

PAJARO/SUNNY MESA
COMMUNITY SERVICES DISTRICT
 136 San Juan Road, Royal Oaks, CA 95076
 O (831) 722-1389 | Fax (831) 722-2137
www.pajarosunnymesa.com

AGENDA

REGULAR MEETING OF THE BOARD OF DIRECTORS
 DISTRICT CONFERENCE BOARD ROOM
 136 SAN JUAN ROAD, ROYAL OAKS, CA 95076

JULY 28, 2022
 5:30 P.M.

“Notice of Teleconferenced/Virtual Meeting”

To reduce the spread of COVID-19, **members of the public** may join the meeting from their computers via Zoom Meeting by entering the following link: <https://us06web.zoom.us/j/85080451775?pwd=Vi9yK1RuSDVMQllhNXIDV2hCcWdzdz09> or by calling 1 (669) 900-9128 and when prompted, enter meeting ID: **850 8045 1775#** and passcode **456179#**. A link to the Zoom Meeting may also be found in a panel on the right side of the District’s home page at www.pajarosunnymesa.com identified as “Board Meeting” You may submit written comments in writing either at District Offices in person or by email through and including the time of the meeting.

To submit a comment by email, please send to info@pajarosunnymesa.com and write “Public Comment” in the subject line. Please include the item number and/or title of the item in the body of the email and your comments. All comments received by 2:00 pm will be emailed to the Board members and included as an “Add to Packet” on the District’s website before the meeting. All comments received after 2:00 PM will be provided to the Board at the beginning of the meeting. All comments received will be added to the record of the meeting.

The Pajaro/Sunny Mesa Community Services District welcomes you to its meetings regularly scheduled on the fourth Thursday of each month, and your interest and participation is encouraged and appreciated.

Contact the District office at the email address or telephone number above if you believe you require any modification or accommodation for any disability which might impair your ability to participate in the meeting.

Documents provided to the District after the agenda has been published will be available at the District office and available for photocopying during ordinary business hours as Public Records at the cost set by resolution by the Board from time to time. This is ordinarily \$.25 per page. Documents provided to the Board for agenda items will ordinarily be placed on the District website if time permits. Otherwise, late documents will be provided to the Board at the meeting and a copy placed with the agendas available to the Public at Board meetings.

AMERICANS WITH DISABILITIES ACT: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Pajaro Sunny Mesa Community Services District at (831) 722-1389 before the meeting to allow the District to make reasonable accommodations.

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

- o (11/25) President Sanford Coplin _____
- o (11/25) Vice President Donald Olsen _____
- o (11/23) Secretary Donald Chesterman _____
- o (11/23) Assistant Secretary Paul Anderson _____
- o (11/25) Treasurer Clinton Miller _____

ADMINISTRATIVE STAFF: General Manager Donald Rosa _____
 Bookkeeper Amy Saldate _____
 Recorder Judy Vazquez-Varela _____
DISTRICT COUNSEL: Attorney Alan Smith _____

3. ADDITIONS TO AGENDA [SUBDIVISION (b), CALIFORNIA GOVERNMENT CODE § 54954.2]

The Board may act on items of business not appearing on the posted agenda if (1) three members determine that an emergency (as defined in California Government Code Section 54956.5 exists), and (2) two-thirds vote of the members present, or, if less than two-thirds of the members are present, a unanimous vote of those members present, find a need to take immediate action and that the need for action came to the attention of the District after the agenda was posted.

4. COMMENTS FROM PUBLIC OR MEMBERS OF BOARD ON ITEMS NOT ON AGENDA

Any person may address the Board on any item not on the agenda when recognized by the Board President. Any Board member may comment on any item not on the agenda.

ACTION ITEMS

Consent Agenda

Any person may comment on any item on the consent agenda.

1. DRAFT MINUTES OF JUNE 23, 2022 REGULAR MEETING

Approval of draft minutes for Regular Meeting on 6/23/2022¹

Motioned by: Director _____ Seconded by: Director _____
 Ayes: _____ Noes: _____ Absent: _____ Abstained: _____
 Motion passed: _____ Motion Failed: _____

Roll Call Vote:

- o (11/25) President Sanford Coplin _____
- o (11/25) Vice President Donald Olsen _____
- o (11/23) Secretary Donald Chesterman _____
- o (11/23) Assistant Secretary Paul Anderson _____
- o (11/25) Treasurer Clinton Miller _____

¹ Robert's Rules of Order Newly Revised, 12th edition says: "It should be noted that a member's absence from the meeting for which minutes are being approved does not prevent the member from participating in their correction or approval." 41:11. A newly elected member may vote to approve minutes for a meeting held before the member was appointed, and a member who was not present at a meeting also has the right to move approval of the minutes of that meeting.

See also <https://jurassicparliament.com/approving-minutes-if-you-were-absent/>

Old Business:

1. AB-361 CONSIDER ADOPTION TO ALLOW TELECONFERENCE AND VIRTUAL MEETING FOR AUGUST 2022. RESOLUTION NO. 07-01-22

- Staff Report from January 27, 2022 Regular Meeting
- Draft Resolution No. 07-01-22

The Governor’s Executive Order No. N-08-21 (Jun. 11, 2021) says that certain COVID-19 Brown Act public meeting exemptions will remain in effect until September 30, 2021, after which it will expire. The Legislature adopted AB 361 as an Urgency Measure which provides, among other things that until January 1, 2024, local agencies may use teleconferencing without complying with specified Ralph M. Brown Act restrictions if the District Board makes certain findings every thirty days.

Staff recommends a teleconference and virtual meeting during August. The attached proposed Resolution 07-01-22 is substantially the same as previous months but must be adopted monthly. So attached is a proposed Resolution 07-01-22 for consideration at the July 2022 meeting that will affect the August 2022 meeting.

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion Resolution No. 07-01-22 allowing teleconference and virtual meetings, to remain in effect for the August 2022 Regular Board Meeting.

Motioned by: Director _____ Seconded by: Director _____
 Ayes: _____ Noes: _____ Absent: _____ Abstained: _____
 Motion passed: _____ Motion Failed: _____

- Roll Call Vote:
- o (11/25) President Sanford Coplin _____
 - o (11/25) Vice President Donald Olsen _____
 - o (11/23) Secretary Donald Chesterman _____
 - o (11/23) Assistant Secretary Paul Anderson _____
 - o (11/25) Treasurer Clinton Miller _____

New Business:

1. REVIEW AND MOTION TO APPROVE DRAFT FINANCIAL REPORTS FOR JUNE 2022

- Financial notes
- Report from Staff

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve Draft Financial Reports for June 2022

Motioned by: Director _____ Seconded by: Director _____
 Ayes: _____ Noes: _____ Absent: _____ Abstained: _____
 Motion passed: _____ Motion Failed: _____

- Roll Call Vote:
- o (11/25) President Sanford Coplin _____
 - o (11/25) Vice President Donald Olsen _____
 - o (11/23) Secretary Donald Chesterman _____
 - o (11/23) Assistant Secretary Paul Anderson _____
 - o (11/25) Treasurer Clinton Miller _____

2. REVIEW AND MOTION TO APPROVE JULY PAYMENTS (CHECK LISTING) AND AUTHORIZATION FOR STAFF TO SIGN CHECKS

- 1. General Fund 633: Check # _____ through check # _____ for a total of \$ _____
- 2. Operating Account: Check # _____ through check # _____ for a total of \$ _____
- 3. Reserve Acct: Check # _____ through check # _____ for a total of \$ _____
- 4. Street Maint. Acct: Check # _____ through check # _____ for a total of \$ _____
- 5. Debt Service Acct: Check # _____ through check # _____ for a total of \$ _____
- 6. COP Acct: Check # _____ through check # _____ for a total of \$ _____
- 7. Pajaro Park Acct: Check # _____ through check # _____ for a total of \$ _____

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve July payments, and authorizing staff to sign checks

Motioned by: Director _____ Seconded by: Director _____
 Ayes: _____ Noes: _____ Absent: _____ Abstained: _____
 Motion passed: _____ Motion Failed: _____

- Roll Call Vote:
- o (11/25) President Sanford Coplin _____
 - o (11/25) Vice President Donald Olsen _____
 - o (11/23) Secretary Donald Chesterman _____
 - o (11/23) Assistant Secretary Paul Anderson _____
 - o (11/25) Treasurer Clinton Miller _____

3. REVIEW AND MOTION TO APPROVE DRAFT FINANCIAL REPORTS FOR FISCAL YEAR 2021/2022

- Financial notes
- Report from Staff

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve Draft Financial Reports for Fiscal Year 2021/2022

Motioned by: Director _____ Seconded by: Director _____
 Ayes: _____ Noes: _____ Absent: _____ Abstained: _____
 Motion passed: _____ Motion Failed: _____

- Roll Call Vote:
- o (11/25) President Sanford Coplin _____
 - o (11/25) Vice President Donald Olsen _____
 - o (11/23) Secretary Donald Chesterman _____
 - o (11/23) Assistant Secretary Paul Anderson _____
 - o (11/25) Treasurer Clinton Miller _____

STAFF/COMMITTEE REPORTS: (INFORMATION ONLY, NO ACTION)

This part of agenda is for the Staff to report to the Board on District operations however no action is agendized and no action may be taken other than asking for an action item to be brought to the Board at a future meeting.

1. District Operations Update: due to COVID-19

- Office remains closed to public; continuing to take payments by phone or drop-off
- Office is at 100% staffing, with physical distancing requirements met and health screening protocols in place: masks or face coverings to be worn at all times while indoors.
- No vendors or members of public are allowed into Office

2. MOM – On-line Bill Pay Program:

- Program is now live, available to ratepayers.

3. Low Income Household Water Assistance Program (LIHWAP)

- The District registration has been approved; Staff has reached out to the Local Provider (Central Coast Energy Services) they will begin accepting applications early August. Staff will reach out to customers in arrears, who may benefit from program.

4. District Operations Report

5. Usage Comparison Report 2021/2022

- Still in effect, January State Water Resources Control Board Resolution adopting Water Conservation Regulations and June 2022 Media Release with restrictions in response to Governor Newsom’s March Executive Order.

CLOSED SESSION:

A. NONE

MOTION TO ADJOURN

Next Board meeting date: _____

Motioned by: Director _____ Seconded by: Director _____

Ayes: _____ Noes: _____ Absent: _____ Abstained: _____

Motion passed: _____ Motion Failed: _____

- o (11/25) President Sanford Coplin _____
- o (11/25) Vice President Donald Olsen _____
- o (11/23) Secretary Donald Chesterman _____
- o (11/23) Assistant Secretary Paul Anderson _____
- o (11/25) Treasurer Clinton Miller _____

Adjournment Time: _____ p.m.

MINUTES

The regular meeting of the Pajaro/Sunny Mesa Community Services District Board of Directors via Zoom Video conferencing was called to order at 5:35 pm on June 23, 2022.

ROLL CALL: President Sanford Coplin
Vice President Donald Olsen
Secretary Donald Chesterman
Assistant Secretary Paul Anderson

ADMINISTRATIVE STAFF: General Manager Donald Rosa
Bookkeeper Amy Saldade
Recorder Judy Vazquez-Varela

ABSENT DIRECTOR(S) & STAFF: Treasurer Clinton Miller

DISTRICT COUNSEL: Alan Smith

ADDITION(S) TO AGENDA: None

PUBLIC IN ATTENDANCE: None

PUBLIC COMMENTS: None

CLOSED SESSION: Closed session began at 5:38 pm.

Conference with Labor Negotiators (California Government Code §54957.6)

- District designated representatives: (Board President Sandy Coplin and Board Vice President Donald Olsen)
- Unrepresented employee: (General Manager)

Return to Open Session at 6:30 pm, no final action taken.

Action Item: General Manager's Employment Contract. Resolution No. 06-02-22

Director Coplin reported on the Action Item, General Manager's Employment Contract, Resolution No. 06-02-22 amended today to be effective July 1, 2022. An Ad Hoc Committee was formed consisting of Board President Coplin and Vice President Olsen to negotiate an employment contract with the Pajaro/Sunny Mesa Community Services District, General Manager Don Rosa, the contract is \$184,910 for fiscal year 2022-2023 comprised of 3 economic factors, first a 2.5 percent previously approved annual increase, a 5 percent inflation increase given to all District employees and a 2.5 percent increase to help close the 15.25 percent gap between the 6 comparable surrounding General Managers. Also, there will be an additional increase of 2.5 percent effective July 1, 2023, and thereafter, the vacation days are increased to 30 days annually after 20 years of employment with the District, the vacation is no longer lost, any earned vacation not used will be paid at the end of the calendar year. There will be no loss of sick leave, any earned sick leave not used, up to five days, shall be paid the first paid period of the new year. The contract is for a term of 60 months, and it can be extended by the District Board of Directors for one year commencing January 1, 2025, and every year thereafter, to always have a remainder of 2

years of the contract. The copy of the General Managers contract and Resolution 06-02-22 is attached.

Motion was made by Director Chesterman and seconded by Director Olsen to approve Resolution No. 06-02-22 General Manager employment contract amendments. Motion carried.

Roll Call Vote: Ayes: S. Coplin; D. Olsen; D. Chesterman; P. Anderson
 Noes: None
 Absent: C. Miller
 Abstain: None

Action Items

1. Consider and approve the Minutes of the May 26, 2022, Regular Board Meeting

No discussion

Motion was made by Director Chesterman and seconded by Director Anderson to approve the Regular Board Meeting Minutes of May 26, 2022. Motion carried.

Roll Call Vote: Ayes: S. Coplin; D. Olsen; D. Chesterman; P. Anderson
 Noes: None
 Absent: C. Miller
 Abstain: None

OLD BUSINESS:

1. Consider adoption of AB-361 to allow teleconference and virtual meetings Resolution No. 06-01-22

The Board of Directors received the Draft Resolution 06-01-22 to allow teleconference and virtual meetings based on the Governor's Executive Order No. N-08-21 (Jun. 11, 2021) and the Legislature adopted AB-361 as an Urgency Measure. Staff recommends considering the proposed resolution to continue with virtual meetings unless the Governor rescinds the Executive Order No. N-08-21 Staff will prepare for an in-person meeting. Staff recommends virtual meeting in July 2022.

Motion was made by Director Chesterman and seconded by Director Coplin to approve Resolution No. 06-01-22 AB-361 to allow teleconference and virtual meeting. Motion carried.

Roll Call Vote: Ayes: S. Coplin; D. Olsen; D. Chesterman; P. Anderson
 Noes: None
 Absent: C. Miller
 Abstain: None

NEW BUSINESS: (Action Items)

1. Review and consider approving financial reports for May 2022

Bookkeeper Saldade informed the Board of Directors that the Water Sales were basically on budget, 99 percent of monthly budget. District Wide Repair and Maintenance Budget increase in budget due to the purchase of fuel transfer pump for District generators mobile fuel refill, this was paid by 2021 Bond funds. We saw an increase on Permits due to Annual Renewal of Water System Operating Permits, to Monterey County Environmental Health. May's Total Income was more than Total Expenses by \$18,533. May's Cash was more than April's Cash by \$73,148, increase was due to assessment funds transfer from Monterey County Account to Operating Account. Also, from reimbursement received from LHMP and Bottled Water Grants.

Net Income for May is normal for year to date. Next month the entire fiscal year Income will be reported.

The Pajaro/Sunny Mesa/Vega 90 days Aging Balance is \$85.93 all being accrued by one customer, this balance was collected after distribution of Agenda. The 90-day balance in the Moss Landing/Prunedale is reducing every month, Springfield customer has continued to timely make the prearranged payments.

Regarding the fire hydrant incident in Pajaro Water System, the invoice was submitted to the responsible party.

Motion was made by Director Chesterman and seconded by Director Anderson to approve the financial reports for May 2022. Motion carried.

Roll Call Vote:	Ayes:	S. Coplin; D. Olsen; D. Chesterman; P. Anderson
	Noes:	None
	Absent:	C. Miller
	Abstain:	None

MONTHLY EXPENDITURES REPORT FOR REVIEW

APPROVAL OF PAYMENTS:

2. Review and consider approving June 2022 payments and authorization for Staff to sign checks

Bookkeeper Saldade

1. General Fund 633: Total of \$0.00
2. Operating Account: Check No. 25082 through Check No. 25110 totaling \$115,867.02
3. Reserve Account: Total of \$7,393.75
4. Street Maintenance Account: Check No. 553 through Check No. 556 totaling \$2,569.37

- 5. Pajaro Park Account: Total of \$2,086.48
- 6. COP 2010 Account: Total of \$0.00
- 7. Debt Service Reserve Account: Total of \$0.00

Motion was made by Director Chesterman seconded by Director Olsen to approve the June 2022 payments and authorize Staff to sign checks. Motion carried.

Roll Call Vote: Ayes: S. Coplin; D. Olsen; D. Chesterman; P. Anderson
 Noes: None
 Absent: C. Miller
 Abstain: None

3. Review and consider 2022-2023 Pajaro Street Lighting Final Budget

Per Proposition 218 requirements the Public Hearing date will be October 27, 2022.

Motion was made by Director Anderson seconded by Director Chesterman to approve 2022-2023 Pajaro Street Lighting Final Budget and Public Hearing Date, October 27, 2022. Motion carried.

Roll Call Vote: Ayes: S. Coplin; D. Olsen; D. Chesterman; P. Anderson
 Noes: None
 Absent: C. Miller
 Abstain: None

4. Review and consider 2022-2023 Street Maintenance/Subdivision Maintenance Final Budget

No discussion.

Motion was made by Director Olsen and seconded by Director Chesterman to approve the 2022-2023 Street Maintenance/Subdivision Maintenance Final Budget. Motion carried.

Roll Call Vote: Ayes: S. Coplin; D. Olsen; D. Chesterman; P. Anderson
 Noes: None
 Absent: C. Miller
 Abstain: None

5. Review and consider 2022-2023 Pajaro Community Parks/Public Area Final Budget

No discussion.

Motion was made by Director Anderson and seconded by Director Olsen to approve the 2022-2023 Pajaro Community Parks/Public Area Final Budget. Motion carried.

Roll Call Vote: Ayes: S. Coplin; D. Olsen; D. Chesterman; P. Anderson
 Noes: None

Absent: C. Miller
Abstain: None

6. Review and consider 2022-2023 Pajaro Park Final Budget

No discussion.

Motion was made by Director Olsen and seconded by Director Chesterman to approve the 2022-2023 Pajaro Park Final Budget. Motion carried.

Roll Call Vote: Ayes: S. Coplin; D. Olsen; D. Chesterman; P. Anderson
Noes: None
Absent: C. Miller
Abstain: None

7. Review and consider 2022-2023 Operating/Water Final Budget

General Manager provided an update to the Budget Notes, Water Revenue Budget has been reduced to a more conservative number now that we have the actual income thru June, inclusive of the 13 percent rate increase and considering implementing conservation thru all fiscal year. Salaries and Wages changed slightly. Casualty/Liability Insurance Budget has a substantial increase of 15-20 percent industry wide, final number will be provided in one month. Fuel-Trucks Budget has been increased slightly due to current fuel prices increasing about 50 percent from last year budget. All other budgets remained the same.

Motion was made by Director Chesterman and seconded by Director Anderson to approve the 2022-2023 Operating/Water Final Budget. Motion carried.

Roll Call Vote: Ayes: S. Coplin; D. Olsen; D. Chesterman; P. Anderson
Noes: None
Absent: C. Miller
Abstain: None

8. Review and Consider amending Signature Cards for all Financial Institutions

Staff recommends adding Paul Anderson to all Financial Institution signature cards. The amendments will be provided to the bank and brought back to the Board of Directors for signature.

Motion was made by Director Chesterman and seconded by Director Olsen to approve amending signature cards to all Financial Institutions. Motion carried.

Roll Call Vote: Ayes: S. Coplin; D. Olsen; D. Chesterman; P. Anderson
Noes: None
Absent: C. Miller
Abstain: None

STAFF/COMMITTEE REPORTS: (Informational Only)

1. District Operations update: due to COVID-19
 - No changes to COVID-19 District Operations
 - Office remains closed to public; continuing to take payments by phone or drop off
 - Office is at 100% staffing with physical distancing requirements met and health screening protocols in place: masks or face coverings to be worn at all times while indoors.
 - No vendors or members of the public are allowed into Office
2. Small Community Drought Relief Grant (Water Storage Replacement/Rehabilitation)
 - General Manager Rosa and MNS Engineers conducted a site visit of the storage tanks and completed the Assessment Memo to be included in the application. We will know the Application submittal date by next Board Meeting.
3. MOM -- On-line Bill Pay Program
 - District Staff and Corbin-Willits technicians have begun work on project, it is expected to be ready on July 1, 2022. A flyer will be included in the next billing informing customers of On-Line Bill Pay Program
4. Water Rate Increase
 - Increase of 13% has been approved by Board of Directors effective July 1, 2022. A notice will go out with next billing informing the rate payer of increase.
5. District Operations Report
 - Springfield Planning Grant
 - Staff is reviewing Memorandum of Understanding from CWC for the Technical Assistance for the Engineering plans be brought to 100%, currently they are at 30%.
 - Generator Project
 - Staff has put in place three (3) generators awaiting electrician for installation. Generators were placed at Matterhorn and Normco #3 well sites, and Normco booster station. Three (3) more generators are in cue to prepare for installation, the transfer switches are expected to arrive on schedule.
 - .71 Acre Surplus Property
 - District has received \$5,142.81.
6. Usage Comparison Report 2021/2022
 - Most systems water usage was down, except for Vega, Langley/Valle Pacifico and Blackie.

NEXT BOARD MEETING:

The next Regular Board Meeting is to be held on Thursday July 28, 2022, at 5:30 pm via Zoom videoconferencing.

There being no further business, the Regular Board Meeting of the Pajaro/Sunny Mesa Community Services District was adjourned at 7:12 pm with motion made by Director Anderson seconded by Director Olsen. Motion carried.

Respectfully submitted by:

Sanford Coplin, President

Donald Olsen, Vice President

Judith Vazquez-Varela, Recorder

**PAJARO SUNNY MESSA COMMUNITY SERVICES DISTRICT
GENERAL MANAGER EMPLOYMENT CONTRACT**

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~oOo~

This Contract is made by and between the Pajaro/Sunny Mesa Community Services District, a community services district formed under the Community Services District Law, California Government Code section 61000 et seq (“District”) and Donald Rosa, an individual (“General Manager.”)

WHEREAS, General Manager is now and has for many years been employed by District;
and

WHEREAS, the Board of Directors of the District ("Board") establishes policies for the operation of the District as provided in subdivision (b) of California Government Code Section 61002, and

WHEREAS, the Board is responsible to provide for the implementation of those policies pursuant to subdivision (a) of California Government Code Section 61040, and

WHEREAS, the General Manager is responsible to implement Board policies as provided in subdivision (a) of California Government Code Section 61040

WHEREAS, it is the Board's duty pursuant to subdivision (a) of 61050 of California Government Code Section 61050 to appoint a general manager, and

WHEREAS, the ad hoc Committee of Board president Sandy Coplin and Board Vice-president Donald Olsen have met with General Manager and recommend this Contract to the Board for consideration and approval, and

WHEREAS, the District wishes to employ a qualified person to render the particular and special services of a professional nature with respect to the administration of the affairs of the District, and

WHEREAS, the Board wishes to enter into an employment contract with Donald Rosa to secure his professional services as General Manager of the District, and

NOW THEREFORE, District and General Manager, for the consideration, according to the terms and subject to the conditions contained herein, agree as follows:

~o0o~

1. RECITALS

The recitals set forth at the beginning of this Contract of any matters or facts shall be conclusive proof of the truthfulness thereof and the terms and conditions set forth in the recitals, if any, shall be deemed a part of the Contract.

2. EFFECTIVE DATE

Notwithstanding anything to the contrary in this Contract, the parties intend that this Contract shall be deemed effective, executed, and delivered for all purposes, as of the date it is signed by the latter of the General Manager or the Board President.

3. CONTRACT TERM

Except as provided in Section 7 below, the term of this Contract is 60 months, commencing July 1, 2022, and expiring on June 30, 2027.

4. GENERAL MANAGER RESPONSIBILITIES

The General Manager shall perform the duties as prescribed by the Board. The General Manager shall execute all powers and duties in accordance with the policies adopted by the

Board, the provisions of the Government Code and all other applicable provisions of law. In particular, the General Manager shall

- Have primary responsibility for the execution of District policy, including the day-to-day operation of the District's facilities, services, and programs.
- Be a representative of the District, in conjunction with the Board.
- coordinate all District activities with other entities or government agencies.
- Carry out policies and operate within the guidelines set forth by the Board.
- make recommendations, as applicable, to the Board to ensure that District policies are carried out.
- Oversee all District programs and direct the work of District personnel to ensure annual and long-range goals are being met.
- Review and recommend updates to the District's policy book and position descriptions for the Board as needed.
- Assess the need for conservation work within the District in cooperation with Federal, State, and local agencies, recommend actions and programs to the Board to meet these needs, and maintains a cooperative working relationship with all agencies operating within the District.
- Identify sources and recommend actions to the Board to secure operating funds for the District, administer direct grants, donations and agreements and keep the Board informed on the status of grants.
- Work with staff to prepare, administer and recommend the District's budget.
- Approve and sign all invoices and review and approve all accounts payable.
- Apply necessary financial controls and budgetary stewardship.
- Ensure a public information and education program continues through use of notices and web site.
- Promote and maintain a healthy community relationship for the District.
- Monitor and informs the Board of Federal and State legislative issues that affect water Districts.
- Ensure compliance with the applicable requirements of all regulatory agencies and applicable laws.
- Ensure proper maintenance and use of all District equipment and facilities.
- Keep the Board informed on issues in which the District may have an interest, and compile background information on issues to facilitate the decision-making and policy setting functions of the Board.
- Prepare and compile materials for the monthly Board meetings, including agendas, correspondence, General Manager's report, Staff/Committee reports, Financials, and other information.
- Attend all Board meetings, appropriate annual state convention and area meetings.
- Develop the District's Annual Plan of Work, Long Range Plan and Annual Report for presentation to the Board for approval.
- Present adopted Board Policies to employees.
- Prepare contracts for services outside the District.
- Manage and/or prepare plans and oversee the implementation for all improvement projects, capital or otherwise.

- Oversee operations for contracted water systems.
- Work with vendors to generate quotations for equipment and projects.
- Keep District employees up to date on regulatory standards.

The General Manager shall also be the District's Employee Relations Officer as set forth in the Employment Handbook adopted on or about April 26, 2018. The General Manager shall be responsible for all personnel matters, including new hires, scheduling work assignments, performance evaluations, discipline and dismissal if required.

5. BOARD RESPONSIBILITIES

The Board shall formulate and adopt District policy, appoint, and direct the General Manager and perform all other responsibilities and exercise all authority described in the Community Services District Law.

6. COMPENSATION

Salary

For and in consideration of General Manager's time and satisfactory performance of the duties required of General Manager, the District shall pay General Manager One Hundred and Eighty-Four Thousand, Nine Hundred Ten dollars (\$184,910.00) per year, paid bi-weekly, from July 1, 2022 through June 30, 2023, accruing neither overtime nor compensatory time, in the same manner as other employees.

Commencing July 1, 2023, and each and every fiscal year of the remaining four years of this Contract, General Manager shall be paid and one-half percent (2.5%) more than the preceding fiscal year.

Holidays

District recognized the following days as holidays and as such, the District office will be closed. General Manager shall receive these days as paid time-off:

New Year's Day	January 1 st
Martin Luther King Day	3 rd Monday in January
President's Day	3 rd Monday in February
Good Friday – ½ Day	Friday before Easter
Memorial Day	Last Monday in May
Independence Day	July 4 th
Labor Day	1 st Monday in September
Columbus Day	2 nd Monday in October
Veterans Day	November 11 th
Thanksgiving Day	4 th Thursday in November
Day Following Thanksgiving	Friday following Thanksgiving
Christmas Eve – ½ Day	December 24 th
Christmas Day	December 25 th
Day after Christmas	December 26 th

Should one of the above holidays fall on a Saturday or a Sunday, District may designate the preceding Friday or following Monday as a holiday.

Paid Vacation

General Manager shall receive paid vacation time-off to provide opportunities for rest, relaxation, and personal pursuits. General Manager shall accrue vacation time according to the following schedule:

VACATION EARNING SCHEDULE	
YEARS OF ELIGIBLE SERVICE WITH DISTRICT	VACATION DAYS EARNED EACH YEAR
After 1 year	5 days
2 through 5 years	10 days
6 through 10 years	15 days
11 through 15 years	20 days
16 through 19 years	25 days
20 years or more	30 days

Accrued unused vacation shall be paid to General Manager annually at the end of the calendar year.

Sick Leave Benefits

General Manager shall be granted a total of eight (8) days per year for sick leave effective each year of employment on January 1st. As of December 31st of each year, any unused days, up to a maximum of five (5) days, shall be paid out to the General Manager in the first pay period of the new year.

Health, Dental, Vision and Life Insurance

District shall pay 100% of the General Manager's and General Manager's dependent's health, dental and vision insurance as described in the "Employee plus Family" in the District's health, dental and vision insurance policy and shall pay 100% of the General Manager's life insurance

Retirement

District shall pay retirement benefits for the General Manager in accordance with the District's PARS Retirement Program and AIG Deferred Compensation Plan, adopted and effective on or about January 1, 2010

Other Benefits

In the case of any District benefit not explicitly described above, the policy and benefits as described in the District's Personnel Handbook shall apply.

7. ANNUAL EVALUATION

The Parties acknowledge that periodic performance evaluations are an important means

by which the District and General Manager may ensure effective communications regarding expectations and performance. To this end, the District will annually review and discuss General Manager's performance. General Manager acknowledges and accepts that the Board has the right to schedule an evaluation session more frequently than once a year.

General Manager shall request and schedule the annual performance evaluation as appropriate under District agenda procedures or as otherwise directed by the Board. This annual evaluation shall take place during or before March of each year absent extraordinary circumstances as determined by the Board. Said evaluation and assessment shall be reasonably related to the duties of the General Manager and the goals and objectives of the District. The evaluation format shall be mutually agreed upon.

During the third annual evaluation, which shall occur between January 1, 2025, and June 30, 2025, and similar periods after 2025, the Board shall also decide whether the term of this Contract shall be extended for an additional year. This Contract shall then come to the Board for action before June 30 to decide whether to extend its term by one year or not, it being the intention of General Manager and Board to always have a remaining unexpired portion of this Contract of two years.

8. PROHIBITION OF OTHER COMPENSATED ACTIVITIES

General Manager shall devote all his professional time, ability, and attention to District business during the term of this Contract. Following consultation with the Board, General Manager may engage in outside activities provided, in the sole and exclusive determination of the Board, they in no way materially interfere with duties as General Manager. However, the expenditure of reasonable amounts of time not in conflict with District needs and interests for educational, charitable, or professional activities shall not be deemed a breach of this Contract and shall not require prior consultation with the Board.

General Manager shall not undertake, without Board approval, outside professional activities for remuneration or other consideration, including, without limitation consulting, speaking, or writing during the term of this Contract.

General Manager shall not directly or indirectly , use, promise, threaten or attempt to use authority, or influence, whether then possessed or merely anticipated, to confer upon or secure for any individual person, or to aid or obstruct any individual person in securing, or to prevent any individual person from securing, any position , nomination, confirmation, promotion, or change in compensation or position within the District upon consideration or condition that the vote or political influence or action of such person or another shall be given or used in behalf of, or withheld from , any candidate, officer , or party, or upon any other corrupt condition or consideration. This prohibition shall apply to urging or discouraging the individual employee's action.

General Manager shall not directly or indirectly, solicit a political contribution from an officer or employee of the District, or from a person on an employment list of that District, with knowledge that the person from whom the contribution is solicited is an officer or employee of the District , except General Manager may request political contributions from officers or employees of the District if the solicitation is part of a solicitation made to a significant segment

of the public which may include officers or employees of the District.

General Manager shall not directly or indirectly, offer or arrange for any increase in compensation or salary for an employee of District in exchange for, or a promise of, a contribution or loan to any committee controlled directly or indirectly by the person who holds, or who is seeking appointment.

9. LIABILITY FOR TAXES

Notwithstanding any other provision of this Contract or contracts or Contracts referenced herein, the District shall not be liable (except in cases of District errors or omissions) for state or federal personal income taxes on payments to General Manager, any designated beneficiary hereunder, the heirs, administrators, executors, successors, and assigns of General Manager. General Manager shall assume sole liability for any state or federal income tax consequences of this Contract or any related contract or contract and agrees to indemnify and hold the District harmless from such tax consequences.

10. CONFLICT OF FINANCIAL INTEREST

General Manager is subject to the disclosure and other provisions of the Political Reform Act and the District's Conflict of Interest Code whether the position is specifically enumerated therein. General Manager shall himself avoid any situation that may constitute a conflict of financial interest and will disqualify himself from participating in decisions or the making of any contract in which he has a financial interest. Conflicts of interest may relate not only to General Manager but also to his family and business associates, or transactions between the District and General Manager, including employment of or contracts with relatives, friends, and business associates by the District.

11. TERMINATION OF EMPLOYMENT

Termination by Mutual Agreement.

This Contract may be terminated before its expiration by mutual agreement of the parties. In such case the terms and conditions of separation shall be by contract of the parties.

Termination by General Manager Resignation

General Manager may resign from employment with the District upon a ninety (90) day written notice prior to the effective date of resignation. In such event, General Manager is entitled to accrued and unpaid vacation and sick leave or administrative leave.

Termination by Board with Cause

The Board may terminate this Contract any time for cause including, but not limited to, General Manager's failure to perform duties and responsibilities as set forth in this Contract, as defined by law, or as specified in any job description. The Board shall not terminate this Contract until the following process has been completed:

- (1) A written statement of the grounds for termination has been provided to General Manager
- (2) Unless otherwise provided by law, General Manager may appear before the Board in a closed session meeting to respond to the statement of the grounds for termination
- (3) Such meeting shall not take place any earlier than 15 working days and no more than 45 working days from General Manager 's receipt of the written statement of the grounds for termination
- (4) General Manager may be represented at the meeting by an individual of General Manager's choice and at General Manager's sole expense.
- (5) General Manager shall be notified of the Board's decision in writing and provided a copy of its decision in writing; and
- (6) Unless otherwise provided by law, any action shall be confidential unless waived in writing by General Manager.
- (7) If the Board decides to terminate the Contract for cause, General Manager shall not be entitled to any further procedural protections, and
- (8) Upon issuance of its decision, General Manager shall immediately cease to receive the compensation and benefits set forth in this Contract.

Conviction of a Crime

Notwithstanding any provision to the contrary, General Manager shall reimburse the District any and all leave salary which may be paid to General Manager pending any investigation of the employment related conduct of General Manager if General Manager is convicted of a crime involving an abuse of his office or position as defined in Government Code § 53243 .4³.

Notwithstanding any provision to the contrary, General Manager shall reimburse the District any and all funds provided for the legal criminal defense of General Manager if General Manager is convicted of a crime involving an abuse of his office or position as defined in Government Code § 53243.4⁴.

Notwithstanding any provision to the contrary, General Manager shall reimburse the District any and all cash settlement provided to General Manager which is related to the termination of that General Manager if General Manager is convicted of a crime involving an abuse of office or position as defined in California Government Code § 53243.4.⁵

³ For purposes of this article, "abuse of office or position" means either of the following: (a) An abuse of public authority, including, but not limited to, waste, fraud, and violation of the law under color of authority. (b) A crime against public justice, including, but not limited to, a crime described in Title 5 (commencing with § 67), Title 6 (commencing with Section 85), or Title 7 (commencing with § 92) of Part 1 of the Penal Code. [Titles 5, 6 and 7 all address bribery or fraud]

⁴ Government Code § 54243.4. "For purposes of this article, "abuse of office or position" means either of the following: (a) An abuse of public authority, including, but not limited to, waste, fraud, and violation of the law under color of authority. (b) A crime against public justice, including, but not limited to, a crime described in Title 5 (commencing with Section 67), Title 6 (commencing with Section 85), or Title 7, (commencing with § 92) of Part 1 of the California Penal Code." [Titles 5, 6 and 7 all address bribery or fraud]

⁵ supra, note 3,

Notwithstanding the absence of any provision to the contrary, General Manager shall reimburse the District for any and all payments provided for the purposes set forth in Government Code §§ 53243 et seq. if General Manager is convicted of a crime involving the abuse of his office or position as defined in California Government Code § 53243.4⁶.

Notwithstanding any provision to the contrary, the maximum cash settlement General Manager shall receive for termination of his contract shall be an amount not exceeding the monthly salary of General Manager multiplied by the number of months left on the unexpired term of the contract. However, if the unexpired term of the contract is greater than eighteen (18) months, the maximum cash settlement shall be an amount not exceeding the monthly salary of General Manager multiplied by eighteen (18). Such cash settlement shall not include any other non-cash items except health benefits, which may be continued for the same duration of time as covered in the settlement, pursuant to the same eighteen-month time limit, or until General Manager finds other employment, whichever first occurs.⁷

Termination by Death

General Manager's death terminates this Contract immediately. In such event, all salary, vacation, or other monetary amounts due to General Manager at the time of death shall be paid to General Manager's devisees.

Termination by Disability

Should General Manager be unable to serve in his position due to any disabling physical or mental condition, upon expiration of General Manager's sick leave entitlement, and upon written evaluation by a licensed physician designated by the District in the appropriate specialty indicating the inability of General Manager to further perform the essential functions of his position with or without reasonable accommodation pursuant to the American With Disabilities Act ("ADA"), then this Contract may be unilaterally terminated by the District. If General Manager disagrees with the determination by the District's licensed physician, he shall have the right, at his expense, to consult with a licensed physician in the particular specialty to assess such disabling physical or mental condition. In the event of disagreement between said physicians, either party may refer the matter for binding arbitration as provided below. If such disability is established, General Manager shall be entitled to any long-term disability benefits to which he is entitled, but shall not be entitled to a "buy-out" of his contract and the termination shall be considered with cause.

Termination by Board without Cause

General Manager is an at-will employee serving at the pleasure of the Board. The Board may

⁶ California Government Code § 53243.3. "On or after January 1, 2012, if a local agency provides, in the absence of a contractual obligation, for any of the payments described in this article, then the employee or officer receiving any payments provided for those purposes shall fully reimburse the local agency that provided those payments in the event that the employee or officer is convicted of a crime involving the abuse of his or her office or position."

⁷ California Government Code § 53243.1. "On or after January 1, 2012, any contract executed or renewed between a local agency and an officer or employee of a local agency that provides funds for the legal criminal defense of an officer or employee shall require that any funds provided for that purpose be fully reimbursed to the local agency if the officer or employee is convicted of a crime involving an abuse of his or her office or position."

remove General Manager at any time, either with or without cause, by providing General Manager with a written notice of termination. If the Board terminates this Contract during its term without cause, General Manager shall receive forty-five (45) days written notice of such termination. If the Board elects to terminate this Contract during its term without cause, General Manager shall receive an amount equivalent to eighteen (18) months of base salary or the salary remaining under the Contract, whichever is less.

Any such without-cause termination shall require an affirmative vote of no less than four members of the Board.

Maximum Cash or Non-cash Settlement.

Upon termination of this Contract for any reason, no cash settlement may be paid which exceeds the salary remaining under the Contract, or salary for 18 months, whichever is less. This amount shall not be construed as a guarantee or minimum entitlement to a cash settlement.⁸ (This specific language is required to be included in this Contract by subdivision (a) of California Government Code Section 53260.)⁸

Such cash or non-cash settlements for cause shall not include any other non-cash items except health benefits under this Contract for any reason. No non-cash benefit may be conferred in settlement except for the employer-paid health benefits, which may be provided for a period not to exceed the monthly period by which any cash settlement is measured. In any event, employer-paid health benefits shall be discontinued if the General Manager obtains other employment before the measuring period has expired.⁹

12. Applicable Law

The rights and obligations of the parties shall be governed by and construed in accordance with the laws of the State of California. This Contract is subject to all applicable state and federal laws and regulations, the Community Services District Law, the Political reform Act, now in effect or hereafter adopted. The parties also agree that, in the event of litigation, venue shall be the proper state or federal court located in Santa Cruz, California (or San Jose,

⁸ 53260. "(a) All contracts of employment between an employee and a local agency employer shall include a provision that provides that regardless of the term of the contract, if the contract is terminated, the maximum cash settlement that an employee may receive shall be an amount equal to the monthly salary of the employee multiplied by the number of months left on the unexpired term of the contract, with the following exceptions: (1) If the unexpired term of the contract is greater than 18 months, the maximum cash settlement shall be an amount equal to the monthly salary of the employee multiplied by 18. (2) In the case of a district superintendent of schools, for contracts of employment executed on or after January 1, 2016, the maximum cash settlement shall be an amount equal to the monthly salary of the employee multiplied by 12. (b) (1) Notwithstanding subdivision (a), if a local agency employer, including an administrator appointed by the Superintendent, terminates its contract of employment with its district superintendent of schools, that local agency employer shall not provide a cash or noncash settlement to its superintendent in any amount if the local agency employer believes, and subsequently confirms, pursuant to an independent audit, that the superintendent has engaged in fraud, misappropriation of funds, or other illegal fiscal practices. (2) This subdivision applies only to a contract for employment executed on or after January 1, 2016. (c) The cash settlement formulas described in subdivision (a) are maximum amounts that may be paid by a local agency employer to an employee and not a target or example of the amount of the cash settlement to be paid by a local agency employer to an employee in all contract termination cases." (Amended by Stats. 2015, Ch. 240, Sec. 1. (AB 215) Effective January 1, 2016.)

⁹ Required by California Government Code Section 53261. The cash settlement specified in Section 53260 shall not include any other noncash items except health benefits, which may be continued for the same duration of time as covered in the settlement, pursuant to the same time limitations as provided in Section 53260, or until the employee finds other employment, whichever occurs first.

California, if venued in federal court.)

This Contract shall be construed in accordance with and governed by the laws of the State of California. Should any provision of this Contract be determined by a court of competent jurisdiction to be invalid, the remainder of this Contract shall nevertheless be binding and effective.

13. Covenant to Mediate & Arbitrate

All manner of causes of action, controversies, differences, claims, or demands of any kind relating to or growing out of this Contract of employment shall be subject to a two-step dispute resolution process administered by Judicial Arbitration & Mediation Services (hereinafter "J.A.M.S. "). This two-step process shall begin with mediation before a retired judge or justice from the J.A.M.S. panel followed, if necessary, by binding arbitration before the same or another retired judge or justice from the J.A.M.S. panel to be agreed upon. General Manager and District hereby agree that any dispute, claim or controversy arising out of the employment relationship between General Manager and District, including, but not limited to, alleged violations of this Contract, alleged violation(s) of federal, state and/or local statutes, including those prohibiting harassment and discrimination, (Title VII of the Civil Rights Act of 1964 as amended; The Age Discrimination In Employment Act; The Americans With Disabilities Act; The Equal Pay Act, The Civil Rights Acts of 1866, 1871 and 1991; Title IX in 20 U.S.C. section 1681; The Rehabilitation Act of 1983; The Fair Employment and Housing Act, etc.) and any other claims, including alleged violations of any federal and/or state constitutional provisions and of any provisions in the Government Code, which cannot be resolved through informal and confidential discussions, shall be submitted to mediation, and if mediation is unsuccessful, to binding arbitration before a neutral arbitrator. The parties to this Contract fully and completely understand that the effect of this Contract will result in the waiver of any right to trial by jury that may otherwise have been available to the parties absent this provision. With this understanding, the parties freely, knowingly, and voluntarily enter into this Contract with knowledge of its consequences including the waiver of trial by jury.

If the parties are unsuccessful at resolving the dispute through mediation, the parties agree to binding arbitration administered by JAMS pursuant to its Employment Arbitration Rules & Procedures and subject to JAMS Policy on Employment Arbitration Minimum Standards of Procedural Fairness. Judgment on any Award may be entered in any court having jurisdiction.

14. ENTIRE AGREEMENT

This Contract is the entire agreement between the District and the General Manager and supersedes all prior agreements respecting the same subject, provided however, that all practices as described in the Personnel Handbook, as it now exists or may hereafter be amended shall apply to the General Manager, unless contrary to specific provisions of this Contract.

Each party agrees and acknowledges that no representations, inducements, promises or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not intended herein and that any agreement, statement, or promise not contained in this Contract shall not be valid or binding on either party.

15. INTERPRETATION

The terms of this Contract have been negotiated by the parties hereto and the language used in this Contract shall be deemed to be the language chosen by the parties hereto to express their mutual intent. This Contract shall be construed without regard to any presumption or rule requiring construction against the party causing such instrument or any portion thereof to be drafted, or in favor of the party receiving a particular benefit under the agreement. No rule of strict construction will be applied against any person.

16. THIRD PARTY BENEFICIARIES / PARTIES IN INTEREST

This Contract has been made and is made solely for the benefit of the District and General Manager and their respective successors and permitted assigns. Nothing in this Contract is intended to confer any rights or remedies under or by reason of this Contract on any persons other than the parties to it and their respective successors and permitted assigns. Nothing in this Contract is intended to relieve or discharge the obligation or liability of any third persons to any party to this Contract.

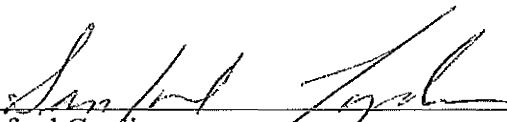
17. AMENDMENTS

Any modifications of this Contract will be effective only if in writing and signed by both the General Manager and the Board


IN WITNESS WHEREOF, this Contract is executed to be effective as of the date set forth above

Signatures:

Dated this 24th day of June 2022



Sanford Coplin
President, Board of Directors
Pajaro/Sunny Mesa Community Services District



Donald Rosa
General Manager
Pajaro/Sunny Mesa Community Services District

ATTEST: Don Rom
Secretary of the Board

Attachments: None

RESOLUTION NO. 06-02-22

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PAJARO/SUNNY MESA
COMMUNITY SERVICES DISTRICT APPROVING EMPLOYMENT CONTRACT WITH
DONALD ROSA TO BE GENERAL MANAGER**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE OF THE
PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT, AS FOLLOWS:**

1. That the Contract between the PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT and Donald Rosa for employment as General Manager, a copy of which Contract is attached hereto and incorporated herein by this reference, is fair and equitable and is hereby ratified and approved.

2. That the President of the Board of Directors of the PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT be and is hereby authorized and directed to execute the Contract for and on behalf of the PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT.

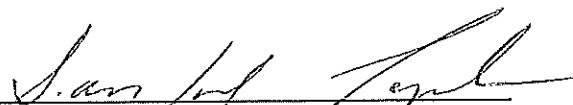
PASSED AND ADOPTED this 23 day of June 2022 upon motion of Director Chesterman and seconded by Director Olsen carried by the following vote, to wit:

AYES: S. Coplin; D. Olsen; D. Chesterman; P. Anderson

NOES:

ABSENT: C. Miller

ABSTAIN:


Sanford Coplin, President of the Board of Directors

CERTIFICATE OF SECRETARY

I, Don Rosa, as the duly elected Secretary of the Board of Directors of the Pajaro/Sunny Mesa Community Services District, Monterey County, California, do hereby certify that the above Resolution is a full, true and correct copy of said Resolution passed and adopted by the Board of Directors at a meeting held on the 23 day of June 2022, and that said Resolution is now spread upon the minutes of said Board.



Don Rosa, Secretary of the Board of Directors

Staff Report
January 27, 2022

Consider, pursuant to AB 361 and in order for Board of Directors to continue meeting remotely, that the COVID-19 pandemic state of emergency declared by Governor Newsom is still in effect; the Committees have reconsidered the circumstances of the state of emergency; and the Monterey County Health Officer continues to recommend social distancing measures for meetings of the legislative bodies.

RECOMMENDATION:

It is recommended that the Board of Directors find, pursuant to AB 361 and in order for the Board to continue meeting remotely, that the COVID-19 pandemic state of emergency declared by Governor Newsom is still in effect; the Committees have reconsidered the circumstances of the state of emergency; and the Monterey County Health Officer continues to recommend social distancing measures for meetings of the legislative bodies.

SUMMARY/DISCUSSION:

On September 16, 2021, Governor Newsom signed AB 361. This legislation amends the Brown Act to allow meeting bodies subject to the Brown Act to meet via teleconference during a proclaimed state of emergency in accordance with teleconference procedures established by AB 361 rather than under the Brown Act's more narrow standard rules for participation in a meeting by teleconference. AB 361 provides that if a state or local health official recommends social distancing, a legislative body may meet remotely after September 30, 2021, provided and within 30 days of the first meeting after September 30, and every 30 days thereafter, the legislative body finds 1) the Governor's proclaimed state of emergency is still in effect; 2) the legislative body has reconsidered the circumstances of the state of emergency, and 3) either the Monterey County Health Officer continues to recommend social distancing measures for meetings of legislative bodies or the state of emergency continues to directly impact the ability of the members to meet in person.

The Monterey County Health Officer has recommended social distancing measures for meetings of legislative bodies. In order to continue meeting remotely, Board of Directors must make the findings outlined above.

Accordingly, staff recommends making the appropriate findings. This action will be required every 30 days in order to keep meeting remotely.

A RESOLUTION OF THE PAJARO SUNNY MESA COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS AUTHORIZING TELECONFERENCED PUBLIC MEETINGS IN AUGUST, 2022¹

WHEREAS, the Governor issued a Proclamation of a State of Emergency in response to COVID-19 on March 4, 2020; and

WHEREAS, the Governor issued Executive Order N-29-20 on March 17, 2020, changing teleconferencing requirements under the Brown Act; and

WHEREAS, on, the Governor issued Executive Order N-08- 21 on June 11, 2021, extending Order N-29-20 until September 30, 2021; and

WHEREAS, California Assembly Bill 361 became law as an urgency measure on September 16, 2021; and

WHEREAS, AB 361 suspends certain provisions of the Brown Act under certain conditions¹, including

1. The public must be able to watch and comment during the teleconferenced public meetings; and
2. There must be notice of a way the public to access the meeting and comment, including by call-in or an internet connection; and
3. There can be no action when there is a disruption which prevents the District from broadcasting the meeting, or if of a disruption within the District's control which prevents members of the public from offering public comments, until public access is restored; and
4. The District may not require public comments be submitted before the meeting; and
5. The District must allow the public to address the District Board and offer contemporaneous comment; and
6. The Board may not close the public comment period until the public comment has ended or until a reasonable amount of time has passed; and

WHEREAS, the District intends to comply with subdivisions (e) (2) (A through G) of Government Code Sec. 54953; and

WHEREAS, subdivisions (e)(3)(A and B) of Government Code Section 54953 allow

¹ Subdivision (e)((2) (A) through (G) inclusive of the California Government Code (part of the Brown Act)

an alternative to having public meetings in accordance with Government Code Section 54953(b)(3) if the District can make certain findings; and

WHEREAS, although the District reviewed and considered staff recommendations and deliberated at its September 23, 2021 whether to direct Staff to prepare for in person meetings beginning with the October Regular Board Meeting; and

WHEREAS, a Motion was made by Director Coplin on September 23rd and seconded by Director Lamboley to direct Staff to prepare for in person public meetings beginning with the regular October, 2021 Regular Board Meeting and the motion was deliberated and passed 4-0 with one absence; and

WHEREAS, due to the recent increase in infection rates from the Omicron variant of COVID-19, staff recommends that the Board now adopt a resolution, in accordance with the requirements of AB 361, authorizing District Board teleconferenced meetings in August so that meetings may be conducted via teleconference; and

WHEREAS, Monterey County, the State of California and the Country in general, are currently facing a surge in infection rates due to the Omicron variant.

WHEREAS, the District continues to recommend measures to promote social distancing, which includes but is not limited to:

- Requiring District employees to either be vaccinated or show proof of negative COVID-19 testing.
- Requiring staff and the public to wear masks in District buildings.
- Posting COVID-19 safety measures on the District's social media pages; and

WHEREAS, the District Board has considered all information related to this matter, as presented at the public meetings including information provided by the General Manager and others during the public meeting.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The District Board declares that the above recitals are true and correct and are incorporated into this resolution as findings of the District Board.
2. The District Board hereby adopts the following additional findings:
 - (a) That proposed action is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378(b)(5), in that adopting this Resolution does not meet CEQA's definition of a "project," because the Board's action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, and because the action is an organizational or administrative activity of government that will not result in direct or indirect physical changes in the environment and is exempt pursuant to Section 15269(c) of the CEQA Guidelines, as specific actions necessary to prevent or mitigate an emergency.
 - (b) That as a result of the COVID-19 pandemic and the Governor's state of emergency, the District Board has determined that COVID-19, and particularly the Omicron variant, continue to impact the ability of members of the public, the District Board, District staff and consultants to meet safely in person at public meetings and that meeting in person during this period of a surge in COVID-19 cases would present imminent risks to the health or safety of attendees.
 - (c) The District continues to recommend measures to promote social

distancing and the District continues to follow safety measures in response to COVID-19 as ordered or recommended by the Centers for Disease Control and Prevention (CDC), California Department of Public Health (DPH), and/or County of Monterey, as applicable, including facial coverings and social distancing indoors, when required. Based upon that guidance, in person attendance at public meetings presents an imminent risk to the health and safety of attendees, necessitating teleconferencing to allow for meaningful public participation options for all District constituents.

3. The District Board hereby declares that, pursuant to the findings in this Resolution, the District Board shall use teleconferencing to conduct public meetings pursuant to AB 361 and Government Code § 54953, as amended during the month of July, 2022.

4. The District Board determines that, if necessary, it will reconsider these findings at the next regular meeting or within thirty days, whichever last occurs, to continue teleconference hearings if the surge in COVID-19 infections continue to directly impact the ability of the Board to meet safely in person beyond July, 2022.

5. If any section, subsection, sentence, clause, phrase or word of this resolution is for any reason held to be unconstitutional, unlawful or otherwise invalid by a court of competent jurisdiction or preempted by state legislation, such decision or legislation shall not affect the validity of the remaining portions of this resolution. The District Board hereby declares that it would have passed and adopted this resolution and each and all provisions thereof irrespective of the fact that any one or more of said provisions be declared unconstitutional, unlawful or otherwise invalid.

-
6. This Resolution shall become effective immediately as an urgency measure.

CERTIFICATE OF SECRETARY

I, Don Rosa, as the duly elected Secretary of the Board of Directors of the Pajaro/Sunny Mesa Community Services District, Monterey County, California, do hereby certify that the above Resolution is a full, true and correct copy of said Resolution passed and adopted by the Board of Directors at a meeting held on the 28 day of July 2022, and that said Resolution is now spread upon the minutes of said Board.

Don Rosa, Secretary of the Board of Directors

FINANCIAL NOTES - JUNE 2022

Account No:	Account Name:	Increase / Decrease	Description
Income:			
4001-4015	Total Income	+	Water Sales: 2% Above Monthly Budget
Expenses: Indirect			
5070	Employee Retirement	+	Three (3) payroll periods within the month
5145	District Wide Repair & Maintenance	+	Purchase of hedge trimmer and fuel fill tank
5250	Legal Expenses	+	Legal services for April-June: The Grunsky Law Firm
5266	Engineering Svcs- District Wide	+	Quarterly services for LHMP Project
5270	Automotive Repair & Maintenance	+	2011 Chevy: Alignment & new ball joints 2008 Chevy: Alignment & tire rotation
5391	Credit Card Transaction Fees	+	Merchant services fee increase effective June 1 New terms effective July 1, processing fees paid by customer
Expenses: Direct			
5360	Fuel- Generator	+	Dyed diesel fuel fill for generators at five pump sites
Other Income:			
4110	Hydrant Sales	+	Increased usage: Temporary hydrant meter water sales, Moss Landing

Income & Cash Summary

Total Income	Total Expense	Difference
\$202,095.07	\$152,374.20	\$49,720.87
May Cash	June Cash	Difference
\$687,350.79	\$718,959.97	\$31,609.18

Pajaro/Sunny Mesa Community Services District
Balance Sheet
 As of June 30, 2022

	<u>Jun 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 · SCCB - Operating Account	405,403.07
1002 · SCCB Reserve Account	313,556.90
1003 · SCCB - Sick Leave Account	14,451.84
1004 · SCCB - Street Maint Acct	257,296.45
1006 · SCCB-GF 633	229,763.49
1007 · SCCB - Debt Service Reserve	107,628.87
1032 · SCCB-COP Acct (aka Const. Acct)	48,494.22
1036 · PSM Pajaro Park Acct	56,382.40
1050 · Cash in County Treasury - DS	57,367.86
1051 · Cash in County Treasury - GF	111,544.11
1052 · US Bank 2021 Gen. Bond -8000	504.49
1054 · US Bank 2021 Gen. Bond -8002	1,272,842.64
1056 · US Bank 2021 Gen. Bond -8004	0.03
1057 · US Bank 2021 Gen. Bond -8005	93,766.94
1066 · Union Bank Vega 2303	147,654.67
1068 · Union Bank Vega 2301	5.14
1069 · Union Bank Vega-2302	534.18
1095 · Union Bank Wtr Bond-Res 2204	147,931.80
2201 · Union Bank-2015 Wtr Rfd Bd 2201	26.42
Total Checking/Savings	<u>3,265,155.52</u>
Accounts Receivable	
1110 · Invoice Accounts Recv	12,560.39
1231 · Grants Receivable-A/R	47,905.75
Total Accounts Receivable	<u>60,466.14</u>
Other Current Assets	
1080 · Petty Cash	400.00
1100 · Water Customer Accounts Recv	236,830.40
1101 · Allowance for Doubtful Accounts	-7,128.94
1115 · Prepaid Expenses	1.31
1153 · Receivable from Monterey County	860.00
1251 · Assess. Rec. - Lighting	2,540.14
1252 · Assessments Rec. - Street Maint	4,691.00
1253 · Assessments Rec. - Water bond	192,000.00
1253.1 · Assess Rec - Water Bond - Count	1,508.43
1254 · Advanced Pay - Spec. Asses - WB	-16,561.65
Total Other Current Assets	<u>415,140.69</u>
Total Current Assets	<u>3,740,762.35</u>
Fixed Assets	
1084 · CIP-Springfield/Struve	18,967.36
1500 · Land	139,676.30
1510 · Land Improve (Non-office)	314,656.67
1520 · Land Improve (Office)	66,721.46
1521 · A/D - Land Impr (Off)	-66,707.40
1522 · Land - Parks	248,000.00
1530 · Wells	162,488.25
1540 · Pumping Plant Bldg	191,044.92
1541 · A/D - Pumping Plant Bldg	-191,045.00
1550 · District Office Building	163,247.47
1551 · A/D - District Office Building	-129,997.73
1555 · Office Equipment/Furniture	30,573.05
1556 · A/D - Office Equip/Furniture	-30,572.90
1557 · Equipment - Lighting	8,980.18
1559 · A/D - Lighting and Parks	-8,980.18
1560 · Electric Power to Sheds	2,598.59
1561 · A/D - Electric Power to Sheds	-2,599.00
1570 · Equipment - Pumping Plant	510,984.21
1571 · A/D - Equipment - Pumping Plant	-452,362.87
1580 · Distribution Mains [P]	1,487,948.01
1581 · A/D - Distribution Mains	-1,116,993.68

Balance Sheet

As of June 30, 2022

	Jun 30, 22
1590 · Meters	90,114.13
1591 · A/D - Meters	-86,117.11
1600 · Hydrants	7,422.43
1601 · A/D - Hydrants	-4,857.72
1610 · Automotive Equipment	229,909.12
1611 · A/D - Automotive Equipment	-171,078.31
1620 · Utility Trans/Distr Plant	115,702.65
1621 · A/D - Utility T&D Plant	-96,120.77
1622 · A/D - Moss Landing	-182,144.31
1630 · Utility Plant	107,992.45
1631 · A/D - Utility Plant	-107,992.00
1640 · Source of Supply Plant	54,616.59
1641 · A/D - Source of Supply Plant	-19,839.73
1650 · Trans & Distr Plant	139,408.08
1651 · A/D - Trans & Distr Plant	-87,149.30
1670 · Small Tools/Equipment	10,773.67
1671 · A/D - Small Tools/Equipment	-9,493.51
1680 · ALCO Water Project	155,809.38
1681 · A/D - ALCO Water Project	-109,066.45
1804 · CIP-Springfield	393,244.44
1805 · CIP-Vega Imprvmtnt Project	4,620,002.33
1805.1 · A/D - Vega	-2,422,897.90
1806 · Moss Landing Bridge Project	251,233.09
1807 · CIP-Langley/VP	247,543.58
1807.1 · A/D - Langley/VP	-90,538.74
1808 · CIP-Normco	331,965.74
1808.1 · A/D - Normco Tank	-147,216.73
1811 · CIP-Vierra Estate	220,041.88
1811.1 · A/D - Vierra Estates	-61,204.72
1812 · CIP-Moss Landing Water System	310,547.47
1812.1 · A/D - Moss Landing Water	-92,276.55
1813 · CIP-Normco Water System	4,520.00
1814 · CIP-Pajaro	2,349,192.69
1816 · Land - Pajaro Park	781,632.00
1817 · Improvements - Pajaro Park	4,717,110.00
1817.1 · A/D - Improvements -Pajaro Park	-1,501,733.63
1818 · Buildings - Pajaro Park	796,400.00
1818.1 · A/D - Buildings-Pajaro Park	-206,764.26
1819 · Equipment - Pajaro Park	43,381.00
1819.1 · A/D - Equipment-Pajaro Park	-31,812.89
1820 · Normco Treatment Facility	127,374.00
1820.1 · A/D-Normco Treatment Facility	-115,894.85
1821 · CIP-Sunny Mesa	13,182.61
1822 · CIP-Vega	101,412.34
1823 · CIP-Blackie	0.04
Total Fixed Assets	12,022,959.94
Other Assets	
1120 · Due From Gen Fund	0.66
1141 · Due From SC Grant Acct	100.00
1151 · Due from Maint Account	157.19
1220 · Spl Asmnt Revc-Long Term	3,502,867.72
1950 · Deferred amount on refunding	63,229.60
1951 · Deferred Amt of Ref-Vega Bds15	80,014.09
Total Other Assets	3,646,369.26
TOTAL ASSETS	19,410,091.55
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	84,820.91
Total Accounts Payable	84,820.91
Credit Cards	

Pajaro/Sunny Mesa Community Services District
Balance Sheet
 As of June 30, 2022

	<u>Jun 30, 22</u>
2900 · Wells Fargo- 6120	868.00
2910 · Elan	<u>1,921.67</u>
Total Credit Cards	2,789.67
Other Current Liabilities	
2005 · Accrued Liabilities	60,186.00
2050 · Accrued Payroll	13,011.39
2100 · Payroll Tax Liabilities	1,902.41
2121 · Customer Security Deposits	21,778.70
2122 · Future Water Conn. Deposits	36,600.00
2123 · Hydrant Meter Deposits	20,050.00
2225 · Accrued Vacation Liability	39,816.45
2230 · Accrued Sick Leave Liability	36,774.41
2263 · 457b EE Plan Payable	8,107.06
2264 · Employee Insurance Payable	570.63
2265 · EE Aflac Insurance Payable	1,185.99
2320 · Due to 64 Original Sewer Accts	29,169.90
2324 · Payable to Customers	2,347.79
2325 · Payable to P.V.W.M.A.	<u>-2,644.61</u>
Total Other Current Liabilities	268,856.12
Total Current Liabilities	356,466.70
Long Term Liabilities	
2256 · Vehicle Loan Payable	35,593.62
2257 · Reorganization Loan	185,000.00
2350 · Bonds Payable - Water Bond	159,000.00
2355 · Bonds Payable- 2021 Gen. Bond	1,660,000.00
2360 · Bonds Payable-2015 COP Wtr Rf	1,805,000.00
2361 · Bonds Payable-2015 Vega Wtr Rf	3,347,599.67
2400 · Unamortized Discount on 2015	-29,541.01
2401 · Unamorized Discount-2015 Vega	-11,778.72
2402 · 2021 Gen. Bond Premium	<u>42,391.80</u>
Total Long Term Liabilities	7,193,265.36
Total Liabilities	7,549,732.06
Equity	
3000 · Fund Balance	219,540.85
3001 · Restricted-Street Maintenance	202,911.80
3040 · Contributed Capital	248,000.00
3045 · Restricted for Debt Service	4,575,060.23
3050 · Retained Earnings	5,948,216.03
Net Income	<u>666,630.58</u>
Total Equity	11,860,359.49
TOTAL LIABILITIES & EQUITY	<u>19,410,091.55</u>

Pajaro/Sunny Mesa Community Services District
Profit & Loss
June 2022

July 20, 2022
Accrual Basis

	Jun 22
Ordinary Income/Expense	
Income	
4001 · Route 1 - Pajaro	23,957.53
4002 · Route 2 - Pajaro	24,397.21
4003 · Route 3 - Commercial	24,868.78
4004 · Route 4 - Trailer Park	1,229.60
4005 · Route 5 - San Juan Rd Apts	1,113.78
4006 · Route 6 - Sunny Mesa	13,840.32
4007 · Route 7 - CSA 73	16,161.77
4008 · Route 8 - Vega	15,912.08
4010 · Route 10 -Springfield	850.00
4011 · Route 11 - Moss Landing	28,412.50
4012 · Route 12 - Blackie Road	3,863.61
4013 · Route 13 - Normco	33,966.86
4014 · Route 14 - Vierra	5,552.64
4015 · Route 15 - Langley/VP	3,331.10
Total Income	197,457.78
Gross Profit	197,457.78
Expense	
INDIRECT	
5000 · Salaries and Wages	66,872.28
5005 · Administrative Fees	502.23
5030 · Payroll Tax Expense	1,283.74
5050 · Employee Health Insurance	14,828.95
5070 · Employee Retirement	13,653.07
5090 · Other Employee Expense	152.49
5130 · Utilities - Office	357.57
5140 · Building Repair & Maint	868.84
5145 · District Wide Repair & Maint	1,767.14
5150 · Garbage Service	368.76
5160 · Office Equip Rental	665.16
5165 · Computer Software	1,375.16
5170 · Office Equipment Repair & Maint	600.00
5175 · Small Tools - Repair & Maint.	527.95
5240 · Office Supplies	657.12
5245 · Postage	1,400.00
5250 · Legal Expenses	6,032.05
5256 · Interest Exp-Financed Items	152.81
5266 · Engineering Svcs-Dist Wide	5,753.43
5270 · Automotive - Repair & Maint	1,230.49
5280 · Conferences, Meetings, Seminars	14.99
5320 · Membership Fees and Dues	473.00
5326 · Licenses and Certifications	70.00
5330 · Telephone	1,689.69
5370 · Fuel - Trucks	3,810.75
5391 · Credit Card Transaction Fees	2,743.83
5400 · Miscellaneous Expense	8.08
5XXX · Indirect Allocation	0.00
Total INDIRECT	127,859.58
5190 · Soil and Water Tests	3,680.10
5220 · Water System - Repair & Maint	3,311.03
5225 · Street Maintenance	2,658.15
5230 · Park - Repair & Maint	51.00
5231 · Pajaro Park Expense	1,413.89
5310 · Utilities - Well Site	15,690.30
5315 · Utilities - Street Lighting	2,319.92
5360 · Fuel - Generator	1,833.19
5426 · Vega Assmnt Bond Expense	1,000.02
5427 · Improvement Project-Springfield	-8,566.95
6570 · Bad Debt Expense	-48.07
Total Expense	151,202.16

Pajaro/Sunny Mesa Community Services District
Profit & Loss
 June 2022

July 20, 2022
 Accrual Basis

	Jun 22
Net Ordinary Income	46,255.62
Other Income/Expense	
Other Income	
4100 · Late Payment Penalties	444.67
4110 · Hydrant Sales	1,007.47
4200 · Street Maintenance-Reimb	1,137.77
4210 · Vega Bond Assessments	11,683.63
4280 · Pro-Rata Tax Collection Share	572.27
4285 · P.V.W.M.A. Collection Fee	2,717.25
4307 · Returned Check Charges	0.00
4340 · Utility Reimbursements	470.18
4345 · Customer Order Reimbursements	468.75
4346 · District 25% Overhead Fee	125.00
4350 · Interest Revenue	342.90
5406 · Generator Project Reimb.	692.50
5407 · LHMP Project- Grant Reimb	23,013.75
5424 · Springfield Bottled Wtr Gr Reimb	1,113.21
5510 · Board Designated Donation	0.00
5794 · Water Bond Assessments	352.96
Total Other Income	44,142.31
Other Expense	
5438 · LHMP Project- Dist. Wide	8,987.50
5441 · Small Comm. Drought Relief Proj	4,610.00
Total Other Expense	13,597.50
Net Other Income	30,544.81
Net Income	76,800.43

Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget Performance- Water Enterprise
 June 2022

	Jun 22	Budget	% of Budget	Jul '21 - Jun 22	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense							
Income							
4001 · Route 1 - Pajaro	23,957.53	26,750.00	89.6%	283,027.86	321,000.00	88.2%	321,000.00
4002 · Route 2 - Pajaro	24,397.21	26,250.00	92.9%	279,725.97	315,000.00	88.8%	315,000.00
4003 · Route 3 - Commercial	24,868.78	24,333.33	102.2%	286,942.84	292,000.00	98.3%	292,000.00
4004 · Route 4 - Trailer Park	1,229.60	1,333.33	92.2%	15,244.70	16,000.00	95.3%	16,000.00
4005 · Route 5 - San Juan Rd Apts	1,113.78	1,125.00	99.0%	12,634.24	13,500.00	93.6%	13,500.00
4006 · Route 6 - Sunny Mesa	13,840.32	13,333.33	103.8%	149,369.43	160,000.00	93.4%	160,000.00
4007 · Route 7 - CSA 73	16,161.77	14,416.66	112.1%	170,495.90	173,000.00	98.6%	173,000.00
4008 · Route 8 - Vega	15,912.08	15,166.66	104.9%	175,631.87	182,000.00	96.5%	182,000.00
4010 · Route 10 -Springfield	850.00	850.00	100.0%	10,200.00	10,200.00	100.0%	10,200.00
4011 · Route 11 - Moss Landing	28,412.50	25,833.33	110.0%	310,942.48	310,000.00	100.3%	310,000.00
4012 · Route 12 - Blackie Road	3,863.61	3,350.00	115.3%	44,319.71	40,200.00	110.2%	40,200.00
4013 · Route 13 - Normco	33,966.86	32,583.33	104.2%	387,627.63	391,000.00	99.1%	391,000.00
4014 · Route 14 - Vierra	5,552.64	5,058.33	109.8%	64,885.65	60,700.00	106.9%	60,700.00
4015 · Route 15 - Langley/VP	3,331.10	3,125.00	106.6%	37,796.23	37,500.00	100.8%	37,500.00
Total Income	197,457.78	193,508.30	102.0%	2,228,844.51	2,322,100.00	96.0%	2,322,100.00
Gross Profit	197,457.78	193,508.30	102.0%	2,228,844.51	2,322,100.00	96.0%	2,322,100.00
Expense							
INDIRECT							
5000 · Salaries and Wages	66,872.28	69,166.66	96.7%	814,453.27	830,000.00	98.1%	830,000.00
5005 · Administrative Fees	502.23	500.00	100.4%	6,271.50	6,000.00	104.5%	6,000.00
5030 · Payroll Tax Expense	1,283.74	1,333.33	96.3%	14,848.51	16,000.00	92.8%	16,000.00
5040 · Worker's Comp Insurance	0.00	1,666.66	0.0%	12,761.98	20,000.00	63.8%	20,000.00
5050 · Employee Health Insurance	14,828.95	15,833.33	93.7%	182,058.20	190,000.00	95.8%	190,000.00
5070 · Employee Retirement	13,653.07	10,000.00	136.5%	118,063.44	120,000.00	98.4%	120,000.00
5090 · Other Employee Expense	152.49	250.00	61.0%	1,231.28	3,000.00	41.0%	3,000.00
5120 · Property Taxes	0.00	125.00	0.0%	1,585.00	1,500.00	105.7%	1,500.00
5130 · Utilities - Office	357.57	333.33	107.3%	4,007.98	4,000.00	100.2%	4,000.00
5140 · Building Repair & Maint	868.84	625.00	139.0%	6,406.65	7,500.00	85.4%	7,500.00
5145 · District Wide Repair & Maint	1,767.14	1,000.00	176.7%	12,885.09	12,000.00	107.4%	12,000.00
5150 · Garbage Service	368.76	350.00	105.4%	4,286.52	4,200.00	102.1%	4,200.00
5160 · Office Equip Rental	665.16	833.33	79.8%	8,068.12	10,000.00	80.7%	10,000.00
5165 · Computer Software	1,375.16	833.33	165.0%	12,726.68	10,000.00	127.3%	10,000.00
5170 · Office Equipment Repair & Maint	600.00	300.00	200.0%	2,221.07	3,600.00	61.7%	3,600.00
5175 · Small Tools - Repair & Maint.	527.95	83.33	633.6%	854.53	1,000.00	85.5%	1,000.00
5180 · Casualty Ins/Liability Ins	0.00	2,750.00	0.0%	35,111.19	33,000.00	106.4%	33,000.00
5200 · Billing Supplies	0.00	308.33	0.0%	3,613.20	3,700.00	97.7%	3,700.00
5240 · Office Supplies	657.12	316.66	207.5%	2,956.65	3,800.00	77.8%	3,800.00
5245 · Postage	1,400.00	708.33	197.6%	8,446.96	8,500.00	99.4%	8,500.00
5250 · Legal Expenses	6,032.05	1,666.66	361.9%	20,122.13	20,000.00	100.6%	20,000.00

Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget Performance- Water Enterprise
 June 2022

	Jun 22	Budget	% of Budget	Jul '21 - Jun 22	YTD Budget	% of Budget	Annual Budget
5255 · Interest Expense	0.00	941.66	0.0%	18,127.67	11,300.00	160.4%	11,300.00
5256 · Interest Exp-Financed Items	152.81	333.33	45.8%	3,249.81	4,000.00	81.2%	4,000.00
5260 · Accounting & Bookkeeping	0.00	3,208.33	0.0%	36,425.00	38,500.00	94.6%	38,500.00
5266 · Engineering Svcs-Dist Wide	5,753.43	3,208.33	179.3%	24,795.78	38,500.00	64.4%	38,500.00
5270 · Automotive - Repair & Maint	1,230.49	833.33	147.7%	10,395.61	10,000.00	104.0%	10,000.00
5280 · Conferences, Meetings, Seminars	14.99	41.66	36.0%	434.88	500.00	87.0%	500.00
5290 · Travel Expenses	0.00	41.66	0.0%	0.00	500.00	0.0%	500.00
5300 · Books & Subscriptions	0.00	125.00	0.0%	75.00	1,500.00	5.0%	1,500.00
5305 · Water Conservation Program	0.00	250.00	0.0%	641.93	3,000.00	21.4%	3,000.00
5320 · Membership Fees and Dues	473.00	1,666.66	28.4%	19,436.06	20,000.00	97.2%	20,000.00
5326 · Licenses and Certifications	70.00	166.66	42.0%	575.00	2,000.00	28.8%	2,000.00
5330 · Telephone	1,689.69	1,416.66	119.3%	17,280.54	17,000.00	101.7%	17,000.00
5340 · Burglar Alarm Monitoring	0.00	66.66	0.0%	823.00	800.00	102.9%	800.00
5370 · Fuel - Trucks	3,810.75	2,166.66	175.9%	34,626.93	26,000.00	133.2%	26,000.00
5390 · Bank Charges	0.00	25.00	0.0%	1,031.36	300.00	343.8%	300.00
5391 · Credit Card Transaction Fees	2,743.83	666.66	411.6%	13,954.69	8,000.00	174.4%	8,000.00
5400 · Miscellaneous Expense	8.08	16.66	48.5%	221.88	200.00	110.9%	200.00
6577 · COP Debt Service - Interest	0.00	6,283.33	0.0%	75,395.00	75,400.00	100.0%	75,400.00
Total INDIRECT	127,859.58	130,441.53	98.0%	1,530,470.09	1,565,300.00	97.8%	1,565,300.00
5190 · Soil and Water Tests	3,680.10	3,125.00	117.8%	35,188.00	37,500.00	93.8%	37,500.00
5220 · Water System - Repair & Maint	3,311.03	18,750.00	17.7%	200,175.33	225,000.00	89.0%	225,000.00
5265 · Engineering Expenses	0.00	83.33	0.0%	0.00	1,000.00	0.0%	1,000.00
5310 · Utilities - Well Site	15,690.30	14,166.66	110.8%	163,832.69	170,000.00	96.4%	170,000.00
5325 · Permits	0.00	2,500.00	0.0%	29,530.00	30,000.00	98.4%	30,000.00
5360 · Fuel - Generator	1,833.19	250.00	733.3%	1,833.19	3,000.00	61.1%	3,000.00
5428 · COP Bond Expense	0.00	291.66	0.0%	3,474.26	3,500.00	99.3%	3,500.00
Total Expense	152,374.20	169,608.18	89.8%	1,964,503.56	2,035,300.00	96.5%	2,035,300.00
Net Ordinary Income	45,083.58	23,900.12	188.6%	264,340.95	286,800.00	92.2%	286,800.00
Other Income/Expense							
Other Income							
4100 · Late Payment Penalties	444.67	416.66	106.7%	5,279.81	5,000.00	105.6%	5,000.00
4101 · Billing Adjustments	0.00	16.66	0.0%	0.00	200.00	0.0%	200.00
4110 · Hydrant Sales	1,007.47	833.33	120.9%	19,653.38	10,000.00	196.5%	10,000.00
4115 · Testing Fees	0.00	625.00	0.0%	11,800.00	7,500.00	157.3%	7,500.00
4140 · Connection Fees	0.00	616.66	0.0%	16,140.00	7,400.00	218.1%	7,400.00
4141 · Application Fees	0.00	45.83	0.0%	605.00	550.00	110.0%	550.00
4146 · Other Fees	0.00	33.33	0.0%	0.00	400.00	0.0%	400.00
4285 · P.V.W.M.A. Collection Fee	2,717.25	2,416.66	112.4%	28,430.15	29,000.00	98.0%	29,000.00
4300 · Collection of Previous W/O Acct	0.00	20.83	0.0%	0.00	250.00	0.0%	250.00
4305 · Miscellaneous Revenue	0.00	83.33	0.0%	58,295.87	1,000.00	5,829.6%	1,000.00

Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget Performance- Water Enterprise
 June 2022

	<u>Jun 22</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul '21 - Jun 22</u>	<u>YTD Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
4341 · Lighting Admin Reimbursements	0.00	1,000.00	0.0%	12,000.00	12,000.00	100.0%	12,000.00
4346 · District 25% Overhead Fee	125.00	41.66	300.0%	375.00	500.00	75.0%	500.00
4350 · Interest Revenue	342.90	12.50	2,743.2%	513.66	150.00	342.4%	150.00
4355 · Audit/Bookkeeping Reimbursement	0.00	58.33	0.0%	700.00	700.00	100.0%	700.00
4360 · Legal Counsel Reimbursement	0.00	33.33	0.0%	400.00	400.00	100.0%	400.00
Total Other Income	<u>4,637.29</u>	<u>6,254.11</u>	<u>74.1%</u>	<u>154,192.87</u>	<u>75,050.00</u>	<u>205.5%</u>	<u>75,050.00</u>
Net Other Income	<u>4,637.29</u>	<u>6,254.11</u>	<u>74.1%</u>	<u>154,192.87</u>	<u>75,050.00</u>	<u>205.5%</u>	<u>75,050.00</u>
Net Income	<u><u>49,720.87</u></u>	<u><u>30,154.23</u></u>	<u><u>164.9%</u></u>	<u><u>418,533.82</u></u>	<u><u>361,850.00</u></u>	<u><u>115.7%</u></u>	<u><u>361,850.00</u></u>

AGING REPORT: JUNE 2022

ALL SYSTEMS: Aging Balance as of 7/1/22

Balance	Current	30 Days	60 Days	90 Days
\$230,183.23	\$187,724.77	\$27,375.90	\$3,014.12	\$12,068.44

Notes:

All District water systems have been consolidated within our billing software, producing a single aging report. The total 90 day+ balance has decreased by \$107.09. The majority of the 90+ past due balance is owed by one Springfield water system customer who is on a payment plan and the remaining balance consists of late fees owed by four customers totaling \$5.73

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
July 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	AP	07/05/2022	Total Merchant Services	1001 · SCCB - Operating Account		-0.25
				5391 · Credit Card Transaction Fees	-0.25	0.25
TOTAL					-0.25	0.25
Bill Pmt -Check	AP	07/08/2022	Ace Hardware Prunedale- ACH	1001 · SCCB - Operating Account		-93.42
Bill	05513...	06/10/2022		5220 · Water System - Repair & Maint	-35.97	35.97
Bill	05524...	06/21/2022		5145 · District Wide Repair & Maint	-12.91	12.91
Bill	05532...	06/30/2022		5220 · Water System - Repair & Maint	-25.16	25.16
Bill	05532...	06/30/2022		5220 · Water System - Repair & Maint	-19.38	19.38
TOTAL					-93.42	93.42
Bill Pmt -Check	AP	07/08/2022	Ace Hardware Watsonville- ACH	1001 · SCCB - Operating Account		-128.47
Bill	214888	06/03/2022		5220 · Water System - Repair & Maint	-31.60	31.60
Bill	215139	06/15/2022		5230 · Park - Repair & Maint	-16.15	16.15
Bill	215151	06/15/2022		5230 · Park - Repair & Maint	-22.90	22.90
Bill	215413	06/27/2022		5220 · Water System - Repair & Maint	-45.87	45.87
Bill	215439	06/28/2022		5230 · Park - Repair & Maint	-11.95	11.95
TOTAL					-128.47	128.47
Bill Pmt -Check	AP	07/08/2022	C & N Tractors/Rentals- ACH	1001 · SCCB - Operating Account		-1,195.99
Bill	69318...	06/24/2022		5175 · Small Tools - Repair & Maint.	-527.95	527.95
				5145 · District Wide Repair & Maint	-668.04	668.04
TOTAL					-1,195.99	1,195.99
Bill Pmt -Check	AP	07/08/2022	Core & Main- ACH	1001 · SCCB - Operating Account		-103.57
Bill	R106...	06/24/2022		5220 · Water System - Repair & Maint	-103.57	103.57
TOTAL					-103.57	103.57
Bill Pmt -Check	AP	07/08/2022	Green Rubber Kennedy Ag- ACH	1001 · SCCB - Operating Account		-24.59
Bill	W-56...	06/01/2022		5220 · Water System - Repair & Maint	-24.59	24.59
TOTAL					-24.59	24.59
Bill Pmt -Check	AP	07/08/2022	MBAS- ACH	1001 · SCCB - Operating Account		-3,680.10
Bill	22051...	06/06/2022		5190 · Soil and Water Tests	-846.90	846.90
Bill	22051...	06/06/2022		5190 · Soil and Water Tests	-1,305.00	1,305.00
Bill	22060...	06/08/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22060...	06/09/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22060...	06/09/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22060...	06/09/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22060...	06/09/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22060...	06/09/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22060...	06/09/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22060...	06/09/2022		5190 · Soil and Water Tests	-75.60	75.60
Bill	22051...	06/13/2022		5190 · Soil and Water Tests	-140.40	140.40
Bill	22060...	06/13/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22052...	06/14/2022		5190 · Soil and Water Tests	-46.80	46.80
Bill	22061...	06/17/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22061...	06/17/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22061...	06/17/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22061...	06/17/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22061...	06/17/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22061...	06/17/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22051...	06/20/2022		5190 · Soil and Water Tests	-495.00	495.00
Bill	22060...	06/20/2022		5190 · Soil and Water Tests	-46.80	46.80
Bill	22060...	06/21/2022		5190 · Soil and Water Tests	-93.60	93.60
Bill	22062...	06/24/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22062...	06/24/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22062...	06/24/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22062...	06/24/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22062...	06/24/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22062...	06/24/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22062...	06/24/2022		5190 · Soil and Water Tests	-50.40	50.40
TOTAL					-3,680.10	3,680.10

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
July 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	07/08/2022	Mid Valley Supply- ACH	1001 · SCCB - Operating Account		-2,224.81
Bill	I264404	06/02/2022		5220 · Water System - Repair & Maint	-166.83	166.83
				5220 · Water System - Repair & Maint	-55.61	55.61
				5220 · Water System - Repair & Maint	-111.22	111.22
				5220 · Water System - Repair & Maint	-111.22	111.22
				5220 · Water System - Repair & Maint	-55.69	55.69
				5220 · Water System - Repair & Maint	-166.83	166.83
Bill	I264553	06/09/2022		5220 · Water System - Repair & Maint	-111.27	111.27
				5220 · Water System - Repair & Maint	-111.22	111.22
				5220 · Water System - Repair & Maint	-55.61	55.61
				5220 · Water System - Repair & Maint	-55.61	55.61
				5220 · Water System - Repair & Maint	-55.61	55.61
Bill	I264574	06/10/2022		5220 · Water System - Repair & Maint	-111.24	111.24
				5220 · Water System - Repair & Maint	-111.25	111.25
Bill	I264647	06/15/2022		5220 · Water System - Repair & Maint	-166.83	166.83
				5220 · Water System - Repair & Maint	-55.61	55.61
				5220 · Water System - Repair & Maint	-55.61	55.61
				5220 · Water System - Repair & Maint	-55.67	55.67
Bill	I264803	06/24/2022		5220 · Water System - Repair & Maint	-111.24	111.24
				5220 · Water System - Repair & Maint	-55.62	55.62
				5220 · Water System - Repair & Maint	-55.62	55.62
Bill	264891	06/30/2022		5220 · Water System - Repair & Maint	-166.83	166.83
				5220 · Water System - Repair & Maint	-55.61	55.61
				5220 · Water System - Repair & Maint	-55.61	55.61
				5220 · Water System - Repair & Maint	-55.68	55.68
TOTAL					-2,224.81	2,224.81
Bill Pmt -Check	AP	07/08/2022	PARS- ACH	1001 · SCCB - Operating Account		-502.23
Bill	50717	06/07/2022		5005 · Administrative Fees	-502.23	502.23
TOTAL					-502.23	502.23
Bill Pmt -Check	AP	07/08/2022	Santa Cruz Answering Service-ACH	1001 · SCCB - Operating Account		-221.60
Bill	1009 ...	06/22/2022		5330 · Telephone	-221.60	221.60
TOTAL					-221.60	221.60
Bill Pmt -Check	AP	07/08/2022	Singh Computech- ACH	1001 · SCCB - Operating Account		-425.00
Bill	9296	06/28/2022		5165 · Computer Software	-255.00	255.00
Bill	9308	07/07/2022		5165 · Computer Software	-170.00	170.00
TOTAL					-425.00	425.00
Bill Pmt -Check	AP	07/08/2022	Sturdy Oil Company- ACH	1001 · SCCB - Operating Account		-5,232.71
Bill	CL80...	06/15/2022		5370 · Fuel - Trucks	-1,749.58	1,749.58
Bill	01903...	06/28/2022		5360 · Fuel - Generator	-246.00	246.00
Bill	01903...	06/28/2022		5360 · Fuel - Generator	-304.55	304.55
Bill	01903...	06/28/2022		5360 · Fuel - Generator	-468.55	468.55
Bill	01903...	06/28/2022		5360 · Fuel - Generator	-310.40	310.40
Bill	01903...	06/28/2022		5360 · Fuel - Generator	-503.69	503.69
Bill	CL81...	06/30/2022		5370 · Fuel - Trucks	-1,649.94	1,649.94
TOTAL					-5,232.71	5,232.71
Bill Pmt -Check	AP	07/08/2022	Tom's Site Service- ACH	1001 · SCCB - Operating Account		-208.49
Bill	69532	06/19/2022		5145 · District Wide Repair & Maint	-208.49	208.49
TOTAL					-208.49	208.49
Bill Pmt -Check	AP	07/08/2022	ICONIX Waterworks (US), Inc- ACH	1001 · SCCB - Operating Account		-1,494.64
Bill	U221...	06/07/2022		5220 · Water System - Repair & Maint	-264.99	264.99
Bill	U221...	06/08/2022		5220 · Water System - Repair & Maint	-34.24	34.24
Bill	U221...	06/14/2022		5220 · Water System - Repair & Maint	-422.81	422.81
Bill	U221...	06/20/2022		5220 · Water System - Repair & Maint	-386.30	411.33
				5220 · Water System - Repair & Maint	-386.30	411.33

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 July 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-1,494.64	1,544.70
Bill Pmt -Check	AP	07/08/2022	Airtec Service	1001 · SCCB - Operating Account		-146.00
Bill	21777	06/21/2022		5140 · Building Repair & Maint	-146.00	146.00
TOTAL					-146.00	146.00
Bill Pmt -Check	AP	07/08/2022	Aramark- ACH	1001 · SCCB - Operating Account		-143.80
Bill	51100...	06/03/2022		5140 · Building Repair & Maint	-35.95	35.95
Bill	51100...	06/10/2022		5140 · Building Repair & Maint	-35.95	35.95
Bill	51100...	06/17/2022		5140 · Building Repair & Maint	-35.95	35.95
Bill	51100...	06/24/2022		5140 · Building Repair & Maint	-35.95	35.95
TOTAL					-143.80	143.80
Bill Pmt -Check	AP	07/08/2022	AT&T 2043-Online	1001 · SCCB - Operating Account		-475.08
Bill	JUN 2...	06/26/2022		5330 · Telephone	-475.08	475.08
TOTAL					-475.08	475.08
Bill Pmt -Check	AP	07/08/2022	AT&T 2486-Online	1001 · SCCB - Operating Account		-247.34
Bill	JUN 2...	06/26/2022		5310 · Utilities - Well Site	-247.34	247.34
TOTAL					-247.34	247.34
Bill Pmt -Check	AP	07/08/2022	AT&T 5283-Online	1001 · SCCB - Operating Account		-247.34
Bill	6/11/2...	06/11/2022		5310 · Utilities - Well Site	-247.34	247.34
TOTAL					-247.34	247.34
Bill Pmt -Check	AP	07/08/2022	Corbin Willits Systems-Online	1001 · SCCB - Operating Account		-242.17
Bill	000C...	06/15/2022		5165 · Computer Software	-242.17	242.17
TOTAL					-242.17	242.17
Bill Pmt -Check	AP	07/08/2022	GreatAmerica Financial-Online	1001 · SCCB - Operating Account		-470.76
Bill	31912...	06/27/2022		5160 · Office Equip Rental	-470.76	470.76
TOTAL					-470.76	470.76
Bill Pmt -Check	AP	07/08/2022	Grunsky Law Firm	1001 · SCCB - Operating Account		-792.31
Bill	Inv. 1...	06/30/2022		5250 · Legal Expenses	-792.31	792.31
TOTAL					-792.31	792.31
Bill Pmt -Check	AP	07/08/2022	Mission Uniform Service-Online	1001 · SCCB - Operating Account		-318.03
Bill	51716...	06/01/2022		5090 · Other Employee Expense	-126.99	126.99
Bill	51715...	06/06/2022		5140 · Building Repair & Maint	-47.76	47.76
Bill	51719...	06/13/2022		5140 · Building Repair & Maint	-47.76	47.76
Bill	51723...	06/20/2022		5140 · Building Repair & Maint	-47.76	47.76
Bill	51728...	06/27/2022		5140 · Building Repair & Maint	-47.76	47.76
TOTAL					-318.03	318.03
Bill Pmt -Check	AP	07/08/2022	PG&E 1438-Online	1001 · SCCB - Operating Account		-1,994.43
Bill	5/25/2...	06/24/2022		5310 · Utilities - Well Site	-1,994.43	1,994.43
TOTAL					-1,994.43	1,994.43
Bill Pmt -Check	AP	07/08/2022	PG&E 1826-Online	1001 · SCCB - Operating Account		-28.56

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
July 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	5/18/2...	06/16/2022		5310 · Utilities - Well Site	-28.56	28.56
TOTAL					-28.56	28.56
Bill Pmt -Check	AP	07/08/2022	PG&E 6022-Online	1001 · SCCB - Operating Account		-16.02
Bill	5/20/2...	06/17/2022		5315 · Utilities - Street Lighting	-16.02	16.02
TOTAL					-16.02	16.02
Bill Pmt -Check	AP	07/08/2022	Royal Oaks Auto Repair Inc.	1001 · SCCB - Operating Account		-1,080.73
Bill	42748	06/17/2022		5270 · Automotive - Repair & Maint	-960.73	960.73
Bill	42772	06/20/2022		5270 · Automotive - Repair & Maint	-120.00	120.00
TOTAL					-1,080.73	1,080.73
Bill Pmt -Check	AP	07/08/2022	The Pajaronian	1001 · SCCB - Operating Account		-189.74
Bill	39508	06/17/2022		5250 · Legal Expenses	-189.74	189.74
TOTAL					-189.74	189.74
Bill Pmt -Check	AP	07/08/2022	USA Blue Book- ONLINE	1001 · SCCB - Operating Account		-299.87
Bill	961586	06/20/2022		5145 · District Wide Repair & Maint	-138.29	138.29
Bill	025871	06/27/2022		5220 · Water System - Repair & Maint	-161.58	161.58
TOTAL					-299.87	299.87
Bill Pmt -Check	AP	07/08/2022	Valvoline	1001 · SCCB - Operating Account		-195.73
Bill	46749	07/05/2022		5270 · Automotive - Repair & Maint	-111.33	111.33
Bill	46797	07/06/2022		5270 · Automotive - Repair & Maint	-84.40	84.40
TOTAL					-195.73	195.73
Bill Pmt -Check	AP	07/08/2022	WM / Carmel Marina - Office-Online	1001 · SCCB - Operating Account		-368.76
Bill	97599...	07/01/2022		5150 · Garbage Service	-368.76	368.76
TOTAL					-368.76	368.76
Bill Pmt -Check	AP	07/08/2022	PG&E 6857-Online	1001 · SCCB - Operating Account		-5,776.48
Bill	5/26/2...	06/27/2022		5310 · Utilities - Well Site	-1,917.12	1,917.12
				5310 · Utilities - Well Site	-1,328.84	1,328.84
				5130 · Utilities - Office	-244.85	244.85
				5310 · Utilities - Well Site	-76.79	76.79
				5315 · Utilities - Street Lighting	-2,208.88	2,208.88
TOTAL					-5,776.48	5,776.48
Check	AP	07/11/2022	Total Merchant Services	1001 · SCCB - Operating Account		-0.50
				5391 · Credit Card Transaction Fees	-0.50	0.50
TOTAL					-0.50	0.50
Bill Pmt -Check	AP	07/13/2022	AT&T 8925- Wireless/Cell	1001 · SCCB - Operating Account		-495.65
Bill		06/01/2022		5330 · Telephone	-495.65	495.65
TOTAL					-495.65	495.65
Check	AP	07/18/2022	Total Merchant Services	1001 · SCCB - Operating Account		-0.25
				5391 · Credit Card Transaction Fees	-0.25	0.25
TOTAL					-0.25	0.25
Check	AP	07/19/2022	Santa Cruz County Bank	1001 · SCCB - Operating Account		-623.25

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
July 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
				2256 · Vehicle Loan Payable	-557.98	557.98
				5256 · Interest Exp-Financed Items	-65.27	65.27
TOTAL					-623.25	623.25
Bill Pmt -Check	AP	07/25/2022	A. L. Lease Company, Inc.-Online	1001 · SCCB - Operating Account		-67.08
Bill	151706	07/08/2022		5220 · Water System - Repair & Maint	-67.08	67.08
TOTAL					-67.08	67.08
Bill Pmt -Check	AP	07/25/2022	AT&T 0646-Online	1001 · SCCB - Operating Account		-299.19
Bill	7/5/22...	07/05/2022		5310 · Utilities - Well Site	-299.19	299.19
TOTAL					-299.19	299.19
Bill Pmt -Check	AP	07/25/2022	AT&T 1782-Online	1001 · SCCB - Operating Account		-33.97
Bill	7/7/22...	07/07/2022		5310 · Utilities - Well Site	-33.97	33.97
TOTAL					-33.97	33.97
Bill Pmt -Check	AP	07/25/2022	AT&T 2627-Online	1001 · SCCB - Operating Account		-33.97
Bill	7/7-8/...	07/07/2022		5310 · Utilities - Well Site	-33.97	33.97
TOTAL					-33.97	33.97
Bill Pmt -Check	AP	07/25/2022	AT&T 3439-Online	1001 · SCCB - Operating Account		-33.97
Bill	7/1/22...	07/01/2022		5310 · Utilities - Well Site	-33.97	33.97
TOTAL					-33.97	33.97
Bill Pmt -Check	AP	07/25/2022	AT&T 3912-Online	1001 · SCCB - Operating Account		-518.03
Bill	July 2...	07/01/2022		5330 · Telephone	-518.03	518.03
TOTAL					-518.03	518.03
Bill Pmt -Check	AP	07/25/2022	AT&T 5283-Online	1001 · SCCB - Operating Account		-249.19
Bill	7/11/2...	07/11/2022		5310 · Utilities - Well Site	-249.19	249.19
TOTAL					-249.19	249.19
Bill Pmt -Check	AP	07/25/2022	AT&T 6542-Online	1001 · SCCB - Operating Account		-66.51
Bill	7/7/22...	07/07/2022		5310 · Utilities - Well Site	-66.51	66.51
TOTAL					-66.51	66.51
Bill Pmt -Check	AP	07/25/2022	Grunsky Law Firm	1001 · SCCB - Operating Account		-5,050.00
Bill	Inv. 1...	06/30/2022		5250 · Legal Expenses	-4,600.00	4,600.00
Bill	Inv. 1...	06/30/2022		5250 · Legal Expenses	-450.00	450.00
TOTAL					-5,050.00	5,050.00
Bill Pmt -Check	AP	07/25/2022	Monterey One Water- Online	1001 · SCCB - Operating Account		-25.73
Bill	July 2...	06/30/2022		5130 · Utilities - Office	-25.73	25.73
TOTAL					-25.73	25.73
Bill Pmt -Check	AP	07/25/2022	PG&E 0819-Online	1001 · SCCB - Operating Account		-10,819.63
Bill	6/6/22...	07/06/2022		5310 · Utilities - Well Site	-4,999.59	4,999.59
				5310 · Utilities - Well Site	-2,950.55	2,950.55
				5310 · Utilities - Well Site	-256.98	256.98

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
July 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
				5310 · Utilities - Well Site	-1,046.67	1,046.67
				5310 · Utilities - Well Site	-409.90	409.90
				5315 · Utilities - Street Lighting	-95.07	95.07
				5310 · Utilities - Well Site	-1,060.87	1,060.87
TOTAL					-10,819.63	10,819.63
Bill Pmt -Check	AP	07/25/2022	PG&E 1826-Online	1001 · SCCB - Operating Account		-31.95
Bill	6/16/2...	07/19/2022		5310 · Utilities - Well Site	-31.95	31.95
TOTAL					-31.95	31.95
Bill Pmt -Check	AP	07/25/2022	Preferred Pump- Online	1001 · SCCB - Operating Account		-770.82
Bill	order ...	07/14/2022		5145 · District Wide Repair & Maint	-770.82	770.82
TOTAL					-770.82	770.82
Bill Pmt -Check	AP	07/25/2022	Staples Credit Plan-Online	1001 · SCCB - Operating Account		-106.84
Bill	July S...	07/08/2022		5240 · Office Supplies	-106.84	106.84
TOTAL					-106.84	106.84
Bill Pmt -Check	AP	07/25/2022	The Pied Piper	1001 · SCCB - Operating Account		-550.00
Bill	10007...	07/07/2022		5140 · Building Repair & Maint	-550.00	550.00
TOTAL					-550.00	550.00
Bill Pmt -Check	AP	07/25/2022	Wells Fargo- 6120 ONLINE	1001 · SCCB - Operating Account		-148.39
Bill	JULY ...	07/11/2022		2900 · Wells Fargo- 6120	-148.39	148.39
TOTAL					-148.39	148.39
Bill Pmt -Check	AP	07/25/2022	Wells Fargo 0721-Online	1001 · SCCB - Operating Account		-14.99
Bill	July S...	07/11/2022		2905 · Wells Fargo- 0721	-14.99	14.99
TOTAL					-14.99	14.99
Bill Pmt -Check	AP	07/25/2022	Elan-Online	1001 · SCCB - Operating Account		-2,046.99
Bill	JULY ...	07/06/2022		2910 · Elan	-2,046.99	2,103.26
TOTAL					-2,046.99	2,103.26
Bill Pmt -Check	AP	07/25/2022	ACWA-JPIA (med ins)-ACH	1001 · SCCB - Operating Account		-16,496.25
Bill	06893...	07/05/2022		5050 · Employee Health Insurance	-15,080.79	15,080.79
				2264 · Employee Insurance Payable	-1,415.46	1,415.46
TOTAL					-16,496.25	16,496.25
Bill Pmt -Check	AP	07/25/2022	ACWA/JPIA-Workers Comp-ACH	1001 · SCCB - Operating Account		-3,001.37
Bill	4/01/2...	07/11/2022		5040 · Worker's Comp Insurance	-3,001.37	3,001.37
TOTAL					-3,001.37	3,001.37
Bill Pmt -Check	AP	07/25/2022	ACWA/JPIA Auto & Gen Lia- ACH	1001 · SCCB - Operating Account		-14,366.27
Bill	00088...	07/07/2022		5180 · Casualty Ins/Liability Ins	-14,366.27	14,366.27
TOTAL					-14,366.27	14,366.27
Bill Pmt -Check	AP	07/25/2022	Century Environmental Services	1001 · SCCB - Operating Account		-8,480.00
Bill	4323	06/30/2022		5220 · Water System - Repair & Maint	-8,360.00	8,360.00
Bill	4324	06/30/2022		5220 · Water System - Repair & Maint	-120.00	120.00

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
July 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-8,480.00	8,480.00
Bill Pmt -Check	AP	07/25/2022	Green Rubber Kennedy Ag- ACH	1001 · SCCB - Operating Account		-17.36
Bill	W-56...	06/29/2022		5220 · Water System - Repair & Maint	-17.36	17.36
TOTAL					-17.36	17.36
Bill Pmt -Check	AP	07/25/2022	Maggiola Bros. Drilling, Inc.- ACH	1001 · SCCB - Operating Account		-300.00
Bill	108001	07/19/2022		5220 · Water System - Repair & Maint	-300.00	300.00
TOTAL					-300.00	300.00
Bill Pmt -Check	AP	07/25/2022	Pure Water- ACH	1001 · SCCB - Operating Account		-9,439.50
Bill	399606	06/30/2022	State Water Resources Control Board	5427 · Improvement Project-Springfield	-7,490.70	7,490.70
Bill	399605	06/30/2022	State Water Resources Control Board	5427 · Improvement Project-Springfield	-1,948.80	1,948.80
TOTAL					-9,439.50	9,439.50
Bill Pmt -Check	AP	07/25/2022	PVWMA- ACH	1001 · SCCB - Operating Account		-24,601.02
Bill	3/1/22...	06/29/2022		2325 · Payable to P.V.W.M.A.	-2,992.94	2,992.94
Bill	3/1/22...	06/29/2022		2325 · Payable to P.V.W.M.A.	-16,716.28	16,716.28
				2325 · Payable to P.V.W.M.A.	-4,891.80	4,891.80
TOTAL					-24,601.02	24,601.02
Bill Pmt -Check	AP	07/25/2022	TIAA Commercial Finance, Inc.	1001 · SCCB - Operating Account		-194.40
Bill	90243...	07/08/2022		5160 · Office Equip Rental	-194.40	194.40
TOTAL					-194.40	194.40
Bill Pmt -Check	AP	07/25/2022	Univar-ACH	1001 · SCCB - Operating Account		-2,320.74
Bill	50380...	07/08/2022		5220 · Water System - Repair & Maint	-2,320.74	2,320.74
TOTAL					-2,320.74	2,320.74
Check	AP	07/25/2022	Total Merchant Services	1001 · SCCB - Operating Account		-0.25
				5391 · Credit Card Transaction Fees	-0.25	0.25
TOTAL					-0.25	0.25
Check	PARS	07/13/2022	US Bank - PARS #6746022400	1001 · SCCB - Operating Account		-4,866.59
				5070 · Employee Retirement	-4,866.59	4,866.59
TOTAL					-4,866.59	4,866.59
Check	PARS	07/27/2022	US Bank - PARS #6746022400	1001 · SCCB - Operating Account		-4,925.35
				5070 · Employee Retirement	-4,925.35	4,925.35
TOTAL					-4,925.35	4,925.35
Bill Pmt -Check	25121	07/01/2022	Petty Cash	1001 · SCCB - Operating Account		-41.95
Bill	Petty ...	06/29/2022		5400 · Miscellaneous Expense	-10.00	10.00
				5270 · Automotive - Repair & Maint	-20.00	20.00
				5240 · Office Supplies	-11.95	11.95
TOTAL					-41.95	41.95
Bill Pmt -Check	25122	07/08/2022	Santa Cruz County Bank	1001 · SCCB - Operating Account		-566.00
Bill	ACCT...	06/21/2022		2256 · Vehicle Loan Payable	-482.86	482.86
				5256 · Interest Exp-Financed Items	-83.18	83.18

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 July 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-566.04	566.04
Bill Pmt -Check	25143	07/25/2022	County of Mntry Sheriff's Alarm-Online	1001 · SCCB - Operating Account		-30.00
Bill	INV. 1...	07/01/2022		5340 · Burglar Alarm Monitoring	-30.00	30.00
TOTAL					-30.00	30.00
Bill Pmt -Check	25144	07/25/2022	M & S Homes, Inc.	1001 · SCCB - Operating Account		-6.14
Bill	Credit...	07/19/2022		1100 · Water Customer Accounts Recv	-6.14	6.14
TOTAL					-6.14	6.14
Bill Pmt -Check	25145	07/25/2022	Magdalena Quintero	1001 · SCCB - Operating Account		-150.00
Bill	Depos...	07/25/2022		2121 · Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	25146	07/25/2022	Mrs. Linda Flores	1001 · SCCB - Operating Account		-5.62
Bill	Credit...	07/25/2022		1100 · Water Customer Accounts Recv	-5.62	5.62
TOTAL					-5.62	5.62

**Pajaro/Sunny Mesa Community Services District
 Check Detail - Pajaro Park Account
 July 2022**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	07/08/2022	Ace Hardware Watsonville- ACH	1036 · PSM Pajaro Park Acct		-70.48
Bill	215262	06/21/2022		5231 · Pajaro Park Expense	-31.63	31.63
Bill	215324	06/23/2022		5231 · Pajaro Park Expense	-19.63	19.63
Bill	215359	06/24/2022		5231 · Pajaro Park Expense	-19.22	19.22
TOTAL					-70.48	70.48
Bill Pmt -Check	AP	07/08/2022	AT&T- 2458 Paj Park Uverse	1036 · PSM Pajaro Park Acct		-63.50
Bill	acct 3...	06/13/2022		5231 · Pajaro Park Expense	-63.50	63.50
TOTAL					-63.50	63.50
Bill Pmt -Check	AP	07/08/2022	AT&T 0577 Pajaro Park-Online	1036 · PSM Pajaro Park Acct		-126.53
Bill	6/13/2...	06/13/2022		5231 · Pajaro Park Expense	-126.53	126.53
TOTAL					-126.53	126.53
Bill Pmt -Check	AP	07/08/2022	Bianchi Alarm Systems - Pajaro Park...	1036 · PSM Pajaro Park Acct		-84.00
Bill	25373	07/01/2022		5231 · Pajaro Park Expense	-84.00	84.00
TOTAL					-84.00	84.00
Bill Pmt -Check	AP	07/08/2022	Mid Valley Supply- ACH	1036 · PSM Pajaro Park Acct		-55.94
Bill	1264870	06/28/2022		5231 · Pajaro Park Expense	-55.94	55.94
TOTAL					-55.94	55.94
Bill Pmt -Check	AP	07/08/2022	Panther Protective Services- ACH	1036 · PSM Pajaro Park Acct		-450.00
Bill	006-2...	06/23/2022		5231 · Pajaro Park Expense	-450.00	450.00
TOTAL					-450.00	450.00
Bill Pmt -Check	AP	07/08/2022	PG&E 3540 Pajaro Park-Online	1036 · PSM Pajaro Park Acct		-121.04
Bill	5/19/2...	06/17/2022		5231 · Pajaro Park Expense	-121.04	121.04
TOTAL					-121.04	121.04
Bill Pmt -Check	AP	07/08/2022	WM / Carmel Marina - Pajaro Park-Onlin	1036 · PSM Pajaro Park Acct		-368.76
Bill	97876...	07/01/2022		5231 · Pajaro Park Expense	-368.76	368.76
TOTAL					-368.76	368.76
Bill Pmt -Check	AP	07/25/2022	AT&T- 2458 Paj Park Uverse	1036 · PSM Pajaro Park Acct		-73.49
Bill	acct 3...	07/13/2022		5231 · Pajaro Park Expense	-73.49	73.49
TOTAL					-73.49	73.49
Bill Pmt -Check	AP	07/25/2022	AT&T 0577 Pajaro Park-Online	1036 · PSM Pajaro Park Acct		-131.90
Bill	7/13/2...	07/13/2022		5231 · Pajaro Park Expense	-131.90	131.90
TOTAL					-131.90	131.90

Pajaro/Sunny Mesa Community Services District
Check Detail - Reserve Account
 July 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	07/08/2022	NBS- ACH	1002 · SCCB Reserve Account		-1,000.02
Bill	20220...	06/20/2022		5426 · Vega Assmnt Bond Expense	-1,000.02	1,000.02
TOTAL					-1,000.02	1,000.02
Bill Pmt -Check	AP	07/25/2022	MNS Engineers Inc- ACH	1002 · SCCB Reserve Account		-4,610.00
Bill	inv 80...	06/30/2022		5441 · Small Comm. Drought Relief Proj	-4,610.00	4,610.00
TOTAL					-4,610.00	4,610.00
Bill Pmt -Check	AP	07/25/2022	Rincon Consultants, Inc. - ACH	1002 · SCCB Reserve Account		-1,593.75
Bill	inv# 4...	06/30/2022	CA Office of Emergency Services	5438 · LHMP Project- Dist. Wide	-1,593.75	1,593.75
TOTAL					-1,593.75	1,593.75
Bill Pmt -Check	122	07/19/2022	California Department of Fish & Wildlife	1002 · SCCB Reserve Account		-34,585.25
Bill	#32062	07/19/2022		5427 · Improvement Project-Springfield	-34,585.25	34,585.25
TOTAL					-34,585.25	34,585.25

**Pajaro/Sunny Mesa Community Services District
Check Detail - Street Maintenance Account
July 2022**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	07/08/2022	Ace Hardware Watsonville- ACH	1004 - SCCB - Street Maint Acct		-80.78
Bill	215400	06/27/2022		5225 - Street Maintenance	-49.67	49.67
Bill	215412	06/27/2022		5225 - Street Maintenance	-31.11	31.11
TOTAL					-80.78	80.78
Bill Pmt -Check	AP	07/08/2022	PG&E 9545 Street Maint-Online	1004 - SCCB - Street Maint Acct		-97.34
Bill	5/19/2...	06/17/2022		5225 - Street Maintenance	-37.59	37.59
				5310 - Utilities - Well Site	-59.75	59.75
TOTAL					-97.34	97.34
Bill Pmt -Check	AP	07/25/2022	AT&T 5203 Street Maint-Online	1004 - SCCB - Street Maint Acct		-229.95
Bill	7/1/22...	07/01/2022		5225 - Street Maintenance	-229.95	229.95
TOTAL					-229.95	229.95
Bill Pmt -Check	AP	07/25/2022	Elan-Online	1004 - SCCB - Street Maint Acct		-56.27
Bill	JULY ...	07/06/2022		2910 - Elan	-56.27	2,103.26
TOTAL					-56.27	2,103.26
Bill Pmt -Check	557	07/25/2022	Pajaro/Sunny Mesa Comm Svcs Dist	1004 - SCCB - Street Maint Acct		-159.92
Bill	June ...	07/01/2022		5225 - Street Maintenance	-159.92	159.92
TOTAL					-159.92	159.92

FINANCIAL NOTES - FISCAL YEAR 2021/2022

Account No:	Account Name:	Increase / Decrease	Description
Income:			
4001-4015	Total Income	-	96% of Annual Budget
Expenses: Indirect			
5040	Worker's Comp Insurance	-	Prior claim eliminated; no current claims
5255	Interest Expense	+	Pajaro Tank Project LOC interest payments Loan paid off in February
5370	Fuel- Trucks	+	Increase of fuel prices
5391	Credit Card Transaction Fees	+	Increased volume of card payments and interchange fees
Expenses: Direct			
5220	Water System- Repair & Maint.	-	89% of Annual Budget
5426	Vega Assmnt Bond Expense	+	Agency Admin Fees to District: 6 year catch-up
Other Income:			
4110	Hydrant Sales	+	High volume of temporary hydrant meter rentals & water sales
4115	Testing Fees	+	Revenue from backflow assembly testing by District Staff
4140	Connection Fees	+	Three new connections
4210	Vega Bond Assessments	+	Assessment collection of delinquencies
4305	Miscellaneous Revenue	+	Covid-19 Relief for Special Districts

Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget Performance
July 2021 through June 2022

July 21, 2022

Accrual Basis

	Jul '21 - Jun 22	Budget	% of Budget	Jul '21 - Jun 22	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense							
Income							
4001 · Route 1 - Pajaro	283,027.86	321,000.00	88.2%	283,027.86	321,000.00	88.2%	321,000.00
4002 · Route 2 - Pajaro	279,725.97	315,000.00	88.8%	279,725.97	315,000.00	88.8%	315,000.00
4003 · Route 3 - Commercial	286,942.84	292,000.00	98.3%	286,942.84	292,000.00	98.3%	292,000.00
4004 · Route 4 - Trailer Park	15,244.70	16,000.00	95.3%	15,244.70	16,000.00	95.3%	16,000.00
4005 · Route 5 - San Juan Rd Apts	12,634.24	13,500.00	93.6%	12,634.24	13,500.00	93.6%	13,500.00
4006 · Route 6 - Sunny Mesa	149,369.43	160,000.00	93.4%	149,369.43	160,000.00	93.4%	160,000.00
4007 · Route 7 - CSA 73	170,495.90	173,000.00	98.6%	170,495.90	173,000.00	98.6%	173,000.00
4008 · Route 8 - Vega	175,631.87	182,000.00	96.5%	175,631.87	182,000.00	96.5%	182,000.00
4010 · Route 10 -Springfield	10,200.00	10,200.00	100.0%	10,200.00	10,200.00	100.0%	10,200.00
4011 · Route 11 - Moss Landing	310,942.48	310,000.00	100.3%	310,942.48	310,000.00	100.3%	310,000.00
4012 · Route 12 - Blackie Road	44,319.71	40,200.00	110.2%	44,319.71	40,200.00	110.2%	40,200.00
4013 · Route 13 - Normco	387,627.63	391,000.00	99.1%	387,627.63	391,000.00	99.1%	391,000.00
4014 · Route 14 - Vierra	64,885.65	60,700.00	106.9%	64,885.65	60,700.00	106.9%	60,700.00
4015 · Route 15 - Langley/VP	37,796.23	37,500.00	100.8%	37,796.23	37,500.00	100.8%	37,500.00
Total Income	2,228,844.51	2,322,100.00	96.0%	2,228,844.51	2,322,100.00	96.0%	2,322,100.00
Gross Profit	2,228,844.51	2,322,100.00	96.0%	2,228,844.51	2,322,100.00	96.0%	2,322,100.00
Expense							
INDIRECT							
5000 · Salaries and Wages	814,453.27	830,000.00	98.1%	814,453.27	830,000.00	98.1%	830,000.00
5005 · Administrative Fees	6,271.50	6,000.00	104.5%	6,271.50	6,000.00	104.5%	6,000.00
5010 · Contract Labor	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
5030 · Payroll Tax Expense	14,848.51	16,000.00	92.8%	14,848.51	16,000.00	92.8%	16,000.00
5031 · Unemployment Insurance Expense	-11.47			-11.47			
5040 · Worker's Comp Insurance	12,761.98	20,000.00	63.8%	12,761.98	20,000.00	63.8%	20,000.00
5050 · Employee Health Insurance	182,058.20	190,000.00	95.8%	182,058.20	190,000.00	95.8%	190,000.00
5070 · Employee Retirement	118,063.44	120,000.00	98.4%	118,063.44	120,000.00	98.4%	120,000.00
5090 · Other Employee Expense	1,231.28	3,000.00	41.0%	1,231.28	3,000.00	41.0%	3,000.00
5120 · Property Taxes	1,585.00	1,500.00	105.7%	1,585.00	1,500.00	105.7%	1,500.00
5130 · Utilities - Office	4,007.98	4,000.00	100.2%	4,007.98	4,000.00	100.2%	4,000.00
5140 · Building Repair & Maint	6,406.65	7,500.00	85.4%	6,406.65	7,500.00	85.4%	7,500.00
5145 · District Wide Repair & Maint	12,885.09	12,000.00	107.4%	12,885.09	12,000.00	107.4%	12,000.00
5150 · Garbage Service	4,286.52	4,200.00	102.1%	4,286.52	4,200.00	102.1%	4,200.00
5160 · Office Equip Rental	8,068.12	10,000.00	80.7%	8,068.12	10,000.00	80.7%	10,000.00
5165 · Computer Software	12,726.68	10,000.00	127.3%	12,726.68	10,000.00	127.3%	10,000.00
5170 · Office Equipment Repair & Maint	2,221.07	3,600.00	61.7%	2,221.07	3,600.00	61.7%	3,600.00
5175 · Small Tools - Repair & Maint.	854.53	1,000.00	85.5%	854.53	1,000.00	85.5%	1,000.00
5180 · Casualty Ins/Liability Ins	35,111.19	33,000.00	106.4%	35,111.19	33,000.00	106.4%	33,000.00
5200 · Billing Supplies	3,613.20	3,700.00	97.7%	3,613.20	3,700.00	97.7%	3,700.00
5240 · Office Supplies	2,956.65	3,800.00	77.8%	2,956.65	3,800.00	77.8%	3,800.00
5245 · Postage	8,446.96	8,500.00	99.4%	8,446.96	8,500.00	99.4%	8,500.00
5250 · Legal Expenses	20,122.13	20,000.00	100.6%	20,122.13	20,000.00	100.6%	20,000.00
5255 · Interest Expense	18,127.67	11,300.00	160.4%	18,127.67	11,300.00	160.4%	11,300.00
5256 · Interest Exp-Financed Items	3,249.81	4,000.00	81.2%	3,249.81	4,000.00	81.2%	4,000.00
5260 · Accounting & Bookkeeping	36,425.00	38,500.00	94.6%	36,425.00	38,500.00	94.6%	38,500.00
5266 · Engineering Svcs-Dist Wide	24,795.78	38,500.00	64.4%	24,795.78	38,500.00	64.4%	38,500.00

Pajaro/Sunny Mesa Community Services District

Profit & Loss Budget Performance

July 2021 through June 2022

July 21, 2022

Accrual Basis

	Jul '21 - Jun 22	Budget	% of Budget	Jul '21 - Jun 22	YTD Budget	% of Budget	Annual Budget
5270 · Automotive - Repair & Maint	10,395.61	10,000.00	104.0%	10,395.61	10,000.00	104.0%	10,000.00
5280 · Conferences, Meetings, Seminars	434.88	500.00	87.0%	434.88	500.00	87.0%	500.00
5290 · Travel Expenses	0.00	500.00	0.0%	0.00	500.00	0.0%	500.00
5300 · Books & Subscriptions	75.00	1,500.00	5.0%	75.00	1,500.00	5.0%	1,500.00
5305 · Water Conservation Program	641.93	3,000.00	21.4%	641.93	3,000.00	21.4%	3,000.00
5320 · Membership Fees and Dues	19,436.06	20,000.00	97.2%	19,436.06	20,000.00	97.2%	20,000.00
5326 · Licenses and Certifications	575.00	2,000.00	28.8%	575.00	2,000.00	28.8%	2,000.00
5330 · Telephone	17,280.54	17,000.00	101.7%	17,280.54	17,000.00	101.7%	17,000.00
5340 · Burglar Alarm Monitoring	823.00	800.00	102.9%	823.00	800.00	102.9%	800.00
5370 · Fuel - Trucks	34,626.93	26,000.00	133.2%	34,626.93	26,000.00	133.2%	26,000.00
5390 · Bank Charges	1,031.36	300.00	343.8%	1,031.36	300.00	343.8%	300.00
5391 · Credit Card Transaction Fees	13,954.69	8,000.00	174.4%	13,954.69	8,000.00	174.4%	8,000.00
5400 · Miscellaneous Expense	221.88	200.00	110.9%	221.88	200.00	110.9%	200.00
5XXX · Indirect Allocation	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
6560 · Payroll Processing Expenses	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
6565 · 2021 Generator Bond- Fees	1,734.26	0.00	100.0%	1,734.26	0.00	100.0%	0.00
6577 · COP Debt Service - Interest	75,395.00	75,400.00	100.0%	75,395.00	75,400.00	100.0%	75,400.00
6578 · 2021 Bond- Debt Svc. Interest	25,760.13	0.00	100.0%	25,760.13	0.00	100.0%	0.00
Total INDIRECT	1,557,953.01	1,565,300.00	99.5%	1,557,953.01	1,565,300.00	99.5%	1,565,300.00
5190 · Soil and Water Tests	35,188.00	37,500.00	93.8%	35,188.00	37,500.00	93.8%	37,500.00
5220 · Water System - Repair & Maint	200,175.33	225,000.00	89.0%	200,175.33	225,000.00	89.0%	225,000.00
5225 · Street Maintenance	13,690.11	32,650.00	41.9%	13,690.11	32,650.00	41.9%	32,650.00
5230 · Park - Repair & Maint	927.66	1,000.00	92.8%	927.66	1,000.00	92.8%	1,000.00
5231 · Pajaro Park Expense	24,139.08	0.00	100.0%	24,139.08	0.00	100.0%	0.00
5265 · Engineering Expenses	0.00	1,000.00	0.0%	0.00	1,000.00	0.0%	1,000.00
5310 · Utilities - Well Site	163,832.69	170,000.00	96.4%	163,832.69	170,000.00	96.4%	170,000.00
5315 · Utilities - Street Lighting	26,763.03	28,000.00	95.6%	26,763.03	28,000.00	95.6%	28,000.00
5325 · Permits	29,530.00	30,000.00	98.4%	29,530.00	30,000.00	98.4%	30,000.00
5360 · Fuel - Generator	1,833.19	3,000.00	61.1%	1,833.19	3,000.00	61.1%	3,000.00
5426 · Vega Assmnt Bond Expense	45,003.23	6,000.00	750.1%	45,003.23	6,000.00	750.1%	6,000.00
5427 · Improvement Project-Springfield	193.75	0.00	100.0%	193.75	0.00	100.0%	0.00
5428 · COP Bond Expense	3,474.26	3,500.00	99.3%	3,474.26	3,500.00	99.3%	3,500.00
5433 · Pajaro Water Bond Interest Exp	11,219.99	10,600.00	105.8%	11,219.99	10,600.00	105.8%	10,600.00
6570 · Bad Debt Expense	-1,561.15	0.00	100.0%	-1,561.15	0.00	100.0%	0.00
6575 · Vega Debt Service-Interest	137,360.00	137,000.00	100.3%	137,360.00	137,000.00	100.3%	137,000.00
6600 · Costs of Issuance- 2021 Bond	108,137.45	0.00	100.0%	108,137.45	0.00	100.0%	0.00
Total Expense	2,357,859.63	2,250,550.00	104.8%	2,357,859.63	2,250,550.00	104.8%	2,250,550.00
Net Ordinary Income	-129,015.12	71,550.00	-180.3%	-129,015.12	71,550.00	-180.3%	71,550.00
Other Income/Expense							
Other Income							
4100 · Late Payment Penalties	5,279.81	5,000.00	105.6%	5,279.81	5,000.00	105.6%	5,000.00
4101 · Billing Adjustments	0.00	200.00	0.0%	0.00	200.00	0.0%	200.00
4110 · Hydrant Sales	19,853.38	10,000.00	196.5%	19,853.38	10,000.00	196.5%	10,000.00
4115 · Testing Fees	11,800.00	7,500.00	157.3%	11,800.00	7,500.00	157.3%	7,500.00
4140 · Connection Fees	16,140.00	7,400.00	218.1%	16,140.00	7,400.00	218.1%	7,400.00

Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget Performance
July 2021 through June 2022

	Jul '21 - Jun 22	Budget	% of Budget	Jul '21 - Jun 22	YTD Budget	% of Budget	Annual Budget
4141 · Application Fees	605.00	550.00	110.0%	605.00	550.00	110.0%	550.00
4146 · Other Fees	0.00	400.00	0.0%	0.00	400.00	0.0%	400.00
4200 · Street Maintenance-Reimb	61,252.82	63,800.00	96.0%	61,252.82	63,800.00	96.0%	63,800.00
4210 · Vega Bond Assessments	315,302.70	289,000.00	109.1%	315,302.70	289,000.00	109.1%	289,000.00
4280 · Pro-Rata Tax Collection Share	25,919.01	25,000.00	103.7%	25,919.01	25,000.00	103.7%	25,000.00
4285 · P.V.W.M.A. Collection Fee	28,430.15	29,000.00	98.0%	28,430.15	29,000.00	98.0%	29,000.00
4300 · Collection of Previous W/O Acct	0.00	250.00	0.0%	0.00	250.00	0.0%	250.00
4305 · Miscellaneous Revenue	58,295.87	1,000.00	5,829.6%	58,295.87	1,000.00	5,829.6%	1,000.00
4307 · Returned Check Charges	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
4311 · Interest on Pooled Investments	249.90	0.00	100.0%	249.90	0.00	100.0%	0.00
4339 · Agency Admin Reimb-Vega Bond	36,750.00	0.00	100.0%	36,750.00	0.00	100.0%	0.00
4340 · Utility Reimbursements	27,977.81	28,000.00	99.9%	27,977.81	28,000.00	99.9%	28,000.00
4341 · Lighting Admin Reimbursements	12,000.00	12,000.00	100.0%	12,000.00	12,000.00	100.0%	12,000.00
4345 · Customer Order Reimbursements	12,111.41	0.00	100.0%	12,111.41	0.00	100.0%	0.00
4346 · District 25% Overhead Fee	375.00	500.00	75.0%	375.00	500.00	75.0%	500.00
4350 · Interest Revenue	513.66	150.00	342.4%	513.66	150.00	342.4%	150.00
4355 · Audit/Bookkeeping Reimbursement	700.00	700.00	100.0%	700.00	700.00	100.0%	700.00
4360 · Legal Counsel Reimbursement	400.00	400.00	100.0%	400.00	400.00	100.0%	400.00
5406 · Generator Project Reimb.	78,780.86	0.00	100.0%	78,780.86	0.00	100.0%	0.00
5407 · LHMP Project- Grant Reimb	97,511.00	0.00	100.0%	97,511.00	0.00	100.0%	0.00
5408 · Springfield Project-Grant Reimb	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
5409 · Pajaro Improve Proj-Grant Reimb	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
5411 · OGALS Grant Paj. Park- Reimb	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
5424 · Springfld Bottled Wtr Gr Reimb	4,823.91	0.00	100.0%	4,823.91	0.00	100.0%	0.00
5510 · Board Designated Donation	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
5794 · Water Bond Assessments	40,126.35	40,500.00	99.1%	40,126.35	40,500.00	99.1%	40,500.00
5796 · Pajaro Park Revenue	30,142.81	0.00	100.0%	30,142.81	0.00	100.0%	0.00
Total Other Income	885,141.45	521,350.00	169.8%	885,141.45	521,350.00	169.8%	521,350.00
Other Expense							
5435 · Improvement Project-Pajaro	122.50	0.00	100.0%	122.50	0.00	100.0%	0.00
5438 · LHMP Project- Dist. Wide	82,432.00	0.00	100.0%	82,432.00	0.00	100.0%	0.00
5441 · Small Comm. Drought Relief Proj	4,610.00	0.00	100.0%	4,610.00	0.00	100.0%	0.00
5444 · OGALS Per Capita Grant	2,131.25	0.00	100.0%	2,131.25	0.00	100.0%	0.00
6260 · Lighting Expenses	200.00	0.00	100.0%	200.00	0.00	100.0%	0.00
Total Other Expense	89,495.75	0.00	100.0%	89,495.75	0.00	100.0%	0.00
Net Other Income	795,645.70	521,350.00	152.6%	795,645.70	521,350.00	152.6%	521,350.00
Net Income	666,630.58	592,900.00	112.4%	666,630.58	592,900.00	112.4%	592,900.00

DISTRICT OPERATIONS REPORT

July 28, 2022

TOPIC	STATUS	DATE OF PLANNED RESPONSE
Grants & Loans Active	IRWMP Grant Pajaro & SRF Planning Grant Springfield. <ul style="list-style-type: none"> • Springfield Planning Grant –Staff is working with Robert Mullaney from UC Davis law clinic on drafting the Water Agreement between District and Moss Landing Mobile Home Park. Environmental work continues. 	July 2022
Pajaro Park	Board and Staff are considering Operations funding.	No Report
Generator Project	All generators (8) have arrived in Salinas Caterpillar, preparation is being made for installation this will be over the next 3 months.	July 2022
Hazard Mitigation Plan	Staff and Tom Yeager reviewed the hazard mitigation matrix Rincon Consultants provided, upon completion of District edits the matrix will be presented to the Committee for review.	July 2022
Multi Community Bottled Water Project	Springfield Water System, Moss Landing Mobile Home Park, Springfield/Bluff/Jensen/Giberson Roads. Three more sign-ups, totaling 205 homes currently receiving bottled water.	No Report
Sunny Mesa Sewer	District is holding monies that is to be refunded to the original Sunny Mesa Sewer customers. Balance Sheet Account #2320-Amount \$29,169.90. Staff is currently reviewing, and has spoken to Bianchi, Kasavan, and Pope for their opinion and assistance if needed.	No Report
Small Community Drought Relief Grant	Application status	July 2022
LIHWAP	District enrollment is complete, Local Provider is getting ready to launch and accept applications early August	On Agenda

Usage Comparison in Gallons
2021-2022

Water Systems	Jun-19	Jun-20	Jun-21	Jun-22
Pajaro	7,642,316	8,101,588	8,058,204	6,989,312
Normco	2,748,152	3,748,228	3,246,320	2,716,736
Sunny Mesa	2,330,768	3,125,892	3,229,864	2,635,204
Moss Landing	2,429,504	2,270,928	3,171,520	1,854,292
Vega	1,042,712	1,656,820	1,714,416	1,309,748
Vierra Estates	371,756	417,384	422,620	342,584
Springfield (pumped)	567,657	822,426	635,052	593,164
Langley/Valle Pacifico	281,996	382,228	380,732	270,776
Blackie	229,636	286,484	284,240	220,660
District Total	17,644,497	20,811,978	21,142,968	16,932,476

Water Systems	Jun-21	Jun-22	Percentage
Pajaro	8,058,204	6,989,312	↓ -13.3%
Normco	3,246,320	2,716,736	↓ -16.3%
Sunny Mesa	3,229,864	2,635,204	↓ -18.4%
Moss Landing	3,171,520	1,854,292	↓ -41.5%
Vega	1,714,416	1,309,748	↓ -23.6%
Vierra Estates	422,620	342,584	↓ -18.9%
Springfield (pumped)	635,052	593,164	↓ -6.6%
Langley/Valle Pacifico	380,732	270,776	↓ -28.9%
Blackie	284,240	220,660	↓ -22.4%
District Total	21,142,968	16,932,476	↓ -19.9%

**STATE WATER RESOURCES CONTROL BOARD
RESOLUTION NO. 2022-0002**

**TO ADOPT AN EMERGENCY REGULATION
TO SUPPLEMENT VOLUNTARY WATER CONSERVATION**

WHEREAS:

1. On April 21, May 10, and July 8, 2021, Governor Newsom issued proclamations that a state of emergency exists in a total of 50 counties due to severe drought conditions and directed state agencies to take immediate action to preserve critical water supplies and mitigate the effects of drought and ensure the protection of health, safety, and the environment.
2. On October 19, 2021, Governor Newsom signed a proclamation extending the drought emergency statewide and further urging Californians to reduce their water use.
3. There is no guarantee that winter precipitation will alleviate the current drought conditions.
4. Many Californians have taken bold steps over the years to reduce water use; nevertheless, the severity of the current drought and uncertainty about Water Year 2022 require additional conservation actions from residents and businesses.
5. Water conservation is the easiest, most efficient, and most cost-effective way to quickly reduce water demand and extend supplies into the next year, providing flexibility for all California communities. Water saved is water available next year, giving water suppliers the flexibility to manage their systems efficiently. The more water that is conserved now, the less likely it is that a community will experience such dire circumstances or that water rationing will be required.
6. Most Californians use more water outdoors than indoors. In many areas, 50 percent or more of daily water use is for lawns and outdoor landscaping. Outdoor water use is generally discretionary, and many irrigated landscapes would not suffer greatly from receiving a decreased amount of water.

7. Public information and awareness are critical to achieving conservation goals, and the Save Our Water campaign (SaveOurWater.com), run jointly by the Department of Water Resources (DWR) and the Association of California Water Agencies, is an excellent resource for conservation information and messaging that is integral to effective drought response.
8. SaveWater.CA.Gov is an online tool designed to help save water in communities. This website lets anyone easily report water waste from their phone, tablet, or computer by simply selecting the type of water waste they see, typing in the address where the waste is occurring, and clicking send. These reports are filed directly with the State Water Resources Control Board (State Water Board or Board) and relevant local water supplier.
9. Enforcement against water waste is a key tool in conservation programs. When conservation becomes a social norm in a community, the need for enforcement is reduced or eliminated.
10. On October 19, 2021, the Governor suspended the environmental review required by the California Environmental Quality Act to allow State Water Board-adopted drought conservation emergency regulations and other actions to take place quickly to respond to emergency conditions.
11. Water Code section 1058.5 grants the State Water Board the authority to adopt emergency regulations in certain drought years in order to: “prevent the waste, unreasonable use, unreasonable method of use, or unreasonable method of diversion, of water, to promote water recycling or water conservation, to require curtailment of diversions when water is not available under the diverter’s priority of right, or in furtherance of any of the foregoing, to require reporting of diversion or use or the preparation of monitoring reports.”
12. On November 30, 2021, the State Water Board issued public notice that the State Water Board would consider the adoption of the regulation at the Board’s regularly scheduled January 4, 2022 public meeting, in accordance with applicable State laws and regulations. The State Water Board also distributed for public review and comment a Finding of Emergency that complies with State laws and regulations.
13. The emergency regulation sets a minimum standard that many communities are already doing more but not everyone is taking these low-cost, easy to implement actions that can save significant amounts of water during a drought emergency.

14. Disadvantaged communities may require assistance in increasing water conservation, and state and local agencies should look for opportunities to provide assistance in promoting water conservation, including but not limited to translation of regulation text and dissemination of water conservation announcements into languages spoken by at least 10 percent of the people who reside in a water supplier's service area, such as in newspaper advertisements, bill inserts, website homepage, social media, and notices in public libraries.
15. The Board directs staff to consider the following in pursuing any enforcement of section 995, subdivision (b)(1)(A)-(F): before imposing monetary penalties, staff shall provide one or more warnings; monetary penalties must be based on an ability to pay determination, consider allowing a payment plan of at least 12 months, and shall not result in a tax lien; and Board enforcement shall not result in shutoff.
16. The Board encourages entities other than Board staff that consider any enforcement of this regulation to apply these same factors identified in resolved paragraph 15. Nothing in the regulation or in the enforcement provisions of the regulation precludes a local agency from exercising its authority to adopt more stringent conservation measures. Moreover, the Water Code does not impose a mandatory penalty for violations of the regulation adopted by this resolution, and local agencies retain their enforcement discretion in enforcing the regulation, to the extent authorized, and may develop their own progressive enforcement practices to encourage conservation.

THEREFORE BE IT RESOLVED THAT:

1. The State Water Board adopts California Code of Regulations, title 23, section 995, as appended to this resolution as an emergency regulation.
2. State Water Board staff will submit the regulation to the Office of Administrative Law (OAL) for final approval.
3. If, during the approval process, State Water Board staff, the State Water Board, or OAL determines that minor corrections to the language of the regulation or supporting documentation are needed for clarity or consistency, the State Water Board Executive Director or designee may make such changes.

4. This regulation shall remain in effect for one year after filing with the Secretary of State unless the State Water Board determines that it is no longer necessary due to changed conditions or unless the State Water Board renews the regulation due to continued drought conditions, as described in Water Code section 1058.5.
5. The State Water Board directs State Water Board staff to work with the Department of Water Resources and the Save Our Water campaign to disseminate information regarding the emergency regulations.
6. Nothing in the regulation or in the enforcement provisions of the regulation precludes a local agency from exercising its authority to adopt more stringent conservation measures. Local agencies are encouraged to develop their own progressive enforcement practices to promote conservation.

CERTIFICATION

The undersigned Clerk to the Board does hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the State Water Resources Control Board held on January 4, 2022.

AYE: Vice Chair Dorene D'Adamo
Board Member Sean Maguire
Board Member Laurel Firestone
Board Member Nichole Morgan

NAY: None

ABSENT: Chair E. Joaquin Esquivel

ABSTAIN: None



Jeanine Townsend
Clerk to the Board

ADOPTED TEXT OF EMERGENCY REGULATION

Title 23. Waters

Division 3. State Water Resources Control Board and Regional Water Quality Control Boards

Chapter 3.5. Urban Water Use Efficiency and Conservation

Article 2. Prevention of Drought Wasteful Water Uses

§ 995. Wasteful and Unreasonable Water Uses.

(a) As used in this section:

(1) "Turf" has the same meaning as in section 491.

(2) "Incidental runoff" means unintended amounts (volume) of runoff, such as unintended, minimal overspray from sprinklers that escapes the area of intended use. Water leaving an intended use area is not considered incidental if it is part of the facility or system design, if it is due to excessive application, if it is due to intentional overflow or application, or if it is due to negligence.

(b)(1) To prevent the unreasonable use of water and to promote water conservation, the use of water is prohibited as identified in this subdivision for the following actions:

(A) The application of potable water to outdoor landscapes in a manner that causes more than incidental runoff such that water flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures;

(B) The use of a hose that dispenses water to wash a motor vehicle, except where the hose is fitted with a shut-off nozzle or device attached to it that causes it to cease dispensing water immediately when not in use;

(C) The use of potable water for washing sidewalks, driveways, buildings, structures, patios, parking lots, or other hard surfaced areas, except in cases where health and safety are at risk;

(D) The use of potable water for street cleaning or construction site preparation purposes, unless no other method can be used or as needed to protect the health and safety of the public;

(E) The use of potable water for decorative fountains or the filling or topping-off of decorative lakes or ponds, with exceptions for those decorative fountains, lakes, or ponds that use pumps to recirculate water and only require refilling to replace evaporative losses;

(F) The application of water to irrigate turf and ornamental landscapes during and within 48 hours after measurable rainfall of at least one fourth of one inch of rain. In determining whether measurable rainfall of at least fourth of one inch of rain occurred in a given area, enforcement may be based on records of the National Weather Service, the closest CIMIS station to the parcel, or any other reliable source of rainfall data available to the entity undertaking enforcement of this subdivision; and

(G) The use of potable water for irrigation of ornamental turf on public street medians.

(2) Notwithstanding subdivision (b)(1), the use of water is not prohibited by this section to the extent necessary to address an immediate health and safety need. This may include, but is not limited to, the use of potable water in a fountain or water feature when required to be potable because human contact is expected to occur.

(c)(1) To prevent the unreasonable use of water and to promote water conservation, any homeowners' association or community service organization or similar entity is prohibited from:

(A) Taking or threatening to take any action to enforce any provision of the governing documents or architectural or landscaping guidelines or policies of a common interest development where that provision is void or unenforceable under section 4735, subdivisions (a) and (b) of the Civil Code;

(B) Imposing or threatening to impose a fine, assessment, or other monetary penalty against any owner of a separate interest for reducing or eliminating the watering of vegetation or lawns during a declared drought emergency, as described in section 4735, subdivision (c) of the Civil Code; or

(C) Requiring an owner of a separate interest upon which water-efficient landscaping measures have been installed in response to a declared drought emergency, as described in section 4735, subdivisions (c) and (d) of the Civil Code, to reverse or remove the water-efficient landscaping measures upon the conclusion of the state of emergency.

(2) As used in this subdivision:

(A) "Architectoral or landscaping guidelines or policies" includes any formal or informal rules other than the governing documents of a common interest development.

(B) "Homeowners' association" means an "association" as defined in section 4080 of the Civil Code.

(C) "Common interest development" has the same meaning as in section 4100 of the Civil Code.

(D) "Community service organization or similar entity" has the same meaning as in section 4110 of the Civil Code.

(E) "Governing documents" has the same meaning as in section 4150 of the Civil Code.

(F) "Separate interest" has the same meaning as in section 4185 of the Civil Code.

(3) If a disciplinary proceeding or other proceeding to enforce a rule in violation of subdivision (c)(1) is initiated, each day the proceeding remains pending shall constitute a separate violation of this regulation.

(d) To prevent the unreasonable use of water and to promote water conservation, any city, county, or city and county is prohibited from imposing a fine under any local maintenance ordinance or other relevant ordinance as prohibited by section 8627.7 of the Government Code.

(e) The taking of any action prohibited in subdivision (b), (c) or (d) is an infraction punishable by a fine of up to five hundred dollars (\$500) for each day in which the violation occurs. The fine for the infraction is in addition to, and does not supersede or limit, any other remedies, civil or criminal.

(f) A decision or order issued under this section by the Board or an officer or employee of the Board is subject to reconsideration under article 2 (commencing with section 1122) of chapter 4 of part 1 of division 2 of the Water Code.

Authority: Section 1058.5, Water Code.

References: Article X, Section 2, California Constitution; Sections 4080, 4100, 4110, 4150, 4185, and 4735, Civil Code; Section 8627.7, Government Code; Sections 102, 104, 105, 275, 350, 491, and 1122, Water Code; *Light v. State Water Resources Control Board* (2014) 226 Cal.App.4th 1463; *Stanford Vina Ranch Irrigation Co. v. State of California* (2020) 50 Cal.App.5th 976.



Media Release

New statewide emergency water conservation regulation now in effect

June 14, 2022

Contact: Edward Ortiz, Public Information Officer

SACRAMENTO – A new statewide emergency water conservation regulation that bans using potable (drinkable) water on decorative or non-functional grass at commercial, industrial, and institutional properties went into effect Friday. It also requires urban water suppliers to implement all demand-reduction actions under Level 2 of their Water Shortage Contingency Plans.

The State Water Board adopted the regulation at its May 24 board meeting, and the Office of Administrative Law gave it final approval on June 10. The new restrictions are in response to Governor Newsom's March 28 Executive Order calling for water conservation directives to address California's new normal of climate extremes.

The regulation's ban on watering non-functional turf (turf is defined as mowed grass) at commercial, industrial and institutional properties includes areas like the grass in front of or next to large commercial buildings and common areas managed by homeowners' associations. The ban does not include watering grass used for human recreation or other community activities, watering residential grass or watering trees. The ban also does not prohibit the use of recycled water for irrigating non-functional turf.

"With increased aridification as our new reality, there is an urgency to all of us understanding and acting to ensure that water conservation is a California way of life. These regulations are part of our shared responsibility to address non-essential outdoor water use as our communities experience record-breaking drought and plan for dry conditions into next year," said Joaquin Esquivel, chair of the State Water Board.

There also are new options for addressing water waste. In addition to the State Water Board, agencies that are already authorized to enforce infractions, like water suppliers and local government, are empowered to address violations of this regulation. A violation of the non-functional turf irrigation provision, for example, would be an infraction and subject to a fine of up to \$500. This is the second State Water Board water conservation emergency regulation of 2022; the prohibitions of the first emergency regulation, adopted in January, also are infractions and are still in effect.



The regulation also requires urban water suppliers to implement all demand-reduction actions under Level 2 of their Water Shortage Contingency Plans, which are actions meant to address a 10% to 20% water shortage. In addition, urban water suppliers are required to fast-track their submissions of supply and demand assessments to plan for potential extended dry conditions.

“Level 2” actions vary for each water supplier, but they often include things such as:

- Increasing communication about the importance of water conservation
- Limiting outdoor irrigation to certain days or hours
- Increasing patrolling to identify water waste
- Enforcing water-use prohibitions

Some water suppliers already have imposed strong new restrictions on customers' water use in accordance with their drought management plans; property managers should check with their local suppliers for details. However, about half of the state's 436 water suppliers have not yet activated Level 2, and 36 have not submitted drought plans.

The emergency regulation requires suppliers without drought plans to take certain conservation actions, such as conducting outreach to customers about conservation, restricting outdoor irrigation to two days a week and enforcing against wasteful water practices.

Water suppliers are expected to communicate the requirements of the emergency regulation to their customers. The State Water Board encourages agencies to provide additional assistance to disadvantaged communities and translate conservation announcements and materials into the languages spoken in their service areas. People who see water waste should report it at savewater.ca.gov or to their local water supplier, city or county. Frequently Asked Questions and more information on the State Water Board's water conservation emergency regulations can be found at <https://bit.ly/conservationreg>.

The State Water Board's mission is to preserve, enhance and restore the quality of California's water resources and drinking water for the protection of the environment, public health, and all beneficial uses, and to ensure proper allocation and efficient use for present and future generations.