

**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](http://www.pajarosunnymesa.com)

**AGENDA**

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

MAY 26, 2022  
5:30 P.M.

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=Vi9yK1RuSDVMQlloNXlDV2hCcWdzdz09> 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](http://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](mailto: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 Vacant \_\_\_\_\_
- 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 APRIL 28, 2022 REGULAR MEETING

Approval of draft minutes for Regular Meeting on 4/28/2022<sup>1</sup>

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 Vacant \_\_\_\_\_
- o (11/25) Treasurer Clinton Miller \_\_\_\_\_

<sup>1</sup> Robert's Rules of Order Newly Revised, 12<sup>th</sup> 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 JUNE 2022. RESOLUTION NO. 05-01-22

- Staff Report from January 27, 2022 Regular Meeting
- Draft Resolution No. 05-01-22

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 June. The attached proposed Resolution 05-01-22 is substantially the same as previous months but must be adopted monthly. So attached is a proposed Resolution 05-01-22 for consideration at the May 2022 meeting that will affect the June 2022 meeting.

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion Resolution No. 05-01-22 allowing teleconference and virtual meetings, to remain in effect for the June 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 Vacant \_\_\_\_\_
- o (11/25) Treasurer Clinton Miller \_\_\_\_\_

**New Business:**

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

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve Draft Financial Reports for April 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 Vacant \_\_\_\_\_
- o (11/25) Treasurer Clinton Miller \_\_\_\_\_

2. REVIEW AND MOTION TO APPROVE MAY 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 May 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 Vacant \_\_\_\_\_
  - o (11/25) Treasurer Clinton Miller \_\_\_\_\_

3. CAPITAL IMPROVEMENT PLAN - 10 YEAR LOOK-AHEAD

- Staff Report - 2022-2023 Work plan
- 2023-2032 Capital Reserves and Expenses Summary
- 10 year Capital Improvement Plan

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve Capital Improvement Plan 10 year look-ahead and 2022-2023 Work plan

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 Vacant \_\_\_\_\_
  - o (11/25) Treasurer Clinton Miller \_\_\_\_\_

4. 2022-2023 PAJARO STREET LIGHTING PRELIMINARY COMPARISON BUDGET

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve 2022-2023 Preliminary Pajaro Street Lighting Budget and publication

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 Vacant \_\_\_\_\_
- o (11/25) Treasurer Clinton Miller \_\_\_\_\_

5. 2022-2023 STREET MAINTENANCE/SUBDIVISION MAINTENANCE BUDGET

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve 2022-2023 Street Maintenance/Subdivision Budget and publication

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 Vacant \_\_\_\_\_
- o (11/25) Treasurer Clinton Miller \_\_\_\_\_

6. 2022-2023 PAJARO COMMUNITY PARKS/PUBLIC AREA PRELIMINARY COMPARISON BUDGET

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve 2022-2023 Preliminary Pajaro Community Parks/Public Areas Budget and publication

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 Vacant \_\_\_\_\_
- o (11/25) Treasurer Clinton Miller \_\_\_\_\_

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**7. 2022-2023 PAJARO PARK PRELIMINARY COMPARISON BUDGET**

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve 2022-2023 Preliminary Pajaro Parks Budget and publication

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 Vacant \_\_\_\_\_
- o (11/25) Treasurer Clinton Miller \_\_\_\_\_

**8. 2022-2023 OPERATING/WATER PRELIMINARY COMPARISON BUDGET**

- Notes to Budget
- Copy of 2022-2023 Preliminary Comparison Budget

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve 2022-2023 Preliminary Operating/Water Budget and publication in The Pajaronian and on the District website

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 Vacant \_\_\_\_\_
- o (11/25) Treasurer Clinton Miller \_\_\_\_\_

**9. SMALL COMMUNITY DROUGHT RELIEF GRANT (WATER STORAGE REPLACEMENT / REHABILITATION)**

- MNS Engineering copy of proposal – cost \$11,031 with addition of technical memorandum cost

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve of written proposal for the purpose of writing a grant application, and preparing technical memorandum

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

**P/SMCSD REGULAR BOARD MEETING AGENDA – May 26, 2022**

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 Vacant \_\_\_\_\_
- o (11/25) Treasurer Clinton Miller \_\_\_\_\_

**10. SIGNATURE CARDS FOR ALL FINANCIAL INSTITUTIONS**

- Remove Darlene Lamboley

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve amending signature cards at all Financial Institutions

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 Vacant \_\_\_\_\_
- 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. Credit Card transaction fees:

- Ratepayers have been notified that effective July 1, 2022; a 4% transaction fee will be charged for all credit or debit card payments.

3. MOM – On-line Bill Pay Program:

- District staff and Corbin-Willits technician have begun working on project, expected to be ready on July 1, 2022

4. District Operations Report

5. Usage Comparison Report 2021/2022

**CLOSED SESSION:**

**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 and Report out of Closed Session**

Any final action taken by the Board in closed session required under Government Code § 54957.1 will be reported in open session at this time.

**ACTION ITEM: GENERAL MANAGER’S EMPLOYMENT CONTRACT. RESOLUTION NO. 05-02-22**

- Amended, effective July 1, 2022

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve Resolution No. 05-02-22 of General Manager employment contract amendments

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 Vacant \_\_\_\_\_
- o (11/25) Treasurer Clinton Miller \_\_\_\_\_

**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 Vacant \_\_\_\_\_
- 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 5:30 pm on April 28, 2022.

**ROLL CALL:**

President Sanford Coplin  
Secretary Donald Olsen  
Director Donald Chesterman  
Treasurer Clinton Miller

**ADMINISTRATIVE STAFF:**

General Manager Donald Rosa  
Bookkeeper Amy Saldate  
Recorder Judy Vazquez-Varela

**ABSENT DIRECTOR(S) & STAFF:**

None

**DISTRICT COUNSEL:**

Alan Smith

**ADDITION(S) TO AGENDA:** None

**PUBLIC IN ATTENDANCE:**

Gail Morton of Marina Coast Water District Board of Directors

**PUBLIC COMMENTS:** None

**Action Items**

1. Consider and approve the Minutes of the March 24, 2022, Regular Board Meeting

Motion was made by Director Chesterman and seconded by Director Olsen to approve the Regular Board Meeting Minutes of March 24, 2022. Motion carried.

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

**OLD BUSINESS:**

1. Consider adoption of AB-361 to allow teleconference and virtual meetings Resolution No. 04-01-22

The Board of Directors received the Draft Resolution 04-01-22 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 for May 2022 meeting.

Motion was made by Director Olsen and seconded by Director Miller to approve Resolution No. 04-01-22 AB-361 to allow teleconference and virtual meetings. Motion carried.

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

**NEW BUSINESS:** (Action Items)

1. Review and consider approving financial reports for March 2022

Bookkeeper Saldade informed the Board of Directors that the Water Sales were slightly under budget. We saw an increase in Computer Software Expenses due to the annual renewal of Microsoft. We had an increase of the legal expenses due to the January legal services related to debt policy, resolution and Board meeting agenda. Soil and Water Tests was also overbudget due to first quarter regulatory water quality testing. We also saw an increase in the Other Income, Connection Fees due to a new domestic connection in the Langley Water System. Total Income was more than Total Expenses by \$26,072 and March Cash surpassed February Cash by \$40,239.

The Aging Report for the Pajaro area 90 days and over balance is \$125.09 it was reduced by \$202 compared to previous month. The 90 days and over for Prunedale area is \$12,138.64 the customer from the Springfield area has continued making monthly payments.

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

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

**MONTHLY EXPENDITURES REPORT FOR REVIEW**

**APPROVAL OF PAYMENTS:**

2. Review and consider approving April 2022 payments and authorization for Staff to sign checks
  1. General Fund 633: Total of \$0.00
  2. Operating Account: Check No. 25032 through Check No. 25051 for a total of \$189,723.80
  3. Reserve Account: Total of \$40,033.98
  4. Street Maintenance Account: Check No. 551 for a total of \$1,311.37
  5. Pajaro Park Account: Check No. 851 for a total of \$3,028.37

- 6. COP 2010 Account: Total of \$0.00
- 7. Debt Service Reserve Account: Total of \$0.00

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

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

3. Review and consider Board Elections

Director Coplin requested Directors Olsen and Miller to resign their current office and conduct a new election to fill the three (3) offices, Vice President, Secretary and Treasurer. Assistant Secretary to remain vacant until filled by new Board Member.

Director Olsen resigned as Secretary, and Director Miller resigned as Treasurer.

Director Olsen was nominated for Vice President and accepted with the following vote.

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

Director Miller was nominated for Treasurer and accepted with the following vote.

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

Director Chesterman was nominated for Secretary and accepted with the following vote.

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

4. Review and consider voting for election of one LAFCO Special District Alternate Member

All Board Members received a copy of the Ballot, and nomination forms from the two candidates.

Gail Morton is one of two (2) candidates for one LAFCO Special District Alternate Member. Ms. Morton briefly introduced herself to Director Coplin, as the rest of the Directors had met her in the previous month meeting. Ms. Morton asked the Board for their vote for the LAFCO Special District Alternate Member.

Motion was made by Director Chesterman and seconded by Director Olsen to approve Ms. Morton as the elected candidate for LAFCO Alternate Member. Motion carried.

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

5. Review and consider Water Rate Increase of 13 percent, to take effect on July 1, 2022

Board Members received a copy of the Water Rate Study, from September 2020, including five years of water rate increases, approved by the Board. They also received copy of the Rate Schedules effective July 1, 2021, and July 1, 2022. Staff recommends approving the scheduled 13 percent rate increase to take effect July 1, 2022.

Director Chesterman requested tabling this item to further review the September 2020 Water Rate Study and take action at next month meeting. Staff recommends voting today.

Motion was made by Director Olsen and seconded by Director Coplin to approve the water rate increase of 13 percent, effective July 1, 2022. Motion carried.

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

6. Review and consider Grant Funding Opportunities for Water System Repair and Replacement

Staff met with two Engineering firms to discuss grant funding and grant application writing. Staff identified two possible funding sources that meet District's needs and recommends pursuing one grant for now for Water Storage upgrades via the Drought Resilience Program, the expected costs for each grant application is \$6,000 to \$9,000.

Motion was made by Director Chesterman and seconded by Director Miller to approve Staff to begin process of grant application with MNS not to exceed \$9,000. Motion carried.

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

7. Review and consider Credit Card Transaction Fees

District absorbs approximately \$8,000 annually in credit card fees, each transaction cost the District an average of \$2.60. Vendor has an available option of adding a 4 percent transaction fee to each sale to be paid by user, District would then only pay monthly maintenance fee of approximately of \$50.

Staff recommends fees to be paid by credit card users.

Motion was made by Director Chesterman and seconded by Director Miller to approve adding credit card transaction fee to credit card user. Motion carried.

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

8. Review and consider Online Bill Pay Program

All Board Members received a copy of the quote from Corbin Willits to integrate On-Line Bill Pay into our current MOM billing program. Total upfront costs are \$4,900, the monthly maintenance fee is \$243. The transaction costs will be 3.5 percent plus 20 cent transaction fee, based on the average Credit Card payment the cost would be approximately \$1.20 to \$4.00

Staff recommends implementing On-Line Bill Pay Program, with all transaction fees paid by user.

Motion was made by Director Miller and seconded by Director Chesterman to approve purchase and installation of On-Line Bill Pay program with transaction fees to be paid by users. Motion carried.

Roll Call Vote:   Ayes:           S. Coplin; D. Olsen; D. Chesterman; C. Miller  
                  Noes:           None  
                  Absent:       None  
                  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 will be at 100% staffing beginning March 28, 2022, 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. Notice of Board vacancy was sent to all ratepayers

- One application was received and was sent to Supervisor Phillips.

3. Parks Fundraising Committee

- Director Chesterman volunteered to replace Darlene Lamboley as the new Fundraising Committee member.

4. California Department of Community Services Development (CDCSD)

- The Board was provided with a copy of the enrollment application confirmation for the Low Income Household Water Assistance Program (LIHWAP). The LIHWAP will provide financial assistance to low-income Californians to help manage their residential water costs. California was allocated \$116 million in one-time funding to provide LIHWAP assistance. Staff applied for participation; the application is currently under review.

5. District Operations Report

Springfield Planning Grant

- Staff is attending monthly progress meetings with Water Boards, Community Water Center, UC Davis Law Clinic, and Sacramento State Technical Assistance teams to gate the progress of the Construction Application.

Hazard Mitigation Plan (LHMP)

- Staff met with Rincon Consultants and Tom Yeager on April 26, 2022, for the development of the draft hazard mitigation strategies. The next Committee meeting will be May 16, 2022.

Multi Community Bottled Water Project

- District received three (3) more sign-ups, totaling 205 homes currently receiving bottled water.

.71 acres Surplus Property

- Board of Supervisors will approve distribution of funds on April 26, 2022.

6. Usage Comparison Report 2021/2022

- The total water usage in March has decreased by approximately 3.7 percent compared to the same month in 2021.

At 7:27 pm Directors and Staff took a 5-minute recess and then moved to Closed Session

**CLOSED SESSION:** Closed session opened at 7:33 pm.

**Public Employee Performance Evaluation. Sub. (b)(1) of (§ 54957)**

⇒ Title: (General Manager)

**Return to Open Session at 8:01 pm, report no final action taken.**

**NEXT BOARD MEETING:**

The next Regular Board Meeting is to be held on Thursday May 26, 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 8:03 pm with motion made by Director Chesterman seconded by Director Olsen. Motion carried.

Respectfully submitted by:

\_\_\_\_\_  
Sanford Coplin, President

\_\_\_\_\_  
Donald Olsen, Vice President

\_\_\_\_\_  
Judith Vazquez-Varela, Recorder

**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 JUNE, 2022<sup>1</sup>**

**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 conditions<sup>1</sup>, 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

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

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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 23<sup>rd</sup> 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 February 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 May, 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 May, 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.

## FINANCIAL NOTES - April 2022

Account No:	Account Name:	Increase / Decrease	Description
<b>Income:</b>			
4001-4015	Total Income	-	Water sales slightly under monthly budget by 2.5%
<b>Expenses: Indirect</b>			
5040	Workers' Comp Insurance	+	Final quarterly payment of this Fiscal Year ending up at 23% under budget
5165	Computer Software	+	Annual subscription of Splashtop Business Access Pro: Remote access software
5266	Engineering Svcs- District Wide	+	District Cost Share Portion of 25% for LHMP Grant
<b>Expenses: Direct</b>			
5220	Water System- Repair & Maint.	+	Two fire hydrant assembly repairs: Pajaro, Normco New radiator: Vega WS
<b>Other Income:</b>			
4305	Miscellaneous Revenue	+	Sale of non-compliant generator: Vega WS
4341	Lighting Admin Reimb.	+	Reimbursement for administrative duties related to parcel assessments
4355	Audit/Bookkeeping Reimbursement	+	Reimbursement for bookkeeping duties related to parcel assessments
4360	Legal Counsel Reimbursement	+	Reimbursement for legal expenses related to parcel assessments

### Income & Cash Summary

<b>Total Income</b>	<b>Total Expense</b>	<b>Difference</b>
\$202,280.52	\$156,172.05	\$46,108.47
<b>March Cash</b>	<b>April Cash</b>	<b>Difference</b>
\$657,138.46	\$614,202.68	<b>\$42,935.78</b>

May 18, 2022

**Balance Sheet**

Accrual Basis

As of April 30, 2022

	Apr 30, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1001 · SCCB - Operating Account	351,957.10
1002 · SCCB Reserve Account	262,245.58
1003 · SCCB - Sick Leave Account	14,451.84
1004 · SCCB - Street Maint Acct	244,092.00
1006 · SCCB-GF 633	108,442.24
1007 · SCCB - Debt Service Reserve	60,328.87
1032 · SCCB-COP Acct (aka Const. Acct)	48,494.22
1036 · PSM Pajaro Park Acct	59,009.88
1050 · Cash in County Treasury - DS	57,014.90
1051 · Cash in County Treasury - GF	271,274.97
1052 · US Bank 2021 Gen. Bond -8000	504.42
1054 · US Bank 2021 Gen. Bond -8002	1,303,682.50
1056 · US Bank 2021 Gen. Bond -8004	0.03
1057 · US Bank 2021 Gen. Bond -8005	93,753.80
1066 · Union Bank Vega 2303	147,543.09
1068 · Union Bank Vega 2301	5.14
1069 · Union Bank Vega-2302	533.77
1095 · Union Bank Wtr Bond-Res 2204	147,820.00
2201 · Union Bank-2015 Wtr Rfd Bd 2201	107,723.91
<b>Total Checking/Savings</b>	3,278,878.26
<b>Accounts Receivable</b>	
1110 · Invoice Accounts Recv	3,670.00
1231 · Grants Receivable-A/R	59,532.16
<b>Total Accounts Receivable</b>	63,202.16
<b>Other Current Assets</b>	
1080 · Petty Cash	400.00
1100 · Water Customer Accounts Recv	221,466.32
1101 · Allowance for Doubtful Accounts	-7,597.01
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
<b>Total Other Current Assets</b>	399,308.54
<b>Total Current Assets</b>	3,741,388.96
<b>Fixed Assets</b>	
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

May 18, 2022

**Balance Sheet**

Accrual Basis

As of April 30, 2022

	Apr 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 Imprvtmnt 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	70,993.43
1823 · CIP-Blackie	0.04
<b>Total Fixed Assets</b>	<b>11,992,541.03</b>
<b>Other Assets</b>	
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
1900 · Due From Other Funds	159,690.92
1950 · Deferred amount on refunding	63,229.60
1951 · Deferred Amt of Ref-Vega Bds15	80,014.09
<b>Total Other Assets</b>	<b>3,806,060.18</b>
<b>TOTAL ASSETS</b>	<b>19,539,990.17</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · Accounts Payable	31,320.56
2500 · Due to Other Funds	159,693.06



May 18, 2022

**Balance Sheet**

Accrual Basis

As of April 30, 2022

	Apr 30, 22
Total Accounts Payable	191,013.62
Credit Cards	
2900 · Wells Fargo- 6120	138.40
2910 · Elan	658.94
Total Credit Cards	797.34
Other Current Liabilities	
2005 · Accrued Liabilities	60,186.00
2050 · Accrued Payroll	30,353.87
2100 · Payroll Tax Liabilities	1,832.41
2121 · Customer Security Deposits	21,478.70
2122 · Future Water Conn. Deposits	36,600.00
2123 · Hydrant Meter Deposits	22,550.00
2225 · Accrued Vacation Liability	45,706.37
2230 · Accrued Sick Leave Liability	38,991.08
2263 · 457b EE Plan Payable	5,216.99
2264 · Employee Insurance Payable	135.05
2265 · EE Aflac Insurance Payable	835.07
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.	6,474.16
Total Other Current Liabilities	301,877.39
Total Current Liabilities	493,688.35
Long Term Liabilities	
2256 · Vehicle Loan Payable	37,661.22
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	1,875,000.00
2361 · Bonds Payable-2015 Vga Wtr Rf	3,347,599.67
2400 · Unamortized Discount on 2015	-29,541.01
2401 · Unamortized Discount-2015 Vega	-11,778.72
2402 · 2021 Gen. Bond Premium	42,391.80
Total Long Term Liabilities	7,265,332.96
Total Liabilities	7,759,021.31
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
3999 · Suspense	-0.22
Net Income	587,240.17
Total Equity	11,780,968.86
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>19,539,990.17</b>

May 18, 2022

## Profit &amp; Loss

Accrual Basis

April 2022

	Apr 22
Ordinary Income/Expense	
Income	
4001 · Route 1 - Pajaro	23,970.11
4002 · Route 2 - Pajaro	24,492.06
4003 · Route 3 - Commercial	23,401.73
4004 · Route 4 - Trailer Park	1,454.83
4005 · Route 5 - San Juan Rd Apts	1,113.78
4006 · Route 6 - Sunny Mesa	13,304.19
4007 · Route 7 - CSA 73	13,783.90
4008 · Route 8 - Vega	15,055.43
4010 · Route 10 - Springfield	850.00
4011 · Route 11 - Moss Landing	27,357.17
4012 · Route 12 - Blackie Road	3,685.64
4013 · Route 13 - Normco	32,211.96
4014 · Route 14 - Vierra	5,086.07
4015 · Route 15 - Langley/VP	2,965.77
Total Income	188,732.64
Gross Profit	188,732.64
Expense	
INDIRECT	
5000 · Salaries and Wages	60,845.36
5005 · Administrative Fees	776.23
5030 · Payroll Tax Expense	840.20
5040 · Worker's Comp Insurance	2,738.19
5050 · Employee Health Insurance	14,828.95
5070 · Employee Retirement	10,860.61
5090 · Other Employee Expense	127.99
5130 · Utilities - Office	329.80
5140 · Building Repair & Maint	470.95
5145 · District Wide Repair & Maint	454.68
5150 · Garbage Service	368.76
5160 · Office Equip Rental	665.16
5165 · Computer Software	1,012.26
5170 · Office Equipment Repair & Maint	236.08
5175 · Small Tools - Repair & Maint.	43.07
5240 · Office Supplies	274.54
5245 · Postage	1,000.00
5250 · Legal Expenses	875.00
5256 · Interest Exp-Financed Items	161.83
5266 · Engineering Svcs-Dist Wide	14,491.25
5270 · Automotive - Repair & Maint	197.90
5280 · Conferences, Meetings, Seminars	14.99
5300 · Books & Subscriptions	75.00
5330 · Telephone	1,424.67
5340 · Burglar Alarm Monitoring	115.00
5370 · Fuel - Trucks	3,108.25
5391 · Credit Card Transaction Fees	1,007.95
5400 · Miscellaneous Expense	50.00
5XXX · Indirect Allocation	0.00
Total INDIRECT	117,394.67
5190 · Soil and Water Tests	909.00
5220 · Water System - Repair & Maint	26,414.72
5225 · Street Maintenance	1,037.96
5230 · Park - Repair & Maint	41.69
5231 · Pajaro Park Expense	3,162.81
5310 · Utilities - Well Site	11,453.66
5315 · Utilities - Street Lighting	2,346.50
5427 · Improvement Project-Springfield	-8,582.55
6570 · Bad Debt Expense	-3.08
Total Expense	154,175.38
Net Ordinary Income	34,557.26

## Profit &amp; Loss

April 2022

	Apr 22
Other Income/Expense	
Other Income	
4100 · Late Payment Penalties	375.16
4110 · Hydrant Sales	863.51
4200 · Street Maintenance-Reimb	23,574.71
4210 · Vega Bond Assessments	117,901.30
4280 · Pro-Rata Tax Collection Share	9,006.93
4285 · P.V.W.M.A. Collection Fee	2,525.81
4305 · Miscellaneous Revenue	3,200.00
4307 · Returned Check Charges	0.00
4311 · Interest on Pooled Investments	202.07
4340 · Utility Reimbursements	6,497.54
4341 · Lighting Admin Reimbursements	6,000.00
4350 · Interest Revenue	33.40
4355 · Audit/Bookkeeping Reimbursement	350.00
4360 · Legal Counsel Reimbursement	200.00
5407 · LHMP Project- Grant Reimb	56,985.00
5424 · Springfield Bottled Wtr Gr Reimb	742.14
5794 · Water Bond Assessments	12,874.18
Total Other Income	241,331.75
Other Expense	
5438 · LHMP Project- Dist. Wide	20,967.00
Total Other Expense	20,967.00
Net Other Income	220,364.75
Net Income	254,922.01

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

	Apr 22	Budget	% of Budget	Jul '21 - Apr 22	YTD Budget	% of Budget	Annual Budget
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
4001 · Route 1 - Pajaro	23,970.11	26,750.00	89.6%	236,452.27	267,500.00	88.4%	321,000.00
4002 · Route 2 - Pajaro	24,492.06	26,250.00	93.3%	232,284.00	262,500.00	88.5%	315,000.00
4003 · Route 3 - Commercial	23,401.73	24,333.33	96.2%	238,503.98	243,333.34	98.0%	292,000.00
4004 · Route 4 - Trailer Park	1,454.83	1,333.33	109.1%	12,773.41	13,333.34	95.8%	16,000.00
4005 · Route 5 - San Juan Rd Apts	1,113.78	1,125.00	99.0%	10,474.02	11,250.00	93.1%	13,500.00
4006 · Route 6 - Sunny Mesa	13,304.19	13,333.33	99.8%	123,011.54	133,333.34	92.3%	160,000.00
4007 · Route 7 - CSA 73	13,783.90	14,416.66	95.6%	139,206.51	144,166.68	96.6%	173,000.00
4008 · Route 8 - Vega	15,055.43	15,166.66	99.3%	144,453.78	151,666.68	95.2%	182,000.00
4010 · Route 10 - Springfield	850.00	850.00	100.0%	8,500.00	8,500.00	100.0%	10,200.00
4011 · Route 11 - Moss Landing	27,357.17	25,833.33	105.9%	253,815.46	258,333.34	98.3%	310,000.00
4012 · Route 12 - Blackie Road	3,685.64	3,350.00	110.0%	36,419.33	33,500.00	108.7%	40,200.00
4013 · Route 13 - Normco	32,211.96	32,583.33	98.9%	318,627.35	325,833.34	97.8%	391,000.00
4014 · Route 14 - Vierra	5,086.07	5,058.33	100.5%	53,919.86	50,583.34	106.6%	60,700.00
4015 · Route 15 - Langley/VP	2,965.77	3,125.00	94.9%	30,984.92	31,250.00	99.2%	37,500.00
<b>Total Income</b>	<b>188,732.64</b>	<b>193,508.30</b>	<b>97.5%</b>	<b>1,839,426.43</b>	<b>1,935,083.40</b>	<b>95.1%</b>	<b>2,322,100.00</b>
<b>Gross Profit</b>	<b>188,732.64</b>	<b>193,508.30</b>	<b>97.5%</b>	<b>1,839,426.43</b>	<b>1,935,083.40</b>	<b>95.1%</b>	<b>2,322,100.00</b>
<b>Expense</b>							
<b>INDIRECT</b>							
5000 · Salaries and Wages	60,845.36	69,166.66	88.0%	688,650.62	691,666.68	99.6%	830,000.00
5005 · Administrative Fees	776.23	500.00	155.2%	5,267.04	5,000.00	105.3%	6,000.00
5030 · Payroll Tax Expense	840.20	1,333.33	63.0%	12,715.46	13,333.34	95.4%	16,000.00
5040 · Worker's Comp Insurance	2,738.19	1,666.66	164.3%	12,761.98	16,666.68	76.6%	20,000.00
5050 · Employee Health Insurance	14,828.95	15,833.33	93.7%	152,400.30	158,333.34	96.3%	190,000.00
5070 · Employee Retirement	10,860.61	10,000.00	108.6%	95,375.68	100,000.00	95.4%	120,000.00
5090 · Other Employee Expense	127.99	250.00	51.2%	1,075.79	2,500.00	43.0%	3,000.00
5120 · Property Taxes	0.00	125.00	0.0%	1,585.00	1,250.00	126.8%	1,500.00
5130 · Utilities - Office	329.80	333.33	98.9%	3,323.79	3,333.34	99.7%	4,000.00
5140 · Building Repair & Maint	470.95	625.00	75.4%	5,159.21	6,250.00	82.5%	7,500.00
5145 · District Wide Repair & Maint	454.68	1,000.00	45.5%	9,527.06	10,000.00	95.3%	12,000.00
5150 · Garbage Service	368.76	350.00	105.4%	3,549.00	3,500.00	101.4%	4,200.00
5160 · Office Equip Rental	665.16	833.33	79.8%	6,737.80	8,333.34	80.9%	10,000.00
5165 · Computer Software	1,012.26	833.33	121.5%	8,805.96	8,333.34	105.7%	10,000.00
5170 · Office Equipment Repair & Maint	236.08	300.00	78.7%	1,391.41	3,000.00	46.4%	3,600.00
5175 · Small Tools - Repair & Maint.	43.07	83.33	51.7%	326.58	833.34	39.2%	1,000.00
5180 · Casualty Ins/Liability Ins	0.00	2,750.00	0.0%	35,111.19	27,500.00	127.7%	33,000.00
5200 · Billing Supplies	0.00	308.33	0.0%	3,613.20	3,083.34	117.2%	3,700.00
5240 · Office Supplies	274.54	316.66	86.7%	2,253.19	3,166.68	71.2%	3,800.00
5245 · Postage	1,000.00	708.33	141.2%	7,046.96	7,083.34	99.5%	8,500.00
5250 · Legal Expenses	875.00	1,666.66	52.5%	13,195.08	16,666.68	79.2%	20,000.00

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

	Apr 22	Budget	% of Budget	Jul '21 - Apr 22	YTD Budget	% of Budget	Annual Budget
5255 · Interest Expense	0.00	941.66	0.0%	18,127.67	9,416.68	192.5%	11,300.00
5256 · Interest Exp-Financed Items	161.83	333.33	48.5%	2,938.83	3,333.34	88.2%	4,000.00
5260 · Accounting & Bookkeeping	0.00	3,208.33	0.0%	36,425.00	32,083.34	113.5%	38,500.00
5266 · Engineering Svcs-Dist Wide	14,491.25	3,208.33	451.7%	19,042.35	32,083.34	59.4%	38,500.00
5270 · Automotive - Repair & Maint	197.90	833.33	23.7%	8,984.63	8,333.34	107.8%	10,000.00
5280 · Conferences, Meetings, Seminars	14.99	41.66	36.0%	404.90	416.68	97.2%	500.00
5290 · Travel Expenses	0.00	41.66	0.0%	0.00	416.68	0.0%	500.00
5300 · Books & Subscriptions	75.00	125.00	60.0%	75.00	1,250.00	6.0%	1,500.00
5305 · Water Conservation Program	0.00	250.00	0.0%	641.93	2,500.00	25.7%	3,000.00
5320 · Membership Fees and Dues	0.00	1,666.66	0.0%	18,963.06	16,666.68	113.8%	20,000.00
5326 · Licenses and Certifications	0.00	166.66	0.0%	180.00	1,666.68	10.8%	2,000.00
5330 · Telephone	1,424.67	1,416.66	100.6%	14,092.52	14,166.68	99.5%	17,000.00
5340 · Burglar Alarm Monitoring	115.00	66.66	172.5%	661.00	666.68	99.1%	800.00
5370 · Fuel - Trucks	3,108.25	2,166.66	143.5%	27,265.81	21,666.68	125.8%	26,000.00
5390 · Bank Charges	0.00	25.00	0.0%	1,031.36	250.00	412.5%	300.00
5391 · Credit Card Transaction Fees	1,007.95	666.66	151.2%	10,326.34	6,666.68	154.9%	8,000.00
5400 · Miscellaneous Expense	50.00	16.66	300.1%	213.80	166.68	128.3%	200.00
6577 · COP Debt Service - Interest	0.00	6,283.33	0.0%	37,697.50	62,833.34	60.0%	75,400.00
<b>Total INDIRECT</b>	<b>117,394.67</b>	<b>130,441.53</b>	<b>90.0%</b>	<b>1,266,944.00</b>	<b>1,304,416.94</b>	<b>97.1%</b>	<b>1,565,300.00</b>
5190 · Soil and Water Tests	909.00	3,125.00	29.1%	29,728.60	31,250.00	95.1%	37,500.00
5220 · Water System - Repair & Maint	26,414.72	18,750.00	140.9%	188,976.05	187,500.00	100.8%	225,000.00
5265 · Engineering Expenses	0.00	83.33	0.0%	0.00	833.34	0.0%	1,000.00
5310 · Utilities - Well Site	11,453.66	14,166.66	80.8%	135,094.73	141,666.68	95.4%	170,000.00
5325 · Permits	0.00	2,500.00	0.0%	11,202.00	25,000.00	44.8%	30,000.00
5360 · Fuel - Generator	0.00	250.00	0.0%	0.00	2,500.00	0.0%	3,000.00
5428 · COP Bond Expense	0.00	291.66	0.0%	3,474.26	2,916.68	119.1%	3,500.00
<b>Total Expense</b>	<b>156,172.05</b>	<b>169,608.18</b>	<b>92.1%</b>	<b>1,635,419.64</b>	<b>1,696,083.64</b>	<b>96.4%</b>	<b>2,035,300.00</b>
<b>Net Ordinary Income</b>	<b>32,560.59</b>	<b>23,900.12</b>	<b>136.2%</b>	<b>204,006.79</b>	<b>238,999.76</b>	<b>85.4%</b>	<b>286,800.00</b>
<b>Other Income/Expense</b>							
<b>Other Income</b>							
4100 · Late Payment Penalties	375.16	416.66	90.0%	4,340.87	4,166.68	104.2%	5,000.00
4101 · Billing Adjustments	0.00	16.66	0.0%	0.00	166.68	0.0%	200.00
4110 · Hydrant Sales	863.51	833.33	103.6%	17,782.40	8,333.34	213.4%	10,000.00
4115 · Testing Fees	0.00	625.00	0.0%	11,800.00	6,250.00	188.8%	7,500.00
4140 · Connection Fees	0.00	616.66	0.0%	16,140.00	6,166.68	261.7%	7,400.00
4141 · Application Fees	0.00	45.83	0.0%	605.00	458.34	132.0%	550.00
4146 · Other Fees	0.00	33.33	0.0%	0.00	333.34	0.0%	400.00
4285 · P.V.W.M.A. Collection Fee	2,525.81	2,416.66	104.5%	23,269.40	24,166.68	96.3%	29,000.00
4300 · Collection of Previous W/O Acct	0.00	20.83	0.0%	0.00	208.34	0.0%	250.00
4305 · Miscellaneous Revenue	3,200.00	83.33	3,840.2%	58,295.87	833.34	6,995.4%	1,000.00

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

	Apr 22	Budget	% of Budget	Jul '21 - Apr 22	YTD Budget	% of Budget	Annual Budget
4341 · Lighting Admin Reimbursements	6,000.00	1,000.00	600.0%	12,000.00	10,000.00	120.0%	12,000.00
4346 · District 25% Overhead Fee	0.00	41.66	0.0%	250.00	416.68	60.0%	500.00
4350 · Interest Revenue	33.40	12.50	267.2%	98.25	125.00	78.6%	150.00
4355 · Audit/Bookkeeping Reimbursement	350.00	58.33	600.0%	700.00	583.34	120.0%	700.00
4360 · Legal Counsel Reimbursement	200.00	33.33	600.1%	400.00	333.34	120.0%	400.00
<b>Total Other Income</b>	<b>13,547.88</b>	<b>6,254.11</b>	<b>216.6%</b>	<b>145,681.79</b>	<b>62,541.78</b>	<b>232.9%</b>	<b>75,050.00</b>
<b>Net Other Income</b>	<b>13,547.88</b>	<b>6,254.11</b>	<b>216.6%</b>	<b>145,681.79</b>	<b>62,541.78</b>	<b>232.9%</b>	<b>75,050.00</b>
<b>Net Income</b>	<b>46,108.47</b>	<b>30,154.23</b>	<b>152.9%</b>	<b>349,688.58</b>	<b>301,541.54</b>	<b>116.0%</b>	<b>361,850.00</b>

# Aging Report: April 2022

		Pajaro/Sunny Mesa/Vega			Moss Landing/Prunedale					
	Balance	Current	30 Days	60 Days	90 Days +	Balance	Current	30 Days	60 Days	90 Days +
	\$131,652.65	\$114,308.96	\$14,907.50	\$2,400.38	\$35.81	\$82,843.43	\$61,867.23	\$7,985.31	\$878.18	\$12,112.71

Aging Balances as of 5/01/22

30 Days Total	\$22,892.81
60 Days Total	\$3,278.56
90+ Days Total	\$12,148.52

**Notes:**

The total 90 day+ balance has been reduced by \$115.21 compared to the previous month. The entire 90 day balance is owed by just two customers. District staff is actively pursuing collection from a Pajaro customer to bring their account current; an April payment was received. The customer with a high balance from Springfield area, on a payment plan since 2017, has continued making monthly payments of a prearranged amount.

**Pajaro/Sunny Mesa Community Services District**  
**Check Detail - Operating Account**  
May 1 - 23, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	AP	05/02/2022	Total Merchant Services	1001 · SCCB - Operating Account		-884.52
				5391 · Credit Card Transaction Fees	-884.52	884.52
<b>TOTAL</b>					-884.52	884.52
Bill Pmt -Check	AP	05/10/2022	Mission Uniform Service-Online	1001 · SCCB - Operating Account		-314.03
Bill	51676...	04/04/2022		5140 · Building Repair & Maint	-45.76	45.76
Bill	51681...	04/11/2022		5140 · Building Repair & Maint	-45.76	45.76
Bill	51685...	04/18/2022		5140 · Building Repair & Maint	-47.76	47.76
Bill	51691...	04/21/2022		5090 · Other Employee Expense	-126.99	126.99
Bill	51689...	04/25/2022		5140 · Building Repair & Maint	-47.76	47.76
<b>TOTAL</b>					-314.03	314.03
Bill Pmt -Check	AP	05/10/2022	Bianchi Alarm Systems-Online	1001 · SCCB - Operating Account		-78.00
Bill	Inv. 2...	05/04/2022		5340 · Burglar Alarm Monitoring	-78.00	78.00
<b>TOTAL</b>					-78.00	78.00
Bill Pmt -Check	AP	05/10/2022	C & N Tractors/Rentals- ACH	1001 · SCCB - Operating Account		-84.76
Bill	66751W	04/26/2022		5175 · Small Tools - Repair & Maint.	-43.07	43.07
Bill	66894W	04/28/2022		5230 · Park - Repair & Maint	-41.69	41.69
<b>TOTAL</b>					-84.76	84.76
Bill Pmt -Check	AP	05/10/2022	Corbin Willits Systems-Online	1001 · SCCB - Operating Account		-242.17
Bill	000C2...	04/15/2022		5165 · Computer Software	-242.17	242.17
<b>TOTAL</b>					-242.17	242.17
Bill Pmt -Check	AP	05/10/2022	Core & Main- ACH	1001 · SCCB - Operating Account		-183.42
Bill	Q654...	04/12/2022		5145 · District Wide Repair & Maint	-144.82	144.82
Bill	Q690...	04/18/2022		5220 · Water System - Repair & Maint	-38.60	38.60
<b>TOTAL</b>					-183.42	183.42
Bill Pmt -Check	AP	05/10/2022	Data Flow Business Systems-Online	1001 · SCCB - Operating Account		-236.08
Bill	332011	04/26/2022		5170 · Office Equipment Repair & Maint	-223.58	223.58
Bill	328488	04/26/2022		5170 · Office Equipment Repair & Maint	-12.50	12.50
<b>TOTAL</b>					-236.08	236.08
Bill Pmt -Check	AP	05/10/2022	Green Rubber Kennedy Ag- ACH	1001 · SCCB - Operating Account		-59.84
Bill	w-566...	04/12/2022		5220 · Water System - Repair & Maint	-59.84	59.84
<b>TOTAL</b>					-59.84	59.84
Bill Pmt -Check	AP	05/10/2022	Gutierrez Consultants- ACH	1001 · SCCB - Operating Account		-245.00
Bill	1682	04/11/2022		5266 · Engineering Svcs-Dist Wide	-245.00	245.00
<b>TOTAL</b>					-245.00	245.00
Bill Pmt -Check	AP	05/10/2022	ICONIX Waterworks (US), Inc- ACH	1001 · SCCB - Operating Account		-144.46
Bill	U2216...	04/14/2022		5220 · Water System - Repair & Maint	-144.46	144.46
<b>TOTAL</b>					-144.46	144.46
Bill Pmt -Check	AP	05/10/2022	J Johnson & Company, Inc.- ACH	1001 · SCCB - Operating Account		-10,509.43
Bill	22-00...	04/26/2022		5220 · Water System - Repair & Maint	-10,509.43	10,509.43



**Pajaro/Sunny Mesa Community Services District**  
**Check Detail - Operating Account**  
 May 1 - 23, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>TOTAL</b>					<b>-10,509.43</b>	<b>10,509.43</b>
<b>Bill Pmt -Check</b>	<b>AP</b>	<b>05/10/2022</b>	<b>MBAS- ACH</b>	<b>1001 · SCCB - Operating Account</b>		<b>-909.00</b>
Bill	22032...	04/01/2022		5190 · Soil and Water Tests	-37.80	37.80
Bill	22040...	04/08/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22040...	04/08/2022		5190 · Soil and Water Tests	-75.60	75.60
Bill	22040...	04/08/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22040...	04/08/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22040...	04/08/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22040...	04/08/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22040...	04/08/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22040...	04/08/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22040...	04/11/2022		5190 · Soil and Water Tests	-93.60	93.60
Bill	22040...	04/11/2022		5190 · Soil and Water Tests	-46.80	46.80
Bill	22041...	04/15/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22041...	04/15/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22041...	04/15/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22041...	04/15/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22041...	04/15/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22041...	04/20/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22041...	04/20/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22042...	04/21/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22042...	04/28/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22042...	04/28/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22042...	04/29/2022		5190 · Soil and Water Tests	-25.20	25.20
<b>TOTAL</b>					<b>-909.00</b>	<b>909.00</b>
<b>Bill Pmt -Check</b>	<b>AP</b>	<b>05/10/2022</b>	<b>Mid Valley Supply- ACH</b>	<b>1001 · SCCB - Operating Account</b>		<b>-1,077.77</b>
Bill	1263370	04/08/2022		5220 · Water System - Repair & Maint	-223.79	223.79
Bill	1263453	04/13/2022		5231 · Pajaro Park Expense	-49.22	73.46
				5220 · Water System - Repair & Maint	-99.97	149.19
Bill	1263648	04/22/2022		5220 · Water System - Repair & Maint	-149.53	149.53
				5220 · Water System - Repair & Maint	-53.10	53.10
				5220 · Water System - Repair & Maint	-53.10	53.10
				5220 · Water System - Repair & Maint	-53.10	53.10
				5220 · Water System - Repair & Maint	-52.31	52.31
Bill	1263771	04/28/2022		5220 · Water System - Repair & Maint	-52.98	52.98
				5220 · Water System - Repair & Maint	-52.98	52.98
				5220 · Water System - Repair & Maint	-105.96	105.96
				5220 · Water System - Repair & Maint	-106.00	106.00
<b>TOTAL</b>					<b>-1,052.04</b>	<b>1,125.50</b>
<b>Bill Pmt -Check</b>	<b>AP</b>	<b>05/10/2022</b>	<b>Monterey One Water- Online</b>	<b>1001 · SCCB - Operating Account</b>		<b>-25.73</b>
Bill	MAY ...	04/30/2022		5130 · Utilities - Office	-25.73	25.73
<b>TOTAL</b>					<b>-25.73</b>	<b>25.73</b>
<b>Bill Pmt -Check</b>	<b>AP</b>	<b>05/10/2022</b>	<b>Orkin Pest Control- ACH</b>	<b>1001 · SCCB - Operating Account</b>		<b>-108.00</b>
Bill	371941	04/28/2022		5140 · Building Repair & Maint	-108.00	108.00
<b>TOTAL</b>					<b>-108.00</b>	<b>108.00</b>
<b>Bill Pmt -Check</b>	<b>AP</b>	<b>05/10/2022</b>	<b>PARS- ACH</b>	<b>1001 · SCCB - Operating Account</b>		<b>-502.23</b>
Bill	50404	04/07/2022		5005 · Administrative Fees	-502.23	502.23
<b>TOTAL</b>					<b>-502.23</b>	<b>502.23</b>
<b>Bill Pmt -Check</b>	<b>AP</b>	<b>05/10/2022</b>	<b>PG&amp;E 1438-Online</b>	<b>1001 · SCCB - Operating Account</b>		<b>-1,555.06</b>
Bill	3/25/2...	04/26/2022		5310 · Utilities - Well Site	-1,555.06	1,555.06
<b>TOTAL</b>					<b>-1,555.06</b>	<b>1,555.06</b>
<b>Bill Pmt -Check</b>	<b>AP</b>	<b>05/10/2022</b>	<b>PG&amp;E 1826-Online</b>	<b>1001 · SCCB - Operating Account</b>		<b>-30.57</b>
Bill	3/18/2...	04/19/2022		5310 · Utilities - Well Site	-30.57	30.57

**Pajaro/Sunny Mesa Community Services District**  
**Check Detail - Operating Account**  
 May 1 - 23, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-30.57	30.57
Bill Pmt -Check	AP	05/10/2022	PG&E 6022-Online	1001 · SCCB - Operating Account		-16.24
Bill	3/22/2...	04/20/2022		5315 · Utilities - Street Lighting	-16.24	16.24
TOTAL					-16.24	16.24
Bill Pmt -Check	AP	05/10/2022	PG&E 6857-Online	1001 · SCCB - Operating Account		-4,731.34
Bill	3/28/2...	04/27/2022		5310 · Utilities - Well Site	-1,266.81	1,266.81
				5310 · Utilities - Well Site	-935.14	935.14
				5130 · Utilities - Office	-217.08	217.08
				5310 · Utilities - Well Site	-77.63	77.63
				5315 · Utilities - Street Lighting	-2,234.68	2,234.68
TOTAL					-4,731.34	4,731.34
Bill Pmt -Check	AP	05/10/2022	Quinn Company- ACH	1001 · SCCB - Operating Account		-3,224.26
Bill	WON...	04/27/2022		5220 · Water System - Repair & Maint	-3,224.26	3,224.26
TOTAL					-3,224.26	3,224.26
Bill Pmt -Check	AP	05/10/2022	Santa Cruz Answering Service-ACH	1001 · SCCB - Operating Account		-90.82
Bill	1009 ...	04/22/2022		5330 · Telephone	-90.82	90.82
TOTAL					-90.82	90.82
Bill Pmt -Check	AP	05/10/2022	Sturdy Oil Company- ACH	1001 · SCCB - Operating Account		-2,881.56
Bill	CL780...	04/15/2022		5370 · Fuel - Trucks	-1,604.57	1,604.57
Bill	CL786...	04/30/2022		5370 · Fuel - Trucks	-1,276.99	1,276.99
TOTAL					-2,881.56	2,881.56
Bill Pmt -Check	AP	05/10/2022	Tom's Site Service- ACH	1001 · SCCB - Operating Account		-58.49
Bill	67731	04/24/2022		5145 · District Wide Repair & Maint	-58.49	208.49
TOTAL					-58.49	208.49
Bill Pmt -Check	AP	05/10/2022	Valvoline	1001 · SCCB - Operating Account		-227.46
Bill	42754	04/21/2022		5270 · Automotive - Repair & Maint	-116.13	116.13
Bill	43555	05/05/2022		5270 · Automotive - Repair & Maint	-111.33	111.33
TOTAL					-227.46	227.46
Bill Pmt -Check	AP	05/10/2022	WM / Carmel Marina - Office-Online	1001 · SCCB - Operating Account		-368.76
Bill	97553...	05/01/2022		5150 · Garbage Service	-368.76	368.76
TOTAL					-368.76	368.76
Bill Pmt -Check	AP	05/10/2022	Ace Hardware Prunedale- ACH	1001 · SCCB - Operating Account		-136.41
Bill	05454...	04/06/2022		5220 · Water System - Repair & Maint	-53.85	53.85
Bill	05468...	04/22/2022		5220 · Water System - Repair & Maint	-9.14	9.14
Bill	05471...	04/26/2022		5220 · Water System - Repair & Maint	-49.75	49.75
Bill	05472...	04/27/2022		5145 · District Wide Repair & Maint	-23.67	23.67
TOTAL					-136.41	136.41
Bill Pmt -Check	AP	05/10/2022	Ace Hardware Watsonville- ACH	1001 · SCCB - Operating Account		-42.87
Bill	213599	04/08/2022		5145 · District Wide Repair & Maint	-12.32	12.32
Bill	214042	04/27/2022		5145 · District Wide Repair & Maint	-30.55	30.55
TOTAL					-42.87	42.87

**Pajaro/Sunny Mesa Community Services District**  
**Check Detail - Operating Account**  
May 1 - 23, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	05/10/2022	Aramark- ACH	1001 · SCCB - Operating Account		-175.91
Bill	51100...	04/01/2022		5140 · Building Repair & Maint	-36.15	36.15
Bill	51100...	04/08/2022		5140 · Building Repair & Maint	-34.94	34.94
Bill	51100...	04/15/2022		5140 · Building Repair & Maint	-34.94	34.94
Bill	51100...	04/22/2022		5140 · Building Repair & Maint	-34.94	34.94
Bill	51100...	04/29/2022		5140 · Building Repair & Maint	-34.94	34.94
TOTAL					-175.91	175.91
Bill Pmt -Check	AP	05/10/2022	AT&T 2043-Online	1001 · SCCB - Operating Account		-441.27
Bill	APR 2...	04/26/2022		5330 · Telephone	-441.27	441.27
TOTAL					-441.27	441.27
Bill Pmt -Check	AP	05/10/2022	AT&T 2486-Online	1001 · SCCB - Operating Account		-224.79
Bill	APR 2...	04/26/2022		5310 · Utilities - Well Site	-224.79	224.79
TOTAL					-224.79	224.79
Bill Pmt -Check	AP	05/10/2022	AT&T 3439-Online	1001 · SCCB - Operating Account		-33.97
Bill	5/1/22...	05/01/2022		5310 · Utilities - Well Site	-33.97	33.97
TOTAL					-33.97	33.97
Bill Pmt -Check	AP	05/10/2022	AT&T 3912-Online	1001 · SCCB - Operating Account		-497.36
Bill	MAY ...	05/01/2022		5330 · Telephone	-497.36	497.36
TOTAL					-497.36	497.36
Bill Pmt -Check	AP	05/10/2022	AT&T 5283-Online	1001 · SCCB - Operating Account		-224.88
Bill	4/11/2...	04/11/2022		5310 · Utilities - Well Site	-224.88	224.88
TOTAL					-224.88	224.88
Bill Pmt -Check	AP	05/10/2022	GreatAmerica Financial-Online	1001 · SCCB - Operating Account		-470.76
Bill	31533...	04/27/2022		5160 · Office Equip Rental	-470.76	470.76
TOTAL					-470.76	470.76
Check	AP	05/19/2022	Santa Cruz County Bank	1001 · SCCB - Operating Account		-623.25
				2256 · Vehicle Loan Payable	-553.59	553.59
				5256 · Interest Exp-Financed Items	-69.66	69.66
TOTAL					-623.25	623.25
Bill Pmt -Check	AP	05/23/2022	ACWA-JPIA (med ins)-ACH	1001 · SCCB - Operating Account		-16,244.41
Bill	06862...	05/03/2022		5050 · Employee Health Insurance	-14,828.95	14,828.95
				2264 · Employee Insurance Payable	-1,415.46	1,415.46
TOTAL					-16,244.41	16,244.41
Bill Pmt -Check	AP	05/23/2022	Core & Main- ACH	1001 · SCCB - Operating Account		-365.10
Bill	Q65737	05/16/2022		5145 · District Wide Repair & Maint	-365.10	365.10
TOTAL					-365.10	365.10
Bill Pmt -Check	AP	05/23/2022	Pure Water- ACH	1001 · SCCB - Operating Account		-8,566.95
Bill	396435	05/01/2022	State Water Resources Control Board	5427 · Improvement Project-Springfield	-6,639.90	6,639.90
Bill	396434	05/01/2022	State Water Resources Control Board	5427 · Improvement Project-Springfield	-1,927.05	1,927.05
TOTAL					-8,566.95	8,566.95

**Pajaro/Sunny Mesa Community Services District**  
**Check Detail - Operating Account**  
 May 1 - 23, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
3ill Pmt -Check	AP	05/23/2022	AT&T 0646-Online	1001 · SCCB - Operating Account		-228.30
3ill	5/5/22...	05/05/2022		5310 · Utilities - Well Site	-228.30	228.30
TOTAL					-228.30	228.30
3ill Pmt -Check	AP	05/23/2022	AT&T 1782-Online	1001 · SCCB - Operating Account		-33.97
3ill	5/7/22...	05/07/2022		5310 · Utilities - Well Site	-33.97	33.97
TOTAL					-33.97	33.97
3ill Pmt -Check	AP	05/23/2022	AT&T 2627-Online	1001 · SCCB - Operating Account		-33.97
3ill	5/7-6/...	05/07/2022		5310 · Utilities - Well Site	-33.97	33.97
TOTAL					-33.97	33.97
3ill Pmt -Check	AP	05/23/2022	AT&T 6542-Online	1001 · SCCB - Operating Account		-66.51
3ill	5/7/22...	05/07/2022		5310 · Utilities - Well Site	-66.51	66.51
TOTAL					-66.51	66.51
3ill Pmt -Check	AP	05/23/2022	AT&T 8925- Wireless/Cell	1001 · SCCB - Operating Account		-394.84
3ill	x0509...	05/01/2022		5330 · Telephone	-394.84	394.84
TOTAL					-394.84	394.84
3ill Pmt -Check	AP	05/23/2022	Elan-Online	1001 · SCCB - Operating Account		-2,688.64
3ill	May 2...	05/04/2022		2910 · Elan	-2,688.64	2,688.64
TOTAL					-2,688.64	2,688.64
3ill Pmt -Check	AP	05/23/2022	Grunsky Law Firm	1001 · SCCB - Operating Account		-895.00
3ill	Inv. 9...	05/06/2022		5250 · Legal Expenses	-895.00	895.00
TOTAL					-895.00	895.00
3ill Pmt -Check	AP	05/23/2022	Optimum Business Services	1001 · SCCB - Operating Account		-229.66
3ill	IN37263	05/17/2022		5170 · Office Equipment Repair & Maint	-229.66	229.66
TOTAL					-229.66	229.66
3ill Pmt -Check	AP	05/23/2022	Pajaro Valley Lock Shop	1001 · SCCB - Operating Account		-269.29
3ill	134449	05/09/2022		5145 · District Wide Repair & Maint	-220.13	220.13
3ill	134454	05/09/2022		5270 · Automotive - Repair & Maint	-49.16	49.16
TOTAL					-269.29	269.29
3ill Pmt -Check	AP	05/23/2022	PG&E 0819-Online	1001 · SCCB - Operating Account		-7,519.61
3ill	4/5/22...	05/09/2022		5310 · Utilities - Well Site	-3,038.06	3,038.06
				5310 · Utilities - Well Site	-2,563.77	2,563.77
				5310 · Utilities - Well Site	-169.83	169.83
				5310 · Utilities - Well Site	-709.60	709.60
				5310 · Utilities - Well Site	-353.68	353.68
				5315 · Utilities - Street Lighting	-95.56	95.56
				5310 · Utilities - Well Site	-589.11	589.11
TOTAL					-7,519.61	7,519.61
3ill Pmt -Check	AP	05/23/2022	Staples Credit Plan-Online	1001 · SCCB - Operating Account		-46.34
3ill	May S...	05/09/2022		5240 · Office Supplies	-46.34	46.34

**Pajaro/Sunny Mesa Community Services District**  
**Check Detail - Operating Account**  
May 1 - 23, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-46.34	46.34
Bill Pmt -Check	AP	05/23/2022	TIAA Commercial Finance, Inc.	1001 · SCCB - Operating Account		-194.40
Bill	89112...	05/08/2022		5160 · Office Equip Rental	-194.40	194.40
TOTAL					-194.40	194.40
Bill Pmt -Check	AP	05/23/2022	Wells Fargo- 6120 ONLINE	1001 · SCCB - Operating Account		-148.39
Bill	May S...	05/11/2022		2900 · Wells Fargo- 6120	-148.39	148.39
TOTAL					-148.39	148.39
Bill Pmt -Check	AP	05/23/2022	Wells Fargo 0721-Online	1001 · SCCB - Operating Account		-14.99
Bill	May S...	05/11/2022		2905 · Wells Fargo- 0721	-14.99	14.99
TOTAL					-14.99	14.99
Check	PARS	05/04/2022	US Bank - PARS #6746022400	1001 · SCCB - Operating Account		-4,553.08
				5070 · Employee Retirement	-4,553.08	4,553.08
TOTAL					-4,553.08	4,553.08
Check	PARS	05/18/2022	US Bank - PARS #6746022400	1001 · SCCB - Operating Account		-4,481.61
				5070 · Employee Retirement	-4,481.61	4,481.61
TOTAL					-4,481.61	4,481.61
Bill Pmt -Check	25066	05/10/2022	Bianchi Alarm Systems-Online	1001 · SCCB - Operating Account		-115.00
Bill	Batter...	04/19/2022		5340 · Burglar Alarm Monitoring	-115.00	115.00
TOTAL					-115.00	115.00
Bill Pmt -Check	25067	05/10/2022	MBWWA	1001 · SCCB - Operating Account		-40.00
Bill	Refres...	05/01/2022		5326 · Licenses and Certifications	-40.00	40.00
TOTAL					-40.00	40.00
Bill Pmt -Check	25068	05/10/2022	Santa Cruz County Bank	1001 · SCCB - Operating Account		-566.04
Bill	ACCT...	04/21/2022		2256 · Vehicle Loan Payable	-478.67	478.67
				5256 · Interest Exp-Financed Items	-87.37	87.37
TOTAL					-566.04	566.04
Bill Pmt -Check	25078	05/23/2022	AJ Excavation	1001 · SCCB - Operating Account		-2,500.00
Bill	HM D...	05/19/2022		2123 · Hydrant Meter Deposits	-2,500.00	2,500.00
TOTAL					-2,500.00	2,500.00
Bill Pmt -Check	25079	05/23/2022	Department of Motor Vehicles	1001 · SCCB - Operating Account		-3.00
Bill	07369...	05/10/2022		5090 · Other Employee Expense	-3.00	3.00
TOTAL					-3.00	3.00
Bill Pmt -Check	25080	05/23/2022	Monterey County Environmental Health	1001 · SCCB - Operating Account		-18,328.00
Bill	IN102...	05/02/2022		5325 · Permits	-3,336.00	3,336.00
Bill	IN102...	05/02/2022		5325 · Permits	-3,336.00	3,336.00
Bill	IN102...	05/02/2022		5325 · Permits	-2,832.00	2,832.00
Bill	IN102...	05/02/2022		5325 · Permits	-2,294.00	2,294.00
Bill	IN102...	05/02/2022		5325 · Permits	-3,239.00	3,239.00
Bill	IN102...	05/02/2022		5325 · Permits	-2,533.00	2,533.00

**Pajaro/Sunny Mesa Community Services District**  
**Check Detail - Operating Account**  
 May 1 - 23, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	IN102...	05/02/2022		5325 · Permits	-758.00	758.00
TOTAL					-18,328.00	18,328.00
Bill Pmt -Check	25081	05/23/2022	Mr. Gary Utile	1001 · SCCB - Operating Account		-60.27
Bill	closed...	05/11/2022		1100 · Water Customer Accounts Recv	-60.27	60.27
TOTAL					-60.27	60.27

**Pajaro/Sunny Mesa Community Services District**  
**Check Detail - Reserve Account**  
 May 1 - 23, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	05/10/2022	Thomas E Yeager, P.E.- ACH	1002 · SCCB Reserve Account		-232.50
Bill	Invoic...	05/01/2022	CA Office of Emergency Services	5438 · LHMP Project- Dist. Wide	-232.50	232.50
TOTAL					-232.50	232.50
Bill Pmt -Check	AP	05/23/2022	Rincon Consultants, Inc. - ACH	1002 · SCCB Reserve Account		-9,373.75
Bill	inv# 3...	05/13/2022	CA Office of Emergency Services	5438 · LHMP Project- Dist. Wide	-9,373.75	9,373.75
TOTAL					-9,373.75	9,373.75

**Pajaro/Sunny Mesa Community Services District**  
**Check Detail - Street Maintenance Account**  
 May 1 - 23, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
3ill Pmt -Check	AP	05/10/2022	AT&T 5203 Street Maint-Online	1004 · SCCB - Street Maint Acct		-212.66
3ill	5/1/22...	05/01/2022		5225 · Street Maintenance	-212.66	212.66
TOTAL					-212.66	212.66
3ill Pmt -Check	AP	05/10/2022	PG&E 9545 Street Maint-Online	1004 · SCCB - Street Maint Acct		-7.86
3ill	3/21/2...	04/20/2022		5225 · Street Maintenance	-5.44	5.44
				5310 · Utilities - Well Site	-2.42	2.42
TOTAL					-7.86	7.86
3ill Pmt -Check	552	05/10/2022	Pajaro/Sunny Mesa Comm Svcs Dist	1004 · SCCB - Street Maint Acct		-59.84
3ill	APR 2...	05/01/2022		5225 · Street Maintenance	-59.84	59.84
TOTAL					-59.84	59.84



**Pajaro/Sunny Mesa Community Services District**  
**Check Detail - Pajaro Park Account**  
 May 1 - 23, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	05/10/2022	Ace Hardware Watsonville- ACH	1036 · PSM Pajaro Park Acct		-64.39
Bill	213511	04/05/2022		5231 · Pajaro Park Expense	-32.74	32.74
Bill	213824	04/19/2022		5231 · Pajaro Park Expense	-31.65	31.65
TOTAL					-64.39	64.39
Bill Pmt -Check	AP	05/10/2022	AT&T 0577 Pajaro Park-Online	1036 · PSM Pajaro Park Acct		-439.23
Bill	4/13/2...	04/13/2022		5231 · Pajaro Park Expense	-439.23	439.23
TOTAL					-439.23	439.23
Bill Pmt -Check	AP	05/10/2022	Mid Valley Supply- ACH	1036 · PSM Pajaro Park Acct		-429.26
Bill	1263286	04/05/2022		5231 · Pajaro Park Expense	-236.80	236.80
Bill	1263453	04/13/2022		5231 · Pajaro Park Expense	-24.24	73.46
Bill	1263766	04/28/2022		5220 · Water System - Repair & Maint	-49.22	149.19
Bill				5231 · Pajaro Park Expense	-119.00	119.00
TOTAL					-429.26	578.45
Bill Pmt -Check	AP	05/10/2022	Panther Protective Services- ACH	1036 · PSM Pajaro Park Acct		-450.00
Bill	004-2...	04/25/2022		5231 · Pajaro Park Expense	-450.00	450.00
TOTAL					-450.00	450.00
Bill Pmt -Check	AP	05/10/2022	PG&E 3540 Pajaro Park-Online	1036 · PSM Pajaro Park Acct		-142.87
Bill	3/21/2...	04/20/2022		5231 · Pajaro Park Expense	-142.87	142.87
TOTAL					-142.87	142.87
Bill Pmt -Check	AP	05/10/2022	WM / Carmel Marina - Pajaro Park-Onlin	1036 · PSM Pajaro Park Acct		-368.76
Bill	97562...	05/01/2022		5231 · Pajaro Park Expense	-368.76	368.76
TOTAL					-368.76	368.76
Bill Pmt -Check	AP	05/10/2022	AT&T- 2458 Paj Park Uverse	1036 · PSM Pajaro Park Acct		-68.30
Bill	acct 3...	04/13/2022		5231 · Pajaro Park Expense	-68.30	68.30
TOTAL					-68.30	68.30

STAFF REPORT/WORK PLAN

2022-2023

Capital Expenditures:

Moss Landing Water- Electrical upgrades to accept new generator and add PG&E service upgrade. (Cost unknown at this time), not expected to be significant. \$25,000

Generator Project. All expenses paid from 2021 Bond Issuance (Accounted for) -----  
11 Generators are expected to be delivered this fiscal year, and will need to be installed, which will be a priority for GM and Operational Staff.

OPERATIONAL EXPENSES: (non-ordinary)

MOM Software/on-line bill pay program \$4900  
Small Community Drought Relief Grant (Water Storage Replacement/Rehabilitation) \$9000  
Cal OES Grant match to generate Local Hazard Mitigation Plan \$19,000  
Max out of pocket = \$37,500

- 75%-25% matching grant- Total \$150,000.
- Project completion expected August 2022

**CAPITAL RESERVE AND EXPENSES**

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Capital Reserves	\$ 303,500	\$ 428,500	\$ 443,500	\$ 514,000	\$ 556,500	\$ 706,500	\$ 796,500	\$ 936,500	\$ 1,021,500	\$ 709,000
Annual Reserve Contribution*	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Annual Expenses	\$ 25,000	\$ 135,000	\$ 79,500	\$ 107,500		\$ 60,000	\$ 10,000	\$ 65,000	\$ 462,500	\$ 6,000
<b>Net Reserve</b>	<b>\$ 428,500</b>	<b>\$ 443,500</b>	<b>\$ 514,000</b>	<b>\$ 556,500</b>	<b>\$ 706,500</b>	<b>\$ 796,500</b>	<b>\$ 936,500</b>	<b>\$ 1,021,500</b>	<b>\$ 709,000</b>	<b>\$ 853,000</b>

**DISTRICT WIDE PROPOSED FUTURE EXPENSES (not included)**

Meter Replacement Program \$ 1,000,000

Hydro Vac Trailer w/Valve Exerciser and GPS \$ 100,000

Facility Communication Improvements \$ 500,000

Site Security Enhancements \$ 500,000

**Total Proposed \$ 2,100,000**

PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT  
10 YEAR CAPITAL IMPROVEMENT PLAN

DESCRIPTION	EST. REPLACEMENT VALUE	YEAR CONSTR	USEFUL LIFE	YEARS IN USE 2022	LIFE LEFT	ANNUAL RESERVE	2023	2024	2025	2025	2026	2027	2028	2029	2030	2031	2032
<b>Pajaro</b>																	
Generator	\$ 83,850	2021	30	1	29	\$ 2,900.00											
640,000 Gal Tank (1 ea.) Re-furbish	\$ 1,000,000	1985	35	37	-2	-											
60 HP Well Pump 200 ft.	\$ 7,500	1985	40	37	3	\$ 2,500.00											
60 HP Well Pump Motor	\$ 5,000	2007	25	15	10	\$ 500.00											
100 HP Vertical Turbine Pump/Motor	\$ 25,000	1985	40	37	3	\$ 8,333.33											
60 HP Vertical Turbine Pump/Motor	\$ 20,000	2021	25	1	24	\$ 833.33											
14000 Gal Hydro pneumatic Tank	\$ 40,000	1987	40	35	5	\$ 8,000.00							\$ 40,000				
8000 Gal Hydro pneumatic Tank	\$ 30,000	1985	40	37	3	\$ 10,000.00											
Chlorination Bldg. (25 sf)	\$ 5,000	1985	50	37	13	\$ 384.62											
Chlorination Equip.	\$ 2,500	2021	10	1	9	\$ 277.78											
Pump Control Panel and Elec.	\$ 100,000	1985	50	37	13	\$ 7,692.31											
<b>Pajaro Subtotal</b>						<b>\$ 41,421.37</b>					<b>\$ 62,500</b>			<b>\$ 40,000</b>			<b>\$ 2,500</b>
<b>Sunny Mesa</b>																	
200,000 Gal Tank (1 ea)	\$ 250,000	1985	75	37	38	\$ 6,578.95											
#1 Well pump (250 feet)-60 HP (needs casing repair)	\$ 25,000	2022	25	0	25	\$ 1,000.00											
#2 Well Pump - 25 HP	\$ 15,000	2019	30	3	27	\$ 555.56											
Booster Pump Bldg (96 sf)	\$ 5,000	1986	50	36	14	\$ 357.14											
2 Booster Pumps -- 15 hp	\$ 10,000	2004	25	18	7	\$ 1,428.57											
1 Booster Pumps -- 50 hp	\$ 10,000	2012	25	10	15	\$ 666.67											
480v Pump Control Panel and Elec. (2 ea.)	\$ 25,000	1985	50	37	13	\$ 1,923.08											
Chlorine Building	\$ 2,500	2015	40	7	33	\$ 75.76											
Chlorine Equip.	\$ 2,500	2018	10	4	6	\$ 416.67											
<b>Sunny Mesa Subtotal</b>						<b>\$ 13,002.39</b>								<b>\$ 2,500</b>	<b>\$ 10,000</b>		
<b>Vega Mutual</b>																	
Vista Verde Well Pump (30 hp, 420 ft)	\$ 30,000	2018	25	4	21	\$ 1,428.57											
Chlorine Building	\$ 2,500	2015	40	7	33	\$ 75.76											
Chlorine Equip.	\$ 2,500	2018	10	4	6	\$ 416.67											
Vista Verde Tank (65,000 gal)	\$ 100,000	2004	75	18	57	\$ 1,754.39											
Vista Verde Electrical Bldg. (100 SF)	\$ 25,000	2004	40	18	22	\$ 1,136.36											
Vista Verde Generator (80 kW)	\$ 30,000	2004	30	18	12	\$ 2,500.00											
Vista Verde Pump Control Panel and Elec.	\$ 50,000	2004	30	18	12	\$ 4,166.67											

PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT  
10 YEAR CAPITAL IMPROVEMENT PLAN

DESCRIPTION	EST. REPLACEMENT VALUE	YEAR CONSTR	USEFUL IN USE LIFE	YEARS IN USE 2022	LIFE LEFT	ANNUAL RESERVE	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
<b>Oakleaf Well - 25 HP</b>																
Well Pump	\$ 8,000	2013	25	9	16	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Well Pump Motor - 25 HP	\$ 8,000	2013	25	9	16	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Oakleaf Tank (95,000 gal)	\$ 100,000	2010	75	12	63	\$ 1,587.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Oakleaf Pump Bldg. (260 sf)	\$ 50,000	2015	40	7	33	\$ 1,515.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Oakleaf Booster Pumps (2ea. @ 60 hp)	\$ 50,000	2010	30	12	18	\$ 2,777.78	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Oakleaf Hydro pneumatic Tank (5,000 gal)	\$ 25,000	2010	40	12	28	\$ 892.86	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Oakleaf Generator (100kW)	\$ 30,000	2010	30	12	18	\$ 1,666.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Oakleaf Pump Control Panel and Elec.	\$ 25,000	2010	25	12	13	\$ 1,923.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Kari Lane Tank</b>																
Kari Lane Tank (51,100 gal)	\$ 75,000	2010	75	12	63	\$ 1,190.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Kari Lane 5 hp booster pump and press tanks	\$ 5,000	2018	20	4	16	\$ 312.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Marilyn Pump Station</b>																
Marilyn Pump Bldg. (260 sf)	\$ 50,000	2010	25	12	13	\$ 3,846.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Marilyn Booster Pumps (2 @ 40 hp)	\$ 45,000	2010	30	12	18	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Marilyn Generator (60kW)[not valid for use]	\$ 20,000	2022	30	0	30	\$ 666.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Marilyn Pump Control Panel and Elec.	\$ 50,000	2010	25	12	13	\$ 3,846.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Andreas Tank</b>																
Andreas Tank (125,000 gal)	\$ 150,000	2010	75	12	63	\$ 2,380.95	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Andreas booster pump and tanks	\$ 20,000	2017	15	5	10	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Covenant Site</b>																
1 HP pump and Electrical	\$ 5,000	2013	20	9	11	\$ 454.55	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4 pressure Tanks	\$ 5,000	2013	20	9	11	\$ 454.55	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Vega Subtotal</b>						<b>\$ 40,493.24</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Blackie #18</b>																
15,000 Gal Tank (2 ea) Re-Habilitate	\$ 35,000	1981	35	41	-6	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7.5 HP Well Pump (378 ft)	\$ 10,000	2018	35	4	31	\$ 322.58	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5 HP Vertical Turbine Pump	\$ 5,000	2017	15	5	10	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3 HP Vertical Turbine Pump(upsized to 5hp)	\$ 5,000	2010	15	12	3	\$ 1,666.67	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
500 Gal Hydro pneumatic Tank - (Replace with Bladder Tanks- VFD Motors)	\$ 25,000	1981	35	41	-6	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pump Control Panel and Elec.	\$ 10,000	1981	40	41	-1	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Blackie #18 Subtotal</b>						<b>\$ 2,489.25</b>	<b>\$ -</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT  
10 YEAR CAPITAL IMPROVEMENT PLAN

DESCRIPTION	EST. REPLACEMENT VALUE	YEAR CONSTR.	USEFUL LIFE	YEARS IN USE 2022	LIFE LEFT	ANNUAL RESERVE	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
<b>Langley Canyon Monique #3 OUT OF SERVICE</b>																
352 SF Building	\$ 20,000	1996	75				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40 HP Well pump (250 ft)	\$ 20,000	1996	25				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
480v Pump Control Panel and Elec.	\$ 2,500	1996	30				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Langley/Valle Pacifico - Tank Site</b>																
15,000 Gal Tank (2 ea)	\$ 225,000	1984	30	38	-8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 225,000	\$ -
20 HP Booster Pump (2 ea)	\$ 15,000	2009	25	13	12	\$ 1,250.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1000 Gal Hydro pneumatic Tank	\$ 25,000	1984	40	38	2	\$ 12,500.00	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pump Control Panel and Elec.	\$ 10,000	1984	40	38	2	\$ 5,000.00	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Langley/VP-Joshua, Well Site</b>																
96 SF Building	\$ 10,000	1980	75	42	33	\$ 303.03	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chemical System (2 ea)	\$ 5,000	2017	10	5	5	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -
2 Greensand Tanks	\$ 14,000	2013	40	9	31	\$ 451.61	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,000	\$ -	\$ -
2 Arsenic Tanks	\$ 26,000	2013	40	9	31	\$ 838.71	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,000	\$ -	\$ -
1 HP Recir pump	\$ 2,500	2017	10	5	5	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ -
Recir pump control panel	\$ 2,500	2013	25	9	16	\$ 156.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2500 Poly tank	\$ 1,600	2013	40	9	31	\$ 51.61	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5 HP Well Pump (250 ft)	\$ 3,200	2011	25	11	14	\$ 228.57	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pump Control Panel and Elec.	\$ 2,500	2012	50	10	40	\$ 62.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15,000 Gal Fire Tank (2 ea)	\$ 80,000	2013	40	9	31	\$ 2,580.65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Langley/Valle Pacifico - Well Abandonment (2 ea.)							\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Langley/Valle Pacifico-Subtotal</b>							<b>\$ 24,922.93</b>	<b>\$ -</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,500</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ 225,000</b>	<b>\$ -</b>
<b>Moss Landing - Well site</b>																
64 SF Building	\$ 12,800	2000	75	22	53	\$ 241.51	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50 HP VT Well Pump (750 ft) - Pump	\$ 10,000	1999	30	23	7	\$ 1,428.57	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50 HP VT Well Pump - Motor	\$ 5,000	2011	25	11	14	\$ 357.14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -
120v Pump Control Panel and Elec.	\$ 2,500	2000	30	22	8	\$ 312.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -
480v Well Panel	\$ 25,000	1999	20	23	-3	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50 HP well and Pump Control Panel (2013)	\$ 25,000	2013	25	9	16	\$ 1,562.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
144 SF Building	\$ 3,500	2013	40	9	31	\$ 112.90	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chlorine Equip.	\$ 5,000	2018	10	4	6	\$ 833.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -

PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT  
10 YEAR CAPITAL IMPROVEMENT PLAN

DESCRIPTION	EST. REPLACEMENT VALUE	YEAR CONSTR.	USEFUL LIFE	YEARS IN USE 2022	LIFE LEFT	ANNUAL RESERVE	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
<b>Moss Landing - Tank Site</b>																
352 SF Building	\$ 20,000	1998	75	24	51	\$ 392.16	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
59,000 Gal Conc Tank (3 ea)	\$ 270,000	1998	75	24	51	\$ 5,294.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
175 kW Generator (new in '23 ?)	\$ 110,000	2023	30	-1	31	\$ 3,548.39	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40 HP Booster Pump (20 ft) (2 ea)	\$ 40,000	1998	25	24	1	\$ 40,000.00	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15 HP Booster Pump (20 ft)	\$ 7,500	2012	15	10	5	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ -
Bladder Tanks (4 ea)	\$ 2,000	2012	20	10	10	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
480v Pump Control Panel and Elec.	\$ 65,000	2012	50	10	40	\$ 1,625.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Moss Landing Subtotal</b>						<b>\$ 57,408.12</b>	<b>\$ 25,000</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,500</b>	<b>\$ 5,000</b>	<b>\$ 15,000</b>	<b>\$ 2,500</b>	<b>\$ -</b>
<b>Springfield Water</b>																
400 SF Building	\$ 20,000	1960	75	62	13	\$ 1,538.46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
150 Gal Pressure Tank (4 ea)	\$ 2,000	2005	30	17	13	\$ 153.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25 HP Well Pump (200 ft)	\$ 10,000	2010	25	12	13	\$ 769.23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pump Control Panel and Elec.	\$ 1,500	2010	50	12	38	\$ 39.47	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Springfield Subtotal</b>	<b>\$ 33,500</b>					<b>\$ 2,501.01</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>NORMCO - Berta Canyon</b>																
200 SF Building	\$ 20,000	1995	75	27	48	\$ 416.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
120,000 Gal Tank (WS)	\$ 185,000	2010	75	12	63	\$ 2,936.51	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
120,000 Gal Tank (BS) (needs repair)	\$ 185,000	1980	75	42	33	\$ 5,606.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5 HP Pump	\$ 1,800	2013	25	9	16	\$ 112.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5 HP Pump	\$ 1,800	2020	25	2	23	\$ 78.26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1000 Hydro pneumatic w/ comp.	\$ 25,000	1995	40	27	13	\$ 1,923.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pump Control Panel and Elec.	\$ 5,000	2011	50	11	39	\$ 128.21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>NORMCO - Manzanita Well</b>																
450 SF Building	\$ 30,000	1994	75	28	47	\$ 638.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
150 HP Well Pump (360 ft)	\$ 40,000	2017	25	5	20	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1000 Hydro pneumatic w/ comp.	\$ 25,000	1980	40	42	-2	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Corrosion Control Treatment Equip.	\$ 100,000	2015	25	7	18	\$ 5,555.56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chlorine Equip.	\$ 5,000	2015	10	7	3	\$ 1,666.67	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pump Control Panel and Elec.	\$ 5,000	2013	50	9	41	\$ 121.95	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT  
10 YEAR CAPITAL IMPROVEMENT PLAN

DESCRIPTION	EST. REPLACEMENT VALUE	YEAR CONSTR	USEFUL LIFE	YEARS IN USE 2022	LIFE LEFT	ANNUAL RESERVE	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
<b>NORMCO - Berta Well</b>																
352 SF Building	\$ 25,000	1980	75	42	33	\$ 757.58	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30 HP Well Pump (320 ft)	\$ 15,000	2012	25	10	15	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chlorine Equip.	\$ 2,500	2017	10	5	5	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -
Pump Control Panel and Elec.	\$ 10,000	1980	50	42	8	\$ 1,250.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -
<b>NORMCO Berta Ridge PRV</b>	<b>\$ 15,000</b>	<b>2013</b>	<b>50</b>	<b>9</b>	<b>41</b>	<b>\$ 365.85</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>NORMCO - Coker Road</b>																
7.5 HP Well Pump (280 ft)	\$ 10,000	1992	25	30	-5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pump Control Panel	\$ 2,500	1992	40	30	10	\$ 250.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Normco Subtotal</b>						<b>\$ 25,907.18</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 2,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 3,500</b>
<b>Vierra Estates - Matterhorn Tank Site</b>																
15,000 Gal Tank (2 ea) Re-Habilitate	35,000	1985	40	37	3	\$ 11,666.67	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1 HP Pump and Bladder Tank	2,000	1985	35	37	-2	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Vierra Estates - Matterhorn Well Site</b>																
2500 Gal Sedimentation Tank	\$ 2,000	2012	40	10	30	\$ 66.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1 HP booster pump	\$ 2,500	2012	12	10	2	\$ 1,250.00	\$ -	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chlorination Equipment	\$ 2,500	2017	10	5	5	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ -
2 Greensand Tanks	\$ 14,000	2012	40	10	30	\$ 466.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pump Control Panel	\$ 10,000	2012	40	10	30	\$ 333.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Via Guiseppe - Booster Site</b>																
5 HP Booster Pump	\$ 1,800	2018	25	4	21	\$ 85.71	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
119 Gal Bladder Tank (4 ea)	\$ 2,000	2013	20	9	11	\$ 181.82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Vierra Estates - Plainview/Arrowhead Tank Site</b>																
Demo Wells 1 and 2							\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15,000 Gal Tank (2 ea)	225,000	1975	40	47	-7	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 225,000	\$ -
<b>Vierra Subtotal</b>						<b>\$ 14,550.87</b>	<b>\$ -</b>	<b>\$ 24,500</b>	<b>\$ 35,000</b>	<b>\$ -</b>	<b>\$ 2,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 225,000</b>	<b>\$ -</b>
<b>TOTALS (RESERVE TARGET)</b>																
<b>(2022-2031 Capital expenditures)</b>																
						<b>\$ 222,096.35</b>	<b>\$ 25,000</b>	<b>\$ 135,000</b>	<b>\$ 79,500</b>	<b>\$ 107,500</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ 10,000</b>	<b>\$ 65,000</b>	<b>\$ 462,500</b>	<b>\$ 6,000</b>



# PAJARO STREET LIGHTING ASSESMENT

## 2022-2023

### Preliminary Comparison Budget

	<b>2021-2022</b>	<b>2022-2023</b>
<b>REVENUE</b>		
Parcel Assessments	41,100.00	41,100.00
 <b>EXPENSE</b>		
Utilities (PG&E)	28,000.00	27,000.00
Maintenance & Administration	12,000.00	13,000.00
Professional Services (Legal & Accounting)	1,100.00	1,100.00
	41,100.00	41,100.00
 <b>REVENUE</b>	 41,100.00	 41,100.00
<b>EXPENSE</b>	41,100.00	41,100.00
	0	0

PG&E charge down slightly  
M&A Labor increased 8%

**STREET MAINTENANCE / SUBDIVISION MAINTENANCE  
 CONTRACT OPERATIONS AND MAINTENANCE BUDGET  
 2022-2023**

**REVENUE**

Parcel Assessments through Monterey County Tax Roll	64,300
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**EXPENSE**

Monies held in restricted Acct. for street sealing and repairs	24,635
Fees for service paid to vendors	8,015
Contract fees paid to District	<u>31,650</u>
<b>Total Expense</b>	<b>64,300</b>

	<b>REVENUE</b>	64,300
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	<b>EXPENSE</b>	<u>64,300</u>
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		0
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Notes: Restricted bank account balance as of 5-2-21 is \$244,092.00

Monies are held for the following subdivisions:

Stone Ridge Estates, Fair Way, Paris Ct, Rose Ct., Heritage Cr., Golf Cr., Colonial Cr.

District provides services to the seven subdivisions, such as, street maintenance, storm drain maintenance, landscape maintenance, banking, and bill payments to vendors.

District provides the assessment information to Mo. Co., annually, per data bond capture review.

District charges actual cost of \$31,650 to perform these services.(PSMCS D Revenue)

**PAJARO COMMUNITY PARKS/PUBLIC AREAS  
OPERATIONS AND MAINTENANCE BUDGET  
Preliminary Comparison Budget  
2022-2023**

		2021-2022	2022-2023
<b>REVENUE</b>		25,000	25,000
(1% Special District Tax-Assessed/ collected by Mo. Co.)			
 <b>EXPENSE</b>			
Tot-Lot (Cayetano Park-Florence @ Cayetano)	1.5 hrs./week	8,000	6,000
Berlanga Park (Stender Ave.)	1.00 hrs./week	5,000	4,000
Memorial Park (Salinas Rd. @ Stender Ave.)	1.00 hrs./week	5,000	4,000
Monument Park (Porter Dr. @ San Juan Rd.)	1.00 hrs./week	5,000	4,000
Misc.(Pajaro Sign maintenance, curb painting, graffiti	.25 hrs/week	1,000	0
<b>Total Labor</b>	4.75 hrs./week	<u>24,000</u>	<u>18,000</u>
(4.75 hrs./week X 40 wks. X \$100./hr)			
Groundskeeping Materials and Supplies		<u>1,000</u>	<u>1,000</u>
<b>Total Expense</b>		<u>25,000</u>	<u>19,000</u>
 <b>REVENUE</b>		25,000	25,000
<b>EXPENSE</b>		<u>25,000</u>	<u>19,000</u>
Surplus transferred to Pajaro Park Fund		<u>0</u>	<u>6,000</u>

Notes: Pro-Rata Tax Assessment (1% Special District Tax) is projected at \$25000 for this fiscal year.

Pajaro Park  
Preliminary Comparison Budget  
2022-2023

	<b>2021-2022</b>	<b>2022-2023</b>
<b>Personnel Costs</b>		
Management & Administration	3,000	1,000
Park Labor	32,000	39,000
<b>TOTAL PERSONNEL:</b>	<b>35,000</b>	<b>40,000</b>
 <b>Operating Costs</b>		
Sewer	360	-
Garbage Service	4,200	4,400
Electricity - Lights/Special Events - Phone	4,200	4,800
Alarm Service	350	350
Janitorial Supplies	4,200	4,200
Office Supplies	360	-
Building & Grounds Materials	1,500	600
Other Supplies & Materials		
Pajaro Water Bond and Property Tax	2,600	2,600
Gate closing (Security Patrol)	6,000	5,700
<b>TOTAL OPERATING:</b>	<b>23,770</b>	<b>22,650</b>
 <b>Reserve</b>	 -	 -
 <b>ANNUAL OPERATIONS &amp; MAINTENANCE</b>	 <b>\$ 58,770</b>	 <b>\$ 62,650</b>

**62,650** Total Park Expense

Revenue

6,000 Pro-Rata  
6,000 Board Stipend  
25,000 Mo Co Contribution

**25,650** Annual withdrawal from Park Fund

Balance as of 6/30/22 \$55,200

Current funding proposed will carry us through 2023-2024 Fiscal Year

Account No:	Account Name:	Description
<b>Income:</b>		
4001-4015	Water Rate Revenue	Projected increase of 9% over 2021-2022 actual (thru May)
4110	Hydrant Sales	Increased budget amount, based on consistently higher sales
4115	Test Fees(cross. conn.- Annual)	Testing of all assemblies annually(previous years fell short)
4140	Connection Fees	2 possible connections to be added this year
<b>Expenses: Indirect</b>		
5000	Salaries and Wages	Increase represents an wage increase to all employees based on compensation schedule, one-time COLA, and overtime and vacation pay-out projections.
5040	Workers Comp Insurance	Decrease due to previous claims dropping off/no new claims added.
5050	Employee Health Insurance	Slight decrease expected this year due to one employee's status change
5070	Employee Retirement	Increase aligns with wages. Retirement Contribution = 15%
5165	Computer Software	Increase due to on-line bill pay program
5180	Casualty/Liability Insurance	Projected 7.0% increase in premium
5245	Postage	Postal Rates will increase in this fiscal year
5250	Legal Expenses	Budget decrease, returning to normal, general business
5260	Accounting & Bookkeeping	Slight increase to annual audit expected this year
5266	Engineering Expense	Includes Cal OES grant match amount \$19,000
5370	Fuel-Trucks	Fuel prices are up by at least 25%
5391	Credit Card Transaction Fees	Fees now passed thru to ratepayers
6578	2021 Water Bond-Interest	Added to expense budget this year
<b>Expenses:</b>		
<b>Direct</b>		
5190	Soil and Water Testing	Slightly lower sampling quantity due this year
5325	Permits	Anticipation of new generator permits
5360	Fuel-Generator	Fuel for new generators
<b>Debt Service</b>		
	Bond Payments-Generators	\$40,000. Principal only
	All bonds and Re-Org Loan	\$266,150/year, \$22,200/month
<b>Capital Reserve</b>		
	Add to Capital Reserve \$150,000	Expenditures- \$25,000
<b>Operating Reserve</b>		
	Add surplus funds, end of year	\$232,150

## Preliminary Comparison Budget

Income			2021-2022	2022-2023
4001	Route 1	Pajaro	321,000	329,000
4002	Route 2	Pajaro	315,000	323,000
4003	Route 3	Commercial (Pajaro)	292,000	326,000
4004	Route 4	Trailer Park (Pajaro)	16,000	17,000
4005	Route 5	San Juan Apts	13,500	14,000
4006	Route 6	Sunny Mesa	160,000	170,000
4007	Route 7	C.S.A. 73 Hillcrest/Bay Farms	173,000	190,000
4008	Route 8	Vega/Vista Verde	182,000	199,000
4010	Route 10	Springfield	10,200	10,200
4011	Route 11	Moss Landing	310,000	348,000
4012	Route 12	Blackie Road	40,200	49,000
4013	Route 13	Normco	391,000	434,000
4014	Route 14	Vierra Estates	60,700	72,000
4015	Route 15	Langley/Valle Pacifico	37,500	41,000
		<b>Water Services SubTotal</b>	<b>2,322,100</b>	<b>2,522,200</b>
4100		Late Payment Penalties	5,000	5,000
4101		Billing Adjustments	200	200
4110		Hydrant Sales	10,000	18,000
4115		Test Fees (Cross Conn-Yearly-Pajaro)	7,500	11,000
4140		Connection Fees/Capacity Fees	7,400	7,400
4141		Application Fees	550	550
4146		Other Fees	400	400
4200		Street Maintenance-Reimbursement	63,800	64,300
4210		Vega Bond Assessments	289,000	295,000
4280		Pro Rata Tax Collection	25,000	25,000
4285		PVWMA Collection Fee	29,000	29,000
4300		Collection Previous w/o account	250	250
4305		Miscellaneous Revenue	1,000	1,000
4339		Agency Admin Revenue Vega Bond		5,250
4340		Utility Reimbursement	28,000	27,000
4341		Lighting Admin Reimbursement	12,000	13,000
4345		Customer Reimbursements		
4346		District 25% Overhead Fee	500	500
4350		Interest Revenue	150	150
4355		Audit/Bookkeeping Re-imburement	700	700
4360		Legal Counsel Reimbursement	400	400
5794		Pajaro Water Bond	40,500	40,000
		<b>Other Subtotal</b>	<b>521,350</b>	<b>544,100</b>
		<b>Total Income</b>	<b>2,843,450</b>	<b>3,066,300</b>

## Preliminary Comparison Budget

Expenses INDIRECT			2020-2021	2022-2023
5000	Salaries and Wages		830,000	897,000
5005	Administrative Fees		6,000	6,000
5030	Payroll Tax Expense		16,000	16,000
5040	Workers Comp Insurance		20,000	12,000
5050	Employee Health Insurance		190,000	182,000
5070	Employee Retirement		120,000	136,000
5090	Other Employee Expense		3,000	3,000
5120	Property Taxes		1,500	2,000
5130	Utilities - Office		4,000	4,000
5140	Building Repair & Maintenance		7,500	7,000
5145	District Wide Repair & Maint		12,000	12,000
5150	Garbage Service		4,200	4,500
5160	Office Equipment Rental		10,000	10,000
5165	Computer Software		10,000	18,000
5170	Office Equipment Repair & Maint		3,600	3,600
5175	Small Tools - Repair & Maint.		1,000	1,000
5180	Casualty Insurance/Liability Insurance		33,000	35,000
5200	Billing Supplies		3,700	3,900
5240	Office Supplies		3,800	3,800
5245	Postage		8,500	9,000
5250	Legal Expenses		20,000	15,000
5255	Interest Expense Re Org Loan		11,300	9,800
5256	Interest Exp-Financed Items		4,000	4,000
5260	Accounting & Bookkeeping		38,500	38,500
5266	Engineering Expense District Wide		38,500	20,000
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		3,000	3,000
5320	Membership Fees & Dues		20,000	20,000
5326	Licenses and Certifications		2,000	2,000
5330	Telephone		17,000	17,000
5340	Burglar Alarm Monitoring		800	900
5350	Cash Over/Short			
5370	Fuel - Trucks		26,000	33,000
5390	Bank Charges		300	300
5391	Credit Card Transaction Fees		8,000	600
5400	Miscellaneous Expense		200	200
6560	Payroll Processing Expenses		-	
6577	2015 COP Bond - Interest		75,400	73,500
6578	2021 Water Revenue Bond -Interest			47,650
<b>Total Expenses INDIRECT</b>			<b>1,565,300</b>	<b>1,663,750</b>

## Preliminary Comparison Budget

Expenses DIRECT		2021-2022	2022-2023
5190	Soil and Water Tests	37,500	30,000
5220	Water System - Repair & Maint	225,000	225,000
5225	Street Maintenance	32,650	32,650
5230	Parks - Repair & Maintenance	1,000	1,000
5265	Engineering Expenses	1,000	1,000
5310	Utilities - Well Site	170,000	170,000
5315	Utilities - Street Lighting	28,000	27,000
5325	Permits	30,000	30,000
5360	Fuel - Generator	3,000	10,000
5426	Vega Assmnt Bond Expense	6,000	6,000
5428	2015 COP Bond Expense	3,500	3,500
5433	Water Bond Expense - Interest	10,600	6,750
6565	2021 Bond Expense		1,500
6575	Vega Debt Service - Interest	137,000	131,500
<b>Total Expenses DIRECT</b>		<b>685,250</b>	<b>675,900</b>
<b>Total Expenses INDIRECT</b>		<b>1,565,300</b>	<b>1,663,750</b>
<b>Total Expenses</b>		<b>2,250,550</b>	<b>2,339,650</b>
<b>Total Income</b>		<b>2,843,450</b>	<b>3,066,300</b>
<b>Total Expenses</b>		<b>2,250,550</b>	<b>2,339,650</b>
<b>Gross Net</b>		<b>592,900</b>	<b>726,650</b>
<b>Debt Service</b>			
	Auto Loan	12,500	12,500
	2015 COP Bond (Principal only)	70,000	70,000
	Re-Organization Loan (Principal only)	30,000	35,000
	Vega Debt Service (Principal only)	145,000	150,000
	Meeting Stipend (donated to Pajaro Park)	6,000	6,000
	Water Bond (Principal only)	31,000	31,000
	2021 Water Rev Bonds(Principal only)	97,000	40,000
	<b>Total</b>	<b>391,500</b>	<b>344,500</b>
<b>Gross Net</b>		<b>592,900</b>	<b>726,650</b>
<b>Debt Service</b>		<b>391,500</b>	<b>344,500</b>
<b>Reserve Fund</b>		<b>150,000</b>	<b>150,000</b>
Surplus (Remains in operating fund)		<b>51,400</b>	<b>232,150</b>
Debt Service Fund	\$22,200 per month=\$266,150/year		
Capital Reserve Fund	\$12,500 per month=\$150,000/year		
Transfer from Reserve	0	-	
Capital Outlay-Planned	\$25,000		





100 E. Thousand Oaks Blvd., Ste. 105 / Thousand Oaks, CA 91360  
323.484.5737 Direct 323.797.1498 Mobile

*Sent via email*

May 20, 2022

Mr. Don Rosa, General Manager  
Pajaro/Sunny Mesa Community Services District  
136 San Juan Road  
Royal Oaks, CA 95076

**MNS Engineers Fee Proposal**  
**Grant Writing for Small Community Drought Relief Program**  
**Water Storage Improvements**

Dear Mr. Rosa,

Thank you for the opportunity to provide grant writing services for the Small Community Drought Relief (SCDR) Grant Program. MNS Engineers seeks to assist the District with preparing a grant application to submit to the Department of Water Resources to secure a SCDR Grant.

Enclosed is our proposal to provide these services for a total fee of \$11,031. We look forward to working with the District and helping deliver a successful grant application.

Sincerely,

**MNS Engineers, Inc.**

A handwritten signature in black ink that reads "Gregory Jaquez". The signature is written in a cursive, flowing style.

Greg Jaquez, PE  
Principal Project Manager  
Government Services Division  
(323) 424-5737 DIRECT  
gjaquez@mnsengineers.com

GAJ



100 E. Thousand Oaks Blvd., Ste. 105 / Thousand Oaks, CA 91360  
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**MNS Engineers Fee Proposal  
Grant Writing for Small Community Drought Relief Program  
Water Storage Improvements**

### Project Understanding

MNS Engineers (MNS) understands that the Pajaro/Sunny Mesa Community Services District (District) is seeking consultant support to provide grant writing services to pursue funding from the Small Community Drought Relief (SCDR) Program offered by the Department of Water Resources. The District seeks funding to improve various water storage facilities. The scope of these improvements will be determined through a preliminary field investigation by MNS. Although applications can be submitted until December 29, 2023, funding is awarded on a first-come, first-serve basis. Therefore, submittal of an application as soon as possible is recommended.

### Project Approach

The MNS Project Manager (MNS PM) will work closely and efficiently with District staff, any coordinating agency staff, and DWR staff to coordinate development of a well-defined project scope for purposes of preparing and submitting a SCDR Grant Application.

#### **Task 1 – Meetings/Communications with District, DWR, and Others**

The MNS PM will have a kickoff meeting with District staff to discuss the development of a project scope. MNS will develop an initial project scope narrative description of contemplated improvements. Additional meetings with District may occur during the progress project scoping and grant writing. MNS will interact, as needed, with DWR staff to clarify content requirements of the application and convey questions to the DWR staff either posed by MNS or District staff.

#### TASK 1.0 DELIVERABLES

- Meeting agenda.
- Meeting minutes.
- Initial draft project scope description narrative.
- Email reports to District staff on MNS communications with DWR staff.

#### **Task 2 – Document Collection, Research, Review, and Organization**



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MNS will request District staff to provide information relevant to the project that is known to be available and useful in furthering the development of the project scope.

#### TASK 2.0 DELIVERABLES

- Tabulation of collected information or use as source material in the grant application.

#### **Task 3 – Technical Memorandum**

MNS will conduct a field investigation of the project site and develop a preliminary project scope description and preliminary opinion of project cost. Findings, scope description, and cost estimate will be summarized in a technical memorandum.

#### TASK 3.0 DELIVERABLES

- Technical Memorandum

#### **Task 4 – Application Packet**

MNS will prepare all contents of the Application Packet. The Application Packet will be prepared using information developed in Task 1.0 and additional scoping refinements will be made by MNS engineering staff as part of the application project scope, description, objectives, priorities, task breakdown, schedule, estimate, and budget. All elements of the Grant Application will collectively and sufficiently convey the description, purpose, and goals of the project as a whole in conjunction with the requirements set forth in the SCDR Grant Program Guidelines and to the satisfaction of District staff.

The following list of Grant Application components will be prepared by MNS:

#### **APPLICATION PACKET**

##### **Attachment 1 - Organizational, Financial, and Legal Information**

###### **Part I: Application Cover Sheet**

Task 4.01 - Application Cover Sheet

###### **Part II: Applicant's Representatives**

Task 4.02 - Applicant's Representatives Form

###### **Part III: Summary of Project Costs**

Task 4.03 - Project Costs Form

Task 4.04 - Authorizing Resolution

##### **Attachment 2 - Project Proposal, Tasks, and Budget**

Task 4.05 - Project Management



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Task 4.06 - Scope of Work & Project Description  
Task 4.07 - Project Objectives & Program Priorities  
Task 4.08 - Task Breakdown  
Task 4.09 - Project Schedule  
Task 4.10 - Project Budget  
Task 4.11 - Deliverables

#### TASK 4.0 DELIVERABLES

- Completed draft final Grant Application.

#### **Task 5 – Final Quality Assurance/Quality Control (QA/QC) Review and Application Submittal**

Throughout the development of the application components, the MNS PM will provide ongoing quality assurance/quality control (QA/QC) review of the grant writing deliverables. A Draft Final version of the application will be provided to District staff for review and comment. Upon completion and assemblage of the final grant application deliverable, the MNS grant writing team will provide a searchable PDF-format copy of the grant application for District use submitting the application to DWR.

#### **Task 6 – Post Submittal Communications with DWR**

DWR may contact the District with questions about the grant application after its submittal. MNS will support the District in providing responses to DWR's questions in emails and any necessary changes to submitted documents.

*Deliverable: Response Emails and Document Changes*

#### **Fee Proposal**

The proposed fee to provide the aforementioned services is \$11,031 as shown in the enclosed fee proposal table.



# DISTRICT OPERATIONS REPORT

May 26, 2022

TOPIC	STATUS	DATE OF PLANNED RESPONSE
Grants & Loans Active	<p>IRWMP Grant Pajaro &amp; SRF Planning Grant Springfield.</p> <ul style="list-style-type: none"> <li>• Pajaro Grant – Notice of project completion was recorded at Monterey County on May 27, 2021. Recordation confirmed July 16, 2021.</li> <li>• Springfield Planning Grant – MC Coastal Development Permit to go before the County Planning Commission hearing in June or July 2022. Staff is working with CWC to request from the State Technical Assistance to complete engineering to 90%, currently 30%.</li> </ul>	<p>No Report</p> <p>May 2022</p>
Pajaro Park Generator Project	<p>Board and Staff are considering Operations funding.</p> <p>2 Caterpillar generators have arrived in Salinas yard, one for Matterhorn Well Site and one for Normco Booster Site. Staff is preparing to install within a couple of weeks</p>	<p>No Report</p> <p>May 2022</p>
Hazard Mitigation Plan	<p>Rincon Consultant and Staff continue work for the development of the draft hazard mitigation strategies.</p>	<p>May 2022</p>
Multi Community Bottled Water Project	<p>Springfield Water System, Moss Landing Mobile Home Park, Springfield/Bluff/Jensen/Giberson Roads.</p> <p>Three more sign-ups, totaling 205 homes currently receiving bottled water.</p>	<p>No Report</p>
Sunny Mesa Sewer	<p>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.</p>	<p>No Report</p>
Arrowhead Tank Replacement Project	<p>Bid docs prepared by Wyeast Engineering. Documents 100% complete. Project is ready to go out for bid, will need updating.</p> <p>Board has given direction to monitor the integrity of the tanks and report as needed.</p>	<p>No Report</p>
.71 acres Surplus Property	<p>Board of Supervisors approved \$5,000 payment to District from surplus property sale proceeds. President Coplin signed an updated MOU. Board of Supervisors will approve distribution of funds on April 26, 2022.</p>	<p>No Report</p>
21-22 Work Plan-Sunny Mesa Well 1 Repair	<p>Awaiting State approval to place well 1 online.</p>	<p>No Report</p>
21-22 Work Plan-Vega Marlin Lane Generator	<p>MBARD is not allowing generator to be in use. New generator has been ordered June 2021, generator has arrived in Salinas, Staff is coordinating transportation and installation. Installation completed on March 22, 2022.</p>	<p>Completed in March 2022</p>
21-22 Work Plan-Normco Berta Tank #1	<p>Tank interior rehabilitation completed on June 24, 2021, tank was disinfected per AWWA standards and now online.</p>	<p>Completed in July 2021</p>
21-22 Work Plan-Vierra Celeste Tanks	<p>The Tanks have been offline for over 17 years, property owner is requesting removal. Removal was completed on July 15, 2021.</p>	<p>Completed in July 2021</p>

## Usage Comparison in Gallons 2021-2022

Water Systems	Apr-19	Apr-20	Apr-21	Apr-22
Pajaro	6,551,732	5,935,380	6,248,044	6,768,652
Normco	2,126,564	1,798,940	2,575,364	2,442,220
Sunny Mesa	2,051,016	1,755,556	2,220,812	2,149,752
Moss Landing	2,336,004	1,953,776	2,631,464	2,612,764
Vega	980,628	1,005,312	1,282,072	1,178,100
Vierra Estates	293,216	459,272	436,832	270,028
Springfield (pumped)	432,419	445,883	593,912	418,880
Langley/Valle Pacifico	210,188	194,480	281,996	221,408
Blackie	151,096	122,672	246,092	192,984
District Total	15,132,863	13,671,271	16,516,588	16,254,788

Water Systems	Apr-21	Apr-22	Percentage	
Pajaro	6,248,044	6,768,652	↑	8.3%
Normco	2,575,364	2,442,220	↓	-5.2%
Sunny Mesa	2,220,812	2,149,752	↓	-3.2%
Moss Landing	2,631,464	2,612,764	↓	-0.7%
Vega	1,282,072	1,178,100	↓	-8.1%
Vierra Estates	436,832	270,028	↓	-38.2%
Springfield (pumped)	593,912	418,880	↓	-29.5%
Langley/Valle Pacifico	281,996	221,408	↓	-21.5%
Blackie	246,092	192,984	↓	-21.6%
District Total	16,516,588	16,254,788	↓	-1.6%

**RESOLUTION NO. 05-02-22**

**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.