

## Special Meeting of the Board of Directors

December 12, 2018

6:00 PM

### AGENDA

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

1. CALL TO ORDER:

2. ROLL CALL & ESTABLISHMENT OF QUORUM:

Scott Henningsen, Rick Magno, Ron Eastwood, Cathy McDougall

3. PUBLIC COMMENTS: *At this time any person may comment on any item which is not on the agenda. Please state your name and address for the record. Action will not be taken on any item that is not on the agenda. If it requires action, it will be referred to staff and/or placed on the next agenda. Board members may briefly respond to statements made or questions posed as permitted by Government Code Section 54954.2. In order that all interested parties have an opportunity to speak, please limit comments to a maximum of five (5) minutes. Any member of the public may comment on any matter listed on this agenda at the time the matter is being considered by the Board of Directors.*

4. ACTION ITEMS: DISCUSSION AND APPROVAL

- a. Approve Transfer of \$15,000 from County Fund 668 to Rabobank Checking.
- b. Property Restoration Services Additional Scope:
  1. Approve Tear Out of Asbestos Vinyl Floor at Hallway: \$3,850.00
  2. Approve Installation of New Plywood Sheathing and Vinyl Floor Covering: \$9,020.00

3. Approve Installation of New Window at Business Manager's Office and New Paint at Interior: \$4,340.00
- c. Resolution #2018-05: Resolution to Amend Adopted Budget.
5. ADJOURN MEETING: Next Regular Meeting: January 9, 2019.

**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, 5<sup>th</sup> and Llano Streets, Spreckels, CA 93962, or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the District during normal business hours. Email requests please use spreckelmd.main@gmail.com.

**Certification**

I, Paul J. Ingram, Business Manager/Board Clerk for Spreckels Memorial District, do hereby declare that the foregoing agenda was posted at least (24) hours prior to the December 12, 2018 Special Meeting of the District Board of Directors scheduled for 6:30 pm at Spreckels Veterans Memorial Building, 5<sup>th</sup> and Llano Streets Spreckels, CA 93962

  
\_\_\_\_\_  
Paul J. Ingram, Business Manager/Board Clerk

  
\_\_\_\_\_  
Date



## Property Restoration Services Inc.

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2110 A Del Monte Ave  
Monterey, CA 93940  
831-375-4777 Office  
831-717-4315 Fax  
CSLB - #1029625

Client: Spreckels Memorial Building - Additional Scopes -  
c/o Paul Ingram  
Property: 90 5th Street  
Spreckels, CA 93962

Operator: JOE

Estimator: Joe Dow  
Business: 2110 #A Del Monte Ave  
Monterey, CA 93940

Business: (831) 375-4777  
E-mail: Joe@PRSrestore.com

Type of Estimate: <NONE>

Date Entered: 11/7/2018

Date Assigned:

Price List: CASW8X\_NOV18

Labor Efficiency: Restoration/Service/Remodel

Estimate: SPRECKELS-ADD'LSCOPE

Thank you for allowing Property Restoration Services the opportunity to bid this project. Property Restoration Services takes pride in providing our clients and community with quality craftsmanship.

### General Estimate Notes:

1. No hidden damages of any kind are covered by this estimate.
2. No code improvements or modifications are included unless otherwise stated.
3. Hazardous materials testing is not covered by this estimate unless noted or as an "Open Item".
4. Changes and/or modifications required by engineer or architect are not included unless specifically noted in estimate.
5. No allowance for additional work included in this estimate unless specifically noted, change orders are required for additional work.
6. Matching existing colors, textures and finishes is often impossible. If unsatisfactory results are achieved entire areas may require refinishing to achieve desired results. This will incur additional costs if deemed necessary.
7. The submission of this estimate does not guarantee that a permit can be obtained to perform said work.
8. This estimate expires 30 days from submission, after such date the Property Restoration Services has option to accept or revise estimate.
9. This estimate is based on the entire scope of work to be performed by Property Restoration Services and/or it's sub-contractors. No allowances will be made for self-performance or work done by others.



**Property Restoration Services Inc.**

2110 A Del Monte Ave  
 Monterey, CA 93940  
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**SPRECKELS-ADD'LSCOPE**

**SPRECKELS-ADD'LSCOPE**

DESCRIPTION	QTY	RESET	REMOVE	REPLACE	TAX	TOTAL
7. Commercial Supervision / Project Management	10.00 HR		0.00	160.00	0.00	1,600.00
Total: SPRECKELS-ADD'LSCOPE					0.00	1,600.00

**Abatement Demo**

DESCRIPTION	QTY	RESET	REMOVE	REPLACE	TAX	TOTAL
1. Tear out asbestos vinyl floor covering	1.00 EA		3,850.00	0.00	0.00	3,850.00

**Asbestos Abatement - Set up negative pressure containment with decontamination chamber. HEPA vacuum and clean all surfaces. -Remove or scrape Grey Linoleum on wood throughout hallways approximately 637sf. Includes: Containment, negative air machines, warning signs, materials, equipment, mobilization, and disposal fee's.**

**Excludes: Post abatement air clearance testing and fee's, temporary power, water, repairs, and content manipulation.**

**Please email the following information for the uniform hazardous waste manifest required for your project:**

- Property owners full name, mailing address, and phone number
- Tax ID if it's a business (or EPA ID)
- Name and contact number for authorized person to sign the manifest

**MBARD Permit Monterey Bay Air Resource District Fee. 10 day waiting periods apply to all non emergency projects.**

Totals: Abatement Demo					0.00	3,850.00
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**Flooring**

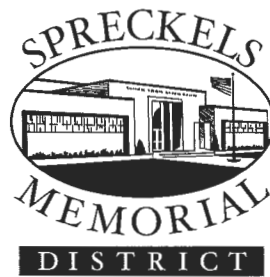
DESCRIPTION	QTY	RESET	REMOVE	REPLACE	TAX	TOTAL
14. Sheathing - plywood - 1/2" CDX	1.00 EA		0.00	2,200.00	0.00	2,200.00
4. Vinyl floor covering	1.00 EA		0.00	6,400.00	0.00	6,400.00

**MAIN CORRIDOR**

**Furnish & Install 70 yds of Forbo Marmoleum Sheet Linoleum Color: \_\_\_\_\_ with welded seams in main corridor as per plans & specifications. Price includes normal floor prep. No Base " G.C. to remove existing base quarter round & either install new or re-install old quarter round base shoe after installation of new flooring. Work to be done during normal business hours.**

8. Detach & Reset Quarter round - 3/4"	1.00 EA	300.00	0.00	0.00	0.00	300.00
11. Seal & paint base shoe or quarter round	1.00 EA		0.00	120.00	0.00	120.00

Totals: Flooring					0.00	9,020.00
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## **Resolution #2018-05**

### **RESOLUTION TO AMEND ADOPTED BUDGET**

**A RESOLUTION TO AMEND THE ADOPTED BUDGET FOR THE SPRECKELS MEMORIAL DISTRICT, FOR THE FISCAL YEAR BEGINNING ON THE FIRST DAY OF JULY, 2018 AND ENDING ON THE LAST DAY OF JUNE, 2019.**

**WHEREAS**, the Board of Directors of Spreckels Memorial District has appointed a Budget Committee to prepare and submit a proposed budget to this governing body at the proper time, and;

**WHEREAS**, the Budget Committee has submitted a proposed budget to this governing body on September 5, 2017 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 September 5, 2018, 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, and:

**WHEREAS**, unforeseen projects that require increased expenditures require an amendment to the adopted budget for the budget line item affected,

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

Section 1. That the budget as submitted, amended and summarized by fund, is further amended to increase projected expenditures in the budget item **Capital Improvements: Building** hereby

is approved and adopted as the amended budget of the Spreckels Memorial District for the year stated above.

Section 2. That the amended budget, attached therein, is approved and adopted and shall be signed by Scott Henningsen, Board President and made a part of the public records of the Spreckels Memorial District.

**ADOPTED**, this 5<sup>th</sup> day of December 2018, with a Motion by \_\_\_\_\_ and a second by \_\_\_\_\_.

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

Signed:

\_\_\_\_\_  
Scott Henningsen, President

Attested:

\_\_\_\_\_  
Paul Ingram, Clerk