

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

P. 1

AGENDA

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

APRIL 23, 2020

5:30 P.M.

“Notice of Teleconferenced Meeting”

Pursuant to Governor Newsom’s March 17, 2020 Executive Order N-29-20 regarding COVID-19, members of the Pajaro/Sunny Mesa Community Services District Board of Directors and staff may participate in this meeting by teleconference.

To reduce the spread of COVID-19, members of the public may listen to the meeting via teleconference by calling **1-425-436-6355** and entering passcode **407147** and then the pound sign (“#”). There will be no in-person participation in the meeting under the authority of Governor Newsom’s Executive Order N-29-20. You may also submit written comments in writing either at District Offices in person or by email by 2:00 pm on April 23, 2020.

To submit a comment by email, please send to info@pajarosunnymesa.com and write “Public Comment” in the subject line. 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. Those comments received after 2:00 pm will be added to the record of the meeting and shared with Board members at 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) 722-1839 before the meeting to allow the District to make reasonable accomodations.

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

- o (11/21) President Harry Wiggins _____
- o (11/21) Vice President Sanford Coplin _____
- o (11/23) Secretary Robert Moody _____
- o (11/23) Assistant Secretary Darlene Lamboley _____
- o (11/21) Treasurer Michael Moore _____

ADMINISTRATIVE STAFF: General Manager Don Rosa _____
 Recorder Judy Vazquez-Varela _____
DISTRICT COUNSEL: Attorney Alan Smith _____

3. ADDITIONS TO AGENDA [SUBDIVISION (b), 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 Section 54956.5 exists), (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, determine that there is a need to take immediate action and that the need for action came to the attention of the District after the agenda was being or (3) the item was posted for a prior Board meeting not more than five calendar days before the date action is taken, and at the prior meeting the item was continued to the meeting at which action is taken. Before discussing any item pursuant to this subdivision, the Board will publicly identify the item.

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 MARCH 26, 2020 REGULAR MEETING

Approval draft minutes

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

Roll Call Vote:

- o (11/21) President Harry Wiggins _____
- o (11/21) Vice President Sanford Coplin _____
- o (11/23) Secretary Robert Moody _____
- o (11/23) Assistant Secretary Darlene Lamboley _____
- o (11/21) Treasurer Michael Moore _____

Old Business:

1. NONE

New Business:

1. REVIEW AND MOTION TO APPROVE DRAFT FINANCIAL REPORTS FOR MARCH 2020

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve Draft Financial Reports March 2020

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

Roll Call Vote:

- o (11/21) President Harry Wiggins _____
- o (11/21) Vice President Sanford Coplin _____
- o (11/23) Secretary Robert Moody _____
- o (11/23) Assistant Secretary Darlene Lamboley _____
- o (11/21) Treasurer Michael Moore _____

2. REVIEW AND MOTION TO APPROVE CHECKS

1. General Fund 605: Check # _____ through check # _____ for a total of \$ _____
2. Water Account: Check # _____ through check # _____ for a total of \$ _____
3. Holding Acct: Check # _____ through check # _____ for a total of \$ _____
4. Street Maint. Acct: Check # _____ through check # _____ for a total of \$ _____
5. Reorganization Acct: Check # _____ through check # _____ for a total of \$ _____
6. Construction Acct: Check # _____ through check # _____ for a total of \$ _____
7. Acct: Check # _____ through check # _____ for a total of \$ _____

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve checks

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

P/SMCSD BOARD MEETING AGENDA – April 23, 2020

Roll Call Vote:

- o (11/21) President Harry Wiggins _____
- o (11/21) Vice President Sanford Coplin _____
- o (11/23) Secretary Robert Moody _____
- o (11/23) Assistant Secretary Darlene Lamboley _____
- o (11/21) Treasurer Michael Moore _____

3. BOARD MOTION IDENTIFYING COMPARABLE AGENCIES FOR DELOACH & ASSOC COMPENSATION STUDY.

- Board by motion to choose which (six, five ??) agencies are to be used for salary comparison
- Attached list of agencies under consideration

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second (identifying selected agencies)
- Board Deliberation
- Motion to Approve or Reject

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

Roll Call Vote:

- o (11/21) President Harry Wiggins _____
- o (11/21) Vice President Sanford Coplin _____
- o (11/23) Secretary Robert Moody _____
- o (11/23) Assistant Secretary Darlene Lamboley _____
- o (11/21) Treasurer Michael Moore _____

4. LAFCO OF MONTEREY COUNTY – ELECTION OF ONE INDEPENDENT SPECIAL DISTRICT MEMBER

- Attached copies of memo, ballot and candidate information

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve or Reject

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

Roll Call Vote:

- o (11/21) President Harry Wiggins _____
- o (11/21) Vice President Sanford Coplin _____
- o (11/23) Secretary Robert Moody _____
- o (11/23) Assistant Secretary Darlene Lamboley _____
- o (11/21) Treasurer Michael Moore _____

P/SMCSD BOARD MEETING AGENDA – April 23, 2020

5. 2019-2020 BUDGET AMMENDMENT A1

- Copy of Staff Report
- Copy of 2019-2020 Final Budget

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve or Reject

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

Roll Call Vote:

- o (11/21) President Harry Wiggins _____
- o (11/21) Vice President Sanford Coplin _____
- o (11/23) Secretary Robert Moody _____
- o (11/23) Assistant Secretary Darlene Lamboley _____
- o (11/21) Treasurer Michael Moore _____

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. Generator Project

- District did not receive responses to the advertised request for proposal
- Staff is working with District Engineer on an alternate plan
- Staff has requested technical assistance from Quinn Cat and Darrel Varni Electric to help further our project

2. Water Rate Study

- Project is not currently moving forward due to staffing limitations at NBS and District Office
- Copy of Schedule – we are approximately 2 months behind
- Possible to stay on schedule if we start May 1st and commit staff resources to project

3. Compensation Study:

- Ad-hoc committee update: Moody – Lamboley
- Direction given to DeLoach & Assoc.
 - o Review Operations Manager position, job description, duties and responsibilities
 - o Operations Manager was asked to complete a Position Description Questionnaire, then reviewed and approved by General Manager
 - o General Manager was asked to submit all Job Descriptions used by the District

4. District Operation: changes due to COVID-19 and “Shelter in Place” order

- District office will remain open with strict guidelines
- District Parks have been closed
- Copies of notice at District Office and list of duties for Office
- No vendors or members of public are allowed into Office
- Office is staffed daily by General Manager and one administrative employee
- Payments are being received; no change given
- District has a verbal agreement in place for Mutual Aid with both Castroville Community Services District and Aromas Water District
- Staff is currently working with ACWA-JPIA to draft an indemnity agreement for liability
- President Wiggins and Vice President Coplin conducted a conference call with District General Manager and Operations Manager to plan for “worst case scenario”
 - President now has District Office keys and alarm codes and has advised staff to have Operations Manuals, keys to facilities and system maps readily available on the conference room table
 - Contact info for all Board Members, employees and vendors are in the binder

5. District Operations Report

6. Usage Comparison Report 2013/2020

CLOSED SESSION:

- **None**

MOTION TO ADJOURN

Next Board meeting date: _____
 Motioned by: Director _____ Seconded by: Director _____
 Ayes: _____ Noes: _____ Absent: _____ Abstained: _____
 Motion passed: _____ Motion Failed _____ Motion Tabled _____

Adjournment Time: _____ p.m.

MINUTES

The regular meeting of the Pajaro/Sunny Mesa Community Services District Board of Directors via teleconference was called to order at 5:35 pm on March 26, 2020.

ROLL CALL:

President Harry Wiggins
Vice President Michael Moore
Secretary Darlene Lambolely
Assistant Secretary Sanford Coplin
Treasurer Robert Moody

ADMINISTRATIVE STAFF:

General Manager Don Rosa
Recorder Judy Vazquez-Varela

ABSENT DIRECTOR(S) & STAFF:

None

DISTRICT COUNSEL:

Alan Smith

ADDITION(S) TO AGENDA: None

PUBLIC IN ATTENDANCE: None

PUBLIC COMMENTS: None

SCHEDULED ITEMS: None

Action Items

1. Consider and approve of the Minutes from the February 27, 2020 regular Board Meeting with corrections.

Motion was made by Director Lambolely and seconded by Director Coplin to approve the regular Board Meeting Minutes of February 27, 2020 with corrections. Motion carried.

Roll Call Vote:	Ayes:	H. Wiggins; M. Moore; D. Lambolely; S. Coplin
	Noes:	None
	Absent:	None
	Abstain:	R. Moody

OLD BUSINESS:

1. Election of Board Officers 2020

The District's Counsel conducted the elections.

Director Coplin nominated Director Wiggins for President. Director Lambolely nominated Director Moore for President. Director Moore nominated Director Lambolely for President. Discussed the availability of holding same office for two consecutive years.

Roll Call Vote for President:
President Harry Wiggins:

Harry Wiggins

Vice President Michael Moore:	Michael Moore
Secretary Darlene Lamboley:	Michael Moore
Assistant Secretary Sanford Coplin:	Harry Wiggins
Treasurer Robert Moody:	Harry Wiggins

Director Moore nominated Director Moody for Vice President. Director Coplin nominated himself for Vice President.

Roll Call Vote for Vice President:

President Harry Wiggins:	Sanford Coplin
Vice President Michael Moore:	Robert Moody
Secretary Darlene Lamboley:	Robert Moody
Assistant Secretary Sanford Coplin:	Sandford Coplin
Treasurer Robert Moody:	Sanford Coplin

Director Coplin nominated Director Moody for Secretary.

Roll Call Vote for Secretary:

President Harry Wiggins:	Robert Moody
Vice President Michael Moore:	Robert Moody
Secretary Darlene Lamboley:	Robert Moody
Assistant Secretary Sanford Coplin:	Robert Moody
Treasurer Robert Moody:	Robert Moody

Director Moody nominated Director Lamboley for Assistant Secretary

Roll Call Vote for Assistant Secretary:

President Harry Wiggins:	Darlene Lamboley
Vice President Michael Moore:	Darlene Lamboley
Secretary Darlene Lamboley:	Darlene Lamboley
Assistant Secretary Sanford Coplin:	Darlene Lamboley
Treasurer Robert Moody:	Darlene Lamboley

Director Moody nominated Director Moore for Treasurer.

Roll Call Vote for Treasurer:

President Harry Wiggins:	Michael Moore
Vice President Michael Moore:	Michael Moore
Secretary Darlene Lamboley:	Michael Moore
Assistant Secretary Sanford Coplin:	Michael Moore
Treasurer Robert Moody:	Michael Moore

The election of Board officers concluded as follows:

- Office: President-Harry Wiggins
- Office: Vice President-Sandford Coplin
- Office: Secretary-Robert Moody
- Office: Assistant Secretary-Darlene Lamboley

MINUTES OF REGULAR MEETING – March 26, 2020

- Office: Treasurer-Michael Moore

NEW BUSINESS: (Action Items)

1. Review and consider approving the Draft Financial Reports for February 2020

Motion made by Director Lamboley and seconded by Director Moore to approve the February 2020 Financials. Motion carried.

Roll Call Vote: Ayes: H. Wiggins; M. Moore; D. Lamboley; S. Coplin; R. Moody
 Noes: None
 Absent: None
 Abstain: None

MONTHLY EXPENDITURES REPORT FOR REVIEW

APPROVAL OF CHECKS:

2. Review and consider approving of checks

1. General Fund 633: None
2. Operating Account: Check No. 24282 through Check No. 24311 for a total of \$126,142.24
3. Reserve Account: Total of \$10,464.21
4. Street Maintenance Account: Check No. 513 for a total of \$1,242.73
5. Pajaro Park Account: Total of \$1,745.84
6. COP 2010 Account: Total of \$15,491.70
7. Debt Service Reserve Account: None

Motion was made by Director Moody, seconded by Director Moore to approve all accounts for the months of February 2020. Motion carried.

Roll Call Vote: Ayes: H. Wiggins; M. Moore; D. Lamboley; S. Coplin; R. Moody
 Noes: None
 Absent: None
 Abstain: None

3. Resolution 03-01-20 Adopting of 2020 Pajaro/Sunny Mesa Community Services District Discontinuance of Residential Water Service Policy

- California Water Shutoff Protection Act. SB998 (Added by Stats. 2018, Ch. 891, Sec. 2. (SB 998) Effective January 1, 2019.) | California Health and Safety Code §§ 116900 et seq

MINUTES OF REGULAR MEETING – March 26, 2020

Motion was made by Director Coplin, seconded by Director Lamboley to approve adopting of Resolution 03-01-20 2020 Pajaro/Sunny Mesa Community Services District Discontinuance of Residential Water Service Policy. Motion carried.

Roll Call Vote:	Ayes:	H. Wiggins; M. Moore; D. Lamboley; S. Coplin; R. Moody
	Noes:	None
	Absent:	None
	Abstain:	None

4. Motion to consider approving the Robert DeLoach & Associates Inc. Compensation Plan additional scope of work.

Board requested additional work; the Board was presented with a copy of letter from DeLoach indicating cost for extra work for connection count and revenue of similar agencies is not to exceed \$550.00.

Board to approve of addition to original scope of work at a cost of \$5355.00, with a total not to exceed \$5905.00.

Director Moody addressed the Board suggesting that the water rate study is an opportunity to address the question of whether our expenditures with respect to administrative matter are in line with similar organizations. The proposal would evaluate payroll but not the functions of our District. The matter in question is how many employees we should have and the function of each position. Director Moore discussed the Study performed by Mr. Deloach in 2015 resulting in a Staff Compensation Survey Comparison, Staffing Level and Classification. From this Study the District is currently short 3 Staff members to fulfill complete separation of duties and controls. In the last meeting Board opted for salary comparison only.

Board directed Don Rosa to provide the 2015 Staff Study to Director Moody and to meet with Mr. Deloach for further questions. This item will be added to next month's agenda.

Motion was made by Director Moore, seconded by Director Coplin to approve additional scope of work not to exceed \$5905.00. Motion carried.

Roll Call Vote:	Ayes:	H. Wiggins; M. Moore; D. Lamboley; S. Coplin; R. Moody
	Noes:	None
	Absent:	None
	Abstain:	None

STAFF/COMMITTEE REPORTS: (Informational Only)

1. Generator Project

- RFP was publicly advertised, we did not receive any response to proposal. Staff and Tom Yeager, District Engineer have been discussing different options. Currently creating a prioritized list based on several factors; one factor being the number of connections served by water system and another the District's input regarding the priority or need

MINUTES OF REGULAR MEETING – March 26, 2020

of the specific water system. Once alternate plan is completed it will be presented to the Board for options to proceed.

2. Water Rate Study

- NBS has submitted a proposal with new language required by Board referring to "Review possibility of adding remote read/radio type meters"

3. District Operation: changes due to COVID-19 and "Shelter in Place" order

- District has remained opened with District guidelines; District Parks have been closed.
- District has posted notice at office "No visitors allowed in office"
- A copy of current list of duties for office Staff of proper disinfection and social distancing.

4. District Operations Report

Pajaro Grant

- Construction of the tank is progressing on schedule.

Springfield Planning Grant

- Staff held telephone conference with Eric from Sacramento State and Gary from State to discuss information necessary for the completion of the General information, Technical and Financial Security packages. Eric and Gary will both be available to assist Staff in completing the packages.

Pajaro Park

- The Pajaro Park had remained opened. The toilet paper was being stolen, creating a challenge in maintaining the bathrooms open. Park is now closed.

Emergency Generators

- Tom Yeager, District Engineer and Staff are working on an alternative plan due to no interest in the RFP in February 2020.

5. Usage Comparison Report 2013/2020

- Water usage was up in most systems except Pajaro and Sunny Mesa this month compared to February 2020

Closed Session:

A. Public Comments for Closed Session

No comment.

Conference with Legal Counsel-Existing Litigation (Government Code § 54957)

MINUTES OF REGULAR MEETING – March 26, 2020

1. AWC Holdings Trust and AWC II Holdings Trust vs the County of Monterey through its Board of Supervisors et al Case No. 18CV1746, Monterey County Superior Court, filed May 11, 2018
2. Steve Pacheco, Trustee of the Salinas Land Holding Trust vs Pajaro/Sunny Mesa Community Services District et al Case No. unknown, Monterey County Superior Court, filing date unknown

Public Employee Performance Evaluation. Subd. (b)(1) of (§ 54957)
 ⇒ Title: (General Manager)

Closed session opened at 7:52 pm.
 Return to open session at 7:58 pm.

No final action taken.

NEXT BOARD MEETING:

The next Board meeting is to be held on Thursday, April 23, 2020 at 5:30 pm.

There being no further business, the regular Board Meeting of the Pajaro/Sunny Mesa Community Services District was adjourned at 7:59 pm with motion made by Director Moore, seconded by Director Lamboley. Motion Carried.

Respectfully submitted by:

 Harry Wiggins, President

 Michael Moore, Vice President

 Judith Vazquez-Varela, Recorder

FINANCIAL NOTES - March 2020

Account No:	Account Name:	Increase / Decrease	Description
Income:			
4001-4015	Total Income	-	Low usage due to increased rainfall
Expenses: Indirect			
5145	District Wide Repair & Maintenance	+	New colorimeter water testing kit
5330	Telephone	+	New cell phones (2)
Expenses: Direct			
5220	Water System Repair & Maintenance	+	Coastal Paving: leak repair at Normco, Berta Canyon Rd.
Other Income:			
4110	Hydrant Sales	+	High water usage for temporary hydrant meters
4140	Connection Fees	+	New connection Moss Landing

April 20, 2020

Balance Sheet

Accrual Basis

As of March 31, 2020

Mar 31, 20

ASSETS

Current Assets

Checking/Savings

1001 · SCCB - Operating Account	100,669.83
1002 · SCCB Reserve Account	301,928.69
1003 · SCCB - Sick Leave Account	14,451.84
1004 · SCCB - Street Maint Acct	199,769.49
1006 · SCCB-GF 633	99,632.20
1007 · SCCB - Debt Service Reserve	99,128.46
1032 · SCCB-COP Acct (aka Const. Acct)	110,664.33
1036 · PSM Pajaro Park Acct	95,369.75
1050 · Cash in County Treasury - DS	53,165.19
1051 · Cash in County Treasury - GF	128,273.48
1066 · Union Bank Vega 2303	147,896.13
1068 · Union Bank Vega 2301	1,573.90
1069 · Union Bank Vega-2302	10,520.21
1095 · Union Bank Wtr Bond-Res 2204	148,784.54
2201 · Union Bank-2015 Wtr Rfd Bd 2201	255.08

Total Checking/Savings	1,512,083.12
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Accounts Receivable

1110 · Invoice Accounts Recv	2,551.05
1231 · Grants Receivable-A/R	721,657.52

Total Accounts Receivable	724,208.57
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Other Current Assets

1080 · Petty Cash	400.00
1100 · Water Customer Accounts Recv	192,712.88
1101 · Allowance for Doubtful Accounts	-8,990.09
1115 · Prepaid Expenses	507.31
1153 · Receivable from Monterey County	860.00
1251 · Assess. Rec. - Lighting	949.14
1252 · Assessments Rec. - Street Maint	6,255.76
1253 · Assessments Rec. - Water bond	300,206.00
1253.1 · Assess Rec - Water Bond - Count	116.43
1254 · Advanced Pay - Spec. Asses - WB	-16,561.65

Total Other Current Assets	476,455.78
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Total Current Assets	2,712,747.47
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Fixed Assets

1084 · CIP-Springfield/Struve	18,967.36
1500 · Land	139,676.30
1510 · Land Improve (Non-office)	253,942.67
1520 · Land Improve (Office)	66,721.46
1521 · A/D - Land Impr (Off)	-44,861.40
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	134,443.43
1551 · A/D - District Office Building	-123,428.73
1555 · Office Equipment/Furniture	44,041.05
1556 · A/D - Office Equip/Furniture	-43,293.90
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	506,239.21
1571 · A/D - Equipment - Pumping Plant	-453,386.87
1580 · Distribution Mains [P]	1,487,948.01
1581 · A/D - Distribution Mains	-1,063,798.68
1590 · Meters	92,193.13
1591 · A/D - Meters	-84,656.11
1600 · Hydrants	7,422.43
1601 · A/D - Hydrants	-4,556.72
1610 · Automotive Equipment	232,300.12
1611 · A/D - Automotive Equipment	-195,223.31

Pajaro/Sunny Mesa Community Services District
Balance Sheet
As of March 31, 2020

April 20, 2020
Accrual Basis

	Mar 31, 20
1620 · Utility Trans/Distr Plant	115,702.65
1621 · A/D - Utility T&D Plant	-90,071.77
1622 · A/D - Moss Landing	-157,020.31
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	-15,624.73
1650 · Trans & Distr Plant	81,133.08
1651 · A/D - Trans & Distr Plant	-59,380.30
1670 · Small Tools/Equipment	10,817.67
1671 · A/D - Small Tools/Equipment	-8,096.51
1680 · ALCO Water Project	155,809.38
1681 · A/D - ALCO Water Project	-93,485.45
1804 · CIP-Springfield	328,851.31
1805 · CIP-Vega Imprvtmnt Project	4,604,699.33
1805.1 · A/D - Vega	-1,962,902.90
1806 · Moss Landing Bridge Project	251,233.09
1807 · CIP-Langley/VP	240,496.74
1807.1 · A/D - Langley/VP	-66,136.74
1808 · CIP-Normco	296,974.74
1808.1 · A/D - Normco Tank	-107,839.73
1811 · CIP-Vierra Estate	175,238.16
1811.1 · A/D - Vierra Estates	-38,242.72
1812 · CIP-Moss Landing Water System	297,669.12
1812.1 · A/D - Moss Landing Water	-65,436.55
1814 · CIP-Pajaro	759,737.59
1815 · CIP-Normco Improv Project	3,225.00
1816 · Land - Pajaro Park	781,632.00
1817 · Improvements - Pajaro Park	4,717,110.00
1817.1 · A/D - Improvements -Pajaro Park	-1,092,169.63
1818 · Buildings - Pajaro Park	796,400.00
1818.1 · A/D - Buildings-Pajaro Park	-150,374.26
1819 · Equipment - Pajaro Park	43,381.00
1819.1 · A/D - Equipment-Pajaro Park	-23,136.89
1820 · Normco Treatment Facility	111,943.00
1820.1 · A/D-Normco Treatment Facility	-68,865.85
1821 · CIP-Sunny Mesa	48,044.61
1822 · CIP-Vega	23,643.81
1823 · CIP-Blackie	10,230.04
Total Fixed Assets	11,290,982.23
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	3,873,859.72
1900 · Due From Other Funds	159,690.92
1950 · Deferred amount on refunding	73,213.60
1951 · Deferred Amt of Ref-Vega Bds15	95,017.09
Total Other Assets	4,202,039.18
TOTAL ASSETS	18,205,768.88
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	113,181.14
2500 · Due to Other Funds	159,693.06
Total Accounts Payable	272,874.20

April 20, 2020

Balance Sheet

Accrual Basis

As of March 31, 2020

	<u>Mar 31, 20</u>
Other Current Liabilities	
2005 · Accrued Liabilities	67,274.00
2050 · Accrued Payroll	7,937.44
2100 · Payroll Tax Liabilities	1,000.00
2121 · Customer Security Deposits	16,102.15
2122 · Future Water Conn. Deposits	36,600.00
2123 · Hydrant Meter Deposits	22,550.00
2225 · Accrued Vacation Liability	36,390.39
2230 · Accrued Sick Leave Liability	52,347.25
2263 · 457b EE Plan Payable	2,565.17
2264 · Employee Insurance Payable	-2,199.11
2265 · EE Aflac Insurance Payable	713.39
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.	-36,931.58
Total Other Current Liabilities	<u>235,866.79</u>
Total Current Liabilities	508,740.99
Long Term Liabilities	
2256 · Vehicle Loan Payable	29,898.00
2257 · Reorganization Loan	245,000.00
2267 · Pajaro Tank Loan-0190	713,570.89
2333 · COP Bonds Payable	-190,000.00
2339 · Vega Project Bonds Payable	-72,100.00
2350 · Bonds Payable - Water Bond	224,000.00
2360 · Bonds Payable-2015 COP Wtr Rf	2,200,000.00
2361 · Bonds Payable-2015 Vga Wtr Rf	3,710,083.67
2400 · Unamortized Discount on 2015	-34,205.01
2401 · Unamortized Discount-2015 Vega	-13,986.72
Total Long Term Liabilities	<u>6,812,260.83</u>
Total Liabilities	7,321,001.82
Equity	
3000 · Fund Balance	219,540.85
3001 · Restricted-Street Maintenance	87,655.80
3040 · Contributed Capital	248,000.00
3045 · Restricted for Debt Service	4,575,060.23
3050 · Retained Earnings	5,222,865.76
Net Income	531,644.42
Total Equity	<u>10,884,767.06</u>
TOTAL LIABILITIES & EQUITY	<u><u>18,205,768.88</u></u>

April 20, 2020

Profit & Loss

Accrual Basis

March 2020

	<u>Mar 20</u>
Ordinary Income/Expense	
Income	
4001 · Route 1 - Pajaro	22,371.90
4002 · Route 2 - Pajaro	21,228.39
4003 · Route 3 - Commercial	18,131.10
4004 · Route 4 - Trailer Park	1,065.51
4005 · Route 5 - San Juan Rd Apts	1,038.34
4006 · Route 6 - Sunny Mesa	10,183.30
4007 · Route 7 - CSA 73	10,870.87
4008 · Route 8 - Vega	10,405.84
4010 · Route 10 - Springfield	850.00
4011 · Route 11 - Moss Landing	18,904.88
4012 · Route 12 - Blackie Road	2,174.97
4013 · Route 13 - Normco	22,218.41
4014 · Route 14 - Vierra	3,238.75
4015 · Route 15 - Langley/VP	1,928.64
	<hr/>
Total Income	144,610.90
Gross Profit	144,610.90
Expense	
INDIRECT	
5000 · Salaries and Wages	47,637.11
5005 · Administrative Fees	715.04
5030 · Payroll Tax Expense	1,013.69
5050 · Employee Health Insurance	11,904.99
5070 · Employee Retirement	7,616.74
5090 · Other Employee Expense	465.45
5130 · Utilities - Office	288.60
5140 · Building Repair & Maint	335.73
5145 · District Wide Repair & Maint	1,830.94
5150 · Garbage Service	284.34
5160 · Office Equip Rental	544.55
5165 · Computer Software	730.92
5175 · Small Tools - Repair & Maint.	247.93
5240 · Office Supplies	200.41
5250 · Legal Expenses	1,335.42
5255 · Interest Expense	99.52
5270 · Automotive - Repair & Maint	49.68
5330 · Telephone	2,230.50
5340 · Burglar Alarm Monitoring	84.00
5370 · Fuel - Trucks	1,654.60
5391 · Credit Card Transaction Fees	434.31
5XXX · Indirect Allocation	-0.01
	<hr/>
Total INDIRECT	79,704.46
5190 · Soil and Water Tests	2,752.70
5220 · Water System - Repair & Maint	19,593.94
5225 · Street Maintenance	372.41
5231 · Pajaro Park Expense	2,250.98
5265 · Engineering Expenses	0.00
5310 · Utilities - Well Site	9,772.19
5315 · Utilities - Street Lighting	2,121.21
5426 · Vega Assmnt Bond Expense	949.12
5427 · Improvement Project-Springfield	797.50
	<hr/>
Total Expense	118,314.51
Net Ordinary Income	26,296.39

Pajaro/Sunny Mesa Community Services District
Profit & Loss
March 2020

April 20, 2020
Accrual Basis

	<u>Mar 20</u>
Other Income/Expense	
Other Income	
4100 · Late Payment Penalties	477.72
4110 · Hydrant Sales	738.10
4140 · Connection Fees	14,751.00
4200 · Street Maintenance-Reimb	538.52
4210 · Vega Bond Assessments	5,698.14
4280 · Pro-Rata Tax Collection Share	482.41
4285 · P.V.W.M.A. Collection Fee	2,016.59
4307 · Returned Check Charges	0.00
4340 · Utility Reimbursements	719.97
4350 · Interest Revenue	416.50
5424 · Springfld Bottled Wtr Gr Reimb	371.07
5794 · Water Bond Assessments	639.01
Total Other Income	26,849.03
Other Expense	
5435 · Improvement Project-Pajaro	460.00
Total Other Expense	460.00
Net Other Income	26,389.03
Net Income	<u><u>52,685.42</u></u>

Pajaro/Sunny Mesa Community Services District Profit & Loss Budget Performance

March 2020

	Mar 20	Budget	% of Budget	Jul '19 - Mar 20	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense							
Income							
4001 - Route 1 - Pajaro	22,371.90	23,975.00	93.3%	189,778.93	215,775.00	88.0%	287,700.00
4002 - Route 2 - Pajaro	21,228.39	24,850.00	85.4%	192,727.86	223,650.00	86.2%	298,200.00
4003 - Route 3 - Commercial	18,131.10	22,750.00	79.7%	195,108.46	204,750.00	95.3%	273,000.00
4004 - Route 4 - Trailer Park	1,065.51	1,141.67	93.3%	9,380.96	10,274.99	91.3%	13,700.00
4005 - Route 5 - San Juan Rd Apts	1,038.34	1,225.00	84.8%	9,252.24	11,025.00	83.9%	14,700.00
4006 - Route 6 - Sunny Mesa	10,183.30	10,541.67	96.6%	101,684.40	94,874.99	107.2%	126,500.00
4007 - Route 7 - CSA 73	10,870.87	11,725.00	92.7%	112,278.42	105,525.00	106.4%	140,700.00
4008 - Route 8 - Vega	10,405.84	12,600.00	82.6%	109,891.59	113,400.00	96.9%	151,200.00
4010 - Route 10 - Springfield	850.00	875.00	97.1%	7,650.00	7,875.00	97.1%	10,500.00
4011 - Route 11 - Moss Landing	18,904.88	22,333.34	84.6%	189,596.85	200,999.98	94.3%	268,000.00
4012 - Route 12 - Blackie Road	2,174.97	2,758.34	78.9%	22,494.06	24,824.98	90.6%	33,100.00
4013 - Route 13 - Normco	22,218.41	27,125.00	81.9%	245,735.86	244,125.00	100.7%	325,500.00
4014 - Route 14 - Vierra	3,238.75	3,983.34	81.3%	35,665.32	35,849.98	99.5%	47,800.00
4015 - Route 15 - Langley/VP	1,928.64	2,758.34	69.9%	23,144.28	24,824.98	93.2%	33,100.00
Total Income	144,610.90	168,641.70	85.8%	1,444,389.23	1,517,774.90	95.2%	2,023,700.00
Gross Profit	144,610.90	168,641.70	85.8%	1,444,389.23	1,517,774.90	95.2%	2,023,700.00
Expense							
INDIRECT							
5000 - Salaries and Wages	47,637.11	62,750.00	75.9%	548,648.12	564,750.00	97.1%	753,000.00
5005 - Administrative Fees	715.04	475.00	150.5%	4,190.62	4,275.00	98.0%	5,700.00
5030 - Payroll Tax Expense	1,013.69	1,333.34	76.0%	11,959.43	11,999.98	99.7%	16,000.00
5040 - Worker's Comp Insurance	0.00	1,916.67	0.0%	8,643.45	17,249.99	50.1%	23,000.00
5050 - Employee Health Insurance	11,904.99	15,166.67	78.5%	125,925.01	136,499.99	92.3%	182,000.00
5070 - Employee Retirement	7,616.74	9,416.67	80.9%	80,142.52	84,749.99	94.6%	113,000.00
5090 - Other Employee Expense	465.45	208.34	223.4%	2,360.37	1,874.98	125.9%	2,500.00
5120 - Property Taxes	0.00	125.00	0.0%	1,178.60	1,125.00	104.8%	1,500.00
5130 - Utilities - Office	288.60	333.34	86.6%	1,973.23	2,999.98	65.8%	4,000.00
5140 - Building Repair & Maint	335.73	583.34	57.6%	4,840.45	5,249.98	92.2%	7,000.00
5145 - District Wide Repair & Maint	1,830.94	1,083.34	169.0%	15,793.08	9,749.98	162.0%	13,000.00
5150 - Garbage Service	284.34	300.00	94.8%	2,274.72	2,700.00	84.2%	3,600.00
5160 - Office Equip Rental	544.55	833.34	65.3%	6,742.24	7,499.98	89.9%	10,000.00
5165 - Computer Software	730.92	833.34	87.7%	7,521.73	7,499.98	100.3%	10,000.00
5170 - Office Equipment Repair & Maint	247.93	300.00	0.0%	1,918.57	2,700.00	71.1%	3,600.00
5175 - Small Tools - Repair & Maint.	0.00	83.34	297.5%	790.18	749.98	105.4%	1,000.00
5180 - Casualty Ins/Liability Ins	0.00	2,583.34	0.0%	28,401.26	23,249.98	122.2%	31,000.00
5200 - Billing Supplies	0.00	308.34	0.0%	2,291.16	2,774.98	82.6%	3,700.00
5240 - Office Supplies	200.41	291.67	68.7%	1,951.34	2,624.99	74.3%	3,500.00
5245 - Postage	0.00	708.34	0.0%	6,000.00	6,374.98	94.1%	8,500.00
5250 - Legal Expenses	1,335.42	11,666.67	11.4%	53,855.54	104,999.99	51.3%	140,000.00
5255 - Interest Expense	99.52	1,208.34	8.2%	36,719.70	10,874.98	337.7%	14,500.00
5256 - Interest Exp-Financed Items	0.00	66.67	0.0%	245.58	599.99	40.9%	800.00
5260 - Accounting & Bookkeeping	0.00	3,083.34	0.0%	33,290.00	27,749.98	120.0%	37,000.00
5266 - Engineering Svcs-Dist Wide	0.00	83.34	0.0%	435.00	749.98	58.0%	1,000.00
5270 - Automotive - Repair & Maint	49.68	833.34	6.0%	12,321.30	7,499.98	164.3%	10,000.00
5280 - Conferences, Meetings, Seminars	0.00	41.67	0.0%	208.00	374.99	55.5%	500.00
5290 - Travel Expenses	0.00	41.67	0.0%	0.00	374.99	0.0%	500.00

**Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget Performance**

March 2020

	Mar 20	Budget	% of Budget	Jul '19 - Mar 20	YTD Budget	% of Budget	Annual Budget
5300 · Books & Subscriptions	0.00	125.00	0.0%	0.00	1,125.00	0.0%	1,500.00
5305 · Water Conservation Program	0.00	125.00	0.0%	0.00	1,125.00	0.0%	1,500.00
5320 · Memberships Fees and Dues	0.00	1,583.34	0.0%	18,415.40	14,249.98	129.2%	19,000.00
5326 · Licenses and Certifications	0.00	166.67	0.0%	180.00	1,499.99	12.0%	2,000.00
5330 · Telephone	2,230.50	1,416.67	157.4%	12,190.09	12,749.99	95.6%	17,000.00
5340 · Burglar Alarm Monitoring	84.00	62.50	134.4%	676.00	562.50	120.2%	750.00
5370 · Fuel - Trucks	1,654.60	2,000.00	82.7%	17,338.33	18,000.00	96.3%	24,000.00
5390 · Bank Charges	0.00	16.67	0.0%	350.00	149.99	233.3%	200.00
5391 · Credit Card Transaction Fees	434.31	625.00	69.5%	6,543.58	5,625.00	116.3%	7,500.00
5400 · Miscellaneous Expense	0.00	16.67	0.0%	3,370.84	149.99	2,247.4%	200.00
5XXX · Indirect Allocation	-0.01			-0.01			
6560 · Payroll Processing Expenses	0.00	50.00	0.0%	0.00	450.00	0.0%	600.00
6577 · COP Debt Service - Interest	0.00	6,666.67	0.0%	39,490.00	59,999.99	65.8%	80,000.00
Total INDIRECT	79,704.46	129,512.65	61.5%	1,099,175.43	1,165,612.05	94.3%	1,554,150.00
5190 · Soil and Water Tests	2,752.70	2,833.34	97.2%	21,427.50	25,499.98	84.0%	34,000.00
5210 · Customer Orders	0.00			-4,629.46			
5220 · Water System - Repair & Maint	19,593.94	16,666.67	117.6%	256,584.77	149,999.99	171.1%	200,000.00
5225 · Street Maintenance	372.41	2,720.84	13.7%	58,533.42	24,487.48	239.0%	32,650.00
5230 · Park - Repair & Maint	0.00	83.34	0.0%	396.83	749.98	52.9%	1,000.00
5231 · Pajaro Park Expense	2,250.98			24,352.15	0.00	100.0%	0.00
5265 · Engineering Expenses	0.00	83.34	0.0%	2,009.41	749.98	267.9%	1,000.00
5310 · Utilities - Well Site	9,772.19	14,000.00	69.8%	95,027.64	126,000.00	75.4%	168,000.00
5315 · Utilities - Street Lighting	2,121.21	2,333.34	90.9%	16,540.31	20,999.98	78.8%	28,000.00
5325 · Permits	0.00	2,083.34	0.0%	12,109.20	18,749.98	64.6%	25,000.00
5360 · Fuel - Generator	0.00	125.00	0.0%	13,551.50	1,125.00	1,204.6%	1,500.00
5426 · Vega Assmnt Bond Expense	949.12			6,946.90			
5427 · Improvement Project-Springfield	797.50			21,269.65			
5428 · COP Bond Expense	0.00	291.67	0.0%	3,483.31	2,624.99	132.7%	3,500.00
5433 · Pajaro Water Bond Interest Exp	0.00	1,029.17	0.0%	15,204.37	9,262.49	164.1%	12,350.00
6575 · Vega Debt Service-Interest	0.00	12,333.34	0.0%	146,323.71	110,999.98	131.8%	148,000.00
Total Expense	118,314.51	184,096.04	64.3%	1,788,306.64	1,656,861.88	107.9%	2,209,150.00
Net Ordinary Income	26,296.39	-15,454.34	-170.2%	-343,917.41	-139,086.98	247.3%	-185,450.00
Other Income/Expense							
Other Income							
4100 · Late Payment Penalties	477.72	416.67	114.7%	4,408.85	3,749.99	117.6%	5,000.00
4101 · Billing Adjustments	0.00	41.67	0.0%	0.00	374.99	0.0%	500.00
4110 · Hydrant Sales	738.10	333.34	221.4%	11,572.76	2,999.98	385.8%	4,000.00
4115 · Testing Fees	0.00	625.00	0.0%	1,760.00	5,625.00	31.3%	7,500.00
4140 · Connection Fees	14,751.00	358.34	4,116.5%	22,283.00	3,224.98	691.0%	4,300.00
4141 · Application Fees	0.00	45.84	0.0%	275.00	412.48	66.7%	550.00
4146 · Other Fees	0.00	33.34	0.0%	0.00	299.98	0.0%	400.00
4200 · Street Maintenance-Reimb	538.52	5,316.67	10.1%	37,497.82	47,849.99	78.4%	63,800.00
4210 · Vega Bond Assessments	5,698.14	22,750.00	25.0%	166,710.70	204,750.00	81.4%	273,000.00
4280 · Pro-Rata Tax Collection Share	482.41	2,083.34	23.2%	14,678.38	18,749.98	78.3%	25,000.00
4285 · P.V.W.M.A. Collection Fee	2,016.59	2,250.00	89.6%	21,145.14	20,250.00	104.4%	27,000.00
4300 · Collection of Previous W/O Acct	0.00	41.67	0.0%	0.00	374.99	0.0%	500.00
4305 · Miscellaneous Revenue	0.00	125.00	0.0%	3,175.41	1,125.00	282.3%	1,500.00

**Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget Performance**

March 2020

	Mar 20	Budget	% of Budget	Jul '19 - Mar 20	YTD Budget	% of Budget	Annual Budget
4307 · Returned Check Charges	0.00			100.00			
4311 · Interest on Pooled Investments	0.00			1,991.40			28,000.00
4340 · Utility Reimbursements	719.97	2,333.34	30.9%	19,161.82	20,999.98	91.2%	12,000.00
4341 · Lighting Admin Reimbursements	0.00	1,000.00	0.0%	7,111.65	9,000.00	79.0%	
4345 · Customer Order Reimbursements	0.00			2,440.00			
4346 · District 25% Overhead Fee	0.00	41.67	0.0%	0.00	374.99	0.0%	500.00
4350 · Interest Revenue	416.50	475.00	87.7%	3,772.29	4,275.00	88.2%	5,700.00
4355 · Audit/Bookkeeping Reimbursement	0.00	58.34	0.0%	490.46	524.98	93.4%	700.00
4360 · Legal Counsel Reimbursement	0.00	33.34	0.0%	245.22	299.98	81.7%	400.00
5408 · Springfield Project-Grant Reimb	0.00			118,412.84			
5409 · Pajaro Improve Proj-Grant Reimb	0.00			368,246.72			
5424 · Springfld Bottled Wtr Gr Reimb	371.07			22,213.24			
5794 · Water Bond Assessments	639.01	3,312.50	19.3%	27,202.28	29,812.50	91.2%	39,750.00
5796 · Pajaro Park Revenue	0.00			27,700.00			
Total Other Income	26,849.03	41,675.07	64.4%	882,594.98	375,074.79	235.3%	500,100.00
Other Expense	460.00			7,033.15			
5435 · Improvement Project-Pajaro				7,033.15			
Total Other Expense	460.00			7,033.15			
Net Other Income	26,389.03	41,675.07	63.3%	875,561.83	375,074.79	233.4%	500,100.00
Net Income	52,685.42	26,220.73	200.9%	531,644.42	235,987.81	225.3%	314,650.00

Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget vs. Actual
 March 2020

	Mar 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4001 · Route 1 - Pajaro	22,371.90	23,975.00	-1,603.10	93.31%
4002 · Route 2 - Pajaro	21,228.39	24,850.00	-3,621.61	85.43%
4003 · Route 3 - Commercial	18,131.10	22,750.00	-4,618.90	79.7%
4004 · Route 4 - Trailer Park	1,065.51	1,141.67	-76.16	93.33%
4005 · Route 5 - San Juan Rd Apts	1,038.34	1,225.00	-186.66	84.76%
4006 · Route 6 - Sunny Mesa	10,183.30	10,541.67	-358.37	96.6%
4007 · Route 7 - CSA 73	10,870.87	11,725.00	-854.13	92.72%
4008 · Route 8 - Vega	10,405.84	12,600.00	-2,194.16	82.59%
4010 · Route 10 - Springfield	850.00	875.00	-25.00	97.14%
4011 · Route 11 - Moss Landing	18,904.88	22,333.34	-3,428.46	84.65%
4012 · Route 12 - Blackie Road	2,174.97	2,758.34	-583.37	78.85%
4013 · Route 13 - Normco	22,218.41	27,125.00	-4,906.59	81.91%
4014 · Route 14 - Vierra	3,238.75	3,983.34	-744.59	81.31%
4015 · Route 15 - Langley/VP	1,928.64	2,758.34	-829.70	69.92%
Total Income	144,610.90	168,641.70	-24,030.80	85.75%
Gross Profit	144,610.90	168,641.70	-24,030.80	85.75%
Expense				
INDIRECT				
5000 · Salaries and Wages	47,637.11	62,750.00	-15,112.89	75.92%
5005 · Administrative Fees	715.04	475.00	240.04	150.54%
5030 · Payroll Tax Expense	1,013.69	1,333.34	-319.65	76.03%
5040 · Worker's Comp Insurance	0.00	1,916.67	-1,916.67	0.0%
5050 · Employee Health Insurance	11,904.99	15,166.67	-3,261.68	78.49%
5070 · Employee Retirement	7,616.74	9,416.67	-1,799.93	80.89%
5090 · Other Employee Expense	465.45	208.34	257.11	223.41%
5120 · Property Taxes	0.00	125.00	-125.00	0.0%
5130 · Utilities - Office	288.60	333.34	-44.74	86.58%
5140 · Building Repair & Maint	335.73	583.34	-247.61	57.55%
5145 · District Wide Repair & Maint	1,830.94	1,083.34	747.60	169.01%
5150 · Garbage Service	284.34	300.00	-15.66	94.78%

Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget vs. Actual
 March 2020

	Mar 20	Budget	\$ Over Budget	% of Budget
5160 · Office Equip Rental	544.55	833.34	-288.79	65.35%
5165 · Computer Software	730.92	833.34	-102.42	87.71%
5170 · Office Equipment Repair & Maint	0.00	300.00	-300.00	0.0%
5175 · Small Tools - Repair & Maint.	247.93	83.34	164.59	297.49%
5180 · Casualty Ins/Liability Ins	0.00	2,583.34	-2,583.34	0.0%
5200 · Billing Supplies	0.00	308.34	-308.34	0.0%
5240 · Office Supplies	200.41	291.67	-91.26	68.71%
5245 · Postage	0.00	708.34	-708.34	0.0%
5250 · Legal Expenses	1,335.42	11,666.67	-10,331.25	11.45%
5255 · Interest Expense	99.52	1,208.34	-1,108.82	8.24%
5256 · Interest Exp-Financed Items	0.00	66.67	-66.67	0.0%
5260 · Accounting & Bookkeeping	0.00	3,083.34	-3,083.34	0.0%
5266 · Engineering Svcs-Dist Wide	0.00	83.34	-83.34	0.0%
5270 · Automotive - Repair & Maint	49.68	833.34	-783.66	5.96%
5280 · Conferences, Meetings, Seminars	0.00	41.67	-41.67	0.0%
5290 · Travel Expenses	0.00	41.67	-41.67	0.0%
5300 · Books & Subscriptions	0.00	125.00	-125.00	0.0%
5305 · Water Conservation Program	0.00	125.00	-125.00	0.0%
5320 · Membership Fees and Dues	0.00	1,583.34	-1,583.34	0.0%
5326 · Licenses and Certifications	0.00	166.67	-166.67	0.0%
5330 · Telephone	2,230.50	1,416.67	813.83	157.45%
5340 · Burglar Alarm Monitoring	84.00	62.50	21.50	134.4%
5370 · Fuel - Trucks	1,654.60	2,000.00	-345.40	82.73%
5390 · Bank Charges	0.00	16.67	-16.67	0.0%
5391 · Credit Card Transaction Fees	434.31	625.00	-190.69	69.49%
5400 · Miscellaneous Expense	0.00	16.67	-16.67	0.0%
5XXX · Indirect Allocation	-0.01			
6560 · Payroll Processing Expenses	0.00	50.00	-50.00	0.0%
6577 · COP Debt Service - Interest	0.00	6,666.67	-6,666.67	0.0%
Total INDIRECT	79,704.46	129,512.65	-49,808.19	61.54%
5190 · Soil and Water Tests	2,752.70	2,833.34	-80.64	97.15%
5220 · Water System - Repair & Maint	19,593.94	16,666.67	2,927.27	117.56%

Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget vs. Actual
 March 2020

	Mar 20	Budget	\$ Over Budget	% of Budget
5225 · Street Maintenance	372.41	2,720.84	-2,348.43	13.69%
5230 · Park - Repair & Maint	0.00	83.34	-83.34	0.0%
5265 · Engineering Expenses	0.00	83.34	-83.34	0.0%
5310 · Utilities - Well Site	9,772.19	14,000.00	-4,227.81	69.8%
5315 · Utilities - Street Lighting	2,121.21	2,333.34	-212.13	90.91%
5325 · Permits	0.00	2,083.34	-2,083.34	0.0%
5360 · Fuel - Generator	0.00	125.00	-125.00	0.0%
5427 · Improvement Project-Springfield	797.50			
5428 · COP Bond Expense	0.00	291.67	-291.67	0.0%
5433 · Pajaro Water Bond Interest Exp	0.00	1,029.17	-1,029.17	0.0%
6575 · Vega Debt Service-Interest	0.00	12,333.34	-12,333.34	0.0%
Total Expense	115,114.41	184,096.04	-68,981.63	62.53%
Net Ordinary Income	29,496.49	-15,454.34	44,950.83	-190.86%
Other Income/Expense				
Other Income				
4100 · Late Payment Penalties	477.72	416.67	61.05	114.65%
4101 · Billing Adjustments	0.00	41.67	-41.67	0.0%
4110 · Hydrant Sales	738.10	333.34	404.76	221.43%
4115 · Testing Fees	0.00	625.00	-625.00	0.0%
4140 · Connection Fees	14,751.00	358.34	14,392.66	4,116.48%
4141 · Application Fees	0.00	45.84	-45.84	0.0%
4146 · Other Fees	0.00	33.34	-33.34	0.0%
4200 · Street Maintenance-Reimb	538.52	5,316.67	-4,778.15	10.13%
4210 · Vega Bond Assessments	5,698.14	22,750.00	-17,051.86	25.05%
4280 · Pro-Rata Tax Collection Share	482.41	2,083.34	-1,600.93	23.16%
4285 · P.V.W.M.A. Collection Fee	2,016.59	2,250.00	-233.41	89.63%
4300 · Collection of Previous W/O Acct	0.00	41.67	-41.67	0.0%
4305 · Miscellaneous Revenue	0.00	125.00	-125.00	0.0%
4340 · Utility Reimbursements	719.97	2,333.34	-1,613.37	30.86%
4341 · Lighting Admin Reimbursements	0.00	1,000.00	-1,000.00	0.0%
4346 · District 25% Overhead Fee	0.00	41.67	-41.67	0.0%
4350 · Interest Revenue	416.50	475.00	-58.50	87.68%

Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget vs. Actual

March 2020

	Mar 20	Budget	\$ Over Budget	% of Budget
4355 · Audit/Bookkeeping Reimbursement	0.00	58.34	-58.34	0.0%
4360 · Legal Counsel Reimbursement	0.00	33.34	-33.34	0.0%
5424 · Springfld Bottled Wtr Gr Reimb	371.07			
5794 · Water Bond Assessments	639.01	3,312.50	-2,673.49	19.29%
Total Other Income	26,849.03	41,675.07	-14,826.04	64.43%
Other Expense				
5435 · Improvement Project-Pajaro	460.00			
Total Other Expense	460.00			
Net Other Income	26,389.03	41,675.07	-15,286.04	63.32%
Net Income	55,885.52	26,220.73	29,664.79	213.14%

Total Income **Total Expense** **Difference**
 \$ 171,459.93 \$ 118,774.51 \$ 52,685.42

February Cash **March Cash** **Difference**
 \$ 293,484.27 \$ 402,598.52 \$ 109,114.25



PAJARO/SUNNY MESA CSD

Compensation Study Update – Survey Agency Data

<u>Agency</u>	<u>Annual Revenue</u>	<u>Connected Customers</u>
1. PSMCSD	\$2.2m	1400
2. Castroville CSD	\$1.6	1,984
3. Aromas WD	\$1.54	978
4. San Benito WD	\$4.7m	
5. Sunnyslope Co. WD	\$6.9m	5,950
6. Soquel Creek WD	\$22.6m	15,000
7. San Lorenzo WD	\$12m	7,776
8. Scotts Valley WD	\$8.5m	3,840
9. Marina Coast WD	\$7.0	8,162
10. Pajaro Valley WMA	\$14.0m	

LAFCO *of Monterey County*

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

2020 Commissioners

Chair
Matt Gourley
Public Member

Vice Chair
Ian Oglesby
City Member

Luis Alejo
County Member

Joe Gunter
City Member

Mary Ann Leffel
Special District Member

Christopher Lopez
County Member

Warren E. Poitras
Special District Member

Maria Orozco
City Member, Alternate

Jane Parker
County Member, Alternate

Steve Snodgrass
Public Member, Alternate

Graig R. Stephens
Special District Member, Alternate

Counsel

Kelly L. Donlon
General Counsel

Executive Officer

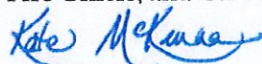
Kate McKenna, AICP
132 W. Gabilan Street, #102
Salinas, CA 93901

P. O. Box 1369
Salinas, CA 93902

Voice: 831-754-5838

www.monterey.lafco.ca.gov

MEMORANDUM

DATE: March 31, 2020
TO: Independent Special District General Managers, Fire Chiefs, and CEOs
FROM: Kate McKenna, AICP, Executive Officer 
SUBJECT: Ballot for Election of LAFCO Commissioner – Special District
Regular Member (Due May 8, 2020)

This memorandum transmits a ballot, voting instructions and candidate information for the election of one Independent Special District Regular Member to serve a four-year term on the Local Agency Formation Commission of Monterey County. Please forward the ballot and information to the legislative body of your District for voting and signature by the presiding officer (Board President) or designee. Vote for one of the three candidates. The deadline to return the ballot is May 8, 2020. LAFCO may extend this deadline if more time is needed to obtain ballots from a majority of Districts.

Thank you for participating in the election process. Please contact me if you have any questions.

Enclosures:
Ballot and Voting Instructions
Candidate Information

LAFCO *of Monterey County*

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

March 31, 2020

OFFICIAL BALLOT OF THE INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

FOR ELECTION OF ONE REGULAR SPECIAL DISTRICT REPRESENTATIVE TO LAFCO

Voting Instructions:

1. The presiding officer of the legislative body of the District or the legislative body's alternate officer is authorized to vote. Please vote for one candidate. A majority of Districts must return ballots in order to conclude the election. The candidate receiving the most votes will be elected to a Regular Member seat.
2. Please return this ballot to LAFCO of Monterey County at P.O. Box 1369, Salinas, CA 93902 or at 132 W. Gabilan Street, Suite 102, Salinas, CA 93901, or by FAX at 831-754-5831.
3. **Deadline** - Ballots must be received in the LAFCO office by **May 8, 2020 at 5:00 p.m.** LAFCO may extend this deadline if more time is needed to obtain ballots from a majority of Districts.

PLEASE VOTE FOR 1 CANDIDATE (REGULAR MEMBER SEAT):

- Peter Le (Marina Coast Water District)
- Warren ("Pete") Poitras (Monterey County Regional Fire District)
- Jacqueline Simon (North Monterey County Fire Protection District)

VOTING MEMBER SIGNATURE: _____

INDEPENDENT SPECIAL DISTRICT: _____

DATE: _____

LAFCO of Monterey County

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

KATE McKENNA, AICP
Executive Officer

INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

NOMINATION FORM TO DECLARE CANDIDACY AND REQUEST NAME AND STATEMENT ON BALLOTS FOR ONE REGULAR POSITION ON THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

Due Date: March 30, 2020

Nominations will be considered to fill one Independent Special District Representative (Regular) seat on the Local Agency Formation Commission of Monterey County. The seat has a four year term that will expire in May 2024.

Nomination Deadline and Process:

Nominations must be received in the LAFCO Office by March 30, 2020 at 5:00 p.m. Qualified persons may submit their own nominations using this form (no Board action is needed). You may email the completed form to mckennak@monterey.lafco.ca.gov OR mail it to P.O. Box 1369, Salinas, CA 93902 OR hand-deliver it to 132 W. Gabilan Street, Suite 102 in Salinas.

Nomination Statement:

"I, PETER LE, hereby declare myself a candidate for the election to the position of Regular or Alternate Commissioner of the LAFCO of Monterey County. I am an elected or appointed Monterey County Independent Special District board member or trustee residing within the county and not a member of a legislative body of a city or county. I request my name be placed on the official ballot and, if elected, I will qualify and accept the office of Regular or Alternate LAFCO Commissioner for which I am selected and serve to the best of my ability."

Nominee Information:

Name: PETER LE
Address: 3282 BEGONIA CIR, MARINA, CA 93933
Phone and e-mail: (831) 402-2435 PETER3810SBCGLOBAL.NET
District represented: MARINA COAST WATER DISTRICT
Your position with the District: DIRECTOR
Number of years as a District Board Member or Trustee: 5

Candidate Statement for the Ballot:

Please give reasons for wanting to be an elected LAFCO Commissioner and briefly summarize qualifications and background:

I HAVE LIVED IN MARINA FOR 39 YEARS. I AM A CALIFORNIA LICENSED CIVIL ENGINEER. I AM RETIRED NOW. PREVIOUSLY, I WORKED FOR CITY OF SALINAS, CITY OF MARINA, COUNTY OF MONTEREY, AND CITY OF SOLEDAD.

LAFCO COULD USE MY KNOWLEDGE OF LOCAL GOVERNMENTS,
INFRASTRUCTURES, DEVELOPMENTS, SPHERES OF INFLUENCE, AND ANNEXATION
IN PERFORMING ITS FUNCTIONS.

I SERVED MY FIRST TERM AS DIRECTOR OF MARINA COAST WATER DISTRICT
FROM 2012 TO 2015. I WAS RE-ELECTED IN 2018 FOR 4-YEAR TERM.

PLEASE LET ME KNOW IF YOU NEED ANY ADDITIONAL INFORMATION.

Signed:

Peter Le

Name (Print):

PETER LE

Date:

MARCH 17, 2020

Thank you for your interest in serving on LAFCO of Monterey County.

LAFCO *of Monterey County*

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

KATE McKENNA, AICP
Executive Officer

INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

NOMINATION FORM TO DECLARE CANDIDACY AND REQUEST NAME AND STATEMENT ON BALLOTS FOR ONE REGULAR POSITION ON THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

Due Date: March 30, 2020

Nominations will be considered to fill one Independent Special District Representative (Regular) seat on the Local Agency Formation Commission of Monterey County. The seat has a four year term that will expire in May 2024.

Nomination Deadline and Process:

Nominations must be received in the LAFCO Office by March 30, 2020 at 5:00 p.m. Qualified persons may submit their own nominations using this form (no Board action is needed). You may email the completed form to mckennak@monterey.lafco.ca.gov OR mail it to P.O. Box 1369, Salinas, CA 93902 OR hand-deliver it to 132 W. Gabilan Street, Suite 102 in Salinas.

Nomination Statement:

"I, Warren "Pete" Poitras, hereby declare myself a candidate for the election to the position of Regular or Alternate Commissioner of the LAFCO of Monterey County. I am an elected or appointed Monterey County Independent Special District board member or trustee residing within the county and not a member of a legislative body of a city or county. I request my name be placed on the official ballot and, if elected, I will qualify and accept the office of Regular or Alternate LAFCO Commissioner for which I am selected and serve to the best of my ability."

Nominee Information:

Name: Warren "Pete" Poitras
Address: 13 Via Las Encinas Carmel Valley, CA 93924
Phone and e-mail: (831) 659-3837 - email: info@weddingphotographercarmel.com
District represented: Monterey County Regional Fire District
Your position with the District: Board President
Number of years as a District Board Member or Trustee: 11 years

Candidate Statement for the Ballot:

Please give reasons for wanting to be an elected LAFCO Commissioner and briefly summarize qualifications and background:

Page 2 of 2

Over the next four years, special districts will likely experience a significant increase in annexations sought by some of the larger cities in Monterey County. This has the potential to impose substantial revenue reductions upon special districts abutting these municipalities unless care is taken to ensure fair and equitable property tax revenue sharing agreements are implemented as the annexation unfolds. As a LAFCO commissioner, I will continue to ensure the interests of all special districts are strongly represented.

In addition, the pending dissolution of the Fort Ord Reuse Authority (FORA), which will cease to exist effective July 1, 2020, also represents significant challenges for LAFCO, and by extension special districts. State law in the form of the FORA Act has mandated that LAFCO shall "provide for the orderly dissolution of the authority" by June 30, 2020. As a result, significant LAFCO exposure to future litigation involving FORA-related actions, including but not limited to: transition plan implementation steps, enforcement of FORA contracts, or transfer of FORA's assets and/or liabilities which LAFCO will be obligated to defend as it undertakes its dissolution oversight role. Currently, FORA has allocated only \$500,000 for litigation-related costs that are likely to be incurred as LAFCO carries out its obligations under the law. As a commissioner, my goal is to keep special districts' annual LAFCO costs as low as possible.

I have now served eight years as a commissioner, including one as the Commission's Chair. This has provided invaluable experience, enabling me to effectively represent the interests of all special districts as a LAFCO Commissioner.

For more than 10 years I have served as a board member of the Monterey County Regional Fire District (MCRFD), the last six as its president. The District encompasses more than 400 square miles of unincorporated area, including the Chualar and Gonzales areas in the south, northward surrounding the City of Salinas, west along the Highway 68 corridor and over the hill to Carmel Valley. I am the current Vice President of the Special Districts Association of Monterey County, and have served two years as its President. I would be honored to continue representing Special Districts as a Monterey County LAFCO Commissioner and humbly ask for your endorsement.

Signed: 

Name (Print): Warren "Pete" Poitras

Date: 03-05-20

Thank you for your interest in serving on LAFCO of Monterey County.

LAFCO of Monterey County

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

KATE McKENNA, AICP
Executive Officer

INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

NOMINATION FORM TO DECLARE CANDIDACY AND REQUEST NAME AND STATEMENT ON BALLOTS FOR ONE REGULAR POSITION ON THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

Due Date: March 30, 2020

Nominations will be considered to fill one Independent Special District Representative (Regular) seat on the Local Agency Formation Commission of Monterey County. The seat has a four year term that will expire in May 2024.

Nomination Deadline and Process:

Nominations must be received in the LAFCO Office by March 30, 2020 at 5:00 p.m. Qualified persons may submit their own nominations using this form (no Board action is needed). You may email the completed form to mckennak@monterey.lafco.ca.gov OR mail it to P.O. Box 1369, Salinas, CA 93902 OR hand-deliver it to 132 W. Gabilan Street, Suite 102 in Salinas.

Nomination Statement:

"I, Jacqueline P. Simon, hereby declare myself a candidate for the election to the position of Regular or Alternate Commissioner of the LAFCO of Monterey County. I am an elected or appointed Monterey County Independent Special District board member or trustee residing within the county and not a member of a legislative body of a city or county. I request my name be placed on the official ballot and, if elected, I will qualify and accept the office of Regular or Alternate LAFCO Commissioner for which I am selected and serve to the best of my ability."

Nominee Information:

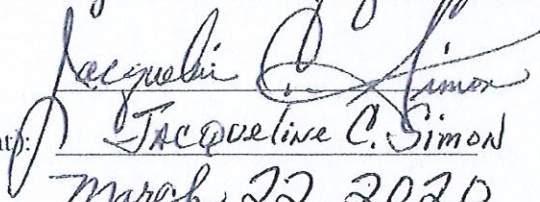
Name: Jacqueline P. Simon
Address: Simon Park 191 HWY 156 Bldg. 32 Castroville, Ca 95012
Phone and e-mail: 831-240-6829 Email: jcs.ventures,INC@gmail.com
District represented: North Monterey County Fire Protection District
Your position with the District: VICE PRESIDENT
Number of years as a District Board Member or Trustee: 14 years

Candidate Statement for the Ballot:

Please give reasons for wanting to be an elected LAFCO Commissioner and briefly summarize qualifications and background:
I have enjoyed providing 14 years of service as an elected Board member with North County Fire Protection District. I would appreciate the opportunity to continue my service to the Public and the Local Agency

Formation Commission. I have experience and expertise in organizational development and strategic planning. I am a Team Player, a good listener. THANK you for taking the time to Review my attached qualifications.

Signed:



Name (Print):

Jacqueline C. Simon

Date:

March 22, 2020

Thank you for your interest in serving on LAFCO of Monterey County.

STAFF REPORT

APRIL 23, 2020

2019-2020 FISCAL YEAR BUDGET AMMENDMENT

ACCT. 5250 LEGAL EXPENSES

The budgeted amount for this fiscal year is \$ 140,000.

Projected expenses for the year are \$ 65,000.

Surplus \$ 75,000.

ACCT. 5220 WATER SYSTEM REPAIR AND MAINTENANCE

The budgeted amount for this fiscal year is \$ 200,000.

Projected expenses for the year are \$ 275,000.

Excess expenses (over budget) \$ 75,000.

Staff recommendation: Decrease Acct 5250 by \$75k and increasing Acct. 5220 by \$75k.

No change to bottom line.

Budget Ammended April 23, 2020

Income			2019-2020	2019-2020 A1
4001	Route 1	Pajaro	287,700	287,700
4002	Route 2	Pajaro	298,200	298,200
4003	Route 3	Commercial (Pajaro)	273,000	273,000
4004	Route 4	Trailer Park (Pajaro)	13,700	13,700
4005	Route 5	San Juan Apts	14,700	14,700
4006	Route 6	Sunny Mesa	126,500	126,500
4007	Route 7	C.S.A. 73 Hillcrest/Bay Farms	140,700	140,700
4008	Route 8	Vega/Vista Verde	151,200	151,200
4010	Route 10	Springfield	10,500	10,500
4011	Route 11	Moss Landing	268,000	268,000
4012	Route 12	Blackie Road	33,100	33,100
4013	Route 13	Normco	325,500	325,500
4014	Route 14	Vierra Estates	47,800	47,800
4015	Route 15	Langley/Valle Pacifico	33,100	33,100
		Water Services SubTotal	2,023,700	2,023,700
4100		Late Payment Penalties	5,000	5,000
4101		Billing Adjustments	500	500
4110		Hydrant Sales	4,000	4,000
4115		Test Fees (Cross Conn-Yearly-Pajaro)	7,500	7,500
4140		Connection Fees/Capacity Fees	4,300	4,300
4141		Application Fees	550	550
4146		Other Fees	400	400
4200		Street Maintenance-Reimbursement	63,800	63,800
4210		Vega Bond Assessments	273,000	273,000
4280		Pro Rata Tax Collection	25,000	25,000
4285		PVWMA Collection Fee	27,000	27,000
4300		Collection Previous w/o account	500	500
4305		Miscellaneous Revenue	1,500	1,500
4340		Utility Reimbursement	28,000	28,000
4341		Lighting Admin Reimbursement	12,000	12,000
4345		Customer Reimbursements		
4346		District 25% Overhead Fee	500	500
4350		Interest Revenue	5,700	5,700
4355		Audit/Bookkeeping Re-imburement	700	700
4360		Legal Counsel Reimbursement	400	400
5794		Pajaro Water Bond	39,750	39,750
		Other Subtotal	500,100	500,100
		Total Income	2,523,800	2,523,800

Budget Ammended April 23, 2020

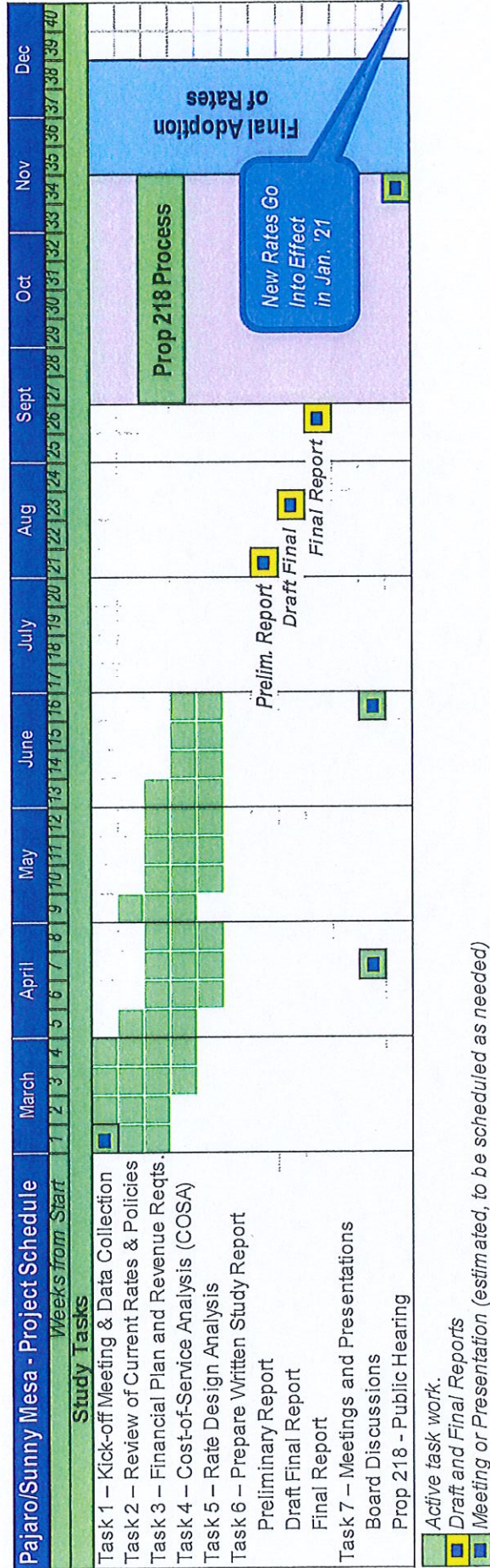
Expenses INDIRECT		2019-2020	2019-2020
5000	Salaries and Wages	753,000	753,000
5005	Administrative Fees	5,700	5,700
5010	Contract Labor		
5030	Payroll Tax Expense	16,000	16,000
5040	Workers Comp Insurance	23,000	23,000
5050	Employee Health Insurance	182,000	182,000
5070	Employee Retirement	113,000	113,000
5090	Other Employee Expense	2,500	2,500
5120	Property Taxes	1,500	1,500
5130	Utilities - Office	4,000	4,000
5140	Building Repair & Maintenance	7,000	7,000
5145	District Wide Repair & Maint	13,000	13,000
5150	Garbage Service	3,600	3,600
5160	Office Equipment Rental	10,000	10,000
5165	Computer Software	10,000	10,000
5170	Office Equipment Repair & Maint	3,600	3,600
5175	Small Tools - Repair & Maint.	1,000	1,000
5180	Casulty Insurance/Liability Insurance	31,000	31,000
5200	Billing Supplies	3,700	3,700
5240	Office Supplies	3,500	3,500
5245	Postage	8,500	8,500
5250	Legal Expenses	140,000	65,000
5255	Interest Expense Re Org Loan	14,500	14,500
5256	Interest Exp-Financed Items	800	800
5260	Accounting & Bookkeeping	37,000	37,000
5266	Engineering Expense District Wide	1,000	1,000
5270	Automotive - Repair & Maint	10,000	10,000
5280	Seminars & Conferences	500	500
5290	Travel Expenses	500	500
5300	Books & Subscriptions	1,500	1,500
5305	Water Conservation Program	1,500	1,500
5320	Membership Fees & Dues	19,000	19,000
5326	Licenses and Certifications	2,000	2,000
5330	Telephone	17,000	17,000
5340	Burglar Alarm Monitoring	750	750
5350	Cash Over/Short		
5370	Fuel - Trucks	24,000	24,000
5390	Bank Charges	200	200
5391	Credit Card Transaction Fees	7,500	7,500
5400	Miscellaneous Expense	200	200
6560	Payroll Processing Expenses	600	600
6577	COP Debt Service - Interest	80,000	80,000
Total Expenses INDIRECT		1,554,150	1,479,150

Budget Ammended April 23, 2020

Expenses DIRECT		2019-2020	2019-2020
5190	Soil and Water Tests	34,000	34,000
5220	Water System - Repair & Maint	200,000	275,000
5225	Street Maintenance	32,650	32,650
5230	Park - Repair & Maintenance	1,000	1,000
5265	Engineering Expenses	1,000	1,000
5310	Utilities - Well Site	168,000	168,000
5315	Utilities - Street Lighting	28,000	28,000
5325	Permits	25,000	25,000
5360	Fuel - Generator	1,500	1,500
5426	Vega Assmnt Bond Expense		
5428	COP Bond Expense	3,500	3,500
5433	Water Bond Expense - Interest	12,350	12,350
5660	Freight & Delivery		
6575	Vega Debt Service - Interest	148,000	148,000
Total Expenses DIRECT		\$ 655,000	\$ 730,000
Total Expenses INDIRECT		1,554,150	1,479,150
Total Expenses		2,209,150	2,209,150
Total Income		\$ 2,523,800	\$ 2,523,800
Total Expenses		2,209,150	2,209,150
Gross Net		\$ 314,650	\$ 314,650
Debt Service			
	Auto Loan	11,400	11,400
	2010 COP (Principal only)	65,000	65,000
	Re-Organization Loan (Principal only)	30,000	30,000
	Vega Debt Service (Principal only)	125,000	125,000
	Meeting Stipend (donated to Pajaro Park)	6,000	6,000
	Water Bond (Principal only)	27,000	27,000
	Monterey County Reimbursement	0	0
	Total	264,400	264,400
	Gross Net	314,650	314,650
	Debt Service	264,400	264,400
	Reserve Fund	50,000	50,000
Surplus (operating fund)	Net	250	250
Debt Service Fund	\$15,800 per month = \$189,600/year		
	Transfer from Reserve		
	Capital Outlay		
	Net		

5 | SCHEDULE

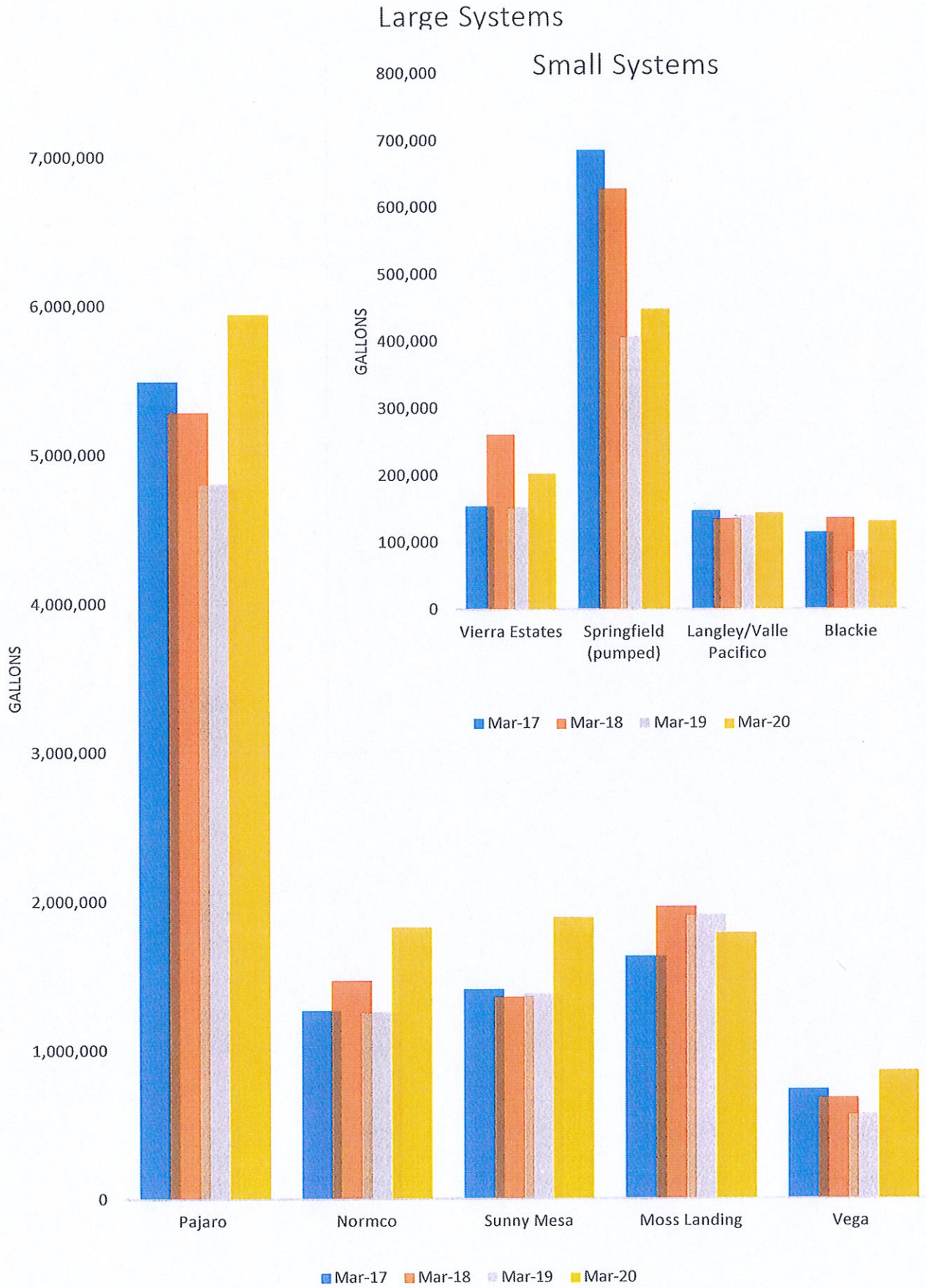
The following is an overview of the preliminary study schedule. We will plan to discuss a more detailed schedule at the kick-off meeting along with the expected timing for individual task completions.



Usage Comparison in Gallons 2013-2020

Water Systems	Mar-17	Mar-18	Mar-19	Mar-20
Pajaro	5,489,572	5,286,116	4,803,656	5,945,852
Normco	1,267,112	1,470,568	1,253,648	1,827,364
Sunny Mesa	1,408,484	1,359,864	1,378,564	1,892,440
Moss Landing	1,629,892	1,967,240	1,909,644	1,788,468
Vega	735,284	680,680	568,480	864,688
Vierra Estates	153,340	261,052	151,844	203,456
Springfield (pumped)	685,168	628,320	406,613	448,351
Langley/Valle Pacifico	146,608	135,388	139,128	143,616
Blackie	113,696	136,136	86,020	131,648
District Total	11,629,156	11,925,364	10,697,597	13,245,883

Water Systems	Mar-13	Mar-20	Percentage
Pajaro	6,626,427	5,945,852	↓ -10.3%
Normco	2,162,468	1,827,364	↓ -15.5%
Sunny Mesa	2,540,455	1,892,440	↓ -25.5%
Moss Landing	2,080,936	1,788,468	↓ -14.1%
Vega	1,486,276	864,688	↓ -41.8%
Vierra Estates	391,952	203,456	↓ -48.1%
Springfield (pumped)	463,012	448,351	↓ -3.2%
Langley/Valle Pacifico	331,364	143,616	↓ -56.7%
Blackie	232,628	131,648	↓ -43.4%
District Total	16,315,518	13,245,883	↓ -18.8%



DISTRICT OPERATIONS REPORT

April 23, 2019

TOPIC	STATUS	DATE OF PLANNED RESPONSE
Arrowhead Tank Replacement Project	Bid docs prepared by Vyeast Engineering. Documents 100% complete. Project is ready to go out for bid, will need updating. Board has given direction to monitor the integrity of the tanks and report as needed.	No Report
Grants & Loans Active	<p>A. SRF Planning Grant Springfield & IRWMP Grant Pajaro.</p> <ul style="list-style-type: none"> • Pajaro Grant – Tank structure is nearing completion, project completion estimated to be May 5th • Springfield Planning Grant – Staff is working on General information, Technical and Financial Security Packages. 	<p>April 2020</p> <p>April 2020</p>
Pajaro Park	Northern Monterey County Foundation has awarded a \$3,000.00 grant to Together in Pajaro (TIP) District received \$2,700.00 – TIP administrative fee was \$300.00 Pajaro Park remains closed.	April 2020
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
Emergency Generators	District Engineer, Tom Yeager and Staff are working together in an alternative plan due to no interest in the RFP in February 2020.	On Agenda
Hazard Mitigation Plan	<p>Generate a Disaster Mitigation Plan for submission to Monterey County and FEMA.</p> <ul style="list-style-type: none"> • Pre-Disaster Hazard Mitigation Plan Application for assistance has been rejected by Cal OES. 	April 2020
Water Rate Study	Discuss the Water Rate Study in February 2020.	On Agenda
Compensation Plan Review	Discuss the Compensation Plan Review in February 2020.	On Agenda
Multi Community Bottled Water Project	Springfield Water System, Moss Landing Mobile Home Park, Springfield/Bluff/Jensen/Giberson Roads. 189 homes are currently receiving bottled water.	No Report