

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

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

FEBRUARY 27, 2025
5:30 P.M.

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.

Members of the public may join the meeting from their computers via Zoom Meeting by entering the following link: <https://us06web.zoom.us/j/84905429412?pwd=FbBwp0W98npeY0wQYaiRI2FI1xWIIY.1> or by calling 1 (669) 444-9171 and when prompted, enter meeting ID: 849 0542 9412# and passcode 583361#. A link to the Zoom Meeting may also be found on our District's home page at www.pajarosunnymesa.com identified as "Board Meeting Zoom Link" You may submit written comments in writing either at District Office in person or by email info@pajarosunnymesa.com through and including the time of 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 (11/27) President Paul Anderson _____
- o (11/25) Vice President Donald Olsen _____
- o (11/25) Secretary Clinton Miller _____
- o (11/25) Assistant Secretary Sanford Coplin _____
- o (11/27) Treasurer Donald Chesterman _____

ADMINISTRATIVE STAFF:

General Manager Judy Vazquez-Varela _____
Operations Manager Sergio Ochoa _____
Bookkeeper Amy Saldate _____
Recorder Rocio Fernandez _____
Heidi Quinn _____

DISTRICT COUNSEL:

P/SMCSD REGULAR BOARD MEETING AGENDA – February 27, 2025

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. Please limit your comment to three (3) minutes. Any Board member may comment on any item not on the agenda. The public may comment on listed Action and Public Hearing items at the time they are considered by the Board.

ACTION ITEMS

Consent Agenda

1. REVIEW AND APPROVE DRAFT MINUTES OF JANUARY 23, 2025, REGULAR MEETING

Approval of draft minutes for Regular Meeting on 1/23/2025¹

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

Roll Call Vote:

- o (11/27) President Paul Anderson _____
- o (11/25) Vice President Donald Olsen _____
- o (11/25) Secretary Clinton Miller _____
- o (11/25) Assistant Secretary Sanford Coplin _____
- o (11/27) Treasurer Donald Chesterman _____

2. REVIEW AND APPROVE DRAFT MINUTES OF FEBRUARY 4, 2025, SPECIAL MEETING

Approval of draft minutes for Special Meeting on 2/4/2025¹

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

Roll Call Vote:

- o (11/27) President Paul Anderson _____
- o (11/25) Vice President Donald Olsen _____
- o (11/25) Secretary Clinton Miller _____
- o (11/25) Assistant Secretary Sanford Coplin _____
- o (11/27) Treasurer Donald Chesterman _____

3. REVIEW AND APPROVE FEBRUARY PAYMENTS (CHECK LISTING)

Approval of February Payments (Check Listing)

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

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

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

P/SMCSD REGULAR BOARD MEETING AGENDA – February 27, 2025

Roll Call Vote:

- o (11/27) President Paul Anderson _____
- o (11/25) Vice President Donald Olsen _____
- o (11/25) Secretary Clinton Miller _____
- o (11/25) Assistant Secretary Sanford Coplin _____
- o (11/27) Treasurer Donald Chesterman _____

Old Business:

1. REVIEW AND CONSIDER APPROVAL OF 2023-2024 AUDIT - FINAL DRAFT

- Copy of Final Draft Financial Statement (available on website)
<https://www.pajarosunnymesa.com/files/f98c2387c/PSM+FS+REPORT+YE+06-30-2024.pdf>
- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve 2023-2024 Audit – Final Draft

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

Roll Call Vote:

- o (11/27) President Paul Anderson _____
- o (11/25) Vice President Donald Olsen _____
- o (11/25) Secretary Clinton Miller _____
- o (11/25) Assistant Secretary Sanford Coplin _____
- o (11/27) Treasurer Donald Chesterman _____

New Business:

1. REVIEW AND APPROVE DRAFT FINANCIAL REPORTS FOR JANUARY 2025

- Financial notes
- Report from Staff
- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve Draft Financial Reports for January 2025

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

Roll Call Vote:

- o (11/27) President Paul Anderson _____
- o (11/25) Vice President Donald Olsen _____
- o (11/25) Secretary Clinton Miller _____
- o (11/25) Assistant Secretary Sanford Coplin _____
- o (11/27) Treasurer Donald Chesterman _____

P/SMCSD REGULAR BOARD MEETING AGENDA – February 27, 2025

2. CONSIDER APPROVAL OF EMPLOYEE COMPENSATION PLAN TO APPOINT AN AD HOC COMMITTEE TO COMPLETE AN UPDATE TO THE COMPENSATION STUDY

- Copy of the 2020 Compensation Study update
- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve appointing Ad hoc Committee to work with Staff to complete an update to the 2020 Compensation Study

Motioned by: Director _____ Seconded by: Director _____

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

Motion passed: _____ Motion Failed: _____

Roll Call Vote:

- o (11/27) President Paul Anderson _____
- o (11/25) Vice President Donald Olsen _____
- o (11/25) Secretary Clinton Miller _____
- o (11/25) Assistant Secretary Sanford Coplin _____
- o (11/27) Treasurer Donald Chesterman _____

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. Summary of Reserved Funds
 - Reserve Account Report
2. Delany WC Feasibility Study
 - Report from Ryan Jensen with Provost & Prichard Consulting Group and Salem Alyafeai with State Waer Board, DFA
3. PLP Committee Report
 - Staff and Committee met with Mark Swartz of Parks Legacy Project to discuss the project.
4. Springfield Water System Improvements Project
 - Progress Report
5. Vierra Estates Water System Arsenic exceedance
 - Proposal from Century Environmental
6. District Operations Report
7. Usage Comparison Report 2024/2025

CLOSED SESSION:

- A. NONE

P/SMCSD REGULAR BOARD MEETING AGENDA – February 27, 2025

MOTION TO ADJOURN

Next Board meeting date: March 27, 2025

Motioned by: Director _____ Seconded by: Director _____

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

Motion passed: _____ Motion Failed: _____

Roll Call Vote:

- o (11/27) President Paul Anderson _____
- o (11/25) Vice President Donald Olsen _____
- o (11/25) Secretary Clinton Miller _____
- o (11/25) Assistant Secretary Sanford Coplin _____
- o (11/27) Treasurer Donald Chesterman _____

Adjournment Time: _____ p.m.

MINUTES

The regular meeting of the Pajaro/Sunny Mesa Community Services District Board of Directors was called to order at 5:30 pm on January 23, 2025.

ROLL CALL:

President Paul Anderson
Secretary Clinton Miller
Treasurer Donald Chesterman

ADMINISTRATIVE STAFF:

General Manager Judy Vazquez-Varela
Operations Manager Sergio Ochoa
Bookkeeper Amy Saldade
Recorder Rocio Fernandez

ABSENT DIRECTOR(S) & STAFF:

Vice President Donald Olsen
Assistant Secretary Sanford Coplin

DISTRICT COUNSEL:

Absent

ADDITION(S) TO AGENDA: None

PUBLIC IN ATTENDANCE:

Margie Kay with Elkhorn Community, Ed Gasco

PUBLIC COMMENTS:

General Manager Vazquez-Varela made a comment regarding the District's collaboration with Monterey County post the Vistra fire. Staff will allow access to tanks and well site.

Margie commended General Manager, Staff and Directors for their work.

Director Miller inquired about our system's distance from the Vistra fire, Operations Manager informed him our closest system is on Dolan Road. General Manager Vazquez-Varela commented that we are collaborating with Monterey County as we are interested in getting our water sampled or getting a list of what we should be testing for. We will not be testing the ground at this time.

Action Items

1. Consider and approve the Minutes of December 19, 2024, Regular Board Meeting

No discussion.

The motion was made by Director Chesterman and seconded by Director Miller to approve the Regular Board Meeting Minutes of December 19, 2024. Motion carried.

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

MINUTES OF REGULAR BOARD MEETING – January 23, 2025

2. Review and Approve January 2025 Payments

1. General Fund 633: Total of \$1,807.31
2. Operating Account: Check No. 26055 through Check No. 26082 totaling \$232,816.96
3. Reserve Account: Check No. 128 totaling \$22,346.82
4. Street Maintenance Account: Total of \$510.74
5. Pajaro Park Account: Check No. 858 totaling \$4,355.30
6. COP 2010 Account: Total of \$0.00
7. Debt Service Reserve Account: Total of \$0.00

A motion was made by Director Chesterman and seconded by Director Miller to approve the January 2025 payments. Motion carried.

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

OLD BUSINESS:

1. Review and consider approving the Right of Entry Indemnification Agreement between the County of Monterey and Pajaro/Sunny Mesa Community Services District

The General Manager provided the Board of Directors with an updated version of the agreement, no substantive changes other than the language in the Collaboration section indicating the District will be collaborating with the County of Monterey, instead of collaborating together.

A motion was made by Director Miller and seconded by Director Chesterman to approve the Right of Entry and Indemnification Agreement between the County of Monterey and Pajaro/Sunny Mesa Community Services District. Motion carried.

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

2. Review and consider approving the Response Letter to Moss Landing Commercial Park

Director Chesterman commented that the letter written by District Counsel was clear and to the point.

A motion was made by Director Miller and seconded by Director Chesterman to approve the Response Letter to Moss Landing Commercial Park. Motion carried.

MINUTES OF REGULAR BOARD MEETING – January 23, 2025

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

3. Review and consider approving the Response Letter to Parks Legacy Project (PLP)

Directors Miller and Chesterman both agreed that the response letter to PLP was good.

A motion was made by Director Chesterman and seconded by Director Miller to approve the Response Letter to Parks Legacy Project. Motion carried.

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

NEW BUSINESS: (Action Items)

1. Review and consider approving financial reports for December 2024

Bookkeeper Saldate reported to the Board of Directors that the Water Revenue of December was 86% of budget projection. In the Indirect Expenses, the District saw an increase in the Office Equipment Repair and Maintenance budget due to a new computer for the front desk. The Auto- Repair and Maintenance account saw an increase due to the 2013 Chevrolet transmission service and steering pump replacement. In the Membership fees and dues, we saw an increase due to the California Special Districts Association annual dues. In the Direct Expenses, the Water Testing-Labs account saw an increase due to quarterly sampling and complete sampling of Sunny Mesa Well 1. The Fuel- Generator account saw an increase due to diesel fuel top-off for generators. In the Other Income, Lighting Admin. and Audit/Bookkeeping and Legal Counsel Reimbursement accounts saw an increase due to the Parcel Assessments.

The Total Income surpassed Total Expenses by \$38,697. December's Cash was more than November's Cash by \$48,596. December's cash on hand was \$1,469,400.

The Net Income had a shortfall in the projected monthly budget due to low water sales.

A motion was made by Director Miller and seconded by Director Chesterman to approve the financial reports for December 2024. Motion carried.

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

MINUTES OF REGULAR BOARD MEETING – January 23, 2025

2. Review and consider approving Resolution No. 01-01-25 Authorizing the General Manager to enter into a Funding Agreement with the California State Water Resources Control Board and designate the General Manager as the Authorized Representative for the Springfield Water System Improvements Project

General Manager Vazquez-Varela mentioned that the agreement language is standard and consistent with other agreements received. The 15 million grant will provide construction funding to consolidation the new Springfield Water System to the Mobile Home Park and approximately some homes along Springfield Road. This project will provide potable water to folks who have not been able to drink their water in many years.

Director Anderson inquired about the approval of payouts; General Manager Vazquez-Varela replied that the District Engineer Tom Yeager would do the initial approval with verification from Staff.

General Manager Vazquez-Varela discussed the bid opening, the District received five bids all within budget. A special meeting will be held in February to award the bid. The low bidder pulled their bid due to a mathematical error; further discussion will be held at the special meeting.

A motion was made by Director Chesterman and seconded by Director Anderson to approve Resolution No. 01-01-25 Authorizing the General Manager to enter into a Funding Agreement with the California State Water Resources Control Board and designate the General Manager as the Authorized Representative for the Springfield Water System Improvements Project. Motion carried.

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

3. Review and consider approving Design-Build Procurement Method and Selection Criteria for the Pajaro-Sunny Mesa-Springfield Area Regional Consolidation Project

Director Anderson mentioned that typically the Board will approve the delivering method for a project, the Design-Build method provides more ability for collaboration.

A motion was made by Director Miller and seconded by Director Chesterman to approve Design-Build Procurement Method and Selection Criteria for the Pajaro-Sunny Mesa-Springfield Area Regional Consolidation Project. Motion carried.

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

MINUTES OF REGULAR BOARD MEETING – January 23, 2025

STAFF/COMMITTEE REPORTS: (Informational Only)

1. Delany WC Feasibility Study

- The study will be divided into phases, first phase will include the systems easily intertied, second phase will be those within a 1-mile radius in need of mainline extension, and third phase will be all those outside of the 1-mile radius. Provost and Prichard requested additional Vega Water System information to verify the ability of consolidation.
- Staff will invite Delany Representative and Provost and Prichard consulting representatives to the February meeting.

2. District Operations Report

Pajaro Park

- Awaiting the proposal for fence replacement to determine if we are submitting a claim to the insurance or paying out of cost.

Multi Community Bottled Water Project

- The November reimbursement has been submitted.

Pajaro Long-Term Recovery

- District Counsel has completed revisions to Memorandum of Understanding for Board of Directors approval.

Current Water System Repairs

- All backup generators were topped off with diesel in preparation for winter season.

Blackie Road #18 WS:

Langley/Valle Pacifico WS:

- Arsenic removal media was changed 12/30/24.

Moss Landing WS:

- The San Jose State University saltwater service line was repaired by their contractor.

Normco WS:

Pajaro WS:

- Office, Pajaro Well site and Pajaro Park alarm systems were upgraded by new provider First Alarm on 1/10/25.

Springfield Road WS:

- Held bid opening meeting on 1/15/25.
- Lakeside Organics is farming near well site they have provided a pathway for our well access.

Sunny Mesa WS:

- Well #1 results are still pending DDW for approval.
- Repaired well site gate latch.

Vega Road #01 WS:

- Kari Lane booster station pump and motor failed, a loaner was installed by Maggiora Bros. and Staff, we are currently waiting for the replacement pump and motor.

MINUTES OF REGULAR BOARD MEETING – January 23, 2025

Vierra Estates WS:
Parks:

- 3. Usage Comparison Report 2023/2024-December
 - All systems were down except for Springfield. Districtwide we had a 21% decrease in usage compared to this month last year.

Margie commended General Manager, Staff and Directors for their work.

Director Miller inquired about our systems distance from the Vistra fire, Operations Manager informed him our closest system is on Dolan Road.

CLOSED SESSION:

None

NEXT BOARD MEETING:

The next Regular Board Meeting is to be held on Thursday February 27, 2025, at 5:30 pm at the District Office.

There being no further business, the Special and Regular Board Meeting of the Pajaro/Sunny Mesa Community Services District was adjourned at 6:08 pm with motion made by Director Chesterman, seconded by Director Miller. Motion carried.

Respectfully submitted by:

Paul Anderson, President

Donald Olsen, Vice President

Rocio Fernandez, Recorder

MINUTES

The special meeting of the Pajaro/Sunny Mesa Community Services District Board of Directors was called to order at 4:00 pm on February 4, 2025.

ROLL CALL:

President Paul Anderson
Vice President Donald Olsen
Secretary Clinton Miller
Treasurer Donald Chesterman

ADMINISTRATIVE STAFF:

General Manager Judy Vazquez-Varela
Operations Manager Sergio Ochoa
Bookkeeper Amy Saldate
Recorder Rocio Fernandez

ABSENT DIRECTOR(S) & STAFF:

Assistant Secretary Sanford Coplin

DISTRICT COUNSEL:

Heidi Quinn

ADDITION(S) TO AGENDA: None

PUBLIC IN ATTENDANCE: None

PUBLIC COMMENTS: None

Action Items

OLD BUSINESS: None

NEW BUSINESS:

1. Consider award of bid to Anderson Pacific Engineering Construction (APEC); the lowest responsive bidder, for the Springfield Water System Improvements Project in the amount of \$11,478,950.

Director Anderson commented that MNS Engineers completed a good recommendation letter summarizing the bidding occurrences. He also commented the Monterey Peninsula Engineering's unfortunate situation of having a huge error in the bid they submitted, it would have been difficult for them to complete the work due to their error.

A motion was made by Director Chesterman and seconded by Director Olsen to approve award of the bid to Anderson Pacific Engineering Construction (APEC); the lowest responsive bidder, for the Springfield Water System Improvements Project in the amount of \$11,478,950. Motion carried.

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

MINUTES OF SPECIAL BOARD MEETING – FEBRUARY 4, 2025

- 2. Review and consider approving Resolution No. 02-01-25 Authorizing General Manager to accept and sign acceptance of Grant of Easements for Water Line Purposes from Springfield Ranch CA, LLC, Capurro Properties Successors-In-Interest, Denise Leach, ET AL, and Lisa Eastman, Trustee of the Moss Land 1992 Irrevocable Trust, subject to further District Counsel review.

District Counsel Quinn explained that she has been in communication with the Right of Way consultant for accuracy of the easements. The changes to the easements as well as the Right of Way documents are not substantive, the original documents were not broad enough, the signature line was incorrect and legal description needed to be updated. Accuracy of the documents is important to protect the District because so many parties are involved. Staff provided an updated version of the Grant of Easements.

A motion was made by Director Olsen and seconded by Director Miller to approve Resolution No. 02-01-25 Authorizing General Manager to accept and sign acceptance of Grant of Easements for Water Line Purposes from Springfield Ranch CA, LLC, Capurro Properties Successors-In-Interest, Denise Leach, ET AL, and Lisa Eastman, Trustee of the Moss Land 1992 Irrevocable Trust, subject to further District Counsel review. Motion carried.

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

CLOSED SESSION: None

NEXT BOARD MEETING:

The next Regular Board Meeting is to be held on Thursday February 27, 2025, at 5:30 pm at the District Office.

There being no further business, the Special Board Meeting of the Pajaro/Sunny Mesa Community Services District was adjourned at 4:09 pm with motion made by Director Miller, seconded by Director Olsen. Motion carried.

Respectfully submitted by:

Paul Anderson, President

Don Olsen, Vice President

Rocio Fernandez, Recorder

Pajaro/Sunny Mesa Community Services District Check Detail - Operating Account January 18 through February 24, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	AP	01/18/2025	Total Merchant Services	1001 · SCCB - Operating Account		-0.50
				5391 · Credit Card Transaction Fees	-0.50	0.50
TOTAL					-0.50	0.50
Check	AP	01/27/2025	Total Merchant Services	1001 · SCCB - Operating Account		-0.25
				5391 · Credit Card Transaction Fees	-0.25	0.25
TOTAL					-0.25	0.25
Check	AP	01/31/2025	Total Merchant Services	1001 · SCCB - Operating Account		-30.45
				5391 · Credit Card Transaction Fees	-30.45	30.45
TOTAL					-30.45	30.45
Check	AP	02/03/2025	Total Merchant Services	1001 · SCCB - Operating Account		-0.25
				5391 · Credit Card Transaction Fees	-0.25	0.25
TOTAL					-0.25	0.25
Check	AP	02/06/2025	Total Merchant Services	1001 · SCCB - Operating Account		-0.25
				5391 · Credit Card Transaction Fees	-0.25	0.25
TOTAL					-0.25	0.25
Bill Pmt -Check	AP	02/07/2025	Ace Hardware Prunedale- ACH	1001 · SCCB - Operating Account		-144.12
Bill	06196...	01/08/2025		5220 · Water System - Repair & Maint	-23.21	23.21
				5220 · Water System - Repair & Maint	-23.42	23.42
Bill	06198...	01/10/2025		5220 · Water System - Repair & Maint	-10.76	10.76
Bill	06202...	01/15/2025		5220 · Water System - Repair & Maint	-40.47	40.47
Bill	06202...	01/15/2025		5220 · Water System - Repair & Maint	-22.81	22.81
Bill	06203...	01/16/2025		5220 · Water System - Repair & Maint	-3.01	3.01
Bill	06214...	01/27/2025		5220 · Water System - Repair & Maint	-10.76	10.76
Bill	06218...	01/30/2025		5145 · District Wide Repair & Maint	-9.68	9.68
TOTAL					-144.12	144.12
Bill Pmt -Check	AP	02/07/2025	Ace Hardware Watsonville- ACH	1001 · SCCB - Operating Account		-306.70
Bill	235065	01/07/2025		5220 · Water System - Repair & Maint	-20.38	20.38
Bill	235098	01/08/2025		5220 · Water System - Repair & Maint	-41.68	41.68
Bill	235181	01/13/2025		5145 · District Wide Repair & Maint	-120.71	120.71
Bill	235288	01/20/2025		5220 · Water System - Repair & Maint	-87.73	87.73
Bill	K35389	01/24/2025		5145 · District Wide Repair & Maint	-21.94	21.94
Bill	235411	01/27/2025		5220 · Water System - Repair & Maint	-14.26	14.26
TOTAL					-306.70	306.70
Bill Pmt -Check	AP	02/07/2025	ACWA-JPIA (med ins)-ACH	1001 · SCCB - Operating Account		-17,976.94
Bill	07052...	02/03/2025		5050 · Employee Health Insurance	-16,407.60	16,407.60
				2264 · Employee Insurance Payable	-1,569.34	1,569.34
TOTAL					-17,976.94	17,976.94
Bill Pmt -Check	AP	02/07/2025	C & N Tractors/Rentals- ACH	1001 · SCCB - Operating Account		-129.74
Bill	1990W	01/16/2025		5230 · Park - Repair & Maint	-129.74	129.74
TOTAL					-129.74	129.74
Bill Pmt -Check	AP	02/07/2025	CALNET/ AT&T 2506	1001 · SCCB - Operating Account		-647.19
Bill	JAN s...	02/01/2025		5310 · Utilities - Well Site	-30.93	38.42
				5310 · Utilities - Well Site	-26.41	32.79
				5225 · Street Maintenance	-74.50	92.51
				5310 · Utilities - Well Site	-83.43	103.61

Pajaro/Sunny Mesa Community Services District Check Detail - Operating Account January 18 through February 24, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
				5231 · Pajaro Park Expense	-51.53	63.98
				5330 · Telephone	-380.39	472.37
TOTAL					-647.19	803.68
Bill Pmt -Check	AP	02/07/2025	Corbin Willits Systems, Inc-Online	1001 · SCCB - Operating Account		-576.39
Bill	000C...	01/15/2025		5165 · Computer Software	-576.39	576.39
TOTAL					-576.39	576.39
Bill Pmt -Check	AP	02/07/2025	GreatAmerica Financial-Online	1001 · SCCB - Operating Account		-472.92
Bill	38430...	01/28/2025		5160 · Office Equip Rental	-472.92	472.92
TOTAL					-472.92	472.92
Bill Pmt -Check	AP	02/07/2025	Green Rubber Kennedy Ag- ACH	1001 · SCCB - Operating Account		-229.11
Bill	W-58...	01/08/2025		5220 · Water System - Repair & Maint	-22.67	22.67
Bill	W-58...	01/13/2025		5220 · Water System - Repair & Maint	-38.31	38.31
Bill	S-795...	01/28/2025		5220 · Water System - Repair & Maint	-168.13	168.13
TOTAL					-229.11	229.11
Bill Pmt -Check	AP	02/07/2025	ICONIX Waterworks (US), Inc- ACH	1001 · SCCB - Operating Account		-908.79
Bill	U251...	01/21/2025		5220 · Water System - Repair & Maint	-908.79	908.79
TOTAL					-908.79	908.79
Bill Pmt -Check	AP	02/07/2025	MBAS, Inc.- ACH	1001 · SCCB - Operating Account		-1,120.40
Bill	25010...	01/09/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25010...	01/09/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25010...	01/09/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25010...	01/09/2025		5190 · Water Testing- Labs	-81.60	81.60
Bill	25010...	01/09/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25010...	01/09/2025		5190 · Water Testing- Labs	-54.40	54.40
Bill	25010...	01/09/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25010...	01/09/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25010...	01/09/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25010...	01/09/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25010...	01/09/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25010...	01/09/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25010...	01/16/2025		5190 · Water Testing- Labs	-50.80	50.80
Bill	25011...	01/16/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25011...	01/16/2025		5190 · Water Testing- Labs	-54.40	54.40
Bill	25011...	01/16/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25011...	01/16/2025		5190 · Water Testing- Labs	-54.40	54.40
Bill	25011...	01/16/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25010...	01/22/2025		5190 · Water Testing- Labs	-99.60	99.60
Bill	25012...	01/23/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25012...	01/23/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25012...	01/23/2025		5190 · Water Testing- Labs	-54.40	54.40
Bill	25012...	01/23/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25012...	01/23/2025		5190 · Water Testing- Labs	-54.40	54.40
Bill	25012...	01/23/2025		5190 · Water Testing- Labs	-54.40	54.40
Bill	25012...	01/23/2025		5190 · Water Testing- Labs	-54.40	54.40
Bill	25011...	01/28/2025		5190 · Water Testing- Labs	-48.80	48.80
Bill	25012...	01/30/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25012...	01/30/2025		5190 · Water Testing- Labs	-50.80	50.80
TOTAL					-1,120.40	1,120.40
Bill Pmt -Check	AP	02/07/2025	Mid Valley Supply- ACH	1001 · SCCB - Operating Account		-846.24
Bill	I279595	01/23/2025		5220 · Water System - Repair & Maint	-390.54	390.54
				5220 · Water System - Repair & Maint	-130.18	130.18
				5220 · Water System - Repair & Maint	-65.09	65.09
				5220 · Water System - Repair & Maint	-130.18	130.18
				5220 · Water System - Repair & Maint	-65.09	65.09
				5220 · Water System - Repair & Maint	-65.16	65.16
TOTAL					-846.24	846.24
Bill Pmt -Check	AP	02/07/2025	Noland, Hamerly, Etienne & Hoss	1001 · SCCB - Operating Account		-5,736.00

Pajaro/Sunny Mesa Community Services District Check Detail - Operating Account January 18 through February 24, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	inv 25...	01/28/2025		5250 · Legal Expenses	-1,470.00	1,470.00
				5427 · Improvement Project-Springfield	-3,188.00	3,188.00
				5442 · PSMS (N of ML Project)- Exp	-490.00	490.00
			PLP Pajaro, LLC.	5210 · Customer Orders	-588.00	588.00
TOTAL					-5,736.00	5,736.00
Bill Pmt -Check	AP	02/07/2025	Optimum Business Services	1001 · SCCB - Operating Account		-325.63
Bill	IN41133	01/23/2025		5170 · Office Equipment Repair & Maint	-325.63	325.63
TOTAL					-325.63	325.63
Bill Pmt -Check	AP	02/07/2025	Palace Business Solutions-ACH	1001 · SCCB - Operating Account		-696.75
Bill	23989...	01/06/2025		5240 · Office Supplies	-577.41	577.41
Bill	23989...	01/07/2025		5240 · Office Supplies	-23.44	23.44
Bill	24044...	01/28/2025		5240 · Office Supplies	-95.90	95.90
TOTAL					-696.75	696.75
Bill Pmt -Check	AP	02/07/2025	PG&E 1438-Online	1001 · SCCB - Operating Account		-1,715.65
Bill	12/23/...	01/23/2025		5310 · Utilities - Well Site	-1,715.65	1,715.65
TOTAL					-1,715.65	1,715.65
Bill Pmt -Check	AP	02/07/2025	PG&E 1826-Online	1001 · SCCB - Operating Account		-37.86
Bill	12/17/...	01/16/2025		5310 · Utilities - Well Site	-37.86	37.86
TOTAL					-37.86	37.86
Bill Pmt -Check	AP	02/07/2025	PG&E 6022-Online	1001 · SCCB - Operating Account		-21.23
Bill	12/19/...	01/17/2025		5315 · Utilities - Street Lighting	-21.23	21.23
TOTAL					-21.23	21.23
Bill Pmt -Check	AP	02/07/2025	PG&E 6857-Online	1001 · SCCB - Operating Account		-6,605.94
Bill	12/24/...	01/24/2025		5310 · Utilities - Well Site	-2,082.27	2,082.27
				5310 · Utilities - Well Site	-1,145.27	1,145.27
				5130 · Utilities - Office	-306.44	306.44
				5310 · Utilities - Well Site	-342.17	342.17
				5315 · Utilities - Street Lighting	-2,729.79	2,729.79
TOTAL					-6,605.94	6,605.94
Bill Pmt -Check	AP	02/07/2025	Pure Water- ACH	1001 · SCCB - Operating Account		-10,101.60
Bill	448362	02/01/2025	State Water Resources Control Board	5427 · Improvement Project-Springfield	-1,945.80	1,945.80
Bill	448363	02/01/2025	State Water Resources Control Board	5427 · Improvement Project-Springfield	-8,155.80	8,155.80
TOTAL					-10,101.60	10,101.60
Bill Pmt -Check	AP	02/07/2025	Santa Cruz Answering Service-ACH	1001 · SCCB - Operating Account		-133.16
Bill	1009 ...	01/22/2025		5330 · Telephone	-133.16	133.16
TOTAL					-133.16	133.16
Bill Pmt -Check	AP	02/07/2025	Singh Computech- ACH	1001 · SCCB - Operating Account		-285.00
Bill	10480	01/22/2025		5165 · Computer Software	-285.00	285.00
TOTAL					-285.00	285.00
Bill Pmt -Check	AP	02/07/2025	Sturdy Oil Company- ACH	1001 · SCCB - Operating Account		-2,375.04
Bill	CP-00...	01/15/2025		5370 · Fuel - Trucks	-1,112.26	1,112.26

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 January 18 through February 24, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	CP-00...	01/31/2025		5370 · Fuel - Trucks	-1,262.78	1,262.78
TOTAL					-2,375.04	2,375.04
Bill Pmt -Check	AP	02/07/2025	Thomas E Yeager, P.E.- ACH	1001 · SCCB - Operating Account		-41.25
Bill	Invoic...	01/02/2025	State Water Resources Control Board	5427 · Improvement Project-Springfield	-1.97	41.25
			Community Water Center	5266 · Engineering Svcs-Dist Wide	-1.96	41.25
				5442 · PSMS (N of ML Project)- Exp	-37.32	783.75
TOTAL					-41.25	866.25
Bill Pmt -Check	AP	02/07/2025	Tom's Site Service- ACH	1001 · SCCB - Operating Account		-220.11
Bill	100665	01/26/2025		5145 · District Wide Repair & Maint	-220.11	220.11
TOTAL					-220.11	220.11
Bill Pmt -Check	AP	02/07/2025	USA Blue Book- ONLINE	1001 · SCCB - Operating Account		-106.92
Bill	inv00...	01/23/2025		5220 · Water System - Repair & Maint	-106.92	106.92
TOTAL					-106.92	106.92
Bill Pmt -Check	AP	02/07/2025	Vestis	1001 · SCCB - Operating Account		-483.88
Bill	51106...	01/02/2025		5140 · Building Repair & Maint	-122.94	122.94
Bill	51106...	01/09/2025		5140 · Building Repair & Maint	-57.53	57.53
Bill	51106...	01/16/2025		5140 · Building Repair & Maint	-122.94	122.94
Bill	51106...	01/23/2025		5140 · Building Repair & Maint	-57.53	57.53
Bill	51106...	01/30/2025		5140 · Building Repair & Maint	-122.94	122.94
TOTAL					-483.88	483.88
Bill Pmt -Check	AP	02/07/2025	WM / Carmel Marina - Office-Online	1001 · SCCB - Operating Account		-369.28
Bill	01303...	02/01/2025		5150 · Garbage Service	-369.28	369.28
TOTAL					-369.28	369.28
Check	AP	02/10/2025	Total Merchant Services	1001 · SCCB - Operating Account		-0.25
				5391 · Credit Card Transaction Fees	-0.25	0.25
TOTAL					-0.25	0.25
Check	AP	02/18/2025	Total Merchant Services	1001 · SCCB - Operating Account		-0.25
				5391 · Credit Card Transaction Fees	-0.25	0.25
TOTAL					-0.25	0.25
Bill Pmt -Check	AP	02/21/2025	AT&T 1782-Online	1001 · SCCB - Operating Account		-31.57
Bill	2/7/25...	02/07/2025		5310 · Utilities - Well Site	-31.57	31.57
TOTAL					-31.57	31.57
Bill Pmt -Check	AP	02/21/2025	AT&T 2627-Online	1001 · SCCB - Operating Account		-31.57
Bill	2/7/25...	02/07/2025		5310 · Utilities - Well Site	-31.57	31.57
TOTAL					-31.57	31.57
Bill Pmt -Check	AP	02/21/2025	AT&T 3439-Online	1001 · SCCB - Operating Account		-31.57
Bill	FEB 2...	02/01/2025		5310 · Utilities - Well Site	-31.57	31.57
TOTAL					-31.57	31.57
Bill Pmt -Check	AP	02/21/2025	AT&T 6542-Online	1001 · SCCB - Operating Account		-61.81

Pajaro/Sunny Mesa Community Services District Check Detail - Operating Account January 18 through February 24, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	2/7/25...	02/07/2025		5310 · Utilities - Well Site	-61.81	61.81
TOTAL					-61.81	61.81
Bill Pmt -Check	AP	02/21/2025	Bianchi Kasavan & Pope-Online	1001 · SCCB - Operating Account		-9,900.00
Bill	01116...	01/31/2025		5260 · Accounting & Bookkeeping	-3,900.00	3,900.00
Bill	01116...	01/31/2025		5260 · Accounting & Bookkeeping	-6,000.00	6,000.00
TOTAL					-9,900.00	9,900.00
Bill Pmt -Check	AP	02/21/2025	Body by Hank	1001 · SCCB - Operating Account		-2,631.56
Bill	19488...	02/06/2025		5270 · Automotive - Repair & Maint	-2,631.56	2,631.56
TOTAL					-2,631.56	2,631.56
Bill Pmt -Check	AP	02/21/2025	Canon Financial Services Inc.	1001 · SCCB - Operating Account		-164.73
Bill	38346...	02/04/2025		5160 · Office Equip Rental	-164.73	164.73
TOTAL					-164.73	164.73
Bill Pmt -Check	AP	02/21/2025	EI Gabilan Tree Service - ACH	1001 · SCCB - Operating Account		-5,550.00
Bill	Pajaro...	02/14/2025		5220 · Water System - Repair & Maint	-5,550.00	5,550.00
TOTAL					-5,550.00	5,550.00
Bill Pmt -Check	AP	02/21/2025	Elan-Online	1001 · SCCB - Operating Account		-1,653.98
Bill		02/05/2025		2910 · Elan	-1,653.98	1,653.98
TOTAL					-1,653.98	1,653.98
Bill Pmt -Check	AP	02/21/2025	First Alarm	1001 · SCCB - Operating Account		-107.00
Bill	870555	02/15/2025		5231 · Pajaro Park Expense	-35.66	53.50
				5340 · Burglar Alarm Monitoring	-35.67	53.50
				5340 · Burglar Alarm Monitoring	-35.67	53.50
TOTAL					-107.00	160.50
Bill Pmt -Check	AP	02/21/2025	J Johnson & Company, Inc.- ACH	1001 · SCCB - Operating Account		-11,222.01
Bill	24-00...	02/09/2025		5220 · Water System - Repair & Maint	-11,222.01	11,222.01
TOTAL					-11,222.01	11,222.01
Bill Pmt -Check	AP	02/21/2025	Mr. Diego Patlan	1001 · SCCB - Operating Account		-150.00
Bill	Reimb...	02/19/2025		5090 · Other Employee Expense	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	AP	02/21/2025	NBS- ACH	1001 · SCCB - Operating Account		-621.92
Bill	20250...	02/06/2025		6565 A · 2021 Bond Expense- Fees	-621.92	621.92
TOTAL					-621.92	621.92
Bill Pmt -Check	AP	02/21/2025	PARS- ACH	1001 · SCCB - Operating Account		-532.97
Bill	57268	02/10/2025		5005 · Administrative Fees	-532.97	532.97
TOTAL					-532.97	532.97
Bill Pmt -Check	AP	02/21/2025	PG&E 0819-Online	1001 · SCCB - Operating Account		-9,618.73
Bill	1/3/25...	02/03/2025		5310 · Utilities - Well Site	-3,206.74	3,206.74
				5310 · Utilities - Well Site	-3,419.81	3,419.81
				5310 · Utilities - Well Site	-462.54	462.54

Pajaro/Sunny Mesa Community Services District Check Detail - Operating Account January 18 through February 24, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
				5310 · Utilities - Well Site	-978.45	978.45
				5310 · Utilities - Well Site	-221.28	221.28
				5315 · Utilities - Street Lighting	-108.59	108.59
				5310 · Utilities - Well Site	-1,221.32	1,221.32
TOTAL					-9,618.73	9,618.73
Bill Pmt -Check	AP	02/21/2025	PG&E 1826-Online	1001 · SCCB - Operating Account		-34.02
Bill	1/16/2...	02/14/2025		5310 · Utilities - Well Site	-34.02	34.02
TOTAL					-34.02	34.02
Bill Pmt -Check	AP	02/21/2025	Phil Vanderhorst	1001 · SCCB - Operating Account		-24.56
Bill	Reimb	09/27/2024		5220 · Water System - Repair & Maint	-24.56	24.56
TOTAL					-24.56	24.56
Check	PARS	01/22/2025	US Bank - PARS #6746022400	1001 · SCCB - Operating Account		-4,871.58
				5070 · Employee Retirement	-4,871.58	4,871.58
TOTAL					-4,871.58	4,871.58
Check	PARS	02/05/2025	US Bank - PARS #6746022400	1001 · SCCB - Operating Account		-5,054.58
				5070 · Employee Retirement	-5,054.58	5,054.58
TOTAL					-5,054.58	5,054.58
Check	PARS	02/19/2025	US Bank - PARS #6746022400	1001 · SCCB - Operating Account		-5,059.23
				5070 · Employee Retirement	-5,059.23	5,059.23
TOTAL					-5,059.23	5,059.23
Bill Pmt -Check	26094	01/30/2025	Secretary of State	1001 · SCCB - Operating Account		-1.00
Bill	Pub. ...	01/30/2025		5250 · Legal Expenses	-1.00	1.00
TOTAL					-1.00	1.00
Bill Pmt -Check	26106	02/07/2025	First Alarm	1001 · SCCB - Operating Account		-5,878.97
Bill	867204	01/26/2025		5340 · Burglar Alarm Monitoring	-94.52	94.52
Bill	867203	01/26/2025		5170 · Office Equipment Repair & Maint	-1,475.37	1,475.37
Bill	867206	01/26/2025		5340 · Burglar Alarm Monitoring	-96.30	96.30
Bill	867205	01/26/2025		5140 · Building Repair & Maint	-4,212.78	4,212.78
TOTAL					-5,878.97	5,878.97
Bill Pmt -Check	26107	02/07/2025	Santa Cruz County Bank	1001 · SCCB - Operating Account		-566.04
Bill	ACCT...	01/22/2025		2256 · Vehicle Loan Payable	-547.15	547.15
				5256 · Interest Exp-Financed Items	-18.89	18.89
TOTAL					-566.04	566.04
Bill Pmt -Check	26108	02/07/2025	SWRCB-DWOCF	1001 · SCCB - Operating Account		-70.00
Bill	D1 Ce...	01/27/2025		5326 · Licenses and Certifications	-70.00	70.00
TOTAL					-70.00	70.00
Bill Pmt -Check	26120	02/21/2025	Michel's Pacific Energy Inc.	1001 · SCCB - Operating Account		-2,500.00
Bill	HM D...	02/11/2025		2123 · Hydrant Meter Deposits	-2,500.00	2,500.00
TOTAL					-2,500.00	2,500.00
Bill Pmt -Check	26121	02/21/2025	SWRCB-DWOCF	1001 · SCCB - Operating Account		-60.00

Pajaro/Sunny Mesa Community Services District

Check Detail - Operating Account

January 18 through February 24, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	Rene...	02/01/2025		5326 - Licenses and Certifications	-60.00	60.00
TOTAL					-60.00	60.00

Pajaro/Sunny Mesa Community Services District
Check Detail - Reserve Account
 January 18 through February 24, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	02/07/2025	Thomas E Yeager, P.E.- ACH	1002 - SCCB Reserve Account		-825.00
Bill	Invoic...	01/02/2025	State Water Resources Control Board	5427 - Improvement Project-Springfield	-39.28	41.25
			Community Water Center	5266 - Engineering Svcs-Dist Wide	-39.29	41.25
				5442 - PSMS (N of ML Project)- Exp	-746.43	783.75
TOTAL					-825.00	866.25

Pajaro/Sunny Mesa Community Services District Check Detail - Street Maintenance Account January 18 through February 24, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	02/07/2025	CALNET/ AT&T 2506	1004 · SCCB - Street Maint Acct		-92.51
Bill	JAN s...	02/01/2025		5310 · Utilities - Well Site	-4.43	38.42
				5310 · Utilities - Well Site	-3.77	32.79
				5225 · Street Maintenance	-10.65	92.51
				5310 · Utilities - Well Site	-11.93	103.61
				5231 · Pajaro Park Expense	-7.36	63.98
				5330 · Telephone	-54.37	472.37
TOTAL					-92.51	803.68
Bill Pmt -Check	AP	02/07/2025	Oscar Ortiz	1004 · SCCB - Street Maint Acct		-880.00
Bill	DEC ...	02/01/2025		5225 · Street Maintenance	-760.00	760.00
				5225 · Street Maintenance	-120.00	120.00
TOTAL					-880.00	880.00
Bill Pmt -Check	AP	02/07/2025	Pajaro/Sunny Mesa Comm Svcs Dist	1004 · SCCB - Street Maint Acct		-140.67
Bill	JAN 2...	02/01/2025		5225 · Street Maintenance	-140.67	140.67
TOTAL					-140.67	140.67
Bill Pmt -Check	AP	02/07/2025	PG&E 9545 Street Maint-Online	1004 · SCCB - Street Maint Acct		-96.26
Bill	12/18/...	01/17/2025		5225 · Street Maintenance	-71.08	71.08
				5310 · Utilities - Well Site	-25.18	25.18
TOTAL					-96.26	96.26

Pajaro/Sunny Mesa Community Services District
Check Detail - Pajaro Park Account
January 18 through February 24, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	02/07/2025	Ace Hardware Watsonville- ACH	1036 · PSM Pajaro Park Acct		-185.45
Bill	235154	01/11/2025		5231 · Pajaro Park Expense	-20.83	20.83
Bill	235201	01/14/2025		5231 · Pajaro Park Expense	-21.91	21.91
Bill	235223	01/15/2025		5231 · Pajaro Park Expense	-90.10	90.10
Bill	235362	01/23/2025		5231 · Pajaro Park Expense	-52.61	52.61
TOTAL					-185.45	185.45
Bill Pmt -Check	AP	02/07/2025	AT&T- 2458 Paj Park Uverse	1036 · PSM Pajaro Park Acct		-79.20
Bill	acct 3...	01/13/2025		5231 · Pajaro Park Expense	-79.20	79.20
TOTAL					-79.20	79.20
Bill Pmt -Check	AP	02/07/2025	CALNET/ AT&T 2506	1036 · PSM Pajaro Park Acct		-63.98
Bill	JAN s...	02/01/2025		5310 · Utilities - Well Site	-3.06	38.42
				5310 · Utilities - Well Site	-2.61	32.79
				5225 · Street Maintenance	-7.36	92.51
				5310 · Utilities - Well Site	-8.25	103.61
				5231 · Pajaro Park Expense	-5.09	63.98
				5330 · Telephone	-37.61	472.37
TOTAL					-63.98	803.68
Bill Pmt -Check	AP	02/07/2025	J Johnson & Company, Inc.- ACH	1036 · PSM Pajaro Park Acct		-6,407.67
Bill	24-00...	01/18/2025		5231 · Pajaro Park Expense	-6,407.67	6,407.67
TOTAL					-6,407.67	6,407.67
Bill Pmt -Check	AP	02/07/2025	Mid Valley Supply- ACH	1036 · PSM Pajaro Park Acct		-361.87
Bill	I279598	01/23/2025		5231 · Pajaro Park Expense	-361.87	361.87
TOTAL					-361.87	361.87
Bill Pmt -Check	AP	02/07/2025	Pajaro Valley Lock Shop	1036 · PSM Pajaro Park Acct		-206.23
Bill	1-7697	01/14/2025		5231 · Pajaro Park Expense	-206.23	206.23
TOTAL					-206.23	206.23
Bill Pmt -Check	AP	02/07/2025	Panther Protective Services- ACH	1036 · PSM Pajaro Park Acct		-475.00
Bill	00001...	01/29/2025		5231 · Pajaro Park Expense	-475.00	475.00
TOTAL					-475.00	475.00
Bill Pmt -Check	AP	02/07/2025	PG&E 3540 Pajaro Park-Online	1036 · PSM Pajaro Park Acct		-153.95
Bill	12/18/...	01/17/2025		5231 · Pajaro Park Expense	-153.95	153.95
TOTAL					-153.95	153.95
Bill Pmt -Check	AP	02/07/2025	WM / Carmel Marina - Pajaro Park-Onlin	1036 · PSM Pajaro Park Acct		-307.32
Bill	01310...	02/01/2025		5231 · Pajaro Park Expense	-307.32	307.32
TOTAL					-307.32	307.32
Bill Pmt -Check	AP	02/21/2025	First Alarm	1036 · PSM Pajaro Park Acct		-53.50
Bill	870555	02/15/2025		5231 · Pajaro Park Expense	-17.84	53.50
				5340 · Burglar Alarm Monitoring	-17.83	53.50
				5340 · Burglar Alarm Monitoring	-17.83	53.50
TOTAL					-53.50	160.50
Bill Pmt -Check	859	02/07/2025	First Alarm	1036 · PSM Pajaro Park Acct		-773.73

Pajaro/Sunny Mesa Community Services District
Check Detail - Pajaro Park Account
January 18 through February 24, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	867201	01/26/2025		5231 · Pajaro Park Expense	-679.21	679.21
Bill	867202	01/26/2025		5231 · Pajaro Park Expense	-94.52	94.52
TOTAL					-773.73	773.73

FINANCIAL NOTES - JANUARY 2025

Account No:	Account Name:	Increase / Decrease	Description
Income:			
4001-4015	Total Income	-	Water Revenue: 85% of monthly budget
Expenses: Indirect			
5000	Salaries & Wages	+	Annual vacation/sick leave accruals and year-end payouts
5140	Building Repair & Maint.	+	Upgraded alarm equipment at Pajaro yard
5170	Office Equipment Repair & Maint.	+	Upgraded alarm equipment at office
5240	Office Supplies	+	Toner for inventory
5260	Accounting & Bookkeeping	+	Bianchi, Kasavan & Pope: Financial Transaction Report to State Controller and Final billing of 2024 Audit
5320	Membership Fees & Dues	+	Annual dues to Association of CA Water Agencies: 2.5% increase from previous year
Other Income:			
4100	Late Payment Penalties	+	Increase in past due water bills
4350	Interest Revenue	+	Asset income collected from Bond accounts at US Bank

Income & Cash Summary

Total Income	Total Expense	Difference
\$211,696.44	\$228,296.61	\$16,600.17

December Cash	January Cash	Difference
\$1,469,400.35	\$1,513,398.79	\$43,998.44

Pajaro/Sunny Mesa Community Services District
Balance Sheet
As of January 31, 2025

February 19, 2025

Accrual Basis

Jan 31, 25

ASSETS**Current Assets****Checking/Savings**

1001 · SCCB - Operating Account	968,049.85
1002 · SCCB Reserve Account	545,348.94
1003 · SCCB - Sick Leave Account	5,501.02
1004 · SCCB - Street Maint Acct	317,748.03
1006 · SCCB-GF 633	153,769.94
1007 · SCCB - Debt Service Reserve	158,900.66
1032 · SCCB-COP Acct	146,118.72
1036 · PSM Pajaro Park Acct	158,213.90
1050 · Cash in County Treasury - DS	31,163.71
1051 · Cash in County Treasury - GF	22,449.88
1052 · US Bank 2021 Gen. Bond -8000	4,725.07
1054 · US Bank 2021 Gen. Bond -8002	301,033.04
1055 · US Bank 2021 Gen. Bond -8003	23.84
1056 · US Bank 2021 Gen. Bond -8004	12.29
1057 · US Bank 2021 Gen. Bond -8005	95,490.45
1066 · US Bank Vega 2303	162,821.90
1068 · US Bank Vega 2301	199.57
1069 · US Bank Vega-2302	598.30
1095 · US Bank Wtr Bond-Res 2204	149,547.34
2201 · US Bank-2015 Wtr Rfd Bd 2201	15,197.45

Total Checking/Savings 3,236,913.90

Accounts Receivable

1110 · Invoice Accounts Recv	10,180.00
1231 · Grants Receivable-A/R	14,791.70

Total Accounts Receivable 24,971.70

Other Current Assets

1080 · Petty Cash	400.00
1100 · Water Customer Accounts Recv	243,944.98
1101 · Allowance for Doubtful Accounts	-8,630.02
1115 · Prepaid Expenses	1.31
1153 · Receivable from Monterey County	860.00
1251 · Assess. Rec. - Lighting	3,090.14
1252 · Assessments Rec. - Street Maint	9,732.00
1253 · Assessments Rec. - Water bond	122,000.00
1253.1 · Assess Rec - Water Bond - Count	2,275.43
1254 · Advanced Pay - Spec. Asses - WB	-16,561.65

Total Other Current Assets 357,112.19

Total Current Assets 3,618,997.79

Fixed Assets

1084 · CIP-Springfield/Struve	18,967.36
1500 · Land	139,676.30
1510 · Land Improve (Non-office)	314,656.67
1520 · Land Improve (Office)	66,721.46
1521 · A/D - Land Impr (Off)	-95,821.40
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	-135,624.73
1555 · Office Equipment/Furniture	36,030.86
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	515,504.21
1571 · A/D - Equipment - Pumping Plant	-470,387.87
1580 · Distribution Mains [P]	1,487,948.01

Pajaro/Sunny Mesa Community Services District

Balance Sheet

As of January 31, 2025

February 19, 2025

Accrual Basis

	Jan 31, 25
1581 · A/D - Distribution Mains	-1,170,001.68
1590 · Meters	90,114.13
1591 · A/D - Meters	-87,167.11
1600 · Hydrants	7,422.43
1601 · A/D - Hydrants	-5,149.72
1610 · Automotive Equipment	229,909.12
1611 · A/D - Automotive Equipment	-204,177.31
1620 · Utility Trans/Distr Plant	115,702.65
1621 · A/D - Utility T&D Plant	-101,586.77
1622 · A/D - Moss Landing	-207,268.31
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	-24,055.73
1650 · Trans & Distr Plant	248,292.08
1651 · A/D - Trans & Distr Plant	-132,947.30
1670 · Small Tools/Equipment	10,773.67
1671 · A/D - Small Tools/Equipment	-10,773.51
1680 · ALCO Water Project	155,809.38
1681 · A/D - ALCO Water Project	-124,648.45
1804 · CIP-Springfield	400,577.84
1805 · CIP-Vega Imprvtmnt Project	4,599,594.33
1805.1 · A/D - Vega	-2,881,608.90
1806 · Moss Landing Bridge Project	251,233.09
1807 · CIP-Langley/VP	380,518.61
1807.1 · A/D - Langley/VP	-115,930.74
1808 · CIP-Normco	611,581.66
1808.1 · A/D - Normco Tank	-188,832.73
1811 · CIP-Vierra Estate	313,402.88
1811.1 · A/D - Vierra Estates	-84,917.72
1812 · CIP-Moss Landing Water System	594,222.45
1812.1 · A/D - Moss Landing Water	-120,991.55
1813 · CIP-Normco Water System	2,835.00
1814 · CIP-Pajaro	2,314,636.55
1814.1 · A/D- Pajaro	-249,872.00
1816 · Land - Pajaro Park	781,632.00
1817 · Improvements - Pajaro Park	4,717,110.00
1817.1 · A/D - Improvements -Pajaro Park	-1,911,297.63
1818 · Buildings - Pajaro Park	796,400.00
1818.1 · A/D - Buildings-Pajaro Park	-263,156.26
1819 · Equipment - Pajaro Park	43,381.00
1819.1 · A/D - Equipment-Pajaro Park	-40,488.89
1820 · Normco Treatment Facility	127,374.00
1820.1 · A/D-Normco Treatment Facility	-122,067.85
1821 · CIP-Sunny Mesa	311,090.68
1821.1 · A/D-Sunny Mesa	-4,199.00
1822 · CIP-Vega	134,145.80
1822.1 · A/D-Vega	-5,139.00
1823 · CIP-Blackie	71,557.55
1823.1 · A/D-Blackie	-1,418.00
1824 · CIP- Generator Project	68,489.00
Total Fixed Assets	11,795,559.98
Other Assets	
1120 · Due From Gen Fund	0.66
1141 · Due From SC Grant Acct	100.00
1151 · Due from Maint Account	157.19
1220 · Spl Asmnt Revc-Long Term	3,203,515.72
1950 · Deferred amount on refunding	56,573.60
1951 · Deferred Amt of Ref-Vega Bds15	70,012.09
Total Other Assets	3,330,359.26
TOTAL ASSETS	18,744,917.03
LIABILITIES & EQUITY	
Liabilities	

Pajaro/Sunny Mesa Community Services District

Balance Sheet

As of January 31, 2025

February 19, 2025

Accrual Basis

	Jan 31, 25
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	49,522.76
Total Accounts Payable	49,522.76
Credit Cards	
2910 · Elan	1,551.00
Total Credit Cards	1,551.00
Other Current Liabilities	
2005 · Accrued Liabilities	70,261.00
2050 · Accrued Payroll	35,126.87
2100 · Payroll Tax Liabilities	2,658.42
2110 · Direct Deposit Liabilities	0.01
2121 · Customer Security Deposits	16,978.70
2122 · Future Water Conn. Deposits	36,600.00
2123 · Hydrant Meter Deposits	25,050.00
2225 · Accrued Vacation Liability	55,953.99
2230 · Accrued Sick Leave Liability	36,902.68
2263 · 457b EE Plan Payable	3,141.40
2264 · Employee Insurance Payable	-2,191.89
2265 · EE Aflac Insurance Payable	899.68
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.	-2,498.63
Total Other Current Liabilities	310,399.92
Total Current Liabilities	361,473.68
Long Term Liabilities	
2256 · Vehicle Loan Payable	3,793.33
2257 · Reorganization Loan	115,000.00
2350 · Bonds Payable - Water Bond	44,000.00
2355 · Bonds Payable- 2021 Gen. Bond	1,530,000.00
2360 · Bonds Payable-2015 COP Wtr Rf	1,660,000.00
2361 · Bonds Payable-2015 Vega Wtr Rf	2,847,599.67
2400 · Unamortized Discount on 2015	-26,433.01
2401 · Unamortized Discount-2015 Vega	-10,306.72
2402 · 2021 Gen. Bond Premium	40,695.80
Total Long Term Liabilities	6,204,349.07
Total Liabilities	6,565,822.75
Equity	
3000 · Fund Balance	219,540.85
3001 · Restricted-Street Maintenance	205,038.80
3040 · Contributed Capital	248,000.00
3045 · Restricted for Debt Service	4,575,060.23
3050 · Retained Earnings	6,310,128.21
Net Income	621,326.19
Total Equity	12,179,094.28
TOTAL LIABILITIES & EQUITY	18,744,917.03

Pajaro/Sunny Mesa Community Services District
Profit & Loss
January 2025

February 19, 2025

Accrual Basis

	Jan 25
Ordinary Income/Expense	
Income	
4001 · Route 1 - Pajaro	24,461.73
4002 · Route 2 - Pajaro	27,146.14
4003 · Route 3 - Commercial	27,712.82
4004 · Route 4 - Trailer Park	1,528.12
4005 · Route 5 - San Juan Rd Apts	0.00
4006 · Route 6 - Sunny Mesa	14,054.70
4007 · Route 7 - CSA 73	16,222.48
4008 · Route 8 - Vega	15,531.07
4010 · Route 10 -Springfield	850.00
4011 · Route 11 - Moss Landing	30,246.26
4012 · Route 12 - Blackie Road	4,246.59
4013 · Route 13 - Normco	34,365.83
4014 · Route 14 - Vierra	6,616.22
4015 · Route 15 - Langley/VP	3,552.02
Total Income	206,533.98
Gross Profit	206,533.98
Expense	
INDIRECT	
5000 · Salaries and Wages	132,831.12
5005 · Administrative Fees	532.97
5030 · Payroll Tax Expense	2,579.47
5040 · Worker's Comp Insurance	6,105.75
5050 · Employee Health Insurance	16,407.60
5070 · Employee Retirement	11,679.07
5130 · Utilities - Office	399.43
5140 · Building Repair & Maint	4,816.66
5145 · District Wide Repair & Maint	616.09
5150 · Garbage Service	426.40
5160 · Office Equip Rental	637.65
5165 · Computer Software	1,608.17
5170 · Office Equipment Repair & Maint	2,338.54
5240 · Office Supplies	753.68
5245 · Postage	1,000.00
5250 · Legal Expenses	1,471.00
5256 · Interest Exp-Financed Items	18.89
5260 · Accounting & Bookkeeping	9,995.00
5266 · Engineering Svcs-Dist Wide	41.25
5270 · Automotive - Repair & Maint	96.47
5280 · Conferences, Meetings, Seminars	15.99
5320 · Membership Fees and Dues	12,230.00
5326 · Licenses and Certifications	70.00
5330 · Telephone	1,084.68
5340 · Burglar Alarm Monitoring	190.82
5370 · Fuel - Trucks	2,375.04
5391 · Credit Card Transaction Fees	37.21
5XXX · Indirect Allocation	0.00
Total INDIRECT	210,358.95
5190 · Water Testing- Labs	1,120.40
5210 · Customer Orders	588.00
5220 · Water System - Repair & Maint	2,389.55
5225 · Street Maintenance	290.90
5230 · Park - Repair & Maint	129.74
5231 · Pajaro Park Expense	9,016.71
5310 · Utilities - Well Site	14,427.71
5315 · Utilities - Street Lighting	2,860.00
5427 · Improvement Project-Springfield	26,580.65
Total Expense	267,762.61
Net Ordinary Income	-61,228.63
Other Income/Expense	

Pajaro/Sunny Mesa Community Services District

Profit & Loss

January 2025

February 19, 2025

Accrual Basis

	<u>Jan 25</u>
Other Income	
4100 · Late Payment Penalties	520.56
4200 · Street Maintenance-Reimb	3,473.62
4210 · Vega Bond Assessments	16,222.44
4280 · Pro-Rata Tax Collection Share	670.74
4285 · P.V.W.M.A. Collection Fee	2,044.37
4311 · Interest on Pooled Investments	368.15
4340 · Utility Reimbursements	1,330.45
4350 · Interest Revenue	2,597.53
5424 · Springfield Bottled Wtr Gr Reimb	494.76
5794 · Water Bond Assessments	1,264.33
	<hr/>
Total Other Income	28,986.95
Other Expense	
5442 · PSMS (N of ML Project)- Exp	1,397.50
	<hr/>
Total Other Expense	1,397.50
	<hr/>
Net Other Income	27,589.45
	<hr/>
Net Income	-33,639.18

Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget Performance- Water Enterprise
 January 2025

	<u>Jan 25</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul '24 - Jan 25</u>	<u>YTD Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense							
Income							
4001 · Route 1 - Pajaro	24,461.73	31,410.00	77.9%	197,433.74	219,870.00	89.8%	376,920.00
4002 · Route 2 - Pajaro	27,146.14	30,870.00	87.9%	228,994.01	216,090.00	106.0%	370,440.00
4003 · Route 3 - Commercial	27,712.82	31,410.00	88.2%	259,568.34	219,870.00	118.1%	376,920.00
4004 · Route 4 - Trailer Park	1,528.12	1,620.00	94.3%	11,800.04	11,340.00	104.1%	19,440.00
4005 · Route 5 - San Juan Rd Apts	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
4006 · Route 6 - Sunny Mesa	14,054.70	16,290.00	86.3%	120,253.63	114,030.00	105.5%	195,480.00
4007 · Route 7 - CSA 73	16,222.48	18,450.00	87.9%	133,149.88	129,150.00	103.1%	221,400.00
4008 · Route 8 - Vega	15,531.07	19,170.00	81.0%	140,629.24	134,190.00	104.8%	230,040.00
4010 · Route 10 -Springfield	850.00	900.00	94.4%	5,950.00	6,300.00	94.4%	10,800.00
4011 · Route 11 - Moss Landing	30,246.26	33,930.00	89.1%	233,881.60	237,510.00	98.5%	407,160.00
4012 · Route 12 - Blackie Road	4,246.59	4,770.00	89.0%	36,749.63	33,390.00	110.1%	57,240.00
4013 · Route 13 - Normco	34,365.83	42,390.00	81.1%	299,757.61	296,730.00	101.0%	508,680.00
4014 · Route 14 - Vierra	6,616.22	7,020.00	94.2%	49,560.94	49,140.00	100.9%	84,240.00
4015 · Route 15 - Langley/VP	3,552.02	4,050.00	87.7%	30,849.50	28,350.00	108.8%	48,600.00
Total Income	206,533.98	242,280.00	85.2%	1,748,578.16	1,695,960.00	103.1%	2,907,360.00
Gross Profit	206,533.98	242,280.00	85.2%	1,748,578.16	1,695,960.00	103.1%	2,907,360.00
Expense							
INDIRECT							
5000 · Salaries and Wages	132,831.12	81,750.00	162.5%	581,762.00	572,250.00	101.7%	981,000.00
5005 · Administrative Fees	532.97	541.66	98.4%	3,176.92	3,791.70	83.8%	6,500.00
5030 · Payroll Tax Expense	2,579.47	1,333.33	193.5%	9,169.14	9,333.35	98.2%	16,000.00
5040 · Worker's Comp Insurance	6,105.75	1,500.00	407.1%	16,317.92	10,500.00	155.4%	18,000.00
5050 · Employee Health Insurance	16,407.60	17,325.00	94.7%	103,382.85	121,275.00	85.2%	207,900.00
5070 · Employee Retirement	11,679.07	13,416.66	87.0%	76,697.99	93,916.70	81.7%	161,000.00
5090 · Other Employee Expense	0.00	250.00	0.0%	714.88	1,750.00	40.9%	3,000.00
5120 · Property Taxes	0.00	195.83	0.0%	2,223.71	1,370.85	162.2%	2,350.00
5130 · Utilities - Office	399.43	375.00	106.5%	3,416.31	2,625.00	130.1%	4,500.00
5140 · Building Repair & Maint	4,816.66	583.33	825.7%	8,343.28	4,083.35	204.3%	7,000.00
5145 · District Wide Repair & Maint	616.09	833.33	73.9%	5,373.12	5,833.35	92.1%	10,000.00
5150 · Garbage Service	426.40	433.33	98.4%	2,984.80	3,033.35	98.4%	5,200.00
5160 · Office Equip Rental	637.65	708.33	90.0%	4,785.70	4,958.35	96.5%	8,500.00
5165 · Computer Software	1,608.17	1,666.66	96.5%	11,209.59	11,666.70	96.1%	20,000.00
5170 · Office Equipment Repair & Maint	2,338.54	300.00	779.5%	4,178.17	2,100.00	199.0%	3,600.00
5175 · Small Tools - Repair & Maint.	0.00	83.33	0.0%	424.18	583.35	72.7%	1,000.00
5180 · Casualty Ins/Liability Ins	0.00	4,416.66	0.0%	59,104.04	30,916.70	191.2%	53,000.00
5200 · Billing Supplies	0.00	375.00	0.0%	4,233.75	2,625.00	161.3%	4,500.00
5240 · Office Supplies	753.68	375.00	201.0%	1,971.96	2,625.00	75.1%	4,500.00
5245 · Postage	1,000.00	833.33	120.0%	5,000.00	5,833.35	85.7%	10,000.00
5250 · Legal Expenses	1,471.00	1,416.66	103.8%	11,866.24	9,916.70	119.7%	17,000.00

**Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget Performance- Water Enterprise
January 2025**

	<u>Jan 25</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul '24 - Jan 25</u>	<u>YTD Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
5255 · Interest Expense	0.00	508.33	0.0%	3,018.75	3,558.35	84.8%	6,100.00
5256 · Interest Exp-Financed Items	18.89	125.00	15.1%	192.17	875.00	22.0%	1,500.00
5260 · Accounting & Bookkeeping	9,995.00	3,208.33	311.5%	39,995.00	22,458.35	178.1%	38,500.00
5266 · Engineering Svcs-Dist Wide	41.25	1,083.33	3.8%	123.75	7,583.35	1.6%	13,000.00
5270 · Automotive - Repair & Maint	96.47	833.33	11.6%	10,469.97	5,833.35	179.5%	10,000.00
5280 · Conferences, Meetings, Seminars	15.99	41.66	38.4%	111.93	291.70	38.4%	500.00
5290 · Travel Expenses	0.00	41.66	0.0%	0.00	291.70	0.0%	500.00
5300 · Books & Subscriptions	0.00	125.00	0.0%	0.00	875.00	0.0%	1,500.00
5305 · Water Conservation Program	0.00	250.00	0.0%	0.00	1,750.00	0.0%	3,000.00
5320 · Membership Fees and Dues	12,230.00	2,000.00	611.5%	24,334.75	14,000.00	173.8%	24,000.00
5326 · Licenses and Certifications	70.00	166.66	42.0%	110.00	1,166.70	9.4%	2,000.00
5330 · Telephone	1,084.68	1,333.33	81.4%	7,317.58	9,333.35	78.4%	16,000.00
5340 · Burglar Alarm Monitoring	190.82	166.66	114.5%	576.82	1,166.70	49.4%	2,000.00
5370 · Fuel - Trucks	2,375.04	3,333.33	71.3%	18,852.30	23,333.35	80.8%	40,000.00
5390 · Bank Charges	0.00	25.00	0.0%	100.00	175.00	57.1%	300.00
5391 · Credit Card Transaction Fees	37.21	54.16	68.7%	426.15	379.20	112.4%	650.00
5400 · Miscellaneous Expense	0.00	16.66	0.0%	0.00	116.70	0.0%	200.00
6577 · COP Debt Service - Interest	0.00	5,741.66	0.0%	34,343.75	40,191.70	85.4%	68,900.00
Total INDIRECT	210,358.95	147,766.54	142.4%	1,056,309.47	1,034,367.30	102.1%	1,773,200.00
5190 · Water Testing- Labs	1,120.40	2,458.33	45.6%	21,043.90	17,208.35	122.3%	29,500.00
5220 · Water System - Repair & Maint	2,389.55	18,750.00	12.7%	80,655.60	131,250.00	61.5%	225,000.00
5265 · Engineering Expenses	0.00	83.33	0.0%	82.50	583.35	14.1%	1,000.00
5310 · Utilities - Well Site	14,427.71	16,250.00	88.8%	133,937.30	113,750.00	117.7%	195,000.00
5325 · Permits	0.00	3,000.00	0.0%	3,308.00	21,000.00	15.8%	36,000.00
5360 · Fuel - Generator	0.00	833.33	0.0%	3,783.75	5,833.35	64.9%	10,000.00
5428 · COP Bond Expense	0.00	366.66	0.0%	3,689.86	2,566.70	143.8%	4,400.00
6565 A · 2021 Bond Expense- Fees	0.00	375.00	0.0%	3,794.86	2,625.00	144.6%	4,500.00
Total Expense	228,296.61	189,883.19	120.2%	1,306,605.24	1,329,184.05	98.3%	2,278,600.00
Net Ordinary Income	-21,762.63	52,396.81	-41.5%	441,972.92	366,775.95	120.5%	628,760.00
Other Income/Expense							
Other Income							
4100 · Late Payment Penalties	520.56	416.66	124.9%	4,695.31	2,916.70	161.0%	5,000.00
4101 · Billing Adjustments	0.00	16.66	0.0%	0.00	116.70	0.0%	200.00
4110 · Hydrant Sales	0.00	1,250.00	0.0%	4,900.19	8,750.00	56.0%	15,000.00
4115 · Testing Fees	0.00	916.66	0.0%	6,700.00	6,416.70	104.4%	11,000.00
4140 · Connection Fees	0.00	616.66	0.0%	0.00	4,316.70	0.0%	7,400.00
4141 · Application Fees	0.00	45.83	0.0%	0.00	320.85	0.0%	550.00
4146 · Other Fees	0.00	33.33	0.0%	0.00	233.35	0.0%	400.00
4285 · P.V.W.M.A. Collection Fee	2,044.37	2,583.33	79.1%	20,379.08	18,083.35	112.7%	31,000.00
4300 · Collection of Previous W/O Acct	0.00	20.83	0.0%	0.00	145.85	0.0%	250.00

11:30 AM
 February 19, 2025
 Accrual Basis

**Pajaro/Sunny Mesa Community Services District
 Profit & Loss Budget Performance- Water Enterprise
 January 2025**

	Jan 25	Budget	% of Budget	Jul '24 - Jan 25	YTD Budget	% of Budget	Annual Budget
4305 · Miscellaneous Revenue	0.00	83.33	0.0%	360.00	583.35	61.7%	1,000.00
4341 · Lighting Admin Reimbursements	0.00	1,137.50	0.0%	6,825.00	7,962.50	85.7%	13,650.00
4346 · District 25% Overhead Fee	0.00	41.66	0.0%	0.00	291.70	0.0%	500.00
4350 · Interest Revenue	2,597.53	1,250.00	207.8%	20,302.49	8,750.00	232.0%	15,000.00
4355 · Audit/Bookkeeping Reimbursement	0.00	58.33	0.0%	350.00	408.35	85.7%	700.00
4360 · Legal Counsel Reimbursement	0.00	33.33	0.0%	200.00	233.35	85.7%	400.00
Total Other Income	5,162.46	8,504.11	60.7%	64,712.07	59,529.45	108.7%	102,050.00
Net Other Income	5,162.46	8,504.11	60.7%	64,712.07	59,529.45	108.7%	102,050.00
Net Income	-16,600.17	60,900.92	-27.3%	506,684.99	426,305.40	118.9%	730,810.00

**PAJARO/SUNNY MESA COMMUNITY
SERVICES DISTRICT**

Compensation Study Update

May 2020

Submitted by



DELOACH

— & ASSOCIATES, INC —



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INTRODUCTION

DELOACH & Associates Inc., (“CONSULTANT”) was retained by the Pajaro/Sunny Mesa Community Services District (“DISTRICT”) to conduct a Compensation Study (“Study”) of their current employee compensation plan. The current plan was last updated in 2015. This Study will be used by the District in evaluating its current competitiveness with agencies of comparable size and scope and in making compensation decisions consistent with the organization’s compensation philosophy. This information will be valuable in addressing the District’s current and future needs to attract, retain and reward employees, and to ensure a competent and motivated workforce.

The Study reviewed the current maximum annual salary of all District employees including the General Manager. In preparation for conducting the Study the Consultant reviewed the current compensation plan, the organizational chart and the allocation of staffing across all functional areas; water, parks, subdivisions, finance, customer service and administration. The Study focused on appropriately classifying employees and their current duties and responsibilities in relation to their position description and the alignment of compensation based on a defined labor market.

The Study will summarize the methodology and survey results and provide the Board of Director’s with the information necessary to evaluate and assess potential changes or modifications to the current compensation plan.

COMPENSATION STUDY METHODOLOGY

The Pajaro/Sunny Mesa Community Services District seeks to have a compensation plan that is competitive with the labor market and provides the ability to attract, retain and motivate employees. The District is located in the community of Royal Oaks, in the County of Monterey, CA. The labor market is established based on the geographic areas from which it would be reasonable to expect that candidates would be willing to commute to work. The District provided a list of agencies to be used in the survey and constitute the labor market for purposes of the Study.

The Consultant utilized a number of widely accepted methods in developing the work plan for the Study. These included an analysis of the current organizational structure, position classifications and the current compensation schedule or plan for current employees. The Study compares the District's current median annual pay of each position classification with that of the identified labor market agencies. The Board of Director's may consider the data and findings and develop recommendations in relation to the organization's competitive posture and whether they will elect to "lead", "lag" or "match" the labor market median for each position classification.

A component of developing the optimum compensation plan is analyzing the linkage between the organizational structure and compensation across all employee classifications to insure adequate spacing and growth between classification within a job series or family. Employee position classifications in many instances do not reflect the actual work requirements and work demand.

Study Methodology

1. Compile salary survey data and compute market median.
2. Compare District's salary structure to the market median. (Maximum annual salary within each position classification).
3. Identify issues for further analysis and consideration for possible adjustment to the current compensation plan based on survey results and internal salary relationships.

4. Review, analyze and compile salary benchmark data collected from survey agencies to evaluate effectiveness of District's compensation plan.
5. Prepare salary survey report and summary of findings. Present findings to receive feedback and edits as required.
6. Prepare and present a final Salary Study to the Board of Director's.

Compensation Survey Terms

The purpose of the compensation survey is to provide data that may be used in analyzing the organization's structure and competitive posture within a defined labor market. The following definitions are provided:

Survey Median

The survey median represents the midpoint within the labor market survey agencies compensation structure in comparison to the District's compensation for a similar position.

Position Classification, Job Titles and Job Matching

Each of the District's position or job descriptions was surveyed based on job content, rather than solely job title, with each participating agency's comparable position. Classifications meeting a 60% match or better were considered a job match for survey purposes. In cases where there were less than three comparable matches, the survey was found to be "inconclusive."

Salary Range Minimum and Maximum

The compensation survey was conducted utilizing the maximum (high-point within a given salary range) compensation within a given salary range for each District employee and for that of comparable positions from the survey agencies participating in the Study. This represents "Step E" of the Districts current compensation schedule. The current 5-step compensation plan (Step A through Step E) provides a 5% differential between steps.

PARTICIPATING ORGANIZATIONS

The external survey for the District was conducted utilizing a group of comparable organizations within an identified labor market. Agencies were selected to ensure a representative sample of agencies that provide similar services to that of the District. Additional factors taken into consideration included the size of the organization, population, financial data, geographical proximity to the District and other labor market considerations.

The following six (6) agencies were determined to provide the highest degree of job match for survey purposes. The participating agencies include:

Aromas Water District
Castroville Water District
Sunnyslope County Water District
San Lorenzo County Water District
Marina Coast Water District
Scotts Valley Water District

ORGANIZATIONAL DATA

	AGENCY	ANNUAL REVENUE	# OF CONNECTED CUSTOMERS
1	PCSD	\$2.2m	1,400
2	Castroville Water District	\$1.75m	1,994
3	Aromas Water District	\$1.54m	978
4	Sunnyslope County Water District	\$6.9m	5,950
5	San Lorenzo County Water District	\$12.0m	7,776
6	Scotts Valley Water District	\$8.5m	3,840
7	Marina Coast Water District	\$14.0m	8,162

COMPENSATION SURVEY RESULTS

The survey results shown below indicate the percentage that the District's compensation (annual salary) is either above or behind the defined labor market for each comparable position classification. The labor rates utilized were the rates in effect at the time the Study was conducted, May 2020.

POSITION CLASSIFICATION	(+/-) DIFFERENCE COMPARED TO LABOR MARKET MEDIAN (Based on annual max of the current salary range)
General Manager	-15.25%
Manager of Operations	-15.85%
Senior Maintenance Operator	-13.90%
Maintenance Operator II	-20.60%
Maintenance Operator I	-36.10%
Maintenance Operator Technician	(Part-time position)
Full-Charge Bookkeeper	-23.42%
Customer Service Representative	-17.64%

COMPENSATION DATA SHEETS

The “Median Salary” for each position classification represents the true mid-point within the survey agencies or labor market. Where there was an even number of survey positions that met the comparable position match criteria, the two middle agencies salary were combined and an average calculation was used to determine the labor market median. The median position classification is highlighted in ‘grey’ within each Compensation Data sheet for each position.

Position Title: General Manager

	Labor Market Agency (Ranked Low to High)	Comparable Position Match	Annual Salary Max.
1	Aromas Water District	General Manager	\$150,696
2	Castroville Water District	General Manager	\$153,713
3	Sunnyslope County Water District	General Manager	\$186,852
4	Scotts Valley Water District	General Manager	\$190,752
5	San Lorenzo Valley Water District	General Manager	\$197,076
6	Marina Coast Water District	General Manager	\$386,543

PSMCSD Annual Max. Salary	Labor Market Median	PSMCSD % Above/Below Median
\$160,000	\$188,802	-15.25%

Note:

1. The salaries for the Sunnyslope County Water District and Scotts Valley Water District combined represent the median for the General Manager position.

Position Title: Manager of Operations

	Labor Market Agency (Ranked Low to High)	Comparable Position Match	Annual Max.
1	Marina Coast Water District	Operations and Maintenance Supervisor	\$121,924
2	Scotts Valley Water District	Water Operations Supervisor	\$122,328
3	Sunnyslope County Water District	Water/Wastewater Superintendent	\$143,108
4	San Lorenzo Valley Water District	Director of Operations	\$150,420

PSMCSD Annual Max. Salary	Labor Market Median	PSMCSD % Above/Below Median
\$111,675	\$132,718	-15.85%

Note:

1. Castroville Water District and the Aromas Water District did not have a comparable position classification.
2. The salaries for the Scotts Valley Water District and Sunnyslope County Water District represent the median for the Manager of Operations position.
3. See additional comments survey data on page 16.

Position Title: Senior Maintenance Operator

	Labor Market Agency (Ranked Low to High)	Comparable Position Match	Annual Max.
1	Castroville Water Agency	Senior Maintenance Operator	\$89,045
2	Aromas Water District	Chief Water Operator	\$90,854
3	Scotts Valley Water District	Water Facilities Operator III	\$92,580
4	San Lorenzo Valley Water District	Field Services Supervisor	\$105,168
5	Marina Coast Water District	Operations & Maintenance Superintendent	\$109,477
6	Sunnyslope County Water District	Operations & Maintenance Crew Chief	\$118,778

PSMCSD Annual Max. Salary	Labor Market Median	PSMCSD % Above/Below Median
\$85,128	\$92,874	-13.90%

Note:

1. The salaries for the Scotts Valley Water District and San Lorenzo Valley Water District represent the median for the Senior Maintenance Operator position.

Position Title: Maintenance Operator II

	Labor Market Agency (Ranked Low to High)	Comparable Position Match	Annual Max.
1	Castroville Water District	Maintenance Operator II	\$60,320
2	San Lorenzo Valley Water District	Lead Field Services Worker	\$84,780
3	Marina Coast Water District	Water Facilities Operator II	\$86,093
4	Scotts Valley Water District	Water Facilities Operator II	\$87,444
5	Sunnyslope County Water District	Water & Wastewater Utility Maintenance Worker II	\$94,577

PSMCSD Annual Max. Salary	Labor Market Median	PSMCSD % Above/Below Median
\$68,352	\$86,093	-20.60%

Note:

1. The Aromas Water District had no comparable match for this position.

Position Title: Maintenance Operator I

	Labor Market Agency (Ranked Low to High)	Comparable Position Match	Annual Max.
1	Aromas Water District	Water Operator	\$43,680
2	Castroville Water district	Water Service/Collection System Maint. Operator	\$54,080
3	Marina Coast Water District	System Operator I	\$77,996
4	San Lorenzo Valley Water District	Field Service Worker II	\$78,492
5	Scotts Valley Water District	Water Facilities Operator II	\$87,444
6	Sunnyslope County Water District	Water & Wastewater Utility Maintenance Worker I	\$94,676

PSMCSD Annual Max. Salary	Labor Market Median	PSMCSD % Above/Below Median
\$50,002	\$78,224	-36.10%

Note:

1. The salaries for the Marina Coast Water District and San Lorenzo Valley Water District combined represent the median for the Maintenance Operator I position.
2. The maximum annual salary for the Sunnyslope County Water District Water & Wastewater Utility Maintenance Worker I & II are the same. There are 10 steps from entry level to annual salary maximum. All employees are hired at the Maintenance Worker I level and graduate through a ten-step range based on performance and longevity.

Position Title: Maintenance Operator

	Labor Market Agency (Ranked Low to High)	Comparable Position Match	Annual Max.
1	No Comparable Position Classification		
2			
3			
4			
5			
6			

PSMCSD Annual Max. Salary	Labor Market Median	PSMCSD % Above/Below Median
\$41,599	No Comparable Position	N/A

Position Title: Senior Accountant/Bookkeeper

	Labor Market Agency (Ranked Low to High)	Comparable Position Match	Annual Max.
1	Sunnyslope County Water District	Account Technician	\$72,093
2	San Lorenzo Valley Water District	Accountant	\$96,792
3	Marina Coast Water District	Accounting Supervisor	\$124,688
4	Scotts Valley Water District	Finance & Customer Service Manager	\$125,988

PSMCSD Annual Max. Salary	Labor Market Median	PSMCSD % Above/Below Median
\$84,805	\$110,740	-23.42%

Note:

1. The salaries of the San Lorenzo Valley Water District and Marina Coast Water District combined represent the median salary for the Senior Accountant/Bookkeeper.
2. The Castroville Water District and Aromas Water District had no comparable match for this position.

Position Title: Customer Service Representative

	Labor Market Agency (Ranked Low to High)	Comparable Position Match	Annual Max.
1	Sunnyslope County Water District	Billing Clerk/Receptionist	\$47,261
2	Castroville Water District	Customer Service Representative	\$57,617
3	Marina Coast Water District	Customer Service Representative II	\$72,427
4	Scotts Valley Water District	Utility Service Representative	\$74,652
5	San Lorenzo Valley Water District	Customer Service Representative I/II	\$78,648

PSMCSD Annual Max. Salary	Labor Market Median	PSMCSD % Above/Below Median
\$62,524	\$72,427	-13.67%

Note:

1. The Aromas Water District had no comparable match for this position.

NOTES TO COMPENSATION STUDY

1. Manager of Operations. The Manager of Operations is the senior most staff person reporting directly to the General Manager and as required interacts directly with the Board of Directors. The position is responsible for supervision and oversight support of field operations and office staff including all operational and administrative functions and programs. The Manager of Operations is required to interact with regulatory agencies, the Monterey Health Department the Regional Water quality Control Board as well as others in the operation and management of a public water. Inherent in the requirements of the position is the role of “Acting General Manager” when the General Manager is unavailable. Comparable positions with agencies participating in the Study have similar position requirements of a designated individual as needed. The compensation utilized in the Study reflects the duties and responsibilities noted in the position description, which indicates that the Manager of Operations “*acts in the capacity of the General Manager in the absence of the General Manager.*” When the General Manager is out of the office for extended periods of time (5 days or greater) a compensation allowance is typically is provided.
2. Bookkeeper. The Bookkeeper position is the primary position responsible for managing and maintaining the District’s accounting system and performs complex accounting and financial management of work related to budgeting, audits, investments, capital improvement accounting and prepares a variety of statistical and financial reports. The position also supports and provides administrative oversight of various customer service functions. The position title of “Bookkeeper” was the only such title found in the survey effort. The more common or industry accepted position title would be “Senior Accountant”.
3. Median and Maximum. The median salary identified in the survey data should be considered in establishing a new compensation schedule for District employees. The District utilizes a 5-step (“A through E”)

salary range for each employee. The Study compared the maximum salary (E step) for each employee with comparable positions within the survey agencies. The Board of Directors may consider to “Lead, Lag or Match” the survey median. A new salary schedule would need to be developed using this new maximum step within each range.

4. Median Wage Adjustment. Changes in employee wages across most public sector positions can be somewhat erratic over time and subject to a variety influences driven by economic factors including Cost of Living Adjustments (“COLA”). The basis for COLA adjustments can be difficult to determine and frequently do not keep up with market conditions impacting employee compensation. Based on the results of the Study the changes in District employee wages since the 2015 compensation review would indicate that this may be the case. The introduction of a “Median Wage Adjustment” program that address’s employee wages annually in relation to current market conditions would stabilize employee wage disparity and eliminate the need for an annual COLA adjustments. When fully implemented the overall cost impact of adjusting employee wages on an annual basis decreases significantly.

\$853,050
\$492,000

\$540,291

