

Spreckels Memorial District
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday August 2, 2017 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. ROLL CALL & ESTABLISHMENT OF QUORUM:

Scott Henningsen, Rick Magno, Ron Eastwood, Cathy McDougall, Rich Foster

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. APPROVAL OF MINUTES:

- a. SMD Regular Board Meeting 6/7/2017
- b. SMD Special Board Meeting 6/28/2017

5. BUSINESS MANAGER'S REPORT:

- a. Financial Reports July

6. ACTION ITEMS: DISCUSSION AND POSSIBLE APPROVAL

- a. Reading of Proposed Budget for Fiscal Year 2017-2018 and Adoption of Resolution No. 2017-03.

OPEN PUBLIC HEARING:

- a.1. Presentation and Review of Proposed Budget for Fiscal Year 2017-2018.

CLOSE PUBLIC HEARING:

- b. Approve Draft Audit of Financial Statement for Fiscal Year 2006-2007.
- c. Amend Letter of Engagement with MRBK to move forward with audits of FY's 2009 & 2010
- d. Authorize Board/Staff attendance at CSDA Annual Conference and Exhibitor Showcase September 25-28 at Monterey Conference Center.
- e. Approve additional compensation for Park Caretaker for 4th of July Celebration.
- f. Resolution No. 2017-04: Opposing Cannabis Distribution Facility in Spreckels.

7. USE REQUESTS:

- | | |
|------------------------------|------------------------------|
| a. Las Palmas Ranch HOA | Meeting |
| b. Toro Bulls Youth Football | Practice |
| c. Alicia Rodrigues | Quincenera |
| d. Clara Chacon | 50 th Anniversary |

8. FUNCTION RECAP:

9. NEW BUSINESS:

- a. Letter of Intent: Horizon Towers Proposal for Communication Tower on Memorial Building Property.
- b. Report from Ron Eastwood on Special Districts Leadership Academy Napa Conference.
- c. Proposed Legislation Affecting Memorial Districts

10. CONTINUED BUSINESS:

- a. Spreckels 4th of July Celebration Recap and Fiscal Analysis.
- b. Organ Grinder Painting.

11. REGULAR MONTHLY FACILITIES REPORTS:

- a. Review of Building/Equipment Inspection Report.
 - b. Review of Park Operations and Safety Report
12. REVIEW OF DEPOSITS
13. REVIEW AND APPROVAL OF MONTHLY ACCOUNTS PAYABLE:
14. ADJOURN REGULAR MEETING: Next meeting Wednesday September 6, 2017 6:30 PM.

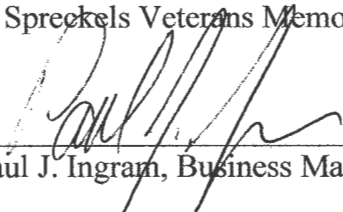
ADA COMPLIANCE

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 spreckelmd.main@gmail.com.

Certification

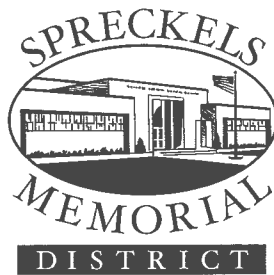
I, Paul J. Ingram, Business Manager/Board Clerk for Spreckels Memorial District, do hereby declare that the foregoing agenda was posted at least (72) hours prior to the August 2, 2017 Regular Meeting of the District Board of Directors scheduled for 6:30 pm at Spreckels Veterans Memorial Building, 5th and Llano Streets Spreckels, CA 93962



Paul J. Ingram, Business Manager

Date

7/28/2017



Spreckels Memorial District
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday June 7, 2017 6:30pm

Spreckels Veterans Memorial Building, 5th & Llano, Spreckels, CA 93962

1. CALL TO ORDER:

The meeting was called to order by Vice Chair Magno at 6:32 pm.

2. ROLL CALL & ESTABLISHMENT OF QUORUM:

Scott Henningsen, Rick Magno, Ron Eastwood, Cathy McDougall, Rich Foster

Present: Magno, Eastwood, McDougall, Foster

Absent: Henningsen

QUORUM ESTABLISHED

3. PUBLIC COMMENT:

4. APPROVAL OF MINUTES:

- a. SMD Regular Board Meeting 5/3/2017

Motion to approve [Foster] 2nd [Eastwood]

Ayes: Magno, Eastwood, McDougall, Foster

Noes: None

MOTION CARRIED

- b. SMD Special Board Meeting 5/25/2017

After item 4. a, paragraph 3 was changed from “approve the MOU” to “table the MOU”, motion to approve [McDougall] 2nd [Foster]

Ayes: Magno, Eastwood, McDougall, Foster

Noes: None

MOTION CARRIED

5. BUSINESS MANAGER'S REPORT:

- a. Financial Reports May

BM Ingram reported Budget YTD and fund balances. He asked that the board approve payables for June and July due to the July meeting no being scheduled due to vacations. Transfer will be for \$50,000 to cover all plus expenses from the 4th of July Celebration

6. ACTION ITEMS: DISCUSSION AND POSSIBLE APPROVAL

- a. Accept SDRMA claim payment of \$3,139.32, less \$1000 deductible for wind damage loss for Caretaker's Apartment awning.

No action needed.

- b. Approve SunCoast awning estimate for replacement of Caretaker's Apartment awning.

Motion to approve estimate for \$2,904.05 [Foster] 2nd [Eastwood]

Ayes: Magno, Eastwood, McDougall, Foster

Noes: None

MOTION CARRIED

- c. Approve JR Fencing estimate for wood fence replacement in Park. \$3,120.00.

Decision was to repair existing fence.

- d. Adopt Resolution 2017-01: 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 [Foster] 2nd [McDougall]

Ayes: Magno, Eastwood, McDougall, Foster

Noes: None

MOTION CARRIED

7. USE REQUESTS:

- | | |
|----------------------------|---------------------|
| a. CSEA Chapter 149 | Dinner Dance |
| b. Jasmin Rubio/Joe Flores | Wedding |
| c. Marcos Torres | Birthday/Retirement |
| d. Pacific Valley Bank | Company Picnic |

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

8. FUNCTION RECAP:

9. NEW BUSINESS:

- a. Budget Fiscal Year Ending 6/30/2018.

Director Foster will send a sample resolution to extend approval to spend according to previous year's budget. Board will adopt interim budget and have a budget session at the upcoming Special Meeting to be held on June 28th.

10. CONTINUED BUSINESS:

- a. Organ Grinder Painting: Letter to Salinas City Manager Ray Corpuz.
b. Spreckels 4th of July Celebration

Order of Business:

1. Business Manager Paul Ingram: Report on Special Event Encroachment Permit.
2. Event Manager First Night Monterey: Report on event progress.
3. Board Members comments and questions.
4. Open floor for public comment.
5. Close public comment.
6. Board, Event Manager or Business Manager response to public comment.
7. Possible Board Action.

After a presentation from Ellen Martin and discussion of event preparation progress, a motion to approve the Memorandum of Understanding with First Night Monterey was made [McDougall] 2nd [Eastwood]

Ayes: Magno, Eastwood, McDougall

Noes: Foster

MOTION CARRIED

11. REGULAR MONTHLY FACILITIES REPORTS:

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

12. REVIEW OF DEPOSITS

13. REVIEW AND APPROVAL OF MONTHLY ACCOUNTS PAYABLE:

Motion to approve for June and July [Foster] 2nd [Eastwood]

Ayes: Magno, Eastwood, McDougall, Foster

Noes: None

MOTION CARRIED

14. ADJOURN REGULAR MEETING: Next Regular Meeting: August 2, 2017.
[July meeting not scheduled due to holiday]

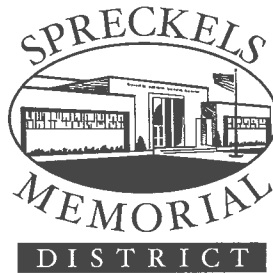
Meeting was adjourned at 8:13 pm.

Respectfully submitted,

Approval date _____

Paul J. Ingram, Business Manager

DRAFT



Spreckels Memorial District
MINUTES OF THE SPECIAL MEETING OF THE BOARD OF
DIRECTORS

Thursday June 28, 2017 6:00pm

Spreckels Veterans Memorial Building, 5th & Llanos, Spreckels, CA 93962

1. CALL TO ORDER:

The meeting was called to order by President Henningsen at 6:00 pm.

2. ROLL CALL & ESTABLISHMENT OF QUORUM:

Scott Henningsen, Rick Magno, [blank], Eastwood, Cathy McDougall, Rich Foster

Present: Henningsen, Magno, Eastwood, McDougall, Foster

Absent: None

QUORUM ESTABLISHED

3. PUBLIC COMMENTS:

4. ACTION ITEMS: DISCUSSION AND APPROVAL

Approve Resolution 2017-02 Approving interim funding for Fiscal Year 2017-18.

Motion to approve [Foster] 2nd [McDougall]

Ayes: Henningsen, Magno, Eastwood, McDougall, Foster

Noes: None

MOTION CARRIED

b. Approve additional compensation for Park Caretaker for 4th of July Celebration.

*Caretaker Velasquez will keep a time card for time spent for the event.
Board will consider additional compensation at a later meeting.*

5. NON-ACTION ITEMS: DISCUSSION

- a. 2017 Spreckels 4th of July Celebration: Update from Ellen Martin of First Night Monterey.

*Final details were discussed. A motion to approve expense for additional security guards was made [Eastwood] 2nd [Foster]
Ayes: Henningsen, Magno, Eastwood, McDougall, Foster
Noes: None **MOTION CARRIED**
A volunteer meeting was held after the board meeting.*

- b. Budget Fiscal Year 2017-18: Budget Session

Budget priorities were discussed. Final budget will be presented at the August 2nd regular board meeting.

6. ADJOURN MEETING: Next Regular Meeting August 2, 2017.

Meeting was adjourned at 6:50 p.m.

Respectfully submitted

Approval _____

Paul J. Ingram, Business Manager

**SPRECKELS MEMORIAL DISTRICT FUND
BALANCES AS OF 8/2/2017 AFTER TODAY'S
DEPOSIT AND PAYABLES.**

COUNTY FUND 668	\$279,186.55
RABOBANK CHECKING	<u>\$ 23,421.86</u>
TOTAL	\$302,608.41

Spreckels Memorial District
2017/2018 Proposed Budget

Income					
GL Payment		\$2,150.00			
July 4th		\$18,000.00			
Memorial Building & Park rent		\$25,000.00			
Sub Total		\$45,150.00			
Property Tax		\$168,500.00			
Special Assessment		\$43,700.00			
Sub Total		\$212,200.00			
Total Income		\$257,350.00			
Expense					
Salaries					
Pay Roll Expenses		\$62,000.00			
Empolyee Benefits					
Workers Comp		\$800.00			
Total Salary and Benefits		\$62,800.00			
Operations Budget					
4th of July		\$19,000.00			
Professional Services					
Audits		\$10,000.00			
Administration Fees		\$2,500.00			
Advertising		\$500.00			
Legal Services		\$1,000.00			
Parcel Management		\$2,500.00			
Bank Fees		\$50.00			
Property Tax		\$400.00			
Sub Total		\$16,950.00			
Education					
Board and Staff Education		\$1,000.00			
Dues and Subscriptions		\$2,000.00			
Sub Total		\$3,000.00			
MAINTENANCE					
Building Materials		\$1,200.00			
Building Repairs		\$5,000.00			
Electrical Repairs		\$1,000.00			
Equipment Purchase		\$2,500.00			
Equipment Rental		\$1,500.00			
Power Equipment Repairs		\$1,000.00			
Plumbing Repairs		\$1,200.00			

Spreckels Memorial District
2017/2018 Proposed Budget

HVAC		\$800.00		
Building Maintenance & Repairs		\$3,000.00		
Sprinkler Supplies		\$500.00		
Sprinkler System Repairs		\$1,500.00		
Park Maintenance & Repairs		\$3,000.00		
Park Plants		\$100.00		
Equipment Maintenance & Repairs		\$1,000.00		
Fuel		\$600.00		
Pest Control		\$500.00		
Park Maintenance Contract		\$25,000.00		
Tree Maintenance		\$5,000.00		
Turf Treatment		\$6,500.00		
Water Treatment		\$1,400.00		
Sub Total		\$62,300.00		
Utilities				
PG&E		\$18,000.00		
Water / Park		\$10,200.00		
Water / Hall				
Cal Am		\$1,100.00		
Telephone and Internet		\$1,900.00		
Sub Total		\$31,200.00		
Supplies				
Janitorial Supplies		\$4,800.00		
Sub Total		\$4,800.00		
Office/Operating Expenses				
Office Supplies		\$800.00		
Office Equipment		\$300.00		
Post Office Box		\$130.00		
Website		\$600.00		
Postage and Delivery		\$150.00		
Park Supply		\$100.00		
Sub Total		\$2,080.00		
Insurance				
General Liability / Property Insurance		\$5,000.00		
Sub Total		\$5,000.00		
Total Operations		\$144,330.00		
Capital Expense				
Building		\$25,000.00		
Park		\$25,000.00		
Sub Total		\$50,000.00		
Total Expense		\$257,130.00		
Net Balance		\$220.00		
Fund Balance 7/1/2017		\$319,671.48		
Final Net Balance		\$319,891.48		



Resolution #2017-03

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, 2017 AND ENDING ON THE LAST DAY OF JUNE, 2018.

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 August 2, 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 August 2, 2017, 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 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 Memorial District for the year stated above.

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

ADOPTED, this 2nd day of August 2017, with a Motion by _____ and a second by _____.

AYES:

NOES:

ABSTAIN:

Signed:

Scott Henningsen, President

Attested:

Paul Ingram, Clerk

To the Board of Directors of
Spreckels Memorial District
Spreckels, California

We have disclaimed our opinion on the financial statements of Spreckels Memorial District for the year ended June 30, 2007 as stated in our report dated June XX, 2017. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards* as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated February 11, 2016. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Spreckels Memorial District are described in Note 2 to the financial statements. No new accounting policies were adopted and the application of existing polices was not changed during 2007. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the District's financial statements was:

Management's estimate of the useful lives of capital assets are based on the historical data, experience with similar capital assets, industry guidelines and information from the District staff. We evaluated the key factors and assumptions used to develop depreciation and determined that it is reasonable in relation to the financial statements.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

Records were not available and, therefore, we were unable to issue an opinion.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached “Adjusting Journal Entries” report summarize the proposed material adjusting journal entries. Management has corrected all such misstatements.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor’s report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated **June XX, 2017**.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the District’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Restriction on Use

This information is intended solely for the use of the Board of Directors and management of Spreckels Memorial District and is not intended to be, and should not be, used by anyone other than these specified parties.

McGilloway, Ray, Brown & Kaufman
Salinas, California
June XX, 2017

Client: *Spreckels Memorial District*
Engagement: *Spreckels Memorial District*
Period Ending: *June 30, 2007*
Trial Balance: *1.05 Trial Balance Data Base*
Workpaper: *Adjusting Journal Entries Report*

Account	Description	Debit	Credit
Adjusting Journal Entries JE # 1			
To tie the begining net assets balance to prior year audited F/S ending balance			
1570.00	Taxes Receivable	4,013.00	
1580.00	Prepays	662.00	
3000.00	Opening Balance Equity	907,337.00	
1010.00	Rabobank Checking		7,029.00
1560.00	Accumulated Depreciation		899,654.00
2000.00	Accounts Payable		4,281.00
2010.00	Payroll Liabilities		1,048.00
Total		<u>912,012.00</u>	<u>912,012.00</u>
Adjusting Journal Entries JE # 2			
To reverse PY Taxes Receivable and record CY Taxes Receivables			
1570.00	Taxes Receivable	5,089.00	
4010.00	Current Secured	4,013.00	
1570.00	Taxes Receivable		4,013.00
4010.00	Current Secured		5,089.00
Total		<u>9,102.00</u>	<u>9,102.00</u>
Adjusting Journal Entries JE # 3			
To correct the property taxes revenue and parcel fee assessment fee			
4010.00	Current Secured	26,169.00	
4015.00	Current Unsecured	7.00	
4045.00	Interest on Pooled Investments	141.00	
4050.00	Other User Fees	147.00	
4101.00	LD&C Refund	1,215.00	
4025.00	Prior Secured		513.00
4030.00	Prior Unsecured		7.00
4040.00	Prior Supplemental		1.00
5415.00	Special Assessment Fee - Parcel Fee		27,158.00
Total		<u>27,679.00</u>	<u>27,679.00</u>
Adjusting Journal Entries JE # 5			
To record current year capital improvements			
1555.00	Tennis Court Resurfacing	34,500.00	
6071.00	Building		34,500.00
Total		<u>34,500.00</u>	<u>34,500.00</u>
Adjusting Journal Entries JE # 6			
To record CY depreciation expenses			
6400.00	Depreciation expense	17,549.00	
1560.00	Accumulated Depreciation		17,549.00
Total		<u>17,549.00</u>	<u>17,549.00</u>

SPRECKELS MEMORIAL DISTRICT
FINANCIAL STATEMENTS
and
INDEPENDENT AUDITOR'S REPORT
YEAR ENDED JUNE 30, 2007

DRAFT

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DRAFT

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of
Spreckels Memorial District
Spreckels, California

Report on the Financial Statements

We were engaged to audit the accompanying financial statements of the governmental activities general fund, of the Spreckels Memorial District (the District), as of and for the year ended June 30, 2007, and the related notes to the financial statements that collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. Because of the matter described in the Basis for Disclaimer of Opinion paragraph, however, we were not able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion.

Basis for Disclaimer of Opinion

The audit evidence available was limited because detailed bank statements and reconciliations, depreciation schedule, budget information and supporting payroll and disbursement records have not been maintained and certain prior-year records and supporting data were not available for our audit. As a result of this, we were not able to obtain sufficient appropriate audit evidence to support numerous amounts reflected in the District's financial statements. The condition of the records supporting the District's financial statements does not permit the application of other auditing procedures to the financial statements.

Disclaimer of Opinion

Because of the significance of the matter described in the Basis for Disclaimer of Opinion paragraph, we have not been able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion. Accordingly, we do not express an opinion on the financial statements referred to in the first paragraph.

Management has omitted the required supplementary information, such as the management's discussion and analysis and the budgetary comparison information that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our disclaimer on the basic financial statements is not affected by this missing information.

McGilloway, Ray, Brown & Kaufman
Salinas, California
June XX, 2017

DRAFT

SPRECKELS MEMORIAL DISTRICT
BALANCE SHEET AND STATEMENT OF NET POSITION
JUNE 30, 2007

	<u>General Fund</u>	<u>Adjustments (See Note 2)</u>	<u>Statement of Net Position</u>
ASSETS			
Assets			
Cash	\$ 260,444	\$ -	\$ 260,444
Taxes receivable	5,089	-	5,089
Prepaid expenses	662	-	662
Capital assets, net of accumulated depreciation	-	195,345	195,345
Total assets	<u>\$ 266,195</u>	<u>195,345</u>	<u>461,540</u>
LIABILITIES AND FUND BALANCES			
Liabilities			
Account payable	\$ 4,281	-	4,281
Accrued liability	4,167	-	4,167
Total liabilities	<u>8,448</u>	<u>-</u>	<u>8,448</u>
Fund Balances			
Unassigned	257,747	(257,747)	-
Total fund balance	<u>257,747</u>	<u>(257,747)</u>	<u>-</u>
Total liabilities and fund balances	<u>\$ 266,195</u>		
NET POSITION			
Net investment in capital assets		195,345	195,345
Unrestricted		257,747	257,747
Total net position		<u>\$ 453,092</u>	<u>\$ 453,092</u>

See Notes to Financial Statements.

SPRECKELS MEMORIAL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES
FOR THE YEAR ENDED JUNE 30, 2007

	<u>General Fund</u>	<u>Adjustments (See Note 2)</u>	<u>Statement of Net Position</u>
EXPENDITURES/EXPENSES			
Salaries and employee benefits	\$ 55,586	\$ -	\$ 55,586
General and admin expenses	7,077	-	7,077
Utilities	15,159	-	15,159
Maintenance and repairs	15,008	-	15,008
Insurance	1,963	-	1,963
Park expense	44,917	-	44,917
Capital outlay	34,500	(34,500)	-
Depreciation	-	17,549	17,549
Total expenditures/expenses	<u>174,210</u>	<u>(16,951)</u>	<u>157,259</u>
OPERATING REVENUES			
Parcel assessment fees	27,158	-	27,158
Rental income	27,154	-	27,154
Total operating revenues	<u>54,312</u>	<u>-</u>	<u>54,312</u>
GENERAL REVENUES			
Property taxes	118,491	-	118,491
Interest on pool investment	20,699	-	20,699
Donation	585	-	585
Total general revenues	<u>139,775</u>	<u>-</u>	<u>139,775</u>
Total revenue	<u>194,087</u>	<u>-</u>	<u>194,087</u>
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	<u>19,877</u>	<u>16,951</u>	
CHANGE IN NET POSITION			<u>36,828</u>
FUND BALANCES/NET POSITION			
Beginning of year	<u>237,870</u>	<u>178,394</u>	<u>416,264</u>
End of year	<u>\$ 257,747</u>	<u>\$ 195,345</u>	<u>\$ 453,092</u>

See Notes to Financial Statements.

SPRECKELS MEMORIAL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2007

1. Organization and Description of District

The Spreckels Memorial District was organized by resolution of the Board of Supervisors of Monterey County on March 17, 1947, following an election held March 11, 1947. The District is governed by the provisions of the Military and Veterans Code, commencing with Section 1170.

The function of the District is to administer the affairs of the Spreckels Veterans' Memorial Building, which the District was responsible for erecting in 1956, and perform similar duties in connection with the affairs of Spreckels Memorial Park, which was delegated to its direction in 1966 and 1976.

The District is governed by a five member Board of Directors, which is the legislative body of the District and determines all questions of District policy. The District is not considered to be controlled or fiscally dependent on any other entity and, therefore, is not a component unit of another entity. The District has no oversight responsibility for any other governmental entity since no other entities are considered to be controlled by, or dependent on the District. Control is determined on the basis of budget adoption, taxing authority, funding, and appointment of the respective government board.

2. Summary of Significant Accounting Policies

The accompanying basic financial statements of the District include all the financial activities of the District. The District has no component units.

Basis of Presentation and Accounting

Basic Financial Statements – The District has chosen to present its basic financial statements using the reporting model for special-purpose governments engaged only in a single governmental program. This model allows the fund financial statements and the government-wide statements to be combined. The effect of internal activity between funds or groups of funds has been eliminated from these financial statements.

Measurement Focus and Basis of Accounting – The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenue to be available if it is collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Capital asset acquisitions are reported as expenditures in governmental funds.

Ad valorem tax revenues are recorded under the susceptible to accrual concept. Rental revenue, contributions, and miscellaneous revenues are recorded as revenues when received in cash as the resulting receivable is immaterial.

SPRECKELS MEMORIAL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2007

Cash and Cash Equivalent

Cash in Bank – The District’s cash is held in Rabobank bank. The Financial Accounting Standards Board defines cash equivalents as short-term, highly liquid investments that are both: (1) readily convertible to known amounts of cash; and (2) so near their maturity that they present insignificant risk of changes in value because of changes in interest rates. The cost of all cash equivalents of the DAA approximates market value.

Cash in County Treasury – Cash accounts, which essentially operate as demand deposit accounts, are maintained by the Monterey County Treasurer’s Office. Available cash balances are controlled and invested by the County Treasurer in pooled investment funds characterized as Category 1, which include investments that are insured or registered and held by an agent in the District’s name as set forth by the Government Accounting Standards Board. Earnings from these funds are generally credited to the District’s accounts on a quarterly basis.

The Monterey County Treasurer’s policy is to invest in any security authorized by Section 53635 of the Government Code of the State of California and any other Government Code that permits investments in various securities or participation in investment trading techniques or strategies. However, these balances are not insured or collateralized by any agency. As of June 30, 2007 the market value of the County investment portfolio was not materially different from its carrying value.

Prepaid Expenses

Prepaid expenses are capitalized and amortized ratably over the period of benefit.

Capital Assets

Capital assets (including infrastructure) of the District are recorded at historical cost or at estimated historical cost if actual historical cost is not available. Contributed capital assets are valued at their estimated fair market value on the date contributed. The District defines capital assets as assets with an initial, individual cost of more than \$1,000 and an estimated useful life in excess of one year. Capital assets are depreciated or amortized using the straight-line method over their estimated useful lives.

Maintenance and repairs are charged to operations when incurred. Betterments and major improvements which significantly increase values, change capacities or extend useful lives are capitalized. Upon sale or retirement of capital assets, the cost and related accumulated depreciation are removed from the respective accounts and any resulting gain or loss is included in the results of operations.

Property, equipment and infrastructure assets of the primary government are depreciated using the straight line method over the following estimated useful lives:

	<u>Years</u>
Building	40
Building equipment	7 - 10
Furniture and fixtures	5 - 7
Improvements	25 - 40
Park playground equipment	15
Tennis court resurfacing	15

SPRECKELS MEMORIAL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2007

Property Taxes

The County is responsible for assessment, collection and apportionment of property taxes for all taxing jurisdictions, including the District. Secured property taxes for each year ended June 30 are payable in equal installments, November 1 and February 1, and become delinquent on December 10 and April 10, respectively. The lien date is March 1 of each year. Property taxes are accounted for as collected and remitted by the County in the governmental funds. Property taxes on the unsecured roll are due on the March 1 lien date and become delinquent if unpaid on August 31.

Fund Accounting

The accounts of the District are organized on the basis of a fund which is accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenue and expenditures, as appropriate. The District has only one major fund – the General Fund.

Restricted and Unrestricted Resources

When both restricted and unrestricted are available for use, it is the District's practice to use restricted resources first, then unrestricted resources as needed.

Net Position

Net position represents total assets less liabilities. Net position invested in capital assets, net of related debt, consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvement of those assets, excluding unspent debt proceeds. Net position are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the District or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

The District's net position is classified into the following categories:

Net Investment in Capital Assets – Capital assets less outstanding principal of debt attributable to the acquisition, construction, or improvement of these assets (if any).

Restricted Net Position – describes the portion of net assets which is restricted as to use by the terms and conditions of agreements with outside parties, governmental regulations, laws or other restrictions which the District cannot unilaterally alter.

Unrestricted Net Position – The remainder of the District's net position is classified as unrestricted. Unrestricted financial assets may be designated by management for use for particular purposes. However, such designation is not a restriction of net financial assets and is therefore not reported in the financial statements.

SPRECKELS MEMORIAL DISTRICT
 NOTES TO BASIC FINANCIAL STATEMENTS
 JUNE 30, 2007

Adjustments to Convert Fund Balances to Government Wide

The Adjustments needed to adjust the Balance Sheet and Statement of Revenues, Expenditures, and Changes in Fund Balances of the District to an accrual basis which consists of a Statement of Net Position and Statement of Activities is as follows:

Reconciliation of balance sheet to statement of net position:

Total fund balances per fund financial statements	\$ 257,747
---	------------

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets not reported in the fund financial statements because they are not current financial resources but are reported in the statement of net position

Capital outlay	1,112,548
Accumulated depreciation	(917,203)

Net position for governmental activities	\$ 453,092
--	------------

Reconciliation of statement of revenues, expenditures and changes in fund balances to statement of activities:

Net change in fund balances per fund financial statements	\$ 19,877
---	-----------

Capital outlays are reported as expenditures in the fund financial statements because they use current financial resources but the cost of capital assets is allocated over their estimated useful lives and reported as depreciation expense as capital assets in the statement of activities. This is the amount by which depreciation exceeded capital outlay in the current period.

Capital outlay	34,500
Depreciation	(17,549)

Change in net position for governmental activities	\$ 36,828
--	-----------

Fund Balance

Under GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, the financial statements reporting for governmental funds classify fund balances based primarily on the extent to which the District is bound to honor constraints on the specific purposes for which those funds can be spent. Fund balance for the District's governmental funds consists of the following categories:

Nonspendable Fund Balance - includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.

Restricted Fund Balance - includes amounts that are constrained on the use of resources by either (a) external creditor, grantors, contributors, or laws regulation of other governments or (b) by law through constitutional provision or enabling legislation.

SPRECKELS MEMORIAL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2007

Committed Fund Balance - includes amounts that can be used for specific purposes pursuant to constraints imposed by formal action of the government's highest authority, the Board of Trustees. The formal action that is required to be taken to establish, modify or rescind a fund balance commitment is through Board resolution.

Assigned Fund Balance - includes amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed.

Unassigned Fund Balance - includes the residual amounts that have not been restricted, committed or assigned to specific purposes within the general fund.

The fund balance of the District's governmental fund is unassigned as presented on the balance sheet on Page 3.

Revenues

The County administers the District's revenue. The County bills and collects revenues through benefit assessments to property tax billings. In addition, the District receives a percentage of the 1% property tax ad valorem rate. All receipts are deposited directly into the County's pooled cash fund for the District, after charging the District an administration fee.

Income Taxes

The District is a California local government unit which is exempt from both federal and state income taxes.

Budgets and Budgetary Control

Management has omitted the budgetary comparison information as it was not available to be presented.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts. Actual results could differ from those estimates.

New Accounting Pronouncements

GASB issued Statement No. 54, *Fund balance Reporting and Governmental Fund Type Definitions*. This statement enhances the usefulness of fund balance information by establishing fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds.

The definition of the general fund, special revenue fund types, capital project fund types, debit service fund type and permanent fund types are clarified by the provisions in the statement. Interpretations of certain items within the definition of the special revenue fund type have been provided and, for some governments, those interpretations may affect the activities chosen to be reported as special revenue funds.

The requirements of this statement are effective for financial statements for periods after June 15, 2010. Fund balance reclassifications made to conform to the provisions of the statement are required to be applied retroactively by restating beginning fund balance. The District has implemented this statement.

SPRECKELS MEMORIAL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2007

3. Cash and Cash Equivalents

Cash in County Treasury

The District maintains substantially all of its cash in the Monterey County Treasury (the Treasury) as part of the common investment pool. These pooled funds are carried at cost which approximates fair value. The fair market value of the District's deposits in this pool as of June 30, 2007, as provided by the pool sponsor was \$251,856. The Treasury investment pool does not have a rating provided by a nationally recognized statistical rating organization.

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates that will adversely affect the fair value of an investment; generally, the longer the maturity of an investment, the greater the sensitivity of its fair values to changes in market interest rates. As of June 30, 2007, the weighted average maturity of the investments contained in the Treasury investment pools was approximately 1.1 years.

Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by nationally recognized statistical rating organization. The Monterey County investment pool does not have a rating provided by a nationally recognized statistical rating organization. The County Treasurer mitigates these risks by holding a diversified portfolio of highly quality investments portfolio which comprised of U.S. Treasuries, Federal Agency Securities, governmental investment pools and other liquid funds. All of those assets have an investment grade rating. U.S. Treasuries are not specifically rated, but are considered the safest of all investments. The corporate debt is rated in the higher levels of investment grade. The remaining relates to commercial paper. All Federal Agency Securities have AA ratings or are guaranteed by the U.S. Treasury.

Custodial Credit Risk

The custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, a government will not be able to recover the value of investment or collateral securities that are in the possession of an outside party. The District has no formal policy regarding custodial credit risk for deposits or investments. The District maintains a checking account with Rabobank and uses this account as the operating account for the District. At June 30, 2007, the District's bank balance was \$8,588 and was not exposed to custodial credit risk. The deposits at Comerica are insured by the Federal Deposit Insurance Corporation (FDIC) up to the amount of \$250,000. The deposits are also collateralized at 110% by U.S. Treasury obligations and Municipal securities by pledging the bank's trust department not in the District's name.

SPRECKELS MEMORIAL DISTRICT
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2007

4. Capital Assets

The following is a summary of changes in capital assets for the year ended June 30, 2007:

	Balance July 1, 2006	Increases	Decreases	Balance June 30, 2007
Building and land	\$ 49,341	\$ -	\$ -	\$ 49,341
Building equipment	79,793	-	-	79,793
Furniture and fixtures	30,395	-	-	30,395
Improvements	870,634	-	-	870,634
Park playground equipment	47,885	-	-	47,885
Tennis court resurfacing	-	34,500	-	34,500
Accumulated depreciation	(899,654)	(17,549)	-	(917,203)
TOTAL	\$ 178,394	\$ 16,951	\$ -	\$ 195,345

5. Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the District carries commercial insurance. The commercial insurance carried by the District includes policies for workers' compensation, general liability and vehicular liability.

6. Subsequent Events

The District evaluated subsequent events for recognition and disclosure through **June XX, 2017**, the date which these financial statements were available to be issued. Management concluded that no material subsequent events have occurred since June 30, 2007 that required recognition or disclosure in such financial statements.

Spreckels Memorial District

From: Juan Carlos Hernandez <JuanH@mcgilloway-ray.com>
Sent: Wednesday, August 2, 2017 11:09 AM
To: spreckelsmd.main@gmail.com
Subject: FW: Spreckels MD - Missing Items
Attachments: Audit Signed EL 2007-2008.pdf

Hello Paul,

Sorry, I was out of the office yesterday!

Conny will be sending you today, the representation letter template you need.

One more thing Paul, maybe you can help me out with the engagement letter (EL) for years 2009 -- 2010.

The current EL with SMD covers audit years 2007 through 2010; however, it seems that the EL (see attached copy) is signed only for fiscal years 2007 & 2008. Patricia agrees to fix current engagement (copy attached) by adding a note to it approving audits for 2009 & 2010 respectively. If that work for you as well, please send me the fixed/modified EL, so we can start performing the audit for the remaining fiscal years stated in the engagement.

Best Regards,

Juan Carlos Hernandez

McGilloway, Ray, Brown & Kaufman
Accountants and Consultants
2511 Garden Road, Suite A-180
Monterey, CA 93940
831-373-3337
831-373-3437 Fax

JuanH@mcgilloway-ray.com
www.mcgilloway-ray.com

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From: Spreckels Memorial District [mailto:spreckelsmd.main@gmail.com]
Sent: Tuesday, August 01, 2017 11:17 AM
To: Juan Carlos Hernandez <JuanH@mcgilloway-ray.com>
Subject: RE: Spreckels MD - Missing Items

Dear Juan,

I replied that the SMD board will approve the 2007 draft tomorrow night. I can't seem to find the 2007 representation letter. Could you please send the template to me again. I'll get that done today. I am in the office today, tomorrow and Thursday. I am going out of town Saturday and will return Thursday of next week. It would be good to get as much as possible done this week.

Thanks,
Paul

ENTER COMPANY NAME AND LOGO HERE

Weekly/Monthly Time Sheet

Date	Time In	Time Out	Time In	Time Out	Daily Total
Mon					
Tues					
Wed 6-28					
Thurs 6-29	8:00			5 pm	9
Fri 6-30	9:00 am			5 pm	8
Sat 7-1	8:00 am			4 pm	9
Sun 7-2	7 AM			5 pm	10

Total Weekly Hours: 36

Date	Time In	Time Out	Time In	Time Out	Daily Total
Mon 7-3	6 AM			6 pm	12
Tues 7-4	4:00 AM			8:00 pm	16
Wed					
Thurs					
Fri					
Sat					
Sun					

Total Weekly Hours: 28

Date	Time In	Time Out	Time In	Time Out	Daily Total
Mon					
Tues					
Wed					
Thurs					
Fri					
Sat					
Sun					

Total Weekly Hours: _____

Date	Time In	Time Out	Time In	Time Out	Daily Total
Mon					
Tues					
Wed					
Thurs					
Fri					
Sat					
Sun					

Name: _____

Total Weekly Hours: _____

SPRECKELS VETERANS MEMORIAL DISTRICT

**** NOT YET APPROVED ****

Resolution No. _____

Resolution of the Board of Directors of the Spreckels Veterans Memorial District in Opposition to Proposal to Establish a Cannabis Dispensary or Other Cannabis-Related Facility within the Town of Spreckels, California

WHEREAS, the Spreckels Veterans Memorial District is responsible for the maintenance and use of Spreckels Park, Memorial Hall and other meeting/gathering and recreational facilities within the Town of Spreckels; and

WHEREAS, these recreational and gathering facilities are enjoyed by students attending Spreckels Elementary School, Boys and Girl Scout groups, student groups from outside of the Town of Spreckels, clubs and organizations, and families on a daily basis and at all times throughout the day; and

WHEREAS, this use of recreational facilities within the Town of Spreckels is largely due to the character of the Town of Spreckels, a predominately single family residential community possessing a reputation reflecting the best qualities of safe and quiet small town America; and

WHEREAS, the presence of cannabis dispensaries can lead to negative “secondary effects” on our neighborhoods, such as significantly increased traffic, loitering, consumption and use of drugs and alcohol in the Town and at its Park, and even criminal activity; and

WHEREAS, the Town of Spreckels does not operate its own law enforcement and para-medical services and relies on the Monterey County Regional Fire Department and the under-resourced Monterey County Sheriff’s Office for these vital services; and

WHEREAS, permitting of this facility will have no benefit to the Town of Spreckels and would significantly lessen the community’s reputation as a safe, desirable and attractive small hometown; and

WHEREAS, a large number of medical cannabis facilities are currently permitted in the cities surrounding the Town of Spreckels, including eight permits issued to commercial cannabis companies by the City of Salinas in mid-2017:

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Spreckels Veterans Memorial District, as duly elected representatives of the Citizens of the Town of Spreckels, does hereby adopt this Resolution to express unwavering opposition to the issuing of any permit for any cannabis-related facility within the boundaries of the District, and requests the County of Monterey to exercise its authority to reject the request for a use permit currently before the County.

SPRECKELS MEMORIAL DISTRICT

P.O. BOX 7266 * SPRECKELS, CA 93962

USE REQUEST FOR SPRECKELS MEMORIAL BUILDING AND/OR FACILITIES

Las Palmas Ranch #1

Stuart Burbank

Organization Name

Contact Person

3 Quail Run Circle Ste 200

Salinas, CA 93907

Mailing Address

City & Zip Code

(831)

(831)

758-4481

714-9629

Work Telephone #

Home Telephone #

Cell Phone #

DATE OF FUNCTION:

Aug 10th 2017
Day of Week, Date & Year

TYPE OF FUNCTION:

Meeting

Circle areas of use required:

Kitchen

Barbeque Room

Bar Facilities: Yes No

Meeting Room

Banquet Room

Dancing: Yes No

Auditorium

Other _____

PA System: Yes - No

HOURS OF USE:

5pm to 9pm

NUMBER OF GUESTS

150

PLEASE NOTE: No guests will be allowed in building until contract starting time. Loss/Damage and Cleaning Deposit is due within 7 days after contract approval. Balance of rent is due 10 days prior to function.

SIGNATURE

[Signature]

DATE

7/25/17

FOR OFFICE USE ONLY:

Rental Fee

\$ 400

LD&C Deposit

\$ 100

Approval Date

Disapproved on

of Security Required

Postponed

DATE DEPOSIT RECEIVED

CASH

CHECK # _____

DATE BALANCE RECEIVED

CASH

CHECK # _____

DATE RETURNED LD&C MAILED

AMOUNT \$

CHECK #

Received	Date	<u>7/25/17</u>
Posted	Initial	<u>[Initial]</u>
Paid	Check #	<u>6316</u>
Scan / Final	Date	<u>7/25/17</u>

SPRECKELS MEMORIAL DISTRICT

P.O. BOX 7266 * SPRECKELS, CA 93962

USE REQUEST FOR SPRECKELS MEMORIAL BUILDING AND/OR FACILITIES

Toro Bulls Youth Stephanie Morgan
Organization Name Contact Person
Football
Mailing Address 1172 S. Main St. #256 Salinas, CA 93901
City & Zip Code
Work Telephone # 831.601.5721 Home Telephone # 831.601.5721 Cell Phone #

DATE OF FUNCTION: Tues, Wed, Thurs 5:30-7pm
Day of Week, Date & Year July 24 - Oct. 22, 2017

TYPE OF FUNCTION: Football practice (youth)

Circle areas of use required:

Kitchen	Barbeque Room	Bar Facilities:	Yes - No
Meeting Room	Banquet Room	Dancing:	Yes - No
Auditorium	Other _____	PA System:	Yes - No

HOURS OF USE: 5:30 to 7pm NUMBER OF GUESTS: 20-25

PLEASE NOTE: No guests will be allowed in building until contract starting time. Loss/Damage and Cleaning Deposit is due within 7 days after contract approval. Balance of rent is due 10 days prior to function.

SIGNATURE [Signature] DATE 07.10.2017

FOR OFFICE USE ONLY:

Rental Fee \$ _____ LD&C Deposit \$ _____

SPRECKELS MEMORIAL DISTRICT

P.O. BOX 7266 * SPRECKELS, CA 93962

USE REQUEST FOR SPRECKELS MEMORIAL BUILDING AND/OR FACILITIES

Organization Name _____ Contact Person Alicia Rodriguez

Mailing Address 1638 Boston St City & Zip Code 93906

Work Telephone # _____ Home Telephone # _____ Cell Phone # _____

DATE OF FUNCTION: Saturday 3/24/18
Day of Week, Date & Year

TYPE OF FUNCTION: Quinceanera

Circle areas of use required:

<input checked="" type="checkbox"/> Kitchen	<input type="checkbox"/> Barbeque Room	Bar Facilities: <input checked="" type="checkbox"/> Yes - No
<input type="checkbox"/> Meeting Room	<input checked="" type="checkbox"/> Banquet Room	Dancing: <input checked="" type="checkbox"/> Yes - No
<input type="checkbox"/> Auditorium	Other _____	PA System: <input type="checkbox"/> Yes - No

HOURS OF USE: 3:00 to 1000 PM NUMBER OF GUESTS 180

PLEASE NOTE: No guests will be allowed in building until contract starting time. Loss/Damage and Cleaning Deposit is due within 7 days after contract approval. Balance of rent is due 10 days prior to function.

SIGNATURE Alicia Rodriguez DATE 7/11/17

FOR OFFICE USE ONLY:

Rental Fee	\$ <u>1100</u>	LD&C Deposit	\$ <u>500</u>
Approval Date	_____	Disapproved on	_____
# of Security Required	<u>3-4</u>	Postponed	_____
DATE DEPOSIT RECEIVED	_____	CASH _____	CHECK # _____
DATE BALANCE RECEIVED	_____	CASH _____	CHECK # _____
DATE RETURNED LD&C MAILED	_____	AMOUNT \$ _____	CHECK # _____

SPRECKELS MEMORIAL DISTRICT

P.O. BOX 7266 * SPRECKELS, CA 93962

USE REQUEST FOR SPRECKELS MEMORIAL BUILDING AND/OR FACILITIES

Organization Name

Contact Person

CLARA CHACON

14 ST. BRENDAW WAY

SALINAS CA 93906

Mailing Address

City & Zip Code

794-0768

262-4524

Work Telephone #

Home Telephone #

Cell Phone #

DATE OF FUNCTION:

Saturday, July 28, 2018

Day of Week, Date & Year

TYPE OF FUNCTION:

50th Anniversary

Circle areas of use required:

Kitchen

Barbeque Room

Bar Facilities: Yes - No

Meeting Room

Banquet Room

Dancing: Yes - No

Auditorium

Other _____

PA System: Yes - No

HOURS OF USE: _____ to _____

NUMBER OF GUESTS 150

PLEASE NOTE: No guests will be allowed in building until contract starting time. Loss/Damage and Cleaning Deposit is due within 7 days after contract approval. Balance of rent is due 10 days prior to function.

SIGNATURE Clara Chacon

DATE 7/26/19

FOR OFFICE USE ONLY:

Rental Fee

\$ 900

LD&C Deposit

\$ 500

Approval Date

Disapproved on

of Security Required

2-3

Postponed

DATE DEPOSIT RECEIVED

CASH

CHECK # _____

DATE BALANCE RECEIVED

CASH

CHECK # _____

DATE RETURNED LD&C MAILED

AMOUNT \$

CHECK #



Letter of Intent

July 14, 2017

RE: Lease Proposal for Horizon Towers ("Lessee")

Horizon Site Name: Harris Road

To Whom This May Concern:

Horizon Towers is interested in installing a new Telecommunications Facility in your area and you have been selected as a candidate for consideration. Therefore, I am pleased to present the following proposal on behalf of Horizon Towers. Horizon Towers would like to inquire about the possibility of leasing certain property from you as follows:

1. **Lessee:** Horizon Tower Limited Partnership-II, a Kansas Limited Partnership, by Horizon Tower, LLC d/b/a Horizon Towers
2. **Premises:** Approximately 50' x 50' (2500) square feet of space on the subject property located at Address, on APN #177-052-010-000, owned by Spreckels Memorial Dist, at a specific location mutually agreed upon by Lessee and Lessor.
3. **Use of Premises:** For the constructing, operating, and maintaining a telecommunications facility.
4. **Lease Term:** Initial five (5) year term; with six (6) successive five (5) year renewal options in favor of Lessee (35 years total).
5. **Rent Schedule:** Lessee shall pay rent to the Lessor in the full amount of \$8,400 per year, payable monthly beginning on the rent commencement date in the amount of \$700 per month.
6. **Commencement:** Rent shall commence on the day that tenant commences construction.
7. **Lessee Improvements:** Lessee agrees to provide, at its sole expense, all improvements as may be necessary for the operation and maintenance of its telecommunications facility.

8. **Entitlements:** Lessee agrees to acquire, at its sole expense, all entitlements necessary to the procurement of the telecommunications facility on this property.
9. **Conditions Precedent:**
 - a. A mutually agreeable Lease Agreement;
 - b. A recordable Memorandum of Lease;
 - c. Lessor's approval of Lessee's improvement plans;
 - d. A Non-Disturbance Agreement, if applicable;
 - e. Owner executed Letter of Authorization for permit applications, if applicable; and
 - f. Owner executed Entry and Testing Agreement for site access, if applicable.

Lessor and Lessee acknowledge that this proposal is not a lease and that it is intended as a basis for preparation of a lease. No agreements are created by this document and only a fully executed definitive lease document shall constitute a lease for the premises. The final definitive lease document shall incorporate the provisions contained in this proposal and shall contain any other provisions upon which Lessor and Lessee agree.

I will be visiting the area during the month of January to meet with interested candidates. Therefore, to be considered by Horizon and to schedule a time to visit your property, please sign below and return to me via email or mail within fourteen (14) days of receipt of this letter. If chosen as the final candidate by Horizon, we will expect to have a lease fully negotiated within thirty (30) days of being chosen

If you have any questions, please feel free to contact me.

Sincerely,

Jake Wooten

Lead Site Development
Jake Wooten | Cell: (925) 321-1966
 1401 Willow Pass Road Suite 350 , Concord, CA 94520
jake.wooten@sacw.com | www.sacw.com

I have read the above Letter of Intent and would like to enter into negotiations according to the general terms outlined herein.	
Signature: _____	Home Phone: _____
Name: _____	Cell Phone: _____
Title: _____	Email: _____

Spreckels Memorial District

From: Whilden, Michael x5364 <WhildenM@co.monterey.ca.us>
Sent: Wednesday, August 2, 2017 1:19 PM
To: Spreckels Memorial District
Subject: PRIVILEGED AND CONFIDENTIAL ATTORNEY-CLIENT COMMUNICAITON--RE: Harris Road Site Lease

Paul—

I agree its fine to proceed with approving the letter of intent at this time as it is non-binding. If the Board will consider it tonight it should be on the agenda. Also, if Scott received a similar proposal from Horizon Towers you should clarify with Horizon whether the proposals to Spreckels MD and Scott are being considered as alternatives between each other, or independently, i.e., Horizon would build towers on both Scott and Spreckels MD property. If Horizon is considering leasing Spreckels MD property OR Scott's property, Scott has a potential conflict of interest and will need to recuse himself from any participation in Spreckels MD interactions with Horizon. Have Scott call me if he has any questions or concerns.

Mike

Michael J. Whilden
Deputy County Counsel
Office of the County Counsel

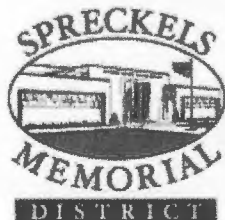
Confidentiality Notice: This communication and any accompanying document(s) are confidential and may be privileged. They are intended for the sole use of the addressee(s). If you receive this transmission in error, you are advised that any disclosure, copying, distribution or the taking of any action in reliance upon the communication is strictly prohibited. Moreover, any such inadvertent disclosure shall not compromise or waive the attorney-client privilege as to this communication or otherwise. If you have received this communication in error, please contact our office by telephone at 831-755-5045. Thank you.

From: Spreckels Memorial District [mailto:spreckelsmd.main@gmail.com]
Sent: Wednesday, July 26, 2017 10:57 AM
To: Whilden, Michael x5364 <WhildenM@co.monterey.ca.us>
Subject: FW: Harris Road Site Lease

Dear Mike,

This looks to us like a cell tower proposal on the Memorial Building property. It also sounds like they have identified other sites in the area. President Scott Henningsen said he received a proposal similar to this for his property at Highway 68 and Spreckels Blvd. We are going to see if they can attend our meeting next Wednesday. It doesn't look like the letter of intent commits us to anything. It just starts the permit process. Let us know if you have any comments.

Sincerely,
Paul Ingram



Paul J. Ingram, Business Manager
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.SpreckelsPark.org

Spreckels Memorial District Account QuickReport All Transactions

Type	Date	Num	Name	Memo	Split	Amount
4th of July Income						
Sponsorship & Donations						
Deposit	07/21/2017		D'Arrigo Brothers Co.	Donation	Rabobank Che...	500.00
Total Sponsorship & Donations						500.00
Vendor Fees						
Deposit	07/06/2017		Andreana Fernandez	Deposit	Rabobank Che...	125.00
Deposit	07/06/2017		Sherry Morris	Deposit	Rabobank Che...	125.00
Deposit	07/06/2017		Anthony Powers	Deposit	Rabobank Che...	100.00
Deposit	07/06/2017		Blue Dolphin Co.	Deposit	Rabobank Che...	175.00
Deposit	07/06/2017		Janis M. Amos	Deposit	Rabobank Che...	175.00
Deposit	07/06/2017		Hagar Suskind	Deposit	Rabobank Che...	125.00
Deposit	07/06/2017		Blue Aces Bake Sho...	Deposit	Rabobank Che...	125.00
Deposit	07/06/2017		Peggy Hosaki Soto ...	Deposit	Rabobank Che...	125.00
Deposit	07/06/2017		Designs By Maret	Deposit	Rabobank Che...	125.00
Deposit	07/06/2017		Thomas Sorenson	Deposit	Rabobank Che...	125.00
Deposit	07/06/2017		Shawn Sinclair	Deposit	Rabobank Che...	125.00
Deposit	07/06/2017		Socorro C. Gil	Deposit	Rabobank Che...	175.00
Deposit	07/06/2017		Alisal Cheer	Deposit	Rabobank Che...	100.00
Deposit	07/06/2017		Brooksley Foley	Deposit	Rabobank Che...	75.00
Deposit	07/06/2017		Debs Calming Creati...	Deposit	Rabobank Che...	125.00
Deposit	07/06/2017		Salinas Firefighters ...	Deposit	Rabobank Che...	75.00
Deposit	07/06/2017		Four Corners	Deposit	Rabobank Che...	175.00
Deposit	07/06/2017		The Quilt Lady	Deposit	Rabobank Che...	175.00
Total Vendor Fees						2,350.00
Run Entry Fees						
Deposit	06/28/2017	EFT	PayPal	Test	Rabobank Che...	0.08
Deposit	06/28/2017	EFT	PayPal	Test	Rabobank Che...	0.10
Check	06/28/2017	EFT	PayPal	Test	Rabobank Che...	-0.18
Deposit	07/06/2017		Active Network, LLC	Deposit	Rabobank Che...	1,023.62
Deposit	07/06/2017			Deposit	Rabobank Che...	4,400.00
Deposit	07/06/2017		Michael Rosales	Deposit	Rabobank Che...	40.00
Deposit	07/06/2017		Jess Hogg	Deposit	Rabobank Che...	160.00
Deposit	07/06/2017		Joe Pavek	Deposit	Rabobank Che...	40.00
Deposit	07/06/2017		Carmen Ferguson	Deposit	Rabobank Che...	120.00
Deposit	07/06/2017		Efren Chaidez	Deposit	Rabobank Che...	80.00
Deposit	07/06/2017		Luis Ramirez	Deposit	Rabobank Che...	40.00
Deposit	07/06/2017		Steven Brau	Deposit	Rabobank Che...	40.00
Deposit	07/06/2017		Elias Lopez	Deposit	Rabobank Che...	80.00
Deposit	07/06/2017		John Chobanian	Deposit	Rabobank Che...	80.00
Deposit	07/06/2017		Donald Reynolds	Deposit	Rabobank Che...	40.00
Deposit	07/06/2017		John Pezzini	Deposit	Rabobank Che...	80.00
Deposit	07/06/2017		Carissa Edeza	Deposit	Rabobank Che...	40.00
Deposit	07/06/2017		Laura Given	Deposit	Rabobank Che...	40.00
Deposit	07/06/2017		Vanessa Vallarta	Deposit	Rabobank Che...	120.00
Deposit	07/06/2017		Alfredo Rodriguez	Deposit	Rabobank Che...	40.00
Deposit	07/06/2017		Roger Van Horn	Deposit	Rabobank Che...	40.00
Deposit	07/06/2017		Ernst Van Hagen	Deposit	Rabobank Che...	40.00
Deposit	07/06/2017		William Ashen	Deposit	Rabobank Che...	80.00
Deposit	07/06/2017		Lan Clayton	Deposit	Rabobank Che...	40.00
Deposit	07/06/2017		Jose Monarrez	Deposit	Rabobank Che...	120.00
Deposit	07/06/2017		Henry Gong	Deposit	Rabobank Che...	40.00
Deposit	07/06/2017		John Ellison	Deposit	Rabobank Che...	120.00
Deposit	07/06/2017		Karen Mitchell	Deposit	Rabobank Che...	80.00
Deposit	07/06/2017		Alison Coderniz	Deposit	Rabobank Che...	80.00
Deposit	07/06/2017		John Gomez	Deposit	Rabobank Che...	40.00
Deposit	07/06/2017		Alexis Smith	Deposit	Rabobank Che...	40.00
Deposit	07/06/2017		David Cortez	Deposit	Rabobank Che...	40.00
Deposit	07/06/2017		Steven Zalan	Deposit	Rabobank Che...	40.00
Deposit	07/06/2017		Travis Pendleton	Deposit	Rabobank Che...	200.00
Deposit	07/06/2017		Tony Avila	Deposit	Rabobank Che...	40.00
Deposit	07/06/2017		Dennis LeBow	Deposit	Rabobank Che...	40.00
Deposit	07/06/2017		Brian Smoot	Deposit	Rabobank Che...	80.00
Deposit	07/06/2017		Cynthia Quintero	Deposit	Rabobank Che...	40.00
Deposit	07/06/2017		Patie McCracken	Deposit	Rabobank Che...	40.00
Deposit	07/07/2017		PayPal	Deposit	Rabobank Che...	655.58

2:14 PM

08/02/17

Accrual Basis

Spreckels Memorial District Account QuickReport All Transactions

Type	Date	Num	Name	Memo	Split	Amount
Deposit	07/21/2017		Active Network, LLC	Run Fees	Rabobank Che...	4,066.36
Deposit	08/01/2017		PayPal	Deposit	Rabobank Che...	672.46
Deposit	08/03/2017		Active Network, LLC	Deposit	Rabobank Che...	1,901.00
Total Run Entry Fees						14,999.02
Total 4th of July Income						17,849.02
TOTAL						17,849.02

Spreckels Memorial District Account QuickReport All Transactions

Type	Date	Num	Name	Memo	Split	Amount
4th of July Expense						
Supplies						
Check	08/02/2017	4301	Ellen Martin	Various	Rabobank Che...	1,119.84
Total Supplies						1,119.84
Contracted Services						
Check	06/30/2017	4267	Jeff Griffin	Music and So...	Rabobank Che...	1,200.00
Check	07/07/2017	4282	RM Timing Systems	10K Timing	Rabobank Che...	1,956.26
Check	07/07/2017	4283	Julie Posey DBA A...	10K & 5K Me...	Rabobank Che...	519.42
Total Contracted Services						3,675.68
Promotional Expense						
Check	06/30/2017	4266	Mike's Signs	10K Tshirts	Rabobank Che...	3,360.80
Check	08/02/2017	4301	Ellen Martin	Facebook Ads	Rabobank Che...	36.45
Total Promotional Expense						3,397.25
Security						
Check	06/30/2017	4268	Kysmet Security & P...		Rabobank Che...	900.00
Check	07/07/2017	4285	Creative Communic...	Radio Rentals	Rabobank Che...	194.00
Total Security						1,094.00
Event Management						
Check	06/07/2017	4258	First Night Monterey	4th of July Cel...	Rabobank Che...	5,000.00
Check	07/07/2017	4288	First Night Monterey		Rabobank Che...	5,000.00
Total Event Management						10,000.00
Total 4th of July Expense						19,286.77
TOTAL						19,286.77

Business Mgt. Special Projects hourly

73 hrs @ \$30.00 \$2,190.00

TOTAL Expense \$21,476.77

TOTAL Income \$17,849.02

Net Cost to District \$3,627.75

SCHEDULE OF MONTHLY BUILDING EQUIPMENT INSPECTION

						✓	Date
CHECK FOR PROPER OPERATION ON AIR CONDITION UNIT FOR:	AUDITORIUM						7-29
"	"	"	"	"	"		
"	"	"	"	"	"		
"	"	"	"	"	"		
"	"	"	"	"	"		

INSPECT ALL ROOF AIR CONDITION AND HEATER DUCTS

INSPECT EXHAUST FANS FOR PROPER OPERATION AND LUBRICATION ON:	KITCHEN HOOD						7-29
"	"	"	"	"	"		
"	"	"	"	"	"		
"	"	"	"	"	"		
	BANQUET ROOM						

SIGN AND SUBMIT AT MONTHLY BOARD OF DIRECTORS MEETING

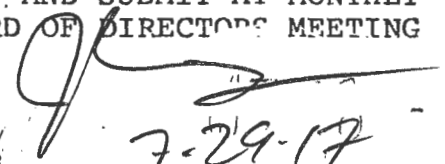
Date 7-29-17

SCHEDULE OF WEEKLY BUILDING EQUIPMENT INSPECTION

	Week #1	Week #2	Week #3	Week #4
INSPECT ALL (4) HOT WATER HEATERS FOR: LEAKS				
" " PILOT LIGHTS	✓	✓	✓	✓
CHECK EMERGENCY LIGHTING BATTERY				

SIGN AND SUBMIT AT MONTHLY BOARD OF DIRECTORS MEETING

Date


7-29-17

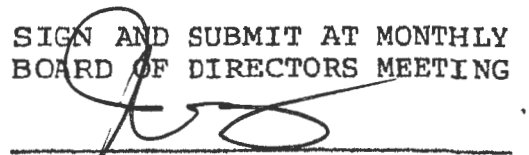
BUILDING EQUIPMENT INSPECTION:

SPECT FOR PROPER OPERATION OF:

	✓	date	✓	date	✓	date	✓	date	✓	date
DISHWASHER _____	✓	6-3	✓	6-17	✓	6-21	✓	7-15	✓	7-29
REFRIGERATOR UNITS _____	✓		✓		✓		✓		✓	
OVENS _____	✓		✓		✓		✓		✓	
COOKTOPS _____	✓		✓		✓		✓		✓	
HOT WELLS _____	✓		✓		✓		✓		✓	
COFFEE URN _____	✓		✓		✓		✓		✓	
PLUMBING FIXTURES _____	✓		✓		✓		✓		✓	
P A SYSTEM _____	✓		✓		✓		✓		✓	
BANQUET ROOM _____	✓		✓		✓		✓		✓	
<u>AFTER EACH FUNCTION</u>										
SPECT CHAIR LEGS FOR MISSING LEG PADS _____	✓		✓		✓		✓		✓	
SPECT TAIRES FOR LOOSE SCREWS IN RAILS _____	✓		✓		✓		✓		✓	

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

SIGN AND SUBMIT AT MONTHLY BOARD OF DIRECTORS MEETING


Date 7-29-17

Deposit Summary

8/2/2017 12:53 PM

Spreckels Memorial District

Summary of Deposits to Rabobank Checking on 07/21/2017

Chk No.	PmtMethod	Rcd From	Memo	Amount
	Check	D'Arrigo Brothers Co.	Donation	500.00
	Check	Active Network, LLC	Run Fees	4,066.36
	Check	Jesus Vasquez	Retirement Party	500.00
	Check	Chad Struter	Breakfast	300.00
	Check	Chad Struter		300.00
	Check	Manuel Elias		450.00
	Check	Terence Keselica		100.00
	Check	Mario Longoria Reyes		450.00
Less Cash Back:				
Deposit Total:				6,666.36

Deposit Summary

8/2/2017 12:52 PM

Spreckels Memorial District

Summary of Deposits to Rabobank Checking on 08/03/2017

Chk No.	PmtMethod	Rcd From	Memo	Amount
		Active Network, LLC		1,901.00
		Michael Holland DBA Jazzercise	Jan through May 2017	181.20
		Spreckels Community Services District		49.18
		Las Palmas Ranch Association		400.00
Less Cash Back:				
Deposit Total:				2,531.38

Checks Payable 8/2/2017

Spreckels Memorial District

Register: Rabobank Checking

From 08/02/2017 through 08/02/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C
08/02/2017	4292	Clarke's Turf & Water	Park Maintenance Cont...		2,080.00	
08/02/2017	4293	Quality Water Enterp...	Water Treatment		105.83	
08/02/2017	4294	Void	Voided Check	VOID:		X
08/02/2017	4295	Clarke's Turf & Water	Fuel		46.09	
08/02/2017	4296	Spreckels Water Co...	Water		1,162.43	
08/02/2017	4297	Ron Eastwood	Board & Staff Education		1,343.52	
08/02/2017	4298	Sun Coast Awning	Building Repairs		2,904.05	
08/02/2017	4299	McGilloway, Ray, Br...	Audit Costs		2,200.00	
08/02/2017	4300	LGM Pump Service	Equipment Maintenanc...		110.00	
08/02/2017	4301	Ellen Martin	-split-		1,156.29	
08/02/2017	4302	San Lorenzo Lumber	Building Materials		42.72	
08/02/2017	4290	Joseph Velasquez	-split-		2,709.88	
08/02/2017	4291	Paul J Ingram	-split-		1,207.73	

TOTAL \$15,068.54

Spreckels Memorial District

From: RON EASTWOOD <carolrone@comcast.net>
Sent: Friday, July 21, 2017 11:52 AM
To: Paul J. Ingram; Spreckels Memorial District SMD
Cc: Scott Henningsen
Subject: reimbursement Napa SDLA Conference
Attachments: Napa Embassy Suites SDLA receipt.dat

Hello, Paul (and Scott).

Attached is the receipt for the Napa Embassy Suites for my stay while attending the Special Districts Association's Leadership Conference. It has my wife's name on it because our Hilton Honors Program is in her name and I needed the membership number to secure the reduced conference rate.

If it is the past practice of the SMVD to reimbursement for mileage, it is 296 mile (R/T). This should be \$164.28 using the current IRS rate of 55.5 cents per mile.

Also, the SVMMD may need to request the \$600 reimbursement for my scholarship. I prepaid the conference fees.

Finally, you (Paul) were nice to have forwarded the list of conference attendees I requested from the CSDA, but the attachment did not come through. Please reattach the list and resend.

I am happy to make a report of conference attendance at our next or an upcoming meeting. The event was well worthwhile.

Yours, Ron

Carol Cuellar and Ron Eastwood
P. O. Box 7381
Spreckels, California 93962
831.455.8343
carolrone@comcast.net



EMBASSY SUITES
HOTELS*

EMBASSY SUITES NAPA
1075 CALIFORNIA BLVD
NAPA, CA 94559
United States of America
TELEPHONE 707-253-9540 • FAX 707-253-9202
Reservations
www.embassysuites.com or 1 800 EMBASSY

CUELLAR, CAROL

P.O. BOX 7381

SPRECKELS CA 93962
UNITED STATES OF AMERICA

Room No: 272/KEXN
Arrival Date: 7/9/2017 5:13:00 PM
Departure Date: 7/12/2017 12:37:00 PM
Adult/Child: 2/0
Cashier ID: KRS
Room Rate: 169.00
AL:
HH # 192954263 BLUE
VAT #
Folio No/Che 690815 A

Confirmation Number: 86899930

EMBASSY SUITES NAPA 7/12/2017 12:36:00 PM

DATE	REF NO	DESCRIPTION	CHARGES
7/9/2017	3100558	GUEST ROOM	\$169.00
7/9/2017	3100558	TOT/TOURISM ASSESSMENT	\$23.66
7/9/2017	3100558	CA TOURISM ASSESSMENT	\$0.42
7/10/2017	3101188	GUEST ROOM	\$169.00
7/10/2017	3101188	TOT/TOURISM ASSESSMENT	\$23.66
7/10/2017	3101188	CA TOURISM ASSESSMENT	\$0.42
7/11/2017	3101796	GUEST ROOM	\$169.00
7/11/2017	3101796	TOT/TOURISM ASSESSMENT	\$23.66
7/11/2017	3101796	CA TOURISM ASSESSMENT	\$0.42
7/12/2017	3102167	AX *1009	(\$579.24)
BALANCE			\$0.00

You have earned approximately 5070 Hilton Honors points for this stay. Hilton Honors(R) stays are posted within 72 hours of checkout. To check your earnings or book your next stay at more than 4,900 h

Thank you for staying with us. Visit embassysuites.com for more information on hotel packages, subscribe to our E-announcements newsletter, or plan your next stay at close to 200 destinations.

CREDIT CARD DETAIL

APPR CODE	101542	MERCHANT ID	2040285975
CARD NUMBER	AX *1009	EXP DATE	04/21
TRANSACTION ID	3102167	TRANS TYPE	Sale

SunCoast Awning
 907 River St
 Santa Cruz, CA 95060
 (831)423-7918
 Rob@suncoastawning.com
 www.suncoastawning.com



ADDRESS

Joe Velasquez
 Spreckels Memorial
 P. O. Box 7266
 Sprickels, Ca 93962

ESTIMATE 2227

DATE 04/20/2017

ACTIVITY	QTY	AMOUNT
Fixed Awning Fabricate one (1) lean-to style fixed awning. Approximate dimensions are 32' wide with a 40" drop (height) and 32" projection from the face of the building. Sides not included. No valance. Roof to be 1-2" tall 29 gauge corrugated metal roofing material. Frame to be constructed with galvanized Gatorshield steel tubing. All welds to be primed with cold galvanizing compound and entire frame painted with spray on enamel - color TBD.	1	1,785.58T
Installation Installation	1	960.00
CA CONTRACTOR LICENSE #1012197 * Unless mentioned above, the "Total Cost" does not include graphics, submitting drawings or engineering. * To begin your project please sign and return this proposal with a 50% deposit of the manufactured product. The remaining balance is due the day of project completion. Proposal expire 60 days from date submitted. Any alterations or deviations from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above original proposal. I have read and approve this proposal in its entirety. The prices, specifications and conditions are satisfactory and hereby accepted. SunCoast Awning is authorized to do the work as specified.	SUBTOTAL TAX (8.875%)	2,745.58 158.47
TOTAL		\$2,904.05

Accepted By

Accepted Date

Contractor License #1012197

McGilloway, Ray, Brown & Kaufman

Phone: 831-373-3337
Fax: 831-373-3437

2511 Garden Road, Suite A180
Monterey, CA 93940

www.mcgilloway-ray.com
allenep@mcgilloway-ray.com

ID: 217630

Date: 06/30/17

Invoice: 2,000,022,164

Amount: \$1,800.00

Spreckels Memorial District
Paul Ingram
P.O. Box 7266
Spreckels, CA 93962

This invoice is for the following services rendered for Spreckels Memorial District.

Progress billing (95%) for audit of financial statements for the fiscal year ending June 30, 2007.	8,550.00
--	----------

Less prior progress billings.	(6,750.00)
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Billed Amount	\$1,800.00
Invoice Total	\$1,800.00

Aged Balances:

<u>06/30/2017</u>	<u>05/31/2017</u>	<u>04/30/2017</u>	<u>03/31/2017</u>	<u>02/28/2017+</u>	<u>Total</u>
1,800.00	2,250.00	0.00	0.00	0.00	\$4,050.00



Please return this portion with payment. Mail to - 2511 Garden Road, Suite A180, Monterey, CA 93940.

Invoice: 2000022164 Date: 06/30/2017 Due Upon Receipt.	Payment Amount: \$ _____ Payment Type: <input type="checkbox"/> Check <input type="checkbox"/> Cash	ID: 217630 Spreckels Memorial District 831-455-7855
Payments received after the Date above are not reflected in the Amount Due. Call 831-373-3337 for inquiries. Amount Due is payable upon receipt. Past due amounts will incur a monthly finance charge of 1%.	Offices: 2511 Garden Road, Suite A180, Monterey, CA 93940, (831) 373-3337 379 West Market Street, Salinas, CA 93901, (831) 424-2737 3478 Buskirk Avenue, Suite 1000, Pleasant Hill, CA 94523, (831) 373-3337	
Please make checks payable to McGilloway, Ray, Brown & Kaufman.		

McGilloway, Ray, Brown & KaufmanPhone: 831-373-3337
Fax: 831-373-34372511 Garden Road, Suite A180
Monterey, CA 93940www.mcgilloway-ray.com
allene@mcgilloway-ray.com**ID: 217630****Date: 06/30/17****Invoice: 2,000,022,161****Amount: \$400.00**Spreckels Memorial District
Paul Ingram
P.O. Box 7266
Spreckels, CA 93962

This invoice is for the following services rendered for Spreckels Memorial District.

Preparation of adjusting journal entries to tie to 2006 audited financial statements. 400.00

Billed Amount	\$400.00
Invoice Total	\$400.00

Aged Balances:

<u>06/30/2017</u>	<u>05/31/2017</u>	<u>04/30/2017</u>	<u>03/31/2017</u>	<u>02/28/2017+</u>	<u>Total</u>
400.00	2,250.00	0.00	0.00	0.00	\$2,650.00

 Please return this portion with payment. Mail to - 2511 Garden Road, Suite A180, Monterey, CA 93940.
Invoice: 2000022161

Date: 06/30/2017

Due Upon Receipt.

Payment Amount: \$ _____**Payment Type:** Check Cash**ID: 217630**Spreckels Memorial District
831-455-7855

Payments received after the Date above are not reflected in the Amount Due. Call 831-373-3337 for inquiries. Amount Due is payable upon receipt. Past due amounts will incur a monthly finance charge of 1%.

Offices:

2511 Garden Road, Suite A180, Monterey, CA 93940, (831) 373-3337

379 West Market Street, Salinas, CA 93901, (831) 424-2737

3478 Buskirk Avenue, Suite 1000, Pleasant Hill, CA 94523, (831) 373-3337

Please make checks payable to McGilloway, Ray, Brown & Kaufman.