

Spreckels Memorial District
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday February 1, 2023 5:30 pm
 Spreckels Veterans Memorial Building, 5th & Llano, Spreckels, CA 93962

AGENDA

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

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

Rick Magno, President
 Walan Chang, Vice-President
 David Kuhlmann, Director
 Saren Pierson, Secretary

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. SMD Regular Board Meeting January 4, 2022

6. GENERAL MANAGER'S REPORT:

a. Financial Reports November.

1. Fund Balances as of 1/31/2023
2. Budget FY 2022 FYTD to 1/31/2023
3. Review of Deposits: County Fund 668 December [Period 6]
4. Review of Deposits: Five Star General Checking January.

Spreckels Memorial District • P.O. Box 7266 • Spreckels, CA 93962
 Park & Memorial Building Rental (831) 455-2022 • District Business (831) 455-7855
 Email: spreckelsmd.main@gmail.com • www.spreckelsmd.specialdistrict.org

5. Review of Five Star Bank Statements/Reconciliations December 2022
6. Review of Expenditures December 2022.

7. ACTION ITEMS: DISCUSSION AND POSSIBLE APPROVAL

- a. Transfer \$20,000.00 from County Fund 668 to Five Star General Checking.
- b. Board Member Vacancy: Appoint Shaheen Jorgensen to fill the position vacated by Jill Kramm.
- c. CORE Surveillance: Estimate #2740 Digital Surveillance System with 12 Cameras Building Interior and Exterior including Network Wireless Switch and Bridge. \$13,698.92.
- d. CORE Surveillance: Estimate #2741 8 Cameras at Parking Lot including Wireless Bridge. \$7,841.33.
- e. CORE Surveillance: Estimate #2742 2 Dedicated Client Systems (Desktop Computers) for Facilities Manager and General Manager. 40" Monitor for Facilities Manager. \$2,190.82.

8. USE REQUESTS:

9. FUNCTION RECAP:

- a. Monterey County Office of Emergency Services FEMA Disaster Application Center at Spreckels Veterans Memorial Building.
- b. District Employees help with Spreckels flood protection efforts.

10. CONTINUED BUSINESS:

- a. Kitchen Ovens Replacement.
- b. Future Projects:
 - Del Monte Glass: Front & Kitchen area black aluminum frames \$34,124, Milgard vinyl tan front only \$12,528.
 - Sal De Franco: Exterior painting \$32,400.
 - Replace sand in playground.
 - Replace 2 windbreaks at Park.
 - Replace tables and benches at Park. [\$1500 per unit x (total #) Assembly and installation \$2,500]
 - Carpet replacement Veterans bar/meeting room.
 - Demolish or Repurpose Racquetball Court: Preliminary planning.
 - Video Surveillance System. [Range: \$16,000-\$23,800]
- c. 4th of July Celebration: Continuity Book: Language for Contract.
- d. District Name Change.
- e. Facility Manager Employment Agreement.

11. NEW BUSINESS

12. REGULAR MONTHLY FACILITIES REPORTS:

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- 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 January 4, 2023 5:30 PM.

2023 Meeting Dates: January 4, February 1, March 1, April 5, May 3, June 7, June 28, August 2, September 6, October 5, November 4, December 6.

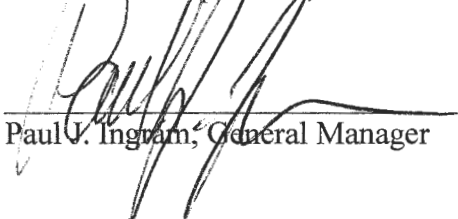
ADA COMPLIANCE

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.

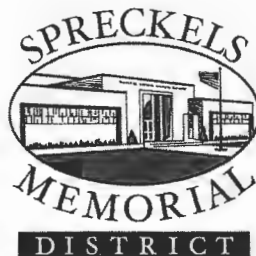
Certification

I, Paul J. Ingram, General Manager/Board Clerk for Spreckels Memorial District, do hereby declare that the foregoing agenda was posted at least (72) hours prior to the February 1, 2023 Regular Meeting of the District Board of Directors scheduled for 5:30 pm at Spreckels Veterans Memorial Building, 5th and Llano Streets Spreckels, CA 93962


Paul J. Ingram, General Manager

Date 1/26/2023

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 January 4, 2023 5:30 pm
 Spreckels Veterans Memorial Building, 5th & Llano, Spreckels, CA 93962

1. CALL TO ORDER:

The meeting was called to order by Vice-President Chang at 5:37 pm.

2. PLEDGE OF ALLEGIANCE:

3. ROLL CALL & ESTABLISHMENT OF QUORUM:

Rick Magno, President
 Walan Chang, Vice-President
 David Kuhlmann, Director
 Saren Pierson, Secretary

Present: Chang, Kuhlmann, Pierson
Absent: Magno

QUORUM ESTABLISHED

4. PUBLIC COMMENTS:

5. APPROVAL OF MINUTES:

a. SMD Regular Board Meeting December 7, 2022

Motion to approve [Kuhlmann] 2nd [Pierson]
Ayes: Chang, Kuhlmann, Pierson
Noes: None

MOTION CARRIED

6. GENERAL MANAGER'S REPORT:

a. Financial Reports November.

1. Fund Balances as of 12/31/2022
2. Budget FY 2022 FYTD to 12/31/2022
3. Review of Deposits: County Fund 668 November [Period 5]
4. Review of Deposits: Five Star General Checking December.
5. Review of Five Star Bank Statements/Reconciliations November 2022

6. Review of Expenditures November 2022.

7. ACTION ITEMS: DISCUSSION AND POSSIBLE APPROVAL

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

Motion to approve [Kuhlmann] 2nd [Pierson].

Ayes: Chang, Kuhlmann, Pierson

Noes: None

MOTION CARRIED

- b. CORE Surveillance: Estimate #2740 Digital Surveillance System with 12 Cameras Building Interior and Exterior including Network Wireless Switch and Bridge. \$13,698.92.
- c. CORE Surveillance: Estimate #2741 8 Cameras at Parking Lot including Wireless Bridge. \$7,841.33.
- d. CORE Surveillance: Estimate #2742 2 Dedicated Client Systems (Desktop Computers) for Facilities Manager and General Manager. 40" Monitor for Facilities Manager. \$2,190.82.

Per board discussion estimates will be revised for approval at the February 1 regular meeting.

8. USE REQUESTS:

- | | |
|-----------------------------|--------------------------------------|
| a. David Hernandez | Just Because Party |
| b. Patty Veliz | 50 th Wedding Anniversary |
| c. Saul Lopez | Baptism Party |
| d. Dreama Sanchez | Wedding |
| e. Audra Duran/Tanya Siason | 80 th Birthdays |

Motion to approve all [Pierson] 2nd [Kuhlmann].

Ayes: Chang, Kuhlmann, Pierson

Noes: None

MOTION CARRIED

9. FUNCTION RECAP:10. CONTINUED BUSINESS:

- a. Board Member Vacancy.
- b. Kitchen Ovens Replacement.
- c. Future Projects:
- Del Monte Glass: Front & Kitchen area black aluminum frames \$34,124, Milgard vinyl tan front only \$12,528.
 - Sal De Franco: Exterior painting \$32,400.
 - Replace sand in playground.
 - Replace 2 windbreaks at Park.
 - Replace tables and benches at Park. [\$1500 per unit x (total #) Assembly and installation \$2,500]

Director Pierson will refer purchase to a co-worker at Peninsula Business Interiors and abstain from any votes to approve purchase due to a conflict of interest as an employee of PBI.

- Carpet replacement Veterans bar/meeting room.
- Demolish or Repurpose Racquetball Court: Preliminary planning.
- Video Surveillance System. [Range: \$16,000-\$23,800]

Director Pierson will enter all projects with available estimates into a spreadsheet for reference.

d. 4th of July Celebration: Continuity Book: Language for Contract.

Director Chang will provide language as needed.

e. District Name Change.

GM Ingram will contact District Counsel to prepare a resolution for possible adoption at the February 1 meeting.

f. Facility Manager Employment Agreement.

11. NEW BUSINESS

Park Landscape Contractor Dave Clarke requested 8 hours for trimming of trees around baseball diamond. Item is provided for in the budget. Facilities Manager and Utility Employee will assist with on-ground clean up.

12. REGULAR MONTHLY FACILITIES REPORTS:

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

An arborist is needed to assess health of redwood tree by tennis court. Possible removal.

13. FUTURE AGENDA ITEMS:

14. ADJOURN REGULAR MEETING: Next meeting Wednesday January 4, 2023 5:30 PM.

The meeting was adjourned at 7:51 pm.

Respectfully submitted,

Approval date _____

Paul J. Ingram, General Manager

**SPRECKELS MEMORIAL DISTRICT FUND
BALANCES AS OF 1/31/2023**

COUNTY FUND 668	\$ 207,023.06
FIVE STAR GENERAL CHECKING	\$ 17,123.54
FIVE STAR PAYROLL CHECKING	<u>\$ 5,023.70</u>
TOTAL	\$ 229,170.30

Spreckels Memorial District
Adopted Budget FYE 6/30/2023 FYTD to 1/31/2023

Income	Budget	FYTD	Remaining	Percent
July 4th	\$10,000.00	\$8,045.71	\$1,954.29	80.46%
Memorial Building & Park rent	\$35,000.00	\$25,010.00	\$9,990.00	71.46%
Sub Total	\$45,000.00	\$33,055.71	\$11,944.29	73.46%
Property Tax	\$235,000.00	\$141,816.06	\$93,183.94	60.35%
Special Assessment	\$44,500.00		\$44,500.00	0.00%
Interest on Pooled Investments	\$1,000.00	\$352.89	\$647.11	35.29%
Sub Total	\$280,500.00	\$142,168.95	\$138,331.05	50.68%
Total Income	\$325,500.00	\$175,224.66	\$150,275.34	53.83%
Expense				
Salaries				
Pay Roll Expenses	\$100,000.00	\$62,382.61	\$37,617.39	62.38%
Employee Benefits				
Workers Comp	\$2,500.00	-\$274.41		-10.98%
Total Salary and Benefits	\$102,500.00	\$62,108.20	\$40,391.80	60.59%
Operations Budget				
4th of July	\$10,000.00	\$7,567.10	\$2,432.90	75.67%
Professional Services				
Audits	\$1,000.00		\$1,000.00	0.00%
Administration Fees	\$3,000.00	\$506.00	\$2,494.00	16.87%
Advertising	\$1,000.00	\$271.25	\$728.75	27.13%
Legal Services	\$2,000.00	\$652.80	\$1,347.20	32.64%
Parcel Management	\$3,875.00	\$3,850.00	\$25.00	99.35%
Bank Fees	\$0.00	\$16.50	-\$16.50	#DIV/0!
Property Tax	\$450.00	\$464.22	-\$14.22	103.16%
Sub Total	\$11,325.00	\$5,760.77	\$5,564.23	50.87%
Education				
Board and Staff Education	\$800.00		\$800.00	0.00%
Dues and Subscriptions	\$2,500.00	\$1,448.00	\$1,052.00	57.92%
Sub Total	\$3,300.00	\$1,448.00	\$1,852.00	43.88%
MAINTENANCE				
Building Materials	\$1,500.00	\$55.42	\$1,444.58	3.69%
Electrical Repairs Hall	\$1,000.00		\$1,000.00	0.00%
Electrical Repairs Park	\$4,000.00	\$3,605.38	\$394.62	90.13%
Equipment Purchase	\$25,000.00	\$48,000.00	-\$23,000.00	192.00%
Equipment Rental	\$1,000.00		\$1,000.00	0.00%
Power Equipment Repairs	\$500.00		\$500.00	0.00%
Plumbing Repairs Hall	\$250.00		\$250.00	0.00%

Spreckels Memorial District
 Adopted Budget FYE 6/30/2023 FYTD to 1/31/2023

Plumbing Repairs Park	\$12,000.00	\$11,325.00	\$675.00	94.38%
HVAC	\$2,000.00		\$2,000.00	0.00%
Equipment Maint & Repairs Hall	\$3,000.00	\$2,564.22	\$435.78	85.47%
Equipment Maint & Repairs Park	\$1,000.00	\$336.13	\$663.87	33.61%
Sprinkler Supplies	\$1,000.00	\$627.31	\$372.69	62.73%
Sprinkler System Repairs	\$2,000.00	\$300.00	\$1,700.00	15.00%
Park Plants	\$1,000.00		\$1,000.00	0.00%
Fuel	\$1,200.00	\$878.31	\$321.69	73.19%
Pest Contol	\$400.00	\$260.00	\$140.00	65.00%
Landscape Maintenance Contract	\$25,500.00	\$16,355.00	\$9,145.00	64.14%
Tree Maintenance	\$4,000.00		\$4,000.00	0.00%
Turf Treatment	\$6,500.00	\$3,890.00	\$2,610.00	59.85%
Water Treatment	\$1,400.00	\$793.17	\$606.83	56.66%
Sub Total	\$94,250.00	\$88,989.94	\$5,260.06	94.42%
Utilities				
PG&E Park	\$4,000.00	\$1,563.73	\$2,436.27	39.09%
PG&E Hall	\$18,000.00	\$10,641.37	\$7,358.63	59.12%
Water / Park	\$20,000.00	\$12,133.88	\$7,866.12	60.67%
Water / Hall	\$4,000.00	\$2,309.87	\$1,690.13	57.75%
Sewer	\$2,000.00	\$1,352.28	\$647.72	67.61%
Telephone and Internet	\$4,000.00	\$3,176.00	\$824.00	79.40%
Sub Total	\$52,000.00	\$31,177.13	\$20,822.87	59.96%
Supplies				
Janitorial Supplies	\$4,000.00	\$3,607.06	\$392.94	90.18%
Sub Total	\$4,000.00	\$3,607.06	\$392.94	90.18%
Office/Operating Expenses				
Office Supplies	\$800.00	\$875.06	-\$75.06	109.38%
Office Equipment	\$100.00	\$54.61	\$45.39	54.61%
Post Office Box	\$250.00		\$250.00	0.00%
Website	\$600.00		\$600.00	0.00%
Postage and Delivery	\$60.00	\$60.00	\$0.00	100.00%
Sub Total	\$1,810.00	\$989.67	\$820.33	54.68%
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	\$201,647.87	\$88,537.13	69.49%
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	\$135,000.00	0.00%
Emergency Reserve	-\$99,685.00			
Total Expense	\$325,500.00	\$201,647.87	\$123,852.13	61.95%

Report ID : MC-FIN-BS-0301	County of Monterey	Page 1 of 4
Run Date : 01/12/2023	Trial Balance By Accounting Distribution	
Run Time : 09:43 AM	Fiscal Year 2023 / 6 through 6	

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,1110,0000037061		12/12/2022	ACH/EFT To record: November Payables		0.00	(10,000.00)	
JV,1110,PTAX11_23_HOX		12/02/2022	HOPTR Nov 15%		126.77	0.00	
JV,1110,PTAX14_23_CS		12/16/2022	Curr Sec - July-Dec 15 2022		154,121.21	0.00	
JV,1110,PTAX15_23_SUPPL		12/19/2022	Current Sup - Jul-Dec15 2022		2,087.05	0.00	
Total for Sub-BSA No Sub-BSA Specified				83,009.82	156,335.03	(10,000.00)	229,344.85
Total for B-1001 - Cash				83,009.82	156,335.03	(10,000.00)	229,344.85

Report ID : MC-FIN-BS-0301	County of Monterey	Page 2 of 4
Run Date : 01/12/2023	Trial Balance By Accounting Distribution	
Run Time : 09:43 AM	Fiscal Year 2023 / 6 through 6	

Fund 668 - Spreckels Memorial District
 Account Type Liability
 BSA/Obj/Rev B-2530 - Assets Held as Agency for Others
 Sub BSA/Obj/Rev 4010 - Current Secured

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
JV,1110,PTAX14_23_CS		12/16/2022	Curr Sec - July-Dec 15 2022		0.00	(128,630.10)	
Total for Sub-BSA 4010 - Current Secured				(2,097,503.97)	0.00	(128,630.10)	(2,226,134.07)

Sub BSA/Obj/Rev 4015 - Current Unsecured

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
					0.00	0.00	
Total for Sub-BSA 4015 - Current Unsecured				(92,145.24)	0.00	0.00	(92,145.24)

Sub BSA/Obj/Rev 4025 - Prior Secured

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
					0.00	0.00	
Total for Sub-BSA 4025 - Prior Secured				(40,887.76)	0.00	0.00	(40,887.76)

Sub BSA/Obj/Rev 4030 - Prior Unsecured

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
					0.00	0.00	
Total for Sub-BSA 4030 - Prior Unsecured				(852.82)	0.00	0.00	(852.82)

Sub BSA/Obj/Rev 4035 - Current Supplemental

Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
JV,1110,PTAX15_23_SUPPL		12/19/2022	Current Sup - Jul-Dec15 2022		0.00	(2,087.05)	

Report ID : MC-FIN-BS-0301	County of Monterey	Page 3 of 4
Run Date : 01/12/2023	Trial Balance By Accounting Distribution	
Run Time : 09:43 AM	Fiscal Year 2023 / 6 through 6	

Fund	668 - Spreckels Memorial District
Account Type	Liability
BSA/Obj/Rev	B-2530 - Assets Held as Agency for Others
Sub BSA/Obj/Rev	4035 - Current Supplemental
Total for Sub-BSA 4035 - Current Supplemental	
	(39,049.42) 0.00 (2,087.05) (41,136.47)

Sub BSA/Obj/Rev	4040 - Prior Supplemental							
Transaction ID		Jrnl Doc Ref	Transaction	Description	Beginning	Debits	Credits	Ending Balance
		(Code,Dept,ID)	Date		Balance			
						0.00	0.00	
Total for Sub-BSA 4040 - Prior Supplemental					(2,454.98)	0.00	0.00	(2,454.98)

Sub BSA/Obj/Rev	4090 - Other Property Taxes							
Transaction ID		Jrnl Doc Ref	Transaction	Description	Beginning	Debits	Credits	Ending Balance
		(Code,Dept,ID)	Date		Balance			
						0.00	0.00	
Total for Sub-BSA 4090 - Other Property Taxes					(4,602.28)	0.00	0.00	(4,602.28)

Sub BSA/Obj/Rev	5030 - HOPTR							
Transaction ID		Jrnl Doc Ref	Transaction	Description	Beginning	Debits	Credits	Ending Balance
		(Code,Dept,ID)	Date		Balance			
						0.00	(126.77)	
Total for Sub-BSA 5030 - HOPTR					(11,316.04)	0.00	(126.77)	(11,442.81)

Sub BSA/Obj/Rev	5325 - Other In Lieu Revenues							
Transaction ID		Jrnl Doc Ref	Transaction	Description	Beginning	Debits	Credits	Ending Balance
		(Code,Dept,ID)	Date		Balance			
						0.00	0.00	
Total for Sub-BSA 5325 - Other In Lieu Revenues					(83,018.20)	0.00	0.00	(83,018.20)

Sub BSA/Obj/Rev	5415 - Special Assessments
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Report ID : MC-FIN-BS-0301	County of Monterey	Page 4 of 4
Run Date : 01/12/2023	Trial Balance By Accounting Distribution	
Run Time : 09:43 AM	Fiscal Year 2023 / 6 through 6	

Fund	668 - Spreckels Memorial District						
Account Type	Liability						
BSA/Obj/Rev	B-2530 - Assets Held as Agency for Others						
Sub BSA/Obj/Rev	5415 - Special Assessments						
Transaction ID	Jrnl Doc Ref (Code,Dept,ID)	Transaction Date	Description	Beginning Balance	Debits	Credits	Ending Balance
JV,1110,PTAX14_23_CS		12/16/2022	Curr Sec - July-Dec 15 2022		0.00	(25,491.11)	
Total for Sub-BSA 5415 - Special Assessments				(519,354.28)	0.00	(25,491.11)	(544,845.39)
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,1110,0000037061		12/12/2022	ACH/EFT To record: November Payables		10,000.00	0.00	
Total for Sub-BSA No Sub-BSA Specified				2,808,175.17	10,000.00	0.00	2,818,175.17
Total for B-2530 - Assets Held as Agency for Others				(83,009.82)	10,000.00	(156,335.03)	(229,344.85)
Total for Fund 668 - Spreckels Memorial District				0.00	166,335.03	(166,335.03)	0.00
Grand Total				0.00	166,335.03	(166,335.03)	0.00

Deposit Summary

Spreckels Memorial District

Summary of Deposits to Five Star General Checking on 01/04/2023

Chk No.	PmtMethod	Rcd From	Memo	Amount
		Rudy Roque	Building Rent	1,125.00
		Rudy Roque	Building Rent	375.00
		Premo Roofing	Building Rent	750.00
		David Duran	Deposit	500.00
		Dreama Sanchez	Deposit	500.00
	Cash	Saul Lopez	Building Rent	400.00
		Spreckels Community Services District	Office Rent	100.00
Less Cash Back:				
Deposit Total:				3,750.00



Application for Appointment to fill Board Vacancy

[Instructions: Please fill in all applicable information, then read the "Board Member Qualifications and Expectations" section and sign at the bottom. All applicants please attach a letter describing their experience, qualifications and reason they wish to seek this appointment. Please mail all documents to the District address below or email scanned documents to the Districts email address.]

NAME Shaheen Jorgensen

PRIMARY PHYSICAL RESIDENTIAL ADDRESS _____

18 Third St. Spreckels, CA 93962

MAILING ADDRESS [IF DIFFERENT FROM ABOVE] _____

PO Box 7343 Spreckels, CA 93962

PHONE 831-776-8167 EMAIL perkyvtx@sbcglobal.net

ARE YOU A REGISTERED VOTER IN MONTEREY COUNTY? Yes

Board Member Qualifications and Expectations

District Information:

1. Spreckels Memorial District is one of forty two Independent Special Districts of Monterey County. The purpose of the district is to manage Spreckels Veteran's Memorial Building and Spreckels Memorial Park under CA Military and Veterans Code, Sections 1170-1259, et seq.

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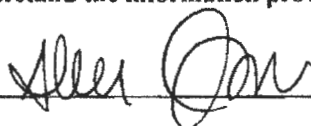
2. Oversight of the District is by an elected Board of Directors, of which there are five positions. Three board positions must be reserved for military veterans. Directors serve terms of four years and are subject to reelection on the odd numbered years. Terms are staggered to have two or three board positions up for reelection every two years. According to the CA Military and Veteran's Code, three of the five board positions must be reserved for military veterans. If no veterans apply, the board may choose to appoint a non-veteran to the position.
3. SMD is funded by a property tax benefit assessment of \$95 per parcel, totaling \$32,600 per year, and a share of the 1% property tax, totaling \$155,600. The district also receives \$15,000-\$20,000 per year in rental income from the Memorial Building.
4. District staff consists of a part-time General Manager/Board Clerk, Full Time Facilities Manager and Part Time District Utility Worker.

Applicant Qualifications and Expectations:

1. Directors for SMD are constitutional elected officials and are required to file the Form 700 Statement of Economic Interests with Monterey County on a yearly basis.
2. Directors must be registered voters and their primary physical residence must be within district boundaries shown on the District map.
3. Regular SMD board meetings are held the first Wednesday of every month at 5:30 pm at the Memorial Building meeting room. Board members are expected to attend these and any Special Meetings called by the Board President. Meetings are held in accordance with the Brown Act for open governmental meetings.
4. This is an unpaid position.

I have read and understand the information provided above.

Applicant Signature



Applicant Printed Name

Shaheen Jorgensen

Date

01/20/2023

**Spreckels Veterans Memorial District Open Board Member Position
Application Letter**

Shaheen Jorgensen
18 Third St.
PO Box 7343
Spreckels, CA 93962-7343
831-776-8167
perkyvtx@sbcglobal.net

01/20/2023

To Whom It May Concern,

I am submitting this letter of interest in filling the vacant Board Member position and offer the following reasons for my interest in serving this community.

I was born and raised in Monterey County, and moved to Spreckels in 1999, purchasing my home in 2000 from the daughters of the original owners who purchased it from Mr. Spreckels in the 1930's. My husband and I have put a lot of sweat and love into this home, restoring it as best we could to make it a wonderful place to live. We have come to appreciate this community more and more and have no desire to leave.

I worked for the Monterey County Sheriff's Office for almost 35 years (and husband Rick for 30 years) as a Deputy Sheriff/ Detective, retiring in 2021. I had considered applying for the Spreckels Community Services District in 2020 but was diagnosed with cancer and that became my full-time job. I am currently cancer free and healthy again and am ready to do what I can to contribute to my community.

In my career at the Sheriff's Office, I became adept at organization, overseeing complex tasks, and dealing with the public and other county, state, and federal government agencies. I ran the department's youth Explorer Program (sponsored by the Boy Scouts of America) in the 1990's, and served on many department collateral duty units to include being a Crisis Negotiator for 10 years. I have experience writing legal process documents, Bloodborne Pathogen policies, and overseeing Bloodborne pathogen training, First Aid / CPR training, and creating Occupational Exposure checklist packets for employees.


Spreckels Veterans Memorial District Open Board Member Position Application Letter

Of course personal safety, and the protection of others and property (that includes liability identification) was always forefront in my daily duties. It was also required in my duties to evaluate community needs and deficits and to assist with solving those problems whenever possible. Creativity and out of the box thinking was a must, and I believe that will translate directly to this position. I have a deep understanding of Letter of Law, and Spirit of the Law, and how important that difference can be in the discharge of duties.

A safe, healthy, and happy community fosters pride in ownership (and better rental care), better individual participation, better revenue opportunities by virtue of desired location, and hopefully better long-term sustainability without straining the time and resources of the Board(s). That is what I would like to work towards affecting as a Board Member for this community.

Thank you for your time and consideration!

Respectfully submitted,



Shaheen Jorgensen