



Spreckels Memorial District
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday March 3, 2021 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. PLEDGE OF ALLEGIANCE:

3. ROLL CALL & ESTABLISHMENT OF QUORUM:

Rick Magno, President
 Walan Chang, Vice-President
 David Kuhlmann, Director
 Jill Kramm, 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 February 3, 2021

6. BUSINESS MANAGER'S REPORT:

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

- a. Financial Reports February.
 - 1. Fund Balances as of 2/28/2021
 - 2. Budget FY 2021 FYTD to 2/28/2021
 - 3. Review of Deposits: County Fund 668 January [Period 7]
 - 4. Review of Deposits: Wells Fargo General Checking February
 - 5. Review of Wells Fargo Bank Statements/Reconciliations January 2021.
 - 6. Review of Expenditures January 2021

- 7. ACTION ITEMS: DISCUSSION AND POSSIBLE APPROVAL
 - a. Transfer \$30,000 from County Fund 668 to Wells Fargo General Checking.

- 8. USE REQUESTS:

- 9. FUNCTION RECAP:

- 10. NEW BUSINESS:
 - a. Additional Projects Review

- 11. CONTINUED BUSINESS:
 - a. Spreckels Memorial Park Restroom ADA Upgrade Project
 - b. Spreckels 4th of July Celebration 2021.
 - c. Per Capita Grant.

- 12. REGULAR MONTHLY FACILITIES REPORTS:
 - a. Review of Building/Equipment Inspection Report.
 - b. Review of Park Operations and Safety Report

- 13. FUTURE AGENDA ITEMS:
 - a. Review of Facilities Manager Employment Agreement

- 14. ADJOURN REGULAR MEETING: Next meeting Wednesday April 7, 2021 6:30 PM.

2021 Meeting Dates: January 13, February 3, March 3, April 7, May 5, June 2, July 7, August 4, September 1, October 6, November 3, December 1

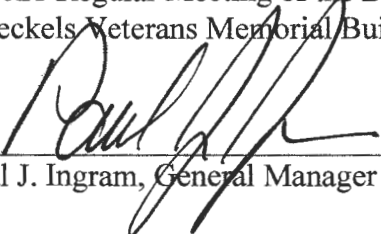
ADA COMPLIANCE

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, Business Manager/Board Clerk for Spreckels Memorial District, do hereby declare that the foregoing agenda was posted at least (72) hours prior to the March 3, 2021 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, General Manager

Date

2/25/2021

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 February 3, 2021 6:30pm
Spreckels Veterans Memorial Building, 5th & Llano, Spreckels, CA 93962

1. CALL TO ORDER:

The meeting was called to order by President Magno at 6:31 pm.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL & ESTABLISHMENT OF QUORUM:

Rick Magno, President
Walan Chang, Vice President
David Kuhlmann, Director
Jill Kramm, Director
Susan Pierson, Director

*Present: Magno, Chang, Kuhlmann, Pierson
Absent: Kramm*

QUORUM ESTABLISHED

4. PUBLIC COMMENTS:

5. APPROVAL OF MINUTES:

a. SMD Regular Board Meeting January 10, 2021

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

MOTION CARRIED

6. BUSINESS MANAGER'S REPORT:

a. Financial Reports January.

1. Fund Balances as of 1/31/2021
2. Budget FY 2021 FYTD to 1/31/2021
3. Review of Deposits: County Fund 668 December [Period 6]
4. Review of Deposits: Wells Fargo General Checking January
5. Review of Mechanics Bank Statements/Reconciliations December 2020 FINAL
6. Review of Wells Fargo Bank Statements/Reconciliations December 2020
7. Review of Expenditures December 2020

7. ACTION ITEMS: DISCUSSION AND POSSIBLE APPROVAL

- a. Approve Estimate from DeFranco Painting and Decorating, Inc. for painting in Spreckels Memorial Hall.

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

Ayes: Magno, Chang, Kuhlmann, Pierson

Noes: None

MOTION CARRIED

- b. Approve Estimates for new windows in Hall
 - Dave Anderson Construction: \$10,937.00
 - Coast Counties Glass [Estimate Pending]

Items tabled until more detailed specification is produced.

- c. Approve Estimate from El Gabilan Tree Service for Park trees.

Motion to approve not to exceed \$12,000. [Kuhlmann] 2nd [Pierson].

Ayes: Magno, Chang, Kuhlmann, Pierson

Noes: None

MOTION CARRIED

- d. Transfer \$10,000 from County Fund 668 to Wells Fargo General Checking.

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

Ayes: Magno, Chang, Kuhlmann, Chang

Noes: None

MOTION CARRIED

- e. Election of Officers Calendar Year 2021.

Nomination of slate:

- President: **Chang nominates Magno, 2nd by Kuhlmann**
- Vice-President: **Kuhlmann nominates Chang, 2nd Magno**
- Secretary: **Chang nominates Pierson, 2nd Kuhlmann**
- Facilities Chair **Magno nominates Kramm, 2nd Kuhlmann**

Ayes: Magno, Chang, Kuhlmann, Pierson

Noes: None

MOTION CARRIED

8. USE REQUESTS:

9. FUNCTION RECAP:

10. NEW BUSINESS:

11. CONTINUED BUSINESS:

- a. Spreckels Memorial Park Restroom ADA Upgrade Project
- b. Spreckels 4th of July Celebration 2021.

5 and 10 K races are officially cancelled. Decision on cancelling all park activities and parade will be made at April regular meeting.

- c. Per Capita Grant.
- d. Board Member Meeting Stipend.

12. REGULAR MONTHLY FACILITIES REPORTS:

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

13. FUTURE AGENDA ITEMS:

Review of Facilities Manager Employment Agreement will be added to Future Agenda Items.

14. ADJOURN REGULAR MEETING: Next meeting Wednesday March 3, 2021 6:30 PM.

Meeting was adjourned at 7:31 pm.

2021 Meeting Dates: January 13, February 3, March 3, April 7, May 5, June 2, July 7, August 4, September 1, October 6, November 3, December 1

Respectfully submitted,

Approval date _____

Paul J. Ingram, General Manager

**SPRECKELS MEMORIAL DISTRICT FUND
BALANCES AS OF 2/28/2021**

COUNTY FUND 668	\$192,411.62
WELLS FARGO	
GENERAL CHECKING	\$ 34,762.76
WELLS FARGO	
PAYROLL CHECKING	<u>\$ 192.01</u>
TOTAL	\$227,366.39

Spreckels Memorial District
Budget FYTD to 2/28/2021

Income	Budget	FYTD		
July 4th	\$10,000.00	-\$75.00	\$10,075.00	-0.75%
Memorial Building & Park rent	\$20,000.00	\$700.00	\$19,300.00	3.50%
Sub Total	\$30,000.00	\$625.00	\$29,375.00	2.08%
Property Tax	\$215,000.00	\$124,103.77	\$90,896.23	57.72%
Special Assessment	\$43,700.00	\$26,284.04	\$17,415.96	60.15%
Interest on Pooled Investments	\$3,000.00	\$747.16	\$2,252.84	24.91%
Sub Total	\$261,700.00	\$150,387.81	\$111,312.19	57.47%
Total Income	\$291,700.00	\$151,012.81	\$140,687.19	51.77%
Expense				
Salaries				
Pay Roll Expenses	\$85,000.00	\$58,266.10	\$26,733.90	68.55%
Empolyee Benefits				
Workers Comp	\$2,000.00			0.00%
Total Salary and Benefits	\$87,000.00	\$58,266.10	\$28,733.90	66.97%
Operations Budget				
4th of July	\$10,000.00	\$1,136.20	\$8,863.80	11.36%
Professional Services				
Audits	\$350.00		\$350.00	0.00%
Administration Fees	\$2,500.00	\$434.00	\$2,066.00	17.36%
Advertising	\$500.00	\$870.95	-\$370.95	174.19%
Legal Services	\$5,000.00	\$861.72	\$4,138.28	17.23%
Parcel Management	\$3,700.00	\$3,700.00	\$0.00	100.00%
Bank Fees	\$300.00	\$1,099.06	-\$799.06	366.35%
Property Tax	\$450.00	\$453.12	-\$3.12	100.69%
Sub Total	\$12,800.00	\$7,418.85	\$5,381.15	57.96%
Education				
Board and Staff Education	\$5,000.00		\$5,000.00	0.00%
Dues and Subscriptions	\$2,500.00	\$1,220.75	\$1,279.25	48.83%
Sub Total	\$7,500.00	\$1,220.75	\$6,279.25	16.28%
MAINTENANCE				
Building Materials	\$500.00	\$909.86	-\$409.86	181.97%
Electrical Repairs Hall	\$4,000.00		\$4,000.00	0.00%
Electrical Repairs Park	\$4,000.00		\$4,000.00	0.00%
Equipment Purchase	\$500.00	\$771.61	-\$271.61	154.32%
Equipment Rental	\$500.00		\$500.00	0.00%
Power Equipment Repairs	\$200.00		\$200.00	0.00%
Plumbing Repairs Hall	\$2,000.00	\$95.00	\$1,905.00	4.75%

Spreckels Memorial District
Budget FYTD to 2/28/2021

Plumbing Repairs Park	\$0.00		\$0.00	#DIV/0!
HVAC	\$4,600.00		\$4,600.00	0.00%
Equipment Maint & Repairs Hall	\$1,000.00	\$3,414.51	-\$2,414.51	341.45%
Equipment Maint & Repairs Park	\$1,000.00	\$725.94	\$274.06	72.59%
Sprinkler Supplies	\$500.00	\$417.11	\$82.89	83.42%
Sprinkler System Repairs	\$500.00	\$473.75	\$26.25	94.75%
Park Plants	\$1,000.00	\$215.29	\$784.71	21.53%
Fuel	\$650.00	\$461.64	\$188.36	71.02%
Pest Control	\$600.00	\$260.00	\$340.00	43.33%
Landscape Maintenance Contract	\$25,000.00	\$16,640.00	\$8,360.00	66.56%
Tree Maintenance	\$5,000.00	\$9,350.00	-\$4,350.00	187.00%
Turf Treatment	\$6,500.00	\$5,450.00	\$1,050.00	83.85%
Water Treatment	\$1,400.00	\$869.10	\$530.90	62.08%
Sub Total	\$59,450.00	\$40,053.81	\$19,396.19	67.37%
Utilities				
PG&E Park	\$5,000.00	\$2,851.43	\$2,148.57	57.03%
PG&E Hall	\$12,000.00	\$8,363.88	\$3,636.12	69.70%
Water / Park	\$11,000.00	\$13,688.76	-\$2,688.76	124.44%
Water / Hall	\$3,000.00	\$2,427.04	\$572.96	80.90%
Sewer	\$1,500.00	\$861.74	\$638.26	57.45%
Telephone and Internet	\$3,500.00	\$3,653.37	-\$153.37	104.38%
Sub Total	\$36,000.00	\$31,846.22	\$4,153.78	88.46%
Supplies				
Janitorial Supplies	\$4,000.00	\$1,695.96	\$2,304.04	42.40%
Sub Total	\$4,000.00	\$1,695.96	\$2,304.04	42.40%
Office/Operating Expenses				
Office Supplies	\$500.00	\$766.10	-\$266.10	153.22%
Office Equipment	\$100.00		\$100.00	0.00%
Post Office Box	\$160.00		\$160.00	0.00%
Website	\$600.00	\$600.00	\$0.00	100.00%
Postage and Delivery	\$150.00	\$55.00	\$95.00	36.67%
Sub Total	\$1,510.00	\$1,421.10	\$88.90	94.11%
Insurance				
General Liability / Property Insurance	\$8,000.00		\$8,000.00	0.00%
Sub Total	\$8,000.00	\$0.00	\$8,000.00	0.00%
Total Operations	\$226,260.00	\$143,058.99	\$83,201.01	63.23%
Capital Expense				
Building	\$15,000.00	2750	\$12,250.00	18.33%
Park	\$100,000.00	18331.14	\$81,668.86	18.33%
Sub Total	\$115,000.00	21081.14		18.33%
Emergency Reserve	-\$49,560.00			
Total Expense	\$291,700.00	\$164,140.13	\$127,559.87	56.27%

Deposit Summary

Spreckels Memorial District

Summary of Deposits to Wells General Checking 2 on 02/17/2021

Chk No.	PmtMethod	Rcd From	Memo	Amount
		Spreckels Community Services District	Office Rent	100.00
Less Cash Back:				
Deposit Total:				100.00

Property Detail Report**90 Fifth St, Spreckels, CA 93962-2415**

APN: 177-052-010-000

Monterey County Data as of: 02/02/2021

Owner Information

Owner Name:	Spreckels Memorial Dist	Occupancy:	Unknown
Vesting:			
Mailing Address:	Po Box 7266, Spreckels, CA 93962-7266		

Location Information

Legal Description:	Map Of Spreckels Lots 11 Thru 20 Blk F	County:	Monterey, CA
APN:	177-052-010-000	Alternate APN:	
Munic / Twnshp:		Census Tract / Block:	010606 / 1260
Subdivision:	Map Of Spreckels	Legal Lot / Block:	12, 11, 13 /
Neighborhood:		Legal Book / Page:	
Elementary School:	Spreckels Elementa...	School District:	Spreckels Union Elementary School District
Latitude:	36.62642	Middle School:	Buena Vista Middle...
		High School:	
		Longitude:	-121.64597

Last Transfer / Conveyance - Current Owner

Transfer / Rec Date:	Price:	Transfer Doc #:
Buyer Name:	Seller Name:	Deed Type:

Last Market Sale

Sale / Rec Date:	Sale Price / Type:	Deed Type:	
Multi / Split Sale:	Price / Sq. Ft.:	New Construction:	
1st Mtg Amt / Type:	1st Mtg Rate / Type:	1st Mtg Doc #:	N/A
2nd Mtg Amt / Type:	2nd Mtg Rate / Type:	Sale Doc #:	N/A
Seller Name:		Title Company:	
Lender:			

Prior Sale Information

Sale / Rec Date:	Sale Price / Type:	Prior Deed Type:	
1st Mtg Amt / Type:	1st Mtg Rate / Type:	Prior Sale Doc #:	N/A
Prior Lender:			

Property Characteristics


Gross Living Area:	Total Rooms:	0	Year Built / Eff:
Living Area:	Bedrooms:		Stories:
Total Adj. Area:	Baths (F / H):		Parking Type:
Above Grade:	Pool:		Garage #:
Basement Area:	Fireplace:		Garage Area:
Style:	Cooling:		Porch Type:
Foundation:	Heating:		Patio Type:
Quality:	Exterior Wall:		Roof Type:
Condition:	Construction Type:		Roof Material:

Site Information

Land Use:	Tax Exempt	Lot Area:	66,974 Sq. Ft.	Zoning:	
State Use:		Lot Width / Depth:		# of Buildings:	
County Use:	7A - Publicly Owned	Usable Lot:		Res / Comm Units:	
Site Influence:		Acres:	1.537	Water / Sewer Type:	
Flood Zone Code:	X	Flood Map #:	06053C0219G	Flood Map Date:	04/02/2009
Community Name:	Monterey County Unincorporated Areas	Flood Panel #:	0219G	Inside SFHA:	False

Tax Information

Assessed Year:	2020	Assessed Value:	Market Total Value:
Tax Year:	2020	Land Value:	Market Land Value:
Tax Area:	57-009	Improvement Value:	Market Imprv Value:
Property Tax:	\$268.48	Improved %:	Market Imprv %:
Exemption:		Delinquent Year:	

Disclaimer: This report: (i) is not an insured product or service or an abstract, legal opinion or a representation of the condition of title to real property, and (ii) is issued exclusively for the benefit of First American Data Tree LLC (Data Tree) customers and may not be used or relied upon by any other person. Estimated property values are: (i) based on available data; (ii) are not guaranteed or warranted; (iii) do not constitute an appraisal; and (iv) should not be relied upon in lieu of an appraisal. Data Tree does not represent or warrant that the information is complete or free from error, and expressly disclaims any liability to any person or entity for loss or damage caused by errors or omissions in the report. If the "verified" logo  is displayed, or a record is designated "verified," Data Tree's algorithm matched fields from two or more data sources to confirm source data.

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First American Title Company
 2230 East Bidwell Street, Suite 100
 Folsom, CA 95630
 Phone: (916)983-3985 / Fax: (866)375-4176

PR: 06243

Ofc: 3420 (6183)

Invoice

To: Spreckels Memorial Dist
 90 Fifth Street
 Spreckels, CA 93962

Invoice No.: 6183 - 6183128403**Date:** 02/18/2021**Our File No.:** 3420-6516483**Title Officer:** Randal Watkins**Escrow Officer:****Customer ID:** AD12289021**Liability Amounts****Attention:****Your Ref.:**

RE: Property:
 90 Fifth Street, Spreckels, CA 93962

Buyers: Spreckels Memorial Dist**Sellers:**

Description of Charge	Invoice Amount
CLTA Condition of Title Guarantee	\$2,500.00

INVOICE TOTAL \$2,500.00

Comments:

Thank you for your business!