED BUSINESS:
- a. Spreckels Town Improvement Fund: SCSD Resolution to Restrict Funds.
 - b. Grant Writing Service.
 - c. Spreckels 4th of July Celebration 2024: Review and final payment to Event Coordinator.
Discuss new Event Coordinator process.
 - d. SCSD Contract for General and Facilities Management Services.
11. NEW BUSINESS:
12. REGULAR MONTHLY FACILITIES REPORTS:
- a. Review of Building/Equipment Inspection Report.
 - b. Review of Park Operations and Safety Report
13. FUTURE AGENDA ITEMS:
ADA door locks at park restroom. CORE Surveillance relay of Wifi to park.
14. ADJOURN REGULAR MEETING: Next meeting Wednesday October 2, 2024 5:30 PM.
Meeting was adjourned at 8:07 pm.
- 2024 Meeting Dates: January 3, February 7, March 13, April 3, May 1, June 5, June 26, August 7, September 4, October 2, November 6, December 4.***

Respectfully submitted,

Approval date _____

Paul J. Ingram, General Manager

*Spreckels Veterans Memorial Building
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Spreckels Veterans Memorial District
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday October 2, 2024 5:30 pm
Spreckels Veterans Memorial Building, 5th & Llano, Spreckels, CA 93962

1. CALL TO ORDER:

The meeting was called to order by President Magno at 5:30 pm.

2. PLEDGE OF ALLEGIANCE:

3. ROLL CALL & ESTABLISHMENT OF QUORUM:

Rick Magno, President
Walan Chang, Vice-President
Shaheen Jorgensen, Director
Darrin Bright, Director

Present: Magno, Jorgensen, Bright

Absent: Chang

QUORUM ESTABLISHED

4. PUBLIC COMMENTS:

5. APPROVAL OF MINUTES:

- a. SVMD Regular Board Meeting June 26, 2024.
- b. SVMD Regular Board Meeting September 4, 2024.

Quorum of members who attended both meetings not present. Approvals tabled.

6. GENERAL MANAGER'S REPORT:

- a. Financial Reports April.
 1. Fund Balances as of 9/25/2024.
 2. Budget FY 2025 FYTD to 9/25/2024.
 3. Review of Deposits: County Fund 668 June [FY 2024-25 Period 2].
 4. Review of Deposits: Five Star General Checking September.
 5. Review of Five Star Bank Statements/Reconciliations August 2024.
 6. Review of Expenditures August 2024.

7. ACTION ITEMS: DISCUSSION AND POSSIBLE APPROVAL

a. Discussion and Possible Approval:

1. Transfer \$10,000.00 from County Fund 668 to Five Star General Checking.

Motion to approve [Jorgensen] 2nd [Bright].

Ayes: Magno, Jorgensen, Bright

Noes: None

MOTION CARRIED

2. Central Coast Engineering: Proposal-Spreckels Memorial Park Demolition Permit. Cost \$10,300.00.
3. Central Coast Engineering: Proposal-Basketball Court Ramp-ADA Accessibility. Cost \$9,300.00.
4. Central Coast Engineering: Proposal-Retaining Wall Rebuild. Cost \$7,600.00.
5. Willoughby Stainless Fountains [Qty. 3] [additional 2 units]
6. Green Construction Services: Planter Boxes at Tennis Court Bleachers. Cost \$29,000.
7. Memorial Plaques: Signworks. Cost \$9,746.25
8. Memorial Plaques: Wallace Memorial [Bronze]. Cost \$10,597.25.
9. Memorial Plaques: Wallace Memorial [Aluminum]. Cost \$7,046.63.
10. VORTEX: ADA Low Energy Door Closers for Park Restrooms. Cost \$29,289.00.

8. USE REQUESTS:

- a. COPA

Assembly Meeting

Motion to approve [Jorgensen] 2nd [Bright].

Ayes: Magno, Jorgensen, Bright

Noes: None

MOTION CARRIED

9. FUNCTION RECAP:

10. CONTINUED BUSINESS:

- a. Grant Writing Service.
- b. Spreckels 4th of July Celebration 2024: Review and final payment to Event Coordinator. Discuss new Event Coordinator process.
- c. SCSD Contract for General and Facilities Management Services.

11. NEW BUSINESS:

12. REGULAR MONTHLY FACILITIES REPORTS:

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

13. ***FUTURE AGENDA ITEMS: Wifi to park, ADA Locks for Park restrooms, Tree trimming, Electric mower.***

14. ***ADJOURN REGULAR MEETING: Next meeting Wednesday November 6, 2024 5:30 PM.***

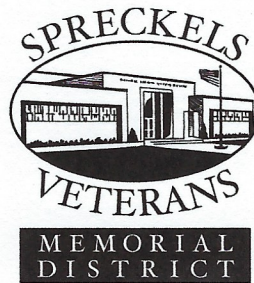
Meeting was adjourned at 6:52 pm.

Respectfully submitted,

Approval date _____

Paul J. Ingram, General Manager

DRAFT



SPRECKELS VETERANS MEMORIAL DISTRICT FUND BALANCES AS OF 11/13/2024

COUNTY FUND 668	\$ 54,107.02
FIVE STAR GENERAL CHECKING	\$ 11,717.23
FIVE STAR PAYROLL CHECKING	<u>\$ 59.76</u>
 TOTAL	 \$ 65,884.01

Spreckels Veteran's Memorial District
Proposed Budget FYE 6/30/2025 FYTD To 11/13/2024

Income	Budget	FYTD		
July 4th	\$10,000.00	\$192.53	\$9,807.47	1.93%
Memorial Building & Park rent	\$35,000.00	\$10,450.00	\$24,550.00	29.86%
Sub Total	\$45,000.00	\$14,775.00	\$30,225.00	32.83%
Property Tax	\$235,000.00	\$887.22	\$234,112.78	0.38%
Special Assessment	\$44,500.00	\$160.62	\$44,339.38	0.36%
Interest on Pooled Investments	\$1,000.00		\$1,000.00	0.00%
Sub Total	\$280,500.00			
Donation	\$20,000.00	\$20,000.00	\$0.00	
Sub Total	\$20,000.00	\$20,000.00	\$0.00	100.00%
Total Income	\$345,500.00	\$34,775.00	\$310,725.00	10.07%
Expense				
Salaries				
Pay Roll Expenses	\$100,000.00	\$33,754.49	\$66,245.51	33.75%
Employee Benefits				
Workers Comp	\$2,500.00	\$2,057.03	\$442.97	82.28%
Total Salary and Benefits	\$102,500.00	\$35,811.52	\$66,688.48	34.94%
Operations Budget				
4th of July	\$10,000.00	\$700.00	\$9,300.00	7.00%
Professional Services				
Audits	\$1,000.00		\$1,000.00	0.00%
Administration Fees	\$3,000.00		\$3,000.00	0.00%
Advertising	\$1,000.00	\$264.61	\$735.39	26.46%
Legal Services	\$2,000.00	\$55.40	\$1,944.60	2.77%
Parcel Management	\$3,875.00		\$3,875.00	0.00%
Bank Fees	\$0.00	\$19.04	-\$19.04	#DIV/0!
Property Tax	\$450.00		\$450.00	0.00%
Sub Total	\$11,325.00	\$339.05	\$10,985.95	2.99%
Education				
Board and Staff Education	\$800.00	\$160.00	\$640.00	20.00%
Dues and Subscriptions	\$2,500.00	\$2,110.00	\$390.00	84.40%
Sub Total	\$3,300.00	\$2,270.00	\$1,030.00	68.79%
MAINTENANCE				
Building Materials	\$1,500.00	\$1,397.54	\$102.46	93.17%
Electrical Repairs Hall	\$1,000.00	\$440.00	\$560.00	44.00%
Electrical Repairs Park	\$4,000.00	\$481.31	\$3,518.69	12.03%

Spreckels Veteran's Memorial District
Proposed Budget FYE 6/30/2025 FYTD To 11/13/2024

Equipment Purchase	\$25,000.00		\$25,000.00	0.00%
Equipment Rental	\$1,000.00		\$1,000.00	0.00%
Power Equipment Repairs	\$500.00	\$716.10	-\$216.10	143.22%
Plumbing Repairs Hall	\$250.00	\$3,110.87	-\$2,860.87	1244.35%
Plumbing Repairs Park	\$12,000.00		\$12,000.00	0.00%
HVAC	\$2,000.00		\$2,000.00	0.00%
Equipment Maint & Repairs Hall	\$3,000.00		\$3,000.00	0.00%
Equipment Maint & Repairs Park	\$1,000.00	\$982.65	\$17.35	98.27%
Sprinkler Supplies	\$1,000.00	\$1,462.11	-\$462.11	146.21%
Sprinkler System Repairs	\$2,000.00	\$2,093.00	-\$93.00	104.65%
Park Plants	\$1,000.00	\$545.00	\$455.00	54.50%
Fuel	\$1,200.00	\$354.23	\$845.77	29.52%
Pest Contol	\$400.00	\$195.00	\$205.00	48.75%
Landscape Maintenance Contract	\$25,500.00	\$14,136.00	\$11,364.00	55.44%
Tree Maintenance	\$4,000.00	\$1,503.00	\$2,497.00	37.58%
Turf Treatment	\$6,500.00	\$6,605.00	-\$105.00	101.62%
Water Treatment	\$1,400.00	\$339.93	\$1,060.07	24.28%
Sub Total	\$94,250.00	\$34,361.74	\$59,888.26	36.46%
Utilities				
PG&E Park	\$4,000.00	\$1,739.33	\$2,260.67	43.48%
PG&E Hall	\$18,000.00	\$8,350.55	\$9,649.45	46.39%
Water / Park	\$20,000.00	\$12,001.40	\$7,998.60	60.01%
Water / Hall	\$4,000.00	\$1,463.92	\$2,536.08	36.60%
Sewer	\$2,000.00	\$747.44	\$1,252.56	37.37%
Telephone and Internet	\$4,000.00	\$2,014.37	\$1,985.63	50.36%
Sub Total	\$52,000.00	\$26,317.01	\$25,682.99	50.61%
Supplies				
Janitorial Supplies	\$4,000.00	\$2,324.94	\$1,675.06	58.12%
Sub Total	\$4,000.00	\$2,324.94	\$1,675.06	58.12%
Office/Operating Expenses				
Office Supplies	\$800.00	\$303.70	\$496.30	37.96%
Office Equipment	\$100.00		\$100.00	0.00%
Post Office Box	\$250.00		\$250.00	0.00%
Website	\$600.00		\$600.00	0.00%
Postage and Delivery	\$60.00	\$73.00	-\$13.00	121.67%
Sub Total	\$1,810.00	\$376.70	\$1,433.30	20.81%
Insurance				
General Liability / Property Insurance	\$11,000.00		\$11,000.00	0.00%
Sub Total	\$11,000.00	\$0.00	\$11,000.00	0.00%
Total Operations	\$290,185.00	\$102,500.96	\$187,684.04	35.32%
Capital Expense				
Building	\$75,000.00		\$75,000.00	0.00%
Park	\$60,000.00		\$60,000.00	0.00%
Sub Total	\$135,000.00	0	0.00%	
Emergency Reserve	-\$99,685.00			

Spreckels Veteran's Memorial District
Proposed Budget FYE 6/30/2025 FYTD To 11/13/2024

Total Expense	\$325,500.00	\$102,500.96	\$222,999.04	31.49%

Deposit Summary

Spreckels Memorial District

Summary of Deposits to Five Star General Checking on 10/28/2024

Chk No.	PmtMethod	Rcd From	Memo	Amount
		SDAMC	Quarterly Meeting	225.00
		Spreckels Community Services District	Office Rent	100.00
		Spreckels Community Services District	Priority Mail Envelopes	49.25
		Spreckels Community Services District	SDAMC	180.00

Less Cash Back:

Deposit Total: **554.25**

Deposit Summary

Spreckels Memorial District

Summary of Deposits to Five Star General Checking on 10/02/2024

Chk No.	PmtMethod	Red From	Memo	Amount
		Ida Ramos	Building Rent	1,800.00
		Comi-Con	Building Rent	1,500.00
		Spreckels Memorial District	Office Rent	100.00
		Lucy Rios	Building Rent	500.00
		Randy Gillenwater	Building Rent	100.00
Less Cash Back:				
Deposit Total:				4,000.00

Spreckels Veteran's Memorial District
Proposed Budget FYE 6/30/2025 FYTD To 11/13/2024

Income	Budget	FYTD		
July 4th	\$10,000.00	\$192.53	\$9,807.47	1.93%
Memorial Building & Park rent	\$35,000.00	\$10,450.00	\$24,550.00	29.86%
Sub Total	\$45,000.00	\$14,775.00	\$30,225.00	32.83%
Property Tax	\$235,000.00	\$887.22	\$234,112.78	0.38%
Special Assessment	\$44,500.00	\$160.62	\$44,339.38	0.36%
Interest on Pooled Investments	\$1,000.00		\$1,000.00	0.00%
Sub Total	\$280,500.00			
Donation	\$20,000.00	\$20,000.00	\$0.00	
Sub Total	\$20,000.00	\$20,000.00	\$0.00	100.00%
Total Income	\$345,500.00	\$34,775.00	\$310,725.00	10.07%
Expense				
Salaries				
Pay Roll Expenses	\$100,000.00	\$33,754.49	\$66,245.51	33.75%
Employee Benefits				
Workers Comp	\$2,500.00	\$2,057.03	\$442.97	82.28%
Total Salary and Benefits	\$102,500.00	\$35,811.52	\$66,688.48	34.94%
Operations Budget				
4th of July	\$10,000.00	\$700.00	\$9,300.00	7.00%
Professional Services				
Audits	\$1,000.00		\$1,000.00	0.00%
Administration Fees	\$3,000.00		\$3,000.00	0.00%
Advertising	\$1,000.00	\$264.61	\$735.39	26.46%
Legal Services	\$2,000.00	\$55.40	\$1,944.60	2.77%
Parcel Management	\$3,875.00		\$3,875.00	0.00%
Bank Fees	\$0.00	\$19.04	-\$19.04	#DIV/0!
Property Tax	\$450.00		\$450.00	0.00%
Sub Total	\$11,325.00	\$339.05	\$10,985.95	2.99%
Education				
Board and Staff Education	\$800.00	\$160.00	\$640.00	20.00%
Dues and Subscriptions	\$2,500.00	\$2,110.00	\$390.00	84.40%
Sub Total	\$3,300.00	\$2,270.00	\$1,030.00	68.79%
MAINTENANCE				
Building Materials	\$1,500.00	\$1,397.54	\$102.46	93.17%
Electrical Repairs Hall	\$1,000.00	\$440.00	\$560.00	44.00%
Electrical Repairs Park	\$4,000.00	\$481.31	\$3,518.69	12.03%

Spreckels Veteran's Memorial District
Proposed Budget FYE 6/30/2025 FYTD To 11/13/2024

Equipment Purchase	\$25,000.00		\$25,000.00	0.00%
Equipment Rental	\$1,000.00		\$1,000.00	0.00%
Power Equipment Repairs	\$500.00	\$716.10	-\$216.10	143.22%
Plumbing Repairs Hall	\$250.00	\$3,110.87	-\$2,860.87	1244.35%
Plumbing Repairs Park	\$12,000.00		\$12,000.00	0.00%
HVAC	\$2,000.00		\$2,000.00	0.00%
Equipment Maint & Repairs Hall	\$3,000.00		\$3,000.00	0.00%
Equipment Maint & Repairs Park	\$1,000.00	\$982.65	\$17.35	98.27%
Sprinkler Supplies	\$1,000.00	\$1,462.11	-\$462.11	146.21%
Sprinkler System Repairs	\$2,000.00	\$2,093.00	-\$93.00	104.65%
Park Plants	\$1,000.00	\$545.00	\$455.00	54.50%
Fuel	\$1,200.00	\$354.23	\$845.77	29.52%
Pest Contol	\$400.00	\$195.00	\$205.00	48.75%
Landscape Maintenance Contract	\$25,500.00	\$14,136.00	\$11,364.00	55.44%
Tree Maintenance	\$4,000.00	\$1,503.00	\$2,497.00	37.58%
Turf Treatment	\$6,500.00	\$6,605.00	-\$105.00	101.62%
Water Treatment	\$1,400.00	\$339.93	\$1,060.07	24.28%
Sub Total	\$94,250.00	\$34,361.74	\$59,888.26	36.46%
Utilities				
PG&E Park	\$4,000.00	\$1,739.33	\$2,260.67	43.48%
PG&E Hall	\$18,000.00	\$8,350.55	\$9,649.45	46.39%
Water / Park	\$20,000.00	\$12,001.40	\$7,998.60	60.01%
Water / Hall	\$4,000.00	\$1,463.92	\$2,536.08	36.60%
Sewer	\$2,000.00	\$747.44	\$1,252.56	37.37%
Telephone and Internet	\$4,000.00	\$2,014.37	\$1,985.63	50.36%
Sub Total	\$52,000.00	\$26,317.01	\$25,682.99	50.61%
Supplies				
Janitorial Supplies	\$4,000.00	\$2,324.94	\$1,675.06	58.12%
Sub Total	\$4,000.00	\$2,324.94	\$1,675.06	58.12%
Office/Operating Expenses				
Office Supplies	\$800.00	\$303.70	\$496.30	37.96%
Office Equipment	\$100.00		\$100.00	0.00%
Post Office Box	\$250.00		\$250.00	0.00%
Website	\$600.00		\$600.00	0.00%
Postage and Delivery	\$60.00	\$73.00	-\$13.00	121.67%
Sub Total	\$1,810.00	\$376.70	\$1,433.30	20.81%
Insurance				
General Liability / Property Insurance	\$11,000.00		\$11,000.00	0.00%
Sub Total	\$11,000.00	\$0.00	\$11,000.00	0.00%
Total Operations	\$290,185.00	\$102,500.96	\$187,684.04	35.32%
Capital Expense				
Building	\$75,000.00		\$75,000.00	0.00%
Park	\$60,000.00		\$60,000.00	0.00%
Sub Total	\$135,000.00	0		0.00%
Emergency Reserve	-\$99,685.00			

Spreckels Veteran's Memorial District
Proposed Budget FYE 6/30/2025 FYTD To 11/13/2024

Total Expense	\$325,500.00	\$102,500.96	\$222,999.04	31.49%

*Spreckels Veterans Memorial Building
Home of Lt. Billy Paulson VFW Post 6849*

Resolution #2024-02

RESOLUTION TO ADOPT BUDGET

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE **SPRECKELS MEMORIAL DISTRICT**, FOR THE FISCAL YEAR BEGINNING ON THE FIRST DAY OF JULY, 2024 AND ENDING ON THE LAST DAY OF JUNE, 2025.

WHEREAS, the Board of Directors of Spreckels Veterans Memorial District has directed the General Manager to prepare and submit a proposed budget to this governing body at the proper time, and;

WHEREAS, the Business Manager has submitted a proposed budget to this governing body on November 13, 2024 for its consideration, and;

WHEREAS, upon due and proper notice, published or posted accordance with the law, said budget was open for inspection by the public at a designated place, a public hearing was held on November 13, 2024, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance as required by law.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the Spreckels Veterans Memorial District of Spreckels, California:

Section 1. That the budget as submitted, amended and summarized by fund, hereby is approved and adopted as the budget of the Spreckels Veterans Memorial District for the year stated above.

Section 2. That the budget hereby approved and adopted shall be signed by Richard Magno, Jr., Board President and made a part of the public records of the Spreckels Memorial District.

ADOPTED, this 13th day of November 2024, with a Motion by _____ and a second by _____.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed:

Richard Magno Jr., President

Attested:

Paul J. Ingram, General Manager

SVMD Landscaping Contract

This Contract for Landscaping Services is made effective as of **June 28, 2023**, for the term of **one year**, by and between Spreckels Veterans Memorial District ("SVMD"), address P.O. Box 7266, Spreckels, California 93962, and Clarke's Turf and Water (Clarke's"), address 18939 Vierra Canyon Rd., Salinas, California 93907. This contract terminates on June 28th, 2024 unless continued by mutual agreement submitted in writing as an addendum to this contract.

DESCRIPTION OF SERVICE AREAS:

Area (1): Spreckels Memorial Park and Annex

Area (2): Spreckels Veterans Memorial Building 90 Fifth St.

DESCRIPTION OF SERVICES:

Included in Contract price:

Each Thursday of every week weather permitting; **(1)** Mow lawns **(2)** Edge and trim grass areas **(3)** Blow and/or remove debris from sidewalks and courts **(4)** Spot spray weed control chemical **(5)** Check irrigation system components performance, clean nozzles / spray heads as needed, and make minor repairs / replacements as needed at cost of parts **(6)** Keep lawn grates and utility hatch covers free of grass and debris for easy access **(7)** Remove dead plants from sidewalks, paved areas, and tree wells **(8)** Maintain a weed abatement program sufficient to prevent undesired weeds / plants {such as Burr Clover and Fox Tail} from populating the lawns, garden beds, and hardscaped areas **(9)** Maintain the edging and shape of the Baseball Field Diamond **(10)** Provide the General Manager with a Material Safety Data Sheet for all chemicals used in the areas of service **(11)** Provide the General Manager with the names of all employees working on the premises.

Additional cost per service items:

Labor, services, or equipment purchase/repair that are outside the scope of the above outlined contract services shall be preapproved by the General Manager

SCOPE OF WORK: Clarke's shall provide all labor, materials, and hand tools to do the above described Landscaping Services. SVMD will provide and maintain the mower(s), edger and blades, string trimmer(s) and trimmer line, blower(s), and fuel.

INVOICES: Invoices for the previous month's work shall be received by the SVMD General Manager by the last Friday of that month. Charges for work above the base Contract amount shall be detailed in description for approval by the General Manager. Attached to invoice

shall be copies of receipts for all parts and materials purchased by Contractor and shown on invoice.

PAYMENT: Payment for the previous month's work shall be approved at the next regular monthly meeting of the SVMD Board Of Directors, which is the first Wednesday of each month. Check for payment will be issued at the meeting or mailed within (7) business days of the regular monthly meeting. For the months of November, December, January, and February, the payment amount shall be **\$620.00 per week**. For the months of March through October, to accommodate Item (8)- Weed abatement program- in the above DESCRIPTION OF SERVICES, an additional **\$750.00 per month** is pre-approved for dispersal in the months deemed necessary by Clarke's for complete chemical treatments to fulfill desired weed abatement results as specified by the SVMD Board.

In addition to any other right or remedy provided by law, if SVMD fails to pay for the contracted services when due, Clarke's has the option to treat such failure to pay as a material breach of this Contract and may cancel this Contract and/or seek legal remedies.

PERMITS: Clarke's shall apply for and obtain such permits and regulatory approvals as may be required by local County government. The cost thereof shall be included as part of the payment to Clarke's under this contract.

INSURANCE: Clarke's shall maintain general liability and worker's compensation insurance. A Certificate of Insurance shall be sent to SVMD **30 days** before the annual contract renewal date.

CANCELLATION OF CONTRACT: This Contract may be terminated by either party upon written notice with 30 days of the expiration of the current year's term, or with 30 days by mutual agreement of both parties.

WARRANTY: Clarke's shall provide its services and meet its obligations under this Contract in a timely and workmanlike manner, using knowledge and recommendations for performing the Landscaping Services which meet generally acceptable standards in Clarke's community and region, and will provide a standard of care equal to, or superior to care used by service providers similar to Clarke's on similar projects/tasks.

DEFAULT: The occurrence of any of the following shall constitute a material default under this Contract:

- a. The failure to make the required payment when due.
- b. The insolvency or bankruptcy of either party.

- c. The subjection of any of either party's property to any levy, seizure, general assignment for the benefit of creditors, application or sale for or by any creditor or government agency.
- d. The failure to make available or deliver the Landscaping Services in the time and manner provided for in this Contract.

REMEDIES: In addition to any and all rights a party may have available according to law, if a party defaults by failing to substantially perform any provision, term or condition of this Contract (including without limitation the failure to make monetary payment when due), the other party may terminate the Contract by providing written notice to the defaulting party. This notice shall describe with sufficient detail the nature of the default. The party receiving such a notice shall have **10 days** from the effective date of such notice to cure the default(s). Unless waived by a party providing notice, the failure to cure the default(s) within such time period shall result in the termination of this Contract.

FORCE MAJEURE: If performance of the Contract or any obligation under this Contract is prevented, restricted, or interfered with by causes beyond either party's reasonable control ("Force Majeure"), and if the party unable to carry out its obligations gives the other party prompt written notice of such event, then the obligations of the party invoking this provision shall be suspended to the extent necessary by such event. The term Force Majeure shall include, without limitation, acts of God, fire, explosion, vandalism, storm or other similar occurrence, orders or acts of military or civil authority, or by national emergencies, insurrections, riots, wars, strikes, lock outs, or work stoppages. The excused party shall use reasonable efforts under the circumstances to avoid or remove such causes of non-performance and shall proceed to perform within reasonable dispatch whenever such causes are removed or ceased. An act or omission shall be deemed within the reasonable control of a party if committed, omitted, or caused by such party, or its employees, officers, agents, or affiliates.

DISPUTE RESOLUTION: The parties will attempt to resolve any dispute arising out of or relating to this Contract through friendly negotiations amongst the parties. If the matter is not resolved through negotiation, the parties will resolve the dispute using the below Alternative Dispute Resolution (ADR) procedure.

Any controversies or disputes arising out of or relating to this Contract will be submitted to mediation in accordance with any statutory rules of mediation. If mediation does not successfully resolve the dispute, the parties may proceed to seek another form of resolution in accordance with any other rights and remedies afforded to them by law.

ENTIRE AGREEMENT: This Contract contains the entire agreement of the parties, and there are no other promises or conditions in any other agreement, whether oral or written, concerning the subject matter of this Contract. This Contract supersedes any prior written or oral agreements between the parties.

SEVERABILITY: If any provision of this Contract is held to be invalid or unenforceable for any reason, the remaining provision will continue to be valid and enforceable. If a court finds that any provision of this Contract is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.

AMENDMENT: This Contract may be modified or amended in writing, if the writing is signed by the party obligated under the amendment.

GOVERNING LAW: This Contract shall be construed in accordance with the laws of State of California.

NOTICE: Any notice or communication required or permitted under this Contract shall be sufficiently given if delivered in person or by certified mail, return receipt requested, to the address set forth in the opening paragraph or to such address as one party may have furnished to the other in writing.

o

WAIVER OF CONTRACTUAL RIGHT: The failure of either party to enforce any provision of this Contract shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Contract.

SIGNATORIES: This Agreement shall be signed by the Board President on behalf of SVMD and behalf of Clarke's by Davis Clarke, Owner and effective as of the date first written above.

This Landscaping Contract is executed and agreed to by:

David Clarke, Owner

Rick Magno, SMD President

Date

Date

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

28 Invoice

Date	Invoice #
11/4/2024	2508

Bill To
Spreckels Memorial Park

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
50	Labor to maintain park October 24	62.00	3,100.00
1	Sprayable wetting agents, fertilizers and growth regulators	750.00	750.00
15	Gallons of gas	5.00	75.00
	Sales Tax	7.50%	0.00

Thank you for your business. 262-9800	Total	\$3,925.00
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WALLACE MEMORIAL, INC.

P.O. Box 388
 Salinas, CA 93902
 Phone # (831) 424-6751
 info@wallacememorial.com
 www.wallacememorial.com



Estimate

Date	Estimate #
8/23/2024	10120

Name / Address
Spreckels Veterans Memorial District Shaheen Jorgensen 831-776-8167 spreckelsvmd.sjorgensen@gmail.com

Cemetery/Ship To
Spreckels

Qty	Item	Description	Cost	Total
2	Bronze	30 x 22 Aluminum Plaque (Spreckels Veterans Memorial Park)	2,250.00	4,500.00T
6	Bronze	Loose Bronze Emblems (Approx 5.5" diameter, round shape)	325.00	1,950.00T
		1. Air Force 2. Navy 3. Army 4. Marines 5. Cost Guard 6. Space Force		
		Sales Tax	9.25%	596.63

			Total	\$7,046.63
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Estimate pricing may need to be updated to reflect any changes in prices which have occurred since the date the estimate was written. Wallace Memorial, Inc. may contact you concerning the status of this estimate. Contact may be by phone, mail or email.

CORE

SURVEILLANCE

CA Lic#: 942002

30 ESTIMATE

Estimate #: 3275
Date: 10/14/2024

339 Maple St. Unit E
Salinas, CA 93901
(831) 771-2673

<http://CORESurveillance.com>
Contact@CORESurveillance.com

Performed for:

Spreckels Memorial Park
Spreckels, CA 93962

Item	Qty	Rate	Amount
Network (Wireless Bridge, 5GHz) Wireless network bridge, 5GHz, Directional	2	179.99	359.98
Network (Access Point, Business class) Outdoor, 360 coverage	1	289.99	289.99
Cable (Cat6, Direct burial)	250	0.22	55.00
Materials Conduit, connectors, enclosures, mounting hardware, etc.	1	580.00	580.00
Installation	8	145.00	1,160.00
Extended wifi coverage from Veteran's Memorial Building to tennis court at Memorial Park.		SUBTOTAL	
		TAX	
		TOTAL	\$2,444.97

Approved By: _____

Date: _____

CORE

SURVEILLANCE

CA Lic#: 942002

339 Maple St. Unit E
Salinas, CA 93901
(831) 771-2673

<http://Coresurveillance.com>
Contact@Coresurveillance.com

31 ESTIMATE

Estimate #: 3277
Date: 10/14/2024

Performed for:

Spreckels Memorial Park
Spreckels, CA 93962

Item	Qty	Rate	Amount
Network (Wireless Bridge, 5GHz) <i>Wireless network bridge, 5GHz, Directional</i>	1	139.99	139.99
Network (Access Point, Business class) <i>Outdoor, 360 coverage</i>	1	159.99	159.99
Network (Switch, 10/100/1000, 8-port, 4-PoE)	1	119.99	119.99
Cable (Cat6, Direct burial)	50	0.22	11.00
Materials <i>Conduit, connectors, enclosures, mounting hardware, etc.</i>	1	80.00	80.00
Installation	3	145.00	435.00
<i>Optional repeated wifi coverage to maintenance building.</i>		SUBTOTAL	
		TAX	
		TOTAL	\$945.97

Approved By: _____

Date: _____

BUILDING EQUIPMENT INSPECTION:

SPECT FOR PROPER OPERATION OF: DISHWASHER

	✓	date	✓	date	✓	date	✓	date	✓	date	✓	date
DISHWASHER	✓	10-26	✓	11-2	✓	11-3	✓	11-9	✓	11-10		
REFRIGERATOR UNITS	✓		✓		✓		✓		✓			
OVENS	✓		✓		✓		✓		✓			
COOKTOPS	✓		✓		✓		✓		✓			
HOT WELLS	✓		✓		✓		✓		✓			
COFFEE UNIT												
PLUMBING FIXTURES	✓		✓		✓		✓		✓			
P A SYSTEM	✓		✓		✓		✓		✓			
BANQUET ROOM	✓		✓		✓		✓		✓			
									AFTER EACH FUNCTION			
SPECT CHAIR LEGS FOR MISSING LEG PADS	✓		✓		✓		✓		✓		✓	
SPECT TAILS FOR LOOSE SCREWS IN RAILS	✓		✓		✓		✓		✓		✓	

SPECT CHAIR LEGS FOR MISSING LEG PADS
 SPECT TAILS FOR LOOSE SCREWS IN RAILS
 3 ADDITIONAL SHEETS AS MAY BE REQUIRED

SIGN AND SUBMIT AT MONTHLY BOARD OF DIRECTORS MEETING

[Signature]
 Date 11-13-2024

SCHEDULE OF MONTHLY BUILDING EQUIPMENT INSPECTION

CHECK FOR PROPER OPERATION ON AIR CONDITION UNIT FOR:

						✓	Date
					AUDITORIUM	✓	11-13-24
"	"	"	"	"	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 11-13-2024

Earthquake Readiness

Did you know California averages 100 earthquakes a day? Nearly all of these are minor, but because of the elevated risk, everyone should know what to do in the event of an earthquake.

This Safety Talk reviews best practices to take before, during, and after an earthquake.

Source: Earthquake Ready.gov

WHAT'S YOUR RISK?

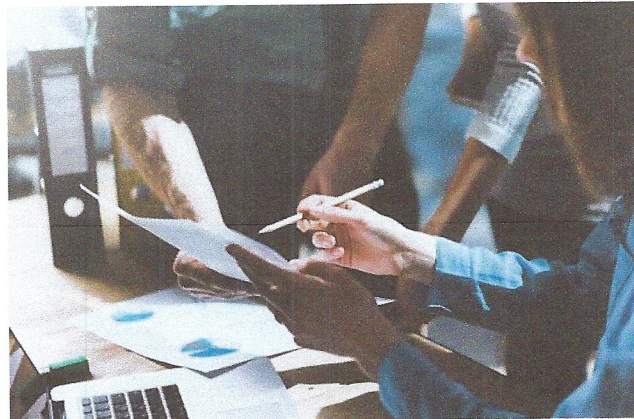
Let's first start with an understanding of your location-specific earthquake risk. Enter your work address in [California's Office of Emergency Services \(Cal/OES\) earthquake risk calculator](#) to discover the likelihood of an earthquake in your area.

The higher the risk, the more vigilance required.



BEFORE AN EARTHQUAKE

Most injuries and property damage occur when objects fall, tip over, or are shaken off shelves.



Reduce your injury risk by inspecting your work area to ensure:

- Shelves, bookcases, ladders, tools, equipment, and stored chemical products are secured or anchored. Pay special attention to items over 42" in height.
- Lips or seismic restraints are installed on open shelves containing chemical products, glassware, or other types of hazardous equipment.
- Emergency exit routes are kept clear with no combustible materials stored in the pathway (i.e., space under stairs).

Other risk mitigation best practices include:

- Knowing the location of gas shut off valves, first aid kits, and other emergency supplies.
- Ensuring fire extinguishers and emergency lighting are available and in good working condition.
- Reviewing your District's Emergency Action Plan.

DURING AN EARTHQUAKE



1. Wherever you are drop down to your hands and knees and hold onto something sturdy. If using a wheelchair, make sure your wheels are locked and remain seated.
2. If a sturdy table or desk is nearby, crawl underneath it for shelter. If no shelter is nearby, crawl next to an interior wall (away from windows). Crawl only if you can reach better cover without going through an area with more debris. Stay on your knees or bent over to protect vital organs.
3. If you are under a table or desk, hold on with one hand and be ready to move with it as it shakes. If seated and unable to drop to the floor, bend forward, cover your head with your arms and hold on to your neck with both hands.

Also...

- Stand away from windows and outside doors
- Do not use elevators
- Do not use matches, candles, or any flame as a gas leak precaution

If outdoors:

- Stand in the open; away from buildings, power lines, trees, and anything that might fall.
- If driving, stop the vehicle and stay inside until the shaking stops.



WHAT TO DO AFTER AN EARTHQUAKE

- Check yourself and others for injuries. Provide first aid, if trained.
- Expect aftershocks to occur. Be ready to once again Drop, Cover, and Hold On.
- If in a damaged building, go outside and quickly move away from potentially falling objects.
- Meet at your District's predesignated assembly area (refer to Emergency Action Plan).
- If trapped, send a text or bang on a pipe or wall.
- If you're able, check water, gas, and electric lines in your area for damage. If necessary, shut off valves.
- If a gas leak is detected, open all the windows and doors, leave immediately, and report to supervisor/authorities.

This *Safety Talk* provides awareness level training on what to do before, during, and after an earthquake. Refer to your District's Emergency Action Plan for additional information.

If this information is unclear or if you have any additional questions, please talk to your supervisor.

