



Spreckels Memorial District
MINUTES OF THE REGULAR MEETING OF THE BOARD OF
DIRECTORS
Wednesday August 1, 2018 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 6:30 pm.

2. ROLL CALL & ESTABLISHMENT OF QUORUM:

Scott Henningsen, Rick Magno, Ron Eastwood, Cathy McDougall

Present: Henningsen, Magno, Eastwood, McDougall

Absent: None

QUORUM ESTABLISHED

3. PUBLIC COMMENTS:

Spreckels resident Rusty Cummings commented it was a successful 4th. He asked if possibly the portable toilets could be located somewhere else beside his house.

4. APPROVAL OF MINUTES:

- a. SMD Regular Board Meeting June 6, 2018

Motion to approve [Eastwood] 2nd [Magno]

Ayes: Henningsen, Magno, Eastwood, McDougall

Noes: None

MOTION CARRIED

5. BUSINESS MANAGER'S REPORT:

- a. Financial Reports March

1. Review of Fund Balances as of July 31, 2018

2. Review of Expenditures June & July 2018

Board requested a print out of the check register be included with the copies of payments and receipts.

3. Review of Deposits: Rabobank June & July 2018
4. Rabobank New Account Progress.

Signature card for the new account will be generated from Rabobanks Treasury department and account will be shown as a public entity and not a non profit.

5. Review of Deposits: County Fund 668 May & June 2018
6. Review Timesheets, June & July 2018

Business Manager Ingram requested a board member be assigned to review the timesheets before the meetings and that report will be included in the agenda. Director McDougall volunteered to do the reviews.

6. **ACTION ITEMS: DISCUSSION AND POSSIBLE APPROVAL**

- a. Approve Transfer of \$20,000 from County Fund 668 to Rabobank Checking.

Motion to approve [McDougall] 2nd [Magno]

Ayes: Henningsen, Magno, Eastwood, McDougall

Noes: None

MOTION CARRIED

- b. Approve Spreckels Memorial Building Restroom ADA Upgrade Project Bid Form/Contract Documents and Plans and Specifications and authorize solicitation of bids.

District Counsel Michael Whilden made a presentation to the board describing the process for putting a public works project out to bid. Among items discussed:

- Derek Johnson of Central Coast Engineers will serve as Project Manager. His time will be billed as extra to the contract for creating the plans and specs.***
- A date will be set for the bid opening. Counsel will be present to conduct. No more than two board members may be present.***
- A Public Notice of project will need to be published in a local paper.***
- Contract must be awarded to the lowest responsible bidder. Counsel will review the bids to ensure compliance with bidding instructions.***

Motion to approve [Eastwood] 2nd [Magno]

Ayes: Henningsen, Magno, Eastwood, McDougall
Noes: None **MOTION CARRIED**

- c. Resolution No. 2018-02: A Resolution of the Spreckels Memorial District Approving Interim Funding for Fiscal Year 2018-19.

Motion to approve [Magno] 2nd [McDougall].
Ayes: Henningsen, Magno, Eastwood, McDougall
Noes: None **MOTION CARRIED**

- d. Resolution No. 2018-03: A Resolution Certifying Compliance With State Law With Respect To The Levying Of General And Special Taxes, Assessments, And Property-Related Fees And Charges.

Motion to approve [McDougall] 2nd [Magno]
Ayes: Henningsen, Magno, Eastwood, McDougall
Noes: None **MOTION CARRIED**

- e. Resolution No. 2018-04: Resolution Ordering An Election, Requesting The County Elections Department To Conduct The Election, And Requesting Consolidation Of The Election.

Motion to approve [Eastwood] 2nd [McDougall].
Ayes: Henningsen, Magno, Eastwood, McDougall
Noes: None **MOTION CARRIED**

- f. Clarke's Turf and Water: Approve Estimate #108 for Lawn Aeration, Over seed Park and Drag Labor, Fall Fertilizer Application.

Motion to approve [Magno] 2nd [McDougall].
Ayes: Henningsen, Magno, Eastwood, McDougall
Noes: None **MOTION CARRIED**

7. USE REQUESTS:

- | | |
|--------------------|-------------------------|
| a. New Arrivals | Reunion |
| b. Bobby Flores | Birthday Party |
| c. Vanessa Toscano | Birthday Party |
| d. Lesley Smith | Birthday Party [Park] |
| e. Ron Eastwood | Retirement Meet & Greet |
| f. Laura Esquivel | Birthday Party |

Motion to approve all [Magno] 2nd [McDougall].
Ayes: Henningsen, Magno, McDougall
Noes: None
Abstentions: Eastwood due to item [e]. **MOTION CARRIED**

8. FUNCTION RECAP:

9. NEW BUSINESS:

- a. Budget Session FY 2019.

Final budget year-to-date for FY 2018 was reviewed. Budget for FY 2019 will be adopted at the September 5th regular meeting.

- b. Review Policy on Bounce Houses in Park

Board will review and re-approve Park Reservation Form. Generators will not be allowed. Form will be available on District website.

10. CONTINUED BUSINESS:

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

All audits have been released. Craig Fecther from Fecchter and Company CPA's will phone in to the September 5th regular meeting to give the board a report on audits.

- b. 2018 Spreckels 4th of July Celebration: Final Report

Among items reported by Event Coordinator Dani Parker:

- *Price for run should be lowered and include reduced charge to add family members. Possibly \$15 per additional child.*
- *Institute and early bird price.*
- *Do not open produce give away until all races are finished. Complaints about 5K participants taking all the produce.*
- *Julie Felice from County RMA recommended starting the encroachment permit application in October.*
- *Spreckels4thofJuly2018 email address will be eliminated and only spreckels4thofjuly@gmail.com address will be used to lower confusion.*
- *In future, BM Ingram will send an acknowledgment of vendor app receipt to both vendor and vendor app volunteer.*

- c. Memorial Benches: Order Progress

Benches have been received and assembled by Park Caretaker Velasquez. Schedule for placing benches and dedication will be determined.

- d. Organ Grinder Painting.

BM Ingram will contact Salinas Assistant City Manager Jim Pia to schedule another appointment with President Henningsen before he leaves office at the end of the year.

11. REGULAR MONTHLY FACILITIES REPORTS:

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

12. FUTURE AGENDA ITEMS:

13. ADJOURN REGULAR MEETING: Next meeting Wednesday September 5, 2018 6:30 PM.

Meeting was adjourned at 8:06 PM.

Respectfully submitted,



Paul J. Ingram, Business Manager

Approval date

9/5/2018