

PAJARO/SUNNY MESA

COMMUNITY SERVICES DISTRICT

136 San Juan Road, Royal Oaks, CA 95076

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P. 1

AGENDA

SPECIAL MEETING OF THE BOARD OF DIRECTORS

DISTRICT CONFERENCE BOARD ROOM

136 SAN JUAN ROAD, ROYAL OAKS, CA 95076

NOVEMBER 19, 2019

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.

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

AMERICANS WITH DISABILITIES ACT: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Pajaro Sunny Mesa Community Services District at (831) 722-1839 before the meeting to allow the District to make reasonable accommodations.

1. CALL TO ORDER AND ROLL CALL

- o (11/21) President Harry Wiggins _____
- o (11/21) Vice President Michael Moore _____
- o (11/19) Secretary Darlene Lambolely _____
- o (11/21) Assistant Secretary Sanford Coplin _____
- o (11/19) Treasurer Robert Moody _____

ADMINISTRATIVE STAFF:

General Manager Don Rosa _____

Recorder Judy Vazquez-Varela _____

DISTRICT COUNSEL:

Attorney Alan Smith _____

2. PLEDGE OF ALLEGIANCE

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

The Board may act on items of business not appearing on the posted agenda if (1) three members determine that an emergency (as defined in Section 54956.5 exists), (2) two-thirds vote of the members present, or, if less than two-thirds of the members are present, a unanimous vote of those members present, determine that there is a need to take immediate action and that the need for action came to the attention of the District after the agenda was being or (3) the item was posted for a prior Board meeting not more than five calendar days before the date action is taken, and at the prior meeting the item was continued to the meeting at which action is taken. Before discussing any item pursuant to this subdivision, the Board will publicly identify the item.

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

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

Any Board member may comment on any item not on the agenda.

ACTION ITEMS

Consent Agenda

1. Draft Minutes of October 24, 2019 Regular Meeting

Approval draft minutes

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

Old Business: None

New Business:

1. Review and consider approval of Final Draft 2018-2019 Audit prepared by Bianchi, Kasavan & Pope, LLP (copy of draft audit included in packet)

- 2018-2019 Audit Presentation by Jarrod Penner of Bianchi, Kasavan & Pope, LLP
• Finance Committee Report on draft audit

- Clarifying and Technical Questions to Jarrod Penner and Finance Committee
-Public Input
-Motion/Second
-Board Deliberation
-Vote on Motion to approve Draft Final FY 2018-2019 Audit

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

2. Review and approve Draft Financial Reports for October 2019

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

Motioned by: Director _____ Seconded by: Director _____
Ayes: _____ Noes: _____ Absent: _____ Abstained: _____
Motion Passed _____ Motion failed _____ Motion Tabled _____

3. Review and approve checks

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

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

Motioned by: Director _____ Seconded by: Director _____
 Ayes: _____ Noes: _____ Absent: _____ Abstained: _____
 Motion Passed _____ Motion failed _____ Motion Tabled _____

4. Review and consider implementing 5% water rate payer increase effective January 1, 2020 based on 2015 Water Rate Study and November 4, 2015 Prop 218 rate payer approval.

- Staff Report: This is last of 5 rate increases approved by rate payers on November 4, 2015
 - Clarifying and Technical Questions to Staff
 - Public Input
 - Motion/Second
 - Board Deliberation
 - Motion to Approve or Reject

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

5. Report Consideration of report on Emergency Generator Project: selection of stationary or portable generators, authority to hire engineer to estimate costs

- Staff Report on benefits and detriments of stationary and portable generators
- Staff preliminary report on costs of stationary and portable systems generally.
- Staff Report on need to hire professional engineer to determine costs of selected alternative
- General discussion financing alternatives
- General discussion of timing of implementation
- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation

Vote on Motion giving direction to pursue either stationary or portable generator option

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

Vote on Motion directing General manager to hire appropriate professional to prepare engineering cost estimate and report back to Board

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

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 so no action may be taken other than asking for an action item to be brought to the Board at a future meeting.

1. Board Member Terms
 - Two Director’s terms end November 30, 2019
 - Update from Supervisor Phillips’ office

2. Pajaro Park- Meeting with Supervisor Phillips and Jim Rodems, Director of Parks, on October 31, 2019

3. District office will be closed on November 28th-November 29th for Thanksgiving and December 23rd-December 27th for Christmas

4. Cal Fire, Gabilan Camp
 - Crews will be at Fair Way scenic easement to clear brush and tree limbs for fire protection on November 18-22
 - All affected residents have been notified

5. Water Service Interruption: November 9th at 6 pm through November 10th at 12 pm
 - All customers in the Eden Subdivision of Normco, were out of water due to a mechanical failure, corroded connection on main
 - Contractor mobilized at 8 am Sunday morning and made the repair

6. District Operations Report

7. Usage Comparison Report 2013/2019

CLOSED SESSION:

A. Public Comments for Closed Session

Any person may address the Board on any item on the Closed Session Agenda after being recognized by the Board President.

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

1. AWC Holdings Trust and AWC II Holdings Trust vs the County of Monterey through its Board of Supervisors et al Case No. 18CV001746, Monterey County Superior Court, filed May 11, 2018
2. Steve Pacheco, Trustee of the Salinas Land Holding Trust vs Pajaro/Sunny Mesa Community Services District et al Case No. (consolidated with above case), Monterey County Superior Court, filing date unknown

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

B. 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.

MOTION TO ADJOURN

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

Adjournment Time: _____ p.m.

MINUTES

The regular meeting of the Pajaro/Sunny Mesa Community Services District Board of Directors was called to order at 5:30 pm on October 24, 2019.

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

ADMINISTRATIVE STAFF: General Manager Don Rosa
Recorder Judy Vazquez-Varela

ABSENT DIRECTOR(S) & STAFF: None

DISTRICT COUNSEL: Alan Smith

ADDITION(S) TO AGENDA: None

PUBLIC IN ATTENDANCE: Manuel Rivas resident of Sunny Mesa Water System

PUBLIC COMMENTS: None

SCHEDULED ITEMS: None

Action Items

1. Consider and approve of the Minutes from the August 22, 2019 regular Board Meeting

Motion was made by Director Moody and seconded by Director Lambolely to approve the regular Board Meeting Minutes of August 22, 2019. Motion carried.

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

2. Consider and approve the August 2019 Financials

Motion made by Director Moore and seconded by Director Lambolely to approve the August 2019 Financials. Motion carried.

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

3. Consider and approve the September 2019 Financials

Motion made by Director Moore and seconded by Director Moody to approve the September 2019 Financials. Motion carried.

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

MONTHLY EXPENDITURES REPORT FOR REVIEW

APPROVAL OF WARRANTS/CHECKS:

1. General Fund 633: None
2. Operating Account: Check No. 23971 through Check No. 24089 for a total of \$404,640.43
3. Capital Reserve Account: None
4. Street Maintenance Account: Check No. 502 through Check No. 505 for a total of \$1,368.32
5. Pajaro Park Account: Check No. 839 through Check No. 842 for a total of \$ 3,551.48
6. COP 2010 Account: Check No. 815 through Check No. 821 for a total of \$406,729.76
7. Debt Service Reserve Account: None

Motion was made by Director Moore, seconded by Director Moody to approve all accounts for the months of August and September 2019. Motion carried.

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

OLD BUSINESS: None

NEW BUSINESS: (Action Items)

1. Consider and approve 2019-2020 Pajaro Lighting Assessment

Hearing opened at 5:51 pm

Pajaro/Sunny Mesa Community Services District sends out information letters to the 797 parcels owners in the Pajaro Lighting District, with the amount of assessment determined by Monterey County Equivalent Dwelling Unit schedule. There are 213 lights in the assessment District. The District received 3 protests.

Motion was made by Director Moody, seconded by Director Coplin to approve 2019-2020 Pajaro Lighting Assessment. Motion carried.

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

STAFF/COMMITTEE REPORTS: (Informational Only)

1. Pajaro Park: Lifecycle costs

- Copy of email from Christian Harris, SSA Landscape Architects include a breakdown of anticipated maintenances costs comparing synthetic and natural turf. Annual estimated maintenance cost for about 91,000 square feet for natural grass is about \$76, 950 per year, and \$20,300 per year for synthetic turf.

2. Meeting with Jim Rodems, Director of Parks – Monterey County on Thursday, October 17, 2019

- Don Rosa and Director Coplin met with Jim Rodems to discuss Pajaro Park history and potential funding for the park. Mr. Rodems will be including Pajaro Park into the plan of a tax measure on ballot for the known Monterey County Parks and the Pajaro Park. Director Coplin stated that Mr. Rodems was very knowledgeable in acquiring funding for Parks via State funding.

3. Emergency Generator Project

- Opinion letter from District Engineer Tom Yeager recommending utilization of the cost estimate received from Varni Electric, costs are reasonable. If the District chooses to have a study completed it would cost about \$15,000 to \$20,000. Mr. Yeager also submitted a breakdown of estimated costs for stationary generators and portable generator(s) with fixed outlet and manual transfer switches. Estimated Cost for stationary generators is \$1,358,000 and portable generators with transfer switches \$346,000.
- Director Wiggins requested Staff contact NBS to determine what affect fixed and/or portable generators will have on the water rate schedule.

4. Hazard Mitigation Plan (HMP)

- Staff submitted a Notice of Interest (NOI) to Cal OES to be considered for grant assistance for HMP Planning. The NOI has been approved and the District was invited to submit application for funding of a Local Hazard Mitigation Plan (LHMP). Staff is currently working with Lidia Gutierrez, funding consultant in completing the application for an LHMP.
- Staff is part of the committee for City of Watsonville LHMP.

5. PG&E Power Shut offs

- Copy of the Districts plan of a power outage planned or unplanned. This plan includes immediate contact to Monterey County office of Emergency Services with details of the situation and a list of immediate needs. Also contact Quinn Caterpillar for generator rentals and Sala Brothers for water deliveries. The District's nine (9) water systems are independent of one another and all have different needs in a situation of a power failure/outage.

6. Annual Audit – Bianchi, Kasavan & Pope

- Field audit was carried out September 16 thru September 20, 2019.
- Final audit presentation tentatively ready for November Board meeting.

7. Board meeting schedule for the remainder of 2019

- November meeting set for November 19, 2019 at 5:30 pm.
- December meeting set for December 19, 2019 at 5:30 pm.

8. Board of Directors Terms

- 2 terms are expiring on November 30, 2019 Directors Lambolely and Moody
- Directors should contact GM Rosa and Supervisor Phillips' office to indicate if interested in reappointment.

9. Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA)

- SVBGSA is seeking an alternate director-application included in packet, only Directors Lambolely and Moody can serve based on both residing within the boundaries of the Agency.

10. Sexual Harassment Prevention Training took place on August 8, 2019

- In attendance were Don Rosa, Judith Vazquez-Varela and Director Lambolely. Director Coplin attended remotely.
- Next available date is December 18, 2019.

11. District Vehicle Purchase

- New service truck has been purchased from Chevrolet of Watsonville-total price \$33,024.41
- Santa Cruz County Bank has financed the loan at 100% and 5% interest for 5 years, at \$660 per month
- Service truck has been outfitted with necessary lights, storage and tools to adequately service the District's needs.

12. District Operations Report

- Pajaro Grant-
 - Soils consolidation began August 28, settling period is 60 days, final report should be submitted tomorrow.
- Springfield Planning Grant-
 - MNS Engineering team has submitted Draft Preliminary Engineering Report to District, it is being reviewed by Staff and District Engineer, once reviewed by staff it will be submitted to the State.
- Pajaro Valley Views-Fair Way Subdivision
 - Scenic easement brush cleanup; CalFire-Gavilan Conservation Camp inspected the scenic easement on August 27, 2019. Gavilan will add this project to their schedule and notify Staff.
- SB 998
 - Staff contacted State Water Resources Control Board (SWRCB) Monterey District, at this time they do not know who will be approving the policies nor could they provide a draft of the policy. We are following Soquel Creek's plan. Target Date remains as December 1st.
- Multi-Community Bottled Water Project
 - Currently 187 residents are receiving bottled water.

13. Usage Comparison Report 2013/2019-August 2019 Usage Comparison Report

- Water usage is down in all systems this month compared to August 2013

Closed Session:

A. Public Comments for Closed Session

No comment

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

1. ACWA Holdings Trust and AWC II Holdings Trust vs the County of Monterey through its Board of Supervisors et al Case No. 18CV1746, Monterey County Superior Court, filed May 11, 2018
2. Steve Pacheco, Trustee of the Salinas Land Holding Trust vs Pajaro/Sunny Mesa Community Services District et al Case No. unknown, Monterey County Superior Court, filing date unknown
3. Public Employee Performance Evaluation. Subd. (b)(1) of (§ 54957)
⇒ Title: (General Manager)

Closed session opened at 7:36 pm

Out of closed session at 8:15 pm

No final action taken.

NEXT BOARD MEETING:

The next Board meeting is to be held on Tuesday, November 19, 2019 at 5:30 pm.

There being no further business, the regular Board Meeting of the Pajaro/Sunny Mesa Community Services District was adjourned at 8:16 pm with motion made by Director Moore, seconded by Director Moody. Motion Carried.

Respectfully submitted by:

Harry Wiggins, President

Michael Moore, Vice President

Judith Vazquez-Varela, Recorder

Balance Sheet

As of October 31, 2019

Oct 31, 19

ASSETS

Current Assets

Checking/Savings

1001 · SCCB - Operating Account	126,812.86
1002 · SCCB Reserve Account	216,944.91
1003 · SCCB - Sick Leave Account	14,451.84
1004 · SCCB - Street Maint Acct	228,953.72
1006 · SCCB-GF 633	19,674.57
1007 · SCCB - Debt Service Reserve	57,347.21
1032 · SCCB-COP Acct (aka Const. Acct)	137,229.01
1036 · PSM Pajaro Park Acct	76,895.57
1050 · Cash in County Treasury - DS	32,203.91
1051 · Cash in County Treasury - GF	108,759.21
1066 · Union Bank Vega 2303	148,069.33
1068 · Union Bank Vega 2301	118.31
1069 · Union Bank Vega-2302	10,434.91
1095 · Union Bank Wtr Bond-Res 2204	149,199.59
2201 · Union Bank-2015 Wtr Rfd Bd 2201	38,109.79

Total Checking/Savings	1,365,204.74
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Accounts Receivable

1110 · Invoice Accounts Recv	11,700.68
1231 · Grants Receivable-A/R	749,342.38

Total Accounts Receivable	761,043.06
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Other Current Assets

1080 · Petty Cash	400.00
1100 · Water Customer Accounts Recv	232,507.84
1101 · Allowance for Doubtful Accounts	-8,990.09
1115 · Prepaid Expenses	507.31
1153 · Receivable from Monterey County	860.00
1251 · Assess. Rec. - Lighting	949.14
1252 · Assessments Rec. - Street Maint	6,255.76
1253 · Assessments Rec. - Water bond	300,206.00
1253.1 · Assess Rec - Water Bond - Count	116.43
1254 · Advanced Pay - Spec. Asses - WB	-16,561.65

Total Other Current Assets	516,250.74
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Total Current Assets	2,642,498.54
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Fixed Assets

1084 · CIP-Springfield/Struve	18,967.36
1500 · Land	139,676.30
1510 · Land Improve (Non-office)	253,942.67
1520 · Land Improve (Office)	66,721.46
1521 · A/D - Land Impr (Off)	-44,861.40
1522 · Land - Parks	248,000.00
1530 · Wells	162,488.25
1540 · Pumping Plant Bldg	191,044.92
1541 · A/D - Pumping Plant Bldg	-191,045.00
1550 · District Office Building	134,443.43
1551 · A/D - District Office Building	-123,428.73
1555 · Office Equipment/Furniture	44,041.05
1556 · A/D - Office Equip/Furniture	-43,293.90
1557 · Equipment - Lighting	8,980.18
1559 · A/D - Lighting and Parks	-8,980.18
1560 · Electric Power to Sheds	2,598.59
1561 · A/D - Electric Power to Sheds	-2,599.00
1570 · Equipment - Pumping Plant	506,239.21
1571 · A/D - Equipment - Pumping Plant	-453,386.87
1580 · Distribution Mains [P]	1,487,948.01
1581 · A/D - Distribution Mains	-1,063,798.68
1590 · Meters	92,193.13
1591 · A/D - Meters	-84,656.11
1600 · Hydrants	7,422.43
1601 · A/D - Hydrants	-4,556.72
1610 · Automotive Equipment	232,300.12
1611 · A/D - Automotive Equipment	-195,223.31

November 14, 2019

Balance Sheet

Accrual Basis

As of October 31, 2019

	Oct 31, 19
1620 · Utility Trans/Distr Plant	115,702.65
1621 · A/D - Utility T&D Plant	-90,071.77
1622 · A/D - Moss Landing	-157,020.31
1630 · Utility Plant	107,992.45
1631 · A/D - Utility Plant	-107,992.00
1640 · Source of Supply Plant	54,616.59
1641 · A/D - Source of Supply Plant	-15,624.73
1650 · Trans & Distr Plant	81,133.08
1651 · A/D - Trans & Distr Plant	-59,380.30
1670 · Small Tools/Equipment	10,774.02
1671 · A/D - Small Tools/Equipment	-8,096.51
1680 · ALCO Water Project	155,809.38
1681 · A/D - ALCO Water Project	-93,485.45
1804 · CIP-Springfield	217,307.49
1805 · CIP-Vega Imprvmtnt Project	4,604,699.33
1805.1 · A/D - Vega	-1,962,902.90
1806 · Moss Landing Bridge Project	251,233.09
1807 · CIP-Langley/VP	240,496.74
1807.1 · A/D - Langley/VP	-66,136.74
1808 · CIP-Normco	296,974.74
1808.1 · A/D - Normco Tank	-107,839.73
1811 · CIP-Vierra Estate	175,238.16
1811.1 · A/D - Vierra Estates	-38,242.72
1812 · CIP-Moss Landing Water System	297,669.12
1812.1 · A/D - Moss Landing Water	-65,436.55
1814 · CIP-Pajaro	730,228.15
1815 · CIP-Normco Improv Project	3,225.00
1816 · Land - Pajaro Park	781,632.00
1817 · Improvements - Pajaro Park	4,717,110.00
1817.1 · A/D - Improvements -Pajaro Park	-1,092,169.63
1818 · Buildings - Pajaro Park	796,400.00
1818.1 · A/D - Buildings-Pajaro Park	-150,374.26
1819 · Equipment - Pajaro Park	43,381.00
1819.1 · A/D - Equipment-Pajaro Park	-23,136.89
1820 · Normco Treatment Facility	111,943.00
1820.1 · A/D-Normco Treatment Facility	-68,865.85
1821 · CIP-Sunny Mesa	48,044.61
1822 · CIP-Vega	23,643.81
1823 · CIP-Blackie	10,230.04
Total Fixed Assets	11,149,885.32
Other Assets	
1120 · Due From Gen Fund	0.66
1141 · Due From SC Grant Acct	100.00
1151 · Due from Maint Account	157.19
1220 · Spl Asmnt Revc-Long Term	3,873,859.72
1900 · Due From Other Funds	159,690.92
1950 · Deferred amount on refunding	73,213.60
1951 · Deferred Amt of Ref-Vega Bds15	95,017.09
Total Other Assets	4,202,039.18
TOTAL ASSETS	17,994,423.04
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	116,077.57
2500 · Due to Other Funds	159,693.06
Total Accounts Payable	275,770.63
Other Current Liabilities	
2005 · Accrued Liabilities	67,274.00
2050 · Accrued Payroll	21,502.71
2100 · Payroll Tax Liabilities	1,000.00
2121 · Customer Security Deposits	16,402.15
2122 · Future Water Conn. Deposits	36,600.00

Pajaro/Sunny Mesa Community Services District
Balance Sheet
As of October 31, 2019

November 14, 2019
Accrual Basis

	Oct 31, 19
2123 · Hydrant Meter Deposits	22,550.00
2225 · Accrued Vacation Liability	10,759.97
2230 · Accrued Sick Leave Liability	37,555.66
2263 · 457b EE Plan Payable	3,695.55
2264 · Employee Insurance Payable	-2,426.21
2265 · EE Aflac Insurance Payable	739.91
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.	-19,280.02
	227,891.41
Total Other Current Liabilities	227,891.41
Total Current Liabilities	503,662.04
Long Term Liabilities	
2256 · Vehicle Loan Payable	33,706.73
2257 · Reorganization Loan	275,000.00
2267 · Pajaro Tank Loan-0190	682,321.45
2333 · COP Bonds Payable	-190,000.00
2339 · Vega Project Bonds Payable	-72,100.00
2350 · Bonds Payable - Water Bond	224,000.00
2360 · Bonds Payable-2015 COP Wtr Rf	2,200,000.00
2361 · Bonds Payable-2015 Vga Wtr Rf	3,710,083.67
2400 · Unamortized Discount on 2015	-34,205.01
2401 · Unamortized Discount-2015 Vega	-13,986.72
	6,814,820.12
Total Long Term Liabilities	6,814,820.12
Total Liabilities	7,318,482.16
Equity	
3000 · Fund Balance	219,540.85
3001 · Restricted-Street Maintenance	87,655.80
3040 · Contributed Capital	248,000.00
3045 · Restricted for Debt Service	4,575,060.23
3050 · Retained Earnings	5,219,059.12
Net Income	326,624.88
	10,675,940.88
Total Equity	10,675,940.88
TOTAL LIABILITIES & EQUITY	17,994,423.04

November 13, 2019

Profit & Loss

October 2019

Accrual Basis

	Oct 19
Ordinary Income/Expense	
Income	
4001 · Route 1 - Pajaro	20,159.49
4002 · Route 2 - Pajaro	21,774.46
4003 · Route 3 - Commercial	25,482.99
4004 · Route 4 - Trailer Park	1,073.92
4005 · Route 5 - San Juan Rd Apts	1,015.70
4006 · Route 6 - Sunny Mesa	12,053.40
4007 · Route 7 - CSA 73	16,632.09
4008 · Route 8 - Vega	13,725.68
4010 · Route 10 -Springfield	850.00
4011 · Route 11 - Moss Landing	19,229.04
4012 · Route 12 - Blackie Road	2,614.61
4013 · Route 13 - Normco	28,703.93
4014 · Route 14 - Vierra	4,343.11
4015 · Route 15 - Langley/VP	3,154.70
Total Income	170,813.12
Gross Profit	170,813.12
Expense	
INDIRECT	
5000 · Salaries and Wages	59,257.94
5005 · Administrative Fees	478.04
5030 · Payroll Tax Expense	776.86
5040 · Worker's Comp Insurance	4,443.66
5050 · Employee Health Insurance	14,800.91
5070 · Employee Retirement	7,758.98
5090 · Other Employee Expense	77.01
5120 · Property Taxes	3,724.90
5130 · Utilities - Office	19.99
5140 · Building Repair & Maint	285.09
5145 · District Wide Repair & Maint	6,329.83
5160 · Office Equip Rental	700.90
5165 · Computer Software	662.75
5240 · Office Supplies	861.52
5250 · Legal Expenses	17,046.59
5255 · Interest Expense	3,088.25
5256 · Interest Exp-Financed Items	99.52
5270 · Automotive - Repair & Maint	1,771.24
5280 · Conferences, Meetings, Seminars	64.00
5320 · Membership Fees and Dues	4,565.00
5330 · Telephone	1,095.62
5340 · Burglar Alarm Monitoring	78.00
5370 · Fuel - Trucks	1,098.28
Total INDIRECT	129,084.88
5190 · Soil and Water Tests	4,001.00
5210 · Customer Orders	0.00
5220 · Water System - Repair & Maint	57,236.81
5225 · Street Maintenance	54,180.09
5231 · Pajaro Park Expense	1,997.77
5310 · Utilities - Well Site	12,475.62
5315 · Utilities - Street Lighting	1,804.88
5427 · Improvement Project-Springfield	-6,468.20
Total Expense	254,312.85
Net Ordinary Income	-83,499.73
Other Income/Expense	
Other Income	
4100 · Late Payment Penalties	611.31
4110 · Hydrant Sales	1,112.28
4285 · P.V.W.M.A. Collection Fee	2,697.80
4305 · Miscellaneous Revenue	2,300.00

Pajaro/Sunny Mesa Community Services District
Profit & Loss
October 2019

November 13, 2019
Accrual Basis

	<u>Oct 19</u>
4307 · Returned Check Charges	25.00
5409 · Pajaro Improve Proj-Grant Reimb	<u>150,054.44</u>
Total Other Income	156,800.83
Other Expense	
5435 · Improvement Project-Pajaro	<u>1,018.75</u>
Total Other Expense	1,018.75
Net Other Income	<u>155,782.08</u>
Net Income	<u><u>72,282.35</u></u>

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

October 2019

Ordinary Income/Expense	Oct 19	Budget	% of Bud...	Jul - Oct 19	YTD Budget	% of Bud...	Annual Budget
Income							
4001 · Route 1 - Pajaro	20,159.49	23,975.00	84.1%	88,898.72	95,900.00	92.7%	287,700.00
4002 · Route 2 - Pajaro	21,774.46	24,850.00	87.6%	92,485.57	99,400.00	93.0%	298,200.00
4003 · Route 3 - Commercial	25,482.99	22,750.00	112.0%	104,031.65	91,000.00	114.3%	273,000.00
4004 · Route 4 - Trailer Park	1,073.92	1,141.66	94.1%	4,478.60	4,566.64	98.1%	13,700.00
4005 · Route 5 - San Juan Rd Apts	1,015.70	1,225.00	82.9%	4,380.22	4,900.00	89.4%	14,700.00
4006 · Route 6 - Sunny Mesa	12,053.40	10,541.66	114.3%	52,773.42	42,166.64	125.2%	126,500.00
4007 · Route 7 - CSA 73	16,632.09	11,725.00	141.9%	59,929.91	46,900.00	127.8%	140,700.00
4008 · Route 8 - Vega	13,725.68	12,600.00	108.9%	60,030.10	50,400.00	119.1%	151,200.00
4010 · Route 10 - Springfield	850.00	875.00	97.1%	3,400.00	3,500.00	97.1%	10,500.00
4011 · Route 11 - Moss Landing	19,229.04	22,333.33	86.1%	87,753.69	89,333.32	98.2%	268,000.00
4012 · Route 12 - Blackie Road	2,614.61	2,758.33	94.8%	12,088.73	11,093.32	109.6%	33,100.00
4013 · Route 13 - Normco	28,703.93	27,125.00	105.8%	132,579.87	108,500.00	122.2%	325,500.00
4014 · Route 14 - Vierra	4,343.11	3,983.33	109.0%	18,771.11	15,933.32	117.8%	47,800.00
4015 · Route 15 - Langley/VP	3,154.70	2,758.33	114.4%	13,054.73	11,093.32	118.3%	33,100.00
Total Income	170,813.12	168,641.64	101.3%	734,656.32	674,566.56	108.9%	2,023,700.00
Gross Profit	170,813.12	168,641.64	101.3%	734,656.32	674,566.56	108.9%	2,023,700.00
Expense							
INDIRECT							
5000 · Salaries and Wages	59,257.94	62,750.00	94.4%	230,532.17	251,000.00	91.8%	753,000.00
5005 · Administrative Fees	478.04	475.00	100.6%	1,563.42	1,900.00	82.3%	5,700.00
5030 · Payroll Tax Expense	776.86	1,333.33	58.3%	3,756.51	5,333.32	70.4%	16,000.00
5040 · Worker's Comp Insurance	4,443.66	1,916.66	231.8%	4,443.66	7,666.64	58.0%	23,000.00
5050 · Employee Health Insurance	14,800.91	15,166.66	97.6%	59,203.64	60,666.64	97.6%	182,000.00
5070 · Employee Retirement	7,758.98	9,416.66	82.4%	37,591.09	37,666.64	99.8%	113,000.00
5090 · Other Employee Expense	77.01	208.33	37.0%	626.48	833.32	75.2%	2,500.00
5120 · Property Taxes	3,724.90	125.00	2,979.9%	3,724.90	500.00	745.0%	1,500.00
5130 · Utilities - Office	19.99	333.33	6.0%	598.41	1,333.32	44.9%	4,000.00
5140 · Building Repair & Maint	285.09	583.33	48.9%	1,402.15	2,333.32	60.1%	7,000.00
5145 · District Wide Repair & Maint	6,329.83	1,083.33	584.3%	11,329.44	4,333.32	261.4%	13,000.00
5150 · Garbage Service	0.00	300.00	0.0%	853.02	1,200.00	71.1%	3,600.00
5160 · Office Equip Rental	700.90	833.33	84.1%	2,986.00	3,333.32	89.6%	10,000.00
5165 · Computer Software	662.75	833.33	79.5%	4,119.32	3,333.32	123.6%	10,000.00
5170 · Office Equipment Repair & Maint	0.00	300.00	0.0%	1,550.14	1,200.00	129.2%	3,600.00
5175 · Small Tools - Repair & Maint	0.00	83.33	0.0%	41.94	333.32	12.6%	1,000.00
5180 · Casualty Ins/Liability Ins	0.00	2,583.33	0.0%	6,484.26	10,333.32	62.8%	31,000.00
5200 · Billing Supplies	861.52	308.33	279.4%	2,291.16	1,233.32	185.8%	3,700.00
5240 · Office Supplies	0.00	291.66	0.0%	1,261.61	1,166.64	108.1%	3,500.00
5245 · Postage	0.00	708.33	0.0%	2,000.00	2,833.32	70.6%	8,500.00
5250 · Legal Expenses	17,046.59	11,666.66	146.1%	21,071.59	46,666.64	45.2%	140,000.00
5255 · Interest Expense	3,088.25	1,208.33	255.6%	15,867.71	4,833.32	328.3%	14,500.00
5256 · Interest Exp-Financed Items	99.52	66.66	149.3%	131.85	266.64	49.4%	800.00
5266 · Engineering Svcs-Dist Wide	0.00	3,083.33	0.0%	20,000.00	12,333.32	162.2%	37,000.00
5270 · Automotive - Repair & Maint	1,771.24	83.33	212.5%	435.00	333.32	130.5%	1,000.00
5280 · Conferences, Meetings, Seminars	64.00	41.66	153.6%	128.00	3,333.32	110.5%	10,000.00
5290 · Travel Expenses	0.00	41.66	0.0%	0.00	166.64	76.8%	500.00
5300 · Books & Subscriptions	0.00	125.00	0.0%	0.00	500.00	0.0%	1,500.00
5305 · Water Conservation Program	0.00	125.00	0.0%	0.00	500.00	0.0%	1,500.00
5320 · Membership Fees and Dues	4,565.00	1,583.33	288.3%	18,295.40	6,333.32	288.9%	19,000.00
5326 · Licenses and Certifications	0.00	166.66	0.0%	120.00	666.64	18.0%	2,000.00
5330 · Telephone	1,085.62	1,416.66	77.3%	4,722.03	5,666.64	83.3%	17,000.00

Pajaro/Sunny Mesa Community Services District Profit & Loss Budget Performance October 2019

	Oct 19	Budget	% of Bud...	Jul - Oct 19	YTD Budget	% of Bud...	Annual Budget
5340 - Burglar Alarm Monitoring	78.00	62.50	124.8%	430.00	250.00	172.0%	750.00
5370 - Fuel - Trucks	1,098.28	2,000.00	54.9%	6,861.60	8,000.00	85.8%	24,000.00
5390 - Bank Charges	0.00	16.66	0.0%	250.00	66.64	375.2%	200.00
5391 - Credit Card Transaction Fees	0.00	625.00	0.0%	2,564.10	2,500.00	102.6%	7,500.00
5400 - Miscellaneous Expense	0.00	16.66	0.0%	0.00	66.64	0.0%	200.00
5XXX - Indirect Allocation	0.00			0.00			
6560 - Payroll Processing Expenses	0.00	50.00	0.0%	0.00	200.00	0.0%	600.00
6577 - COP Debt Service - Interest	0.00	6,666.66	0.0%	0.00	26,666.64	0.0%	80,000.00
Total INDIRECT	129,084.88	129,512.36	99.7%	470,920.23	518,049.44	90.9%	1,554,150.00
5190 - Soil and Water Tests	4,001.00	2,833.33	141.2%	11,964.00	11,333.32	105.6%	34,000.00
5210 - Customer Orders	0.00			-4,629.46			
5220 - Water System - Repair & Maint	57,236.81	16,666.66	343.4%	107,650.84	66,666.64	161.5%	200,000.00
5225 - Street Maintenance	54,180.09	2,720.83	1,991.3%	55,617.84	10,883.32	511.0%	32,650.00
5230 - Park - Repair & Maint	0.00	83.33	0.0%	318.20	333.32	95.5%	1,000.00
5231 - Pajaro Park Expense	1,997.77	0.00	100.0%	12,079.11	0.00	100.0%	0.00
5265 - Engineering Expenses	0.00	83.33	0.0%	0.00	333.32	0.0%	1,000.00
5310 - Utilities - Well Site	12,475.62	14,000.00	89.1%	44,771.01	56,000.00	79.9%	168,000.00
5315 - Utilities - Street Lighting	1,804.88	2,333.33	77.4%	6,056.34	9,333.32	64.9%	28,000.00
5325 - Permits	0.00	2,083.33	0.0%	5,562.00	8,333.32	66.7%	25,000.00
5360 - Fuel - Generator	0.00	125.00	0.0%	13,551.50	500.00	2,710.3%	1,500.00
5426 - Vega Assmnt Bond Expense	0.00			3,174.08			
5427 - Improvement Project-Springfield	-6,468.20			14,032.90			
5428 - COP Bond Expense	0.00	291.66	0.0%	2,225.00	1,166.64	190.7%	3,500.00
5433 - Pajaro Water Bond Interest Exp	0.00	1,029.16	0.0%	8,064.37	4,116.64	195.9%	12,350.00
6575 - Vega Debt Service-Interest	0.00	12,333.33	0.0%	75,017.50	49,333.32	152.1%	148,000.00
Total Expense	254,312.85	184,095.65	138.1%	826,375.26	736,382.60	112.2%	2,209,150.00
Net Ordinary Income	-83,499.73	-15,454.01	540.3%	-91,718.94	-61,816.04	148.4%	-185,450.00
Other Income/Expense							
Other Income							
4100 - Late Payment Penalties	611.31	416.66	146.7%	2,006.05	1,666.64	120.4%	5,000.00
4101 - Billing Adjustments	0.00	41.66	0.0%	0.00	166.64	0.0%	500.00
4110 - Hydrant Sales	1,112.28	333.33	333.7%	8,388.95	1,333.32	629.2%	4,000.00
4115 - Testing Fees	0.00	625.00	0.0%	1,120.00	2,500.00	44.8%	7,500.00
4140 - Connection Fees	0.00	358.33	0.0%	5,380.00	1,433.32	375.4%	4,300.00
4141 - Application Fees	0.00	45.83	0.0%	275.00	183.32	150.0%	550.00
4146 - Other Fees	0.00	33.33	0.0%	0.00	133.32	0.0%	400.00
4200 - Street Maintenance-Reimb	0.00	5,316.66	0.0%	0.00	21,266.64	0.0%	63,800.00
4210 - Vega Bond Assessments	0.00	22,750.00	0.0%	0.00	91,000.00	0.0%	273,000.00
4280 - Pro-Rata Tax Collection Share	0.00	2,083.33	0.0%	0.00	8,333.32	0.0%	25,000.00
4285 - P.V.W.M.A. Collection Fee	2,697.80	2,250.00	119.9%	11,456.38	9,000.00	127.3%	27,000.00
4300 - Collection of Previous W/O Acct	0.00	41.66	0.0%	0.00	166.64	0.0%	500.00
4305 - Miscellaneous Revenue	2,300.00	125.00	1,840.0%	2,675.00	500.00	535.0%	1,500.00
4307 - Returned Check Charges	25.00			25.00			
4340 - Utility Reimbursements	0.00	2,333.33	0.0%	0.00	9,333.32	0.0%	28,000.00
4341 - Lighting Admin Reimbursements	0.00	1,000.00	0.0%	0.00	4,000.00	0.0%	12,000.00
4345 - Customer Order Reimbursements	0.00			1,250.00			
4346 - District 25% Overhead Fee	0.00	41.66	0.0%	0.00	166.64	0.0%	500.00
4350 - Interest Revenue	0.00	475.00	0.0%	1,429.02	1,900.00	75.2%	5,700.00
4355 - Audit/Bookkeeping Reimbursement	0.00	58.33	0.0%	0.00	233.32	0.0%	700.00
4360 - Legal Counsel Reimbursement	0.00	33.33	0.0%	0.00	133.32	0.0%	400.00
5409 - Pajaro Improve Proj-Grant Reimb	150,054.44			368,246.72			

**Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget Performance
October 2019**

	Oct 19	Budget	% of Bud...	Jul - Oct 19	YTD Budget	% of Bud...	Annual Budget
5424 - Springfield Bottled Wtr Gr Reimb	0.00			18,935.45			
5794 - Water Bond Assessments	0.00	3,312.50	0.0%	0.00	13,250.00	0.0%	99,750.00
Total Other Income	156,800.83	41,674.94	376.2%	421,187.57	166,699.76	252.7%	500,100.00
Other Expense	1,018.75			2,843.75			
5435 - Improvement Project-Pajaro	1,018.75			2,843.75			
Total Other Expense	155,782.08	41,674.94	373.8%	418,343.82	166,699.76	251.0%	500,100.00
Net Other Income	72,282.35	26,220.93	275.7%	325,624.88	104,883.72	311.4%	314,650.00
Net Income							

Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget vs. Actual
October 2019

	Oct 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4001 · Route 1 - Pajaro	20,159.49	23,975.00	-3,815.51	84.09%
4002 · Route 2 - Pajaro	21,774.46	24,850.00	-3,075.54	87.62%
4003 · Route 3 - Commercial	25,482.99	22,750.00	2,732.99	112.01%
4004 · Route 4 - Trailer Park	1,073.92	1,141.66	-67.74	94.07%
4005 · Route 5 - San Juan Rd Apts	1,015.70	1,225.00	-209.30	82.91%
4006 · Route 6 - Sunny Mesa	12,053.40	10,541.66	1,511.74	114.34%
4007 · Route 7 - CSA 73	16,632.09	11,725.00	4,907.09	141.85%
4008 · Route 8 - Vega	13,725.68	12,600.00	1,125.68	108.93%
4010 · Route 10 - Springfield	850.00	875.00	-25.00	97.14%
4011 · Route 11 - Moss Landing	19,229.04	22,333.33	-3,104.29	86.1%
4012 · Route 12 - Blackie Road	2,614.61	2,758.33	-143.72	94.79%
4013 · Route 13 - Normco	28,703.93	27,125.00	1,578.93	105.82%
4014 · Route 14 - Vierra	4,343.11	3,983.33	359.78	109.03%
4015 · Route 15 - Langley/VP	3,154.70	2,758.33	396.37	114.37%
Total Income	<u>170,813.12</u>	<u>168,641.64</u>	<u>2,171.48</u>	<u>101.29%</u>
Gross Profit	170,813.12	168,641.64	2,171.48	101.29%
Expense				
INDIRECT				
5000 · Salaries and Wages	59,257.94	62,750.00	-3,492.06	94.44%
5005 · Administrative Fees	478.04	475.00	3.04	100.64%
5030 · Payroll Tax Expense	776.86	1,333.33	-556.47	58.27%
5040 · Worker's Comp Insurance	4,443.66	1,916.66	2,527.00	231.84%
5050 · Employee Health Insurance	14,800.91	15,166.66	-365.75	97.59%
5070 · Employee Retirement	7,758.98	9,416.66	-1,657.68	82.4%
5090 · Other Employee Expense	77.01	208.33	-131.32	36.97%
5120 · Property Taxes	3,724.90	125.00	3,599.90	2,979.92%
5130 · Utilities - Office	19.99	333.33	-313.34	6.0%
5140 · Building Repair & Maint	285.09	583.33	-298.24	48.87%
5145 · District Wide Repair & Maint	6,329.83	1,083.33	5,246.50	584.29%
5150 · Garbage Service	0.00	300.00	-300.00	0.0%

Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget vs. Actual
 October 2019

	Oct 19	Budget	\$ Over Budget	% of Budget
5160 · Office Equip Rental	700.90	833.33	-132.43	84.11%
5165 · Computer Software	662.75	833.33	-170.58	79.53%
5170 · Office Equipment Repair & Maint	0.00	300.00	-300.00	0.0%
5175 · Small Tools - Repair & Maint.	0.00	83.33	-83.33	0.0%
5180 · Casualty Ins/Liability Ins	0.00	2,583.33	-2,583.33	0.0%
5200 · Billing Supplies	0.00	308.33	-308.33	0.0%
5240 · Office Supplies	861.52	291.66	569.86	295.39%
5245 · Postage	0.00	708.33	-708.33	0.0%
5250 · Legal Expenses	17,046.59	11,666.66	5,379.93	146.11%
5255 · Interest Expense	3,088.25	1,208.33	1,879.92	255.58%
5256 · Interest Exp-Financed Items	99.52	66.66	32.86	149.3%
5260 · Accounting & Bookkeeping	0.00	3,083.33	-3,083.33	0.0%
5266 · Engineering Svcs-Dist Wide	0.00	83.33	-83.33	0.0%
5270 · Automotive - Repair & Maint	1,771.24	833.33	937.91	212.55%
5280 · Conferences, Meetings, Seminars	64.00	41.66	22.34	153.63%
5290 · Travel Expenses	0.00	41.66	-41.66	0.0%
5300 · Books & Subscriptions	0.00	125.00	-125.00	0.0%
5305 · Water Conservation Program	0.00	125.00	-125.00	0.0%
5320 · Membership Fees and Dues	4,565.00	1,583.33	2,981.67	288.32%
5326 · Licenses and Certifications	0.00	166.66	-166.66	0.0%
5330 · Telephone	1,095.62	1,416.66	-321.04	77.34%
5340 · Burglar Alarm Monitoring	78.00	62.50	15.50	124.8%
5370 · Fuel - Trucks	1,098.28	2,000.00	-901.72	54.91%
5390 · Bank Charges	0.00	16.66	-16.66	0.0%
5391 · Credit Card Transaction Fees	0.00	625.00	-625.00	0.0%
5400 · Miscellaneous Expense	0.00	16.66	-16.66	0.0%
6560 · Payroll Processing Expenses	0.00	50.00	-50.00	0.0%
6577 · COP Debt Service - Interest	0.00	6,666.66	-6,666.66	0.0%
Total INDIRECT	129,084.88	129,512.36	-427.48	99.67%
5190 · Soil and Water Tests	4,001.00	2,833.33	1,167.67	141.21%
5220 · Water System - Repair & Maint	57,236.81	16,666.66	40,570.15	343.42%
5225 · Street Maintenance	54,180.09	2,720.83	51,459.26	1,991.31%

Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget vs. Actual
October 2019

	Oct 19	Budget	\$ Over Budget	% of Budget
5230 · Park - Repair & Maint	0.00	83.33	-83.33	0.0%
5231 · Pajaro Park Expense	1,997.77	0.00	1,997.77	100.0%
5265 · Engineering Expenses	0.00	83.33	-83.33	0.0%
5310 · Utilities - Well Site	12,475.62	14,000.00	-1,524.38	89.11%
5315 · Utilities - Street Lighting	1,804.88	2,333.33	-528.45	77.35%
5325 · Permits	0.00	2,083.33	-2,083.33	0.0%
5360 · Fuel - Generator	0.00	125.00	-125.00	0.0%
5428 · COP Bond Expense	0.00	291.66	-291.66	0.0%
5433 · Pajaro Water Bond Interest Exp	0.00	1,029.16	-1,029.16	0.0%
6575 · Vega Debt Service-Interest	0.00	12,333.33	-12,333.33	0.0%
Total Expense	260,781.05	184,095.65	76,685.40	141.66%
Net Ordinary Income	-89,967.93	-15,454.01	-74,513.92	582.17%
Other Income/Expense				
Other Income				
4100 · Late Payment Penalties	611.31	416.66	194.65	146.72%
4101 · Billing Adjustments	0.00	41.66	-41.66	0.0%
4110 · Hydrant Sales	1,112.28	333.33	778.95	333.69%
4115 · Testing Fees	0.00	625.00	-625.00	0.0%
4140 · Connection Fees	0.00	358.33	-358.33	0.0%
4141 · Application Fees	0.00	45.83	-45.83	0.0%
4146 · Other Fees	0.00	33.33	-33.33	0.0%
4200 · Street Maintenance-Reimb	0.00	5,316.66	-5,316.66	0.0%
4210 · Vega Bond Assessments	0.00	22,750.00	-22,750.00	0.0%
4280 · Pro-Rata Tax Collection Share	0.00	2,083.33	-2,083.33	0.0%
4285 · P.V.W.M.A. Collection Fee	2,697.80	2,250.00	447.80	119.9%
4300 · Collection of Previous W/O Acct	0.00	41.66	-41.66	0.0%
4305 · Miscellaneous Revenue	2,300.00	125.00	2,175.00	1,840.0%
4307 · Returned Check Charges	25.00			
4340 · Utility Reimbursements	0.00	2,333.33	-2,333.33	0.0%
4341 · Lighting Admin Reimbursements	0.00	1,000.00	-1,000.00	0.0%
4346 · District 25% Overhead Fee	0.00	41.66	-41.66	0.0%
4350 · Interest Revenue	0.00	475.00	-475.00	0.0%

Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget vs. Actual
 October 2019

	Oct 19	Budget	\$ Over Budget	% of Budget
4355 · Audit/Bookkeeping Reimbursement	0.00	58.33	-58.33	0.0%
4360 · Legal Counsel Reimbursement	0.00	33.33	-33.33	0.0%
5794 · Water Bond Assessments	0.00	3,312.50	-3,312.50	0.0%
Total Other Income	6,746.39	41,674.94	-34,928.55	16.19%
Other Expense				
5435 · Improvement Project-Pajaro	1,018.75			
Total Other Expense	1,018.75			
Net Other Income	5,727.64	41,674.94	-35,947.30	13.74%
Net Income	-84,240.29	26,220.93	-110,461.22	-321.27%

Total Income **Total Expense** **Difference**
 \$ 177,559.51 \$ 261,799.80 \$ (84,240.29)

September Cash **October Cash** **Difference**
 \$ 373,193.19 \$ 343,757.77 \$ (29,435.42)

Thomas E. Yeager, P.E.
Consulting Engineer
 4578 Ojai Loop -- Union City, CA 94587
 teyeagerpe@gmail.com 510-469-3156

28 August 2019

Mr. Don Rosa
 Pajaro/Sunny Mesa Community Services District
 Royal Oaks, CA

Dear Don:

In order for me to prepare a detailed cost estimate for the installation of permanent or standby generators at various locations within the Pajaro/Sunny Mesa Community Services District, I would have to retain the services of an electrical engineer or an electrical contractor and conduct a field review of the 16 proposed sites. The cost for this study would be between \$15,000 and \$20,000.

I am also the District Engineer for the Bayshore Sanitary District in San Mateo County, CA. Recently the District had to replace their generator and transfer switch. In 2012, the transfer switch failed and caused a fire. An emergency replacement was required and a new switch was installed at a cost of approximately \$8500. No new cabinets were required in the motor control center (MCC) and only a minimum amount of damaged wiring had to be replaced.

In 2017, the District replaced their generator which had been in service since 1972. While functional, this generator was 45 years old and finding replacement parts was difficult. Maintaining a functioning standby generator at this site is critical as the failure to have a functioning generator during a power failure could lead to a sewage overflow entering San Francisco Bay. The cost of this generator which was sized for 4-30 h.p. pumps was \$65,000 and the contractor retained the functioning old generator. No foundation work was required as the new generator fit in the space of the old generator and only minimal new wiring was required. This cost did not include the cost of obtaining an air quality permit which was approximately \$3000.

I have prepared the attached table which summarizes the proposal received from Varni Electric. The first column shows the cost of a new stationary generator at each site together with an automatic transfer switch, and the second column shows the cost of a manual transfer switch, plug and any extra MCC cabinets. The cost of portable generators is extra. The remaining columns show the number of pumps at each site and the motor horsepower at each side.

I believe that these costs are reasonable and are adequate "engineer's estimate of the probable cost of construction". They are in line with the actual costs of similar work performed for the Bayshore Sanitary District, and can be used for planning and budgetary purposes.

Don Rosa
28 August 2019
Page 2

Procurement and installation should be negotiated or bid on a case-by-case basis, once the District has developed a long-range plan for the installation of permanent or portable generators at the appropriate sites. Installation plans will require a detailed description of all electrical work to be performed as well as any site or structural work and permitting requirements.

If you or the Board has any additional questions, please do not hesitate to contact me.

Sincerely yours,

A handwritten signature in blue ink, appearing to read "Tom Yeager".

Thomas E. Yeager
District Engineer

PORTABLE GENERATOR(S) WITH FIXED OUTLET AND MANUAL TRANSFER SWITCHES
 10/24/2019

COST BREAKDOWN PER WATER SYSTEM AND CUSTOMER

	Fixed Equipment	Connections	Cost/connection
PAJARO	31500	450	70
VEGA	36000	130	277
SUNNY MESA	56000	250	224
LANGLEY/VALLE PACIFICO	28000	31	903
VIERRA ESTATES	23000	46	500
NORMCO	39000	293	133
BLACKIE	12000	22	545
MOSS LANDING	30500	141	216
TOTAL	256000	1363	Avg. 188
	Portable Generator		
	90000	1363	Avg. 66
Total Project Cost	346000	1363	Avg. 254

GENERATOR PROJECT - COST BREAKDOWN PER WATER SYSTEM AND CUSTOMER
 10/24/2019

STATIONARY GENERATORS

	Equipment	Connections	Cost/connection
PAJARO	146000	450	325
VEGA	159000	130	1223
SUNNY MESA	238000	250	952
LANGLEY/VALLE PACIFICO	138000	31	4452
VIERRA ESTATES	131000	46	2850
NORMCO	346000	293	1180
BLACKIE	63000	22	2863
MOSS LANDING	<u>137000</u>	<u>141</u>	<u>972</u>
TOTAL	1358000	1363	Avg. 996

DISTRICT OPERATIONS REPORT

November 19, 2019

TOPIC	STATUS	DATE OF PLANNED RESPONSE
Arrowhead Tank Replacement Project	Bid docs prepared by Wyeast Engineering. Documents 100% complete. Project is ready to go out for bid, will need updating. Board has given direction to monitor the integrity of the tanks and report as needed.	No Report
Grants & Loans Active	<p>A. SRF Planning Grant Springfield & IRWMP Grant Pajaro.</p> <ul style="list-style-type: none"> • Pajaro Grant – Soils have continued to consolidate, anticipated mobilization is November 25, 2019. • Springfield Planning Grant – Preliminary Engineering Report (PER) has been reviewed by District comment have been submitted to MNS Engineers. Once revisions are complete final PER will be submitted to District Board for acceptance and then submitted to the State. 	<p>November 2019</p> <p>November 2019</p>
Tot Lot Park or Cayetano Park	<p>Monterey County Resource Management Agency Director will submit the intent to process quitclaim deed for Board of Supervisors consideration, process could take 30 to 60 days. County also desires to transfer adjacent parcel, west of Pajaro Park, to the District. Monterey County has delivered two park benches.</p> <p>County Staff is working toward an August date for transfer</p>	No Report
Pajaro Park	<p>Northern Monterey County Foundation Grant application was submitted on May 29, 2019.</p> <p>Northern Monterey County Foundation has awarded a \$3,000.00 grant to Together in Pajaro (TIP)</p>	On Agenda
Sunny Mesa Sewer	District is holding monies that is to be refunded to the original Sunny Mesa Sewer customers. Balance Sheet Account #2320-Amount \$29,169.90. Staff is currently reviewing, and has spoken to Bianchi, Kasavan, and Pope for their opinion and assistance if needed.	No Report
Emergency Generators	Staff was directed to obtain a cost estimate for generating a preliminary engineering report for the cost associated with generator purchases.	On Agenda
Hazard Mitigation Plan	<p>Generate a Disaster Mitigation Plan for submission to Monterey County and FEMA.</p> <ul style="list-style-type: none"> • Staff has submitted a Notice of Interest for Pre-Disaster assistance to Cal OES. 	No Report
Pajaro Valley Views-Fair Way Subdivision	Scenic easement brush cleanup:	On Agenda

DISTRICT OPERATIONS REPORT
November 19, 2019

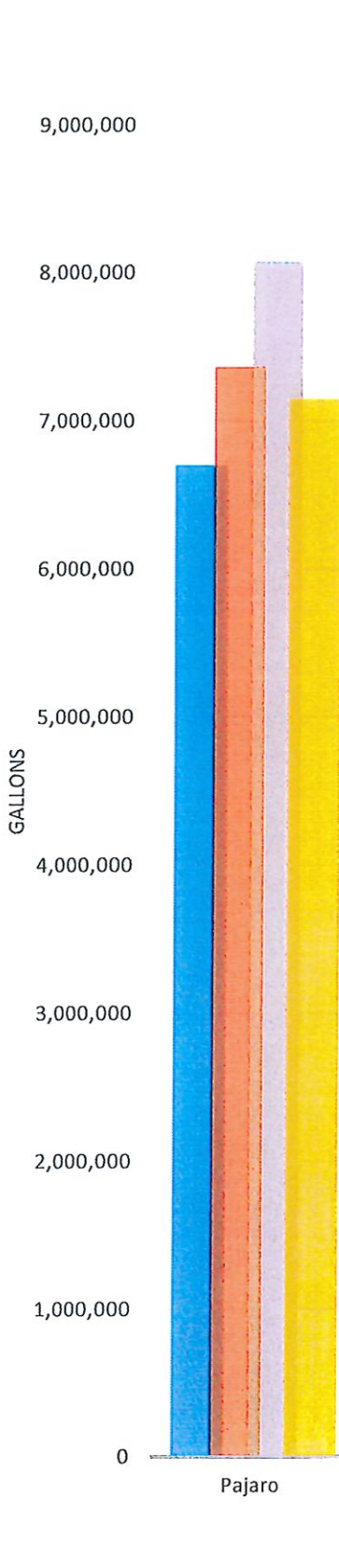
Water Rate Study	Discuss the Water Rate Study in February 2020.	No Report
Compensation Plan Review	Discuss the Compensation Plan Review in February 2020.	No Report
SB 998	Present the Board of Directors with a draft of the SB 998 policy January 23, 2020.	November 2019
Multi Community Bottled Water Project	Springfield Water System, Moss Landing Mobile Home Park, Springfield/Bluff/Jensen/Giberson Roads. Two more homes have been approved to receive bottled water, for a total of 189 homes.	November 2019

Usage Comparison in Gallons 2013-2019

Water Systems	Oct-16	Oct-17	Oct-18	Oct-19
Pajaro	6,697,592	7,361,816	8,069,424	7,147,888
Normco	2,721,224	3,324,860	3,116,916	2,894,012
Sunny Mesa	2,091,408	2,496,076	2,478,124	3,085,500
Moss Landing	1,603,712	2,506,548	2,210,340	2,003,144
Vega	1,603,712	1,453,364	1,208,020	1,365,100
Vierra Estates	391,204	367,268	409,156	378,488
Springfield (pumped)	560,925	734,536	587,180	455,158
Langley/Valle Pacifico	241,604	290,224	270,028	326,876
Blackie	180,268	244,596	200,464	207,196
District Total	16,091,649	18,779,288	18,549,652	17,863,362

Water Systems	Oct-13	Oct-19	Percentage
Pajaro	8,096,090	7,147,888	↓ -11.7%
Normco	3,471,468	2,894,012	↓ -16.6%
Sunny Mesa	2,809,077	3,085,500	↑ 9.8%
Moss Landing	2,451,196	2,003,144	↓ -18.3%
Vega	2,065,976	1,365,100	↓ -33.9%
Vierra Estates	871,891	378,488	↓ -56.6%
Springfield (pumped)	540,056	455,158	↓ -15.7%
Langley/Valle Pacifico	431,596	326,876	↓ -24.3%
Blackie	311,168	207,196	↓ -33.4%
District Total	21,048,518	17,863,362	↓ -15.1%

Large Systems



Small Systems

