

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

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

AUGUST 24, 2023  
**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/84237144184?pwd=aW5vRWUzNWIZaTQ3cnFwTVpOVVEydz09>  
or by calling **1 (669) 444-9171** and when prompted, enter meeting ID: **842 3714 4184#** and passcode **323930#**. A link to the Zoom Meeting may also be found on our District's home page at [www.pajarosunnymesa.com](http://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](mailto: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**

**3. CALL TO ORDER AND ROLL CALL**

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

ADMINISTRATIVE STAFF: General Manager Judy Vazquez-Varela \_\_\_\_\_  
 Bookkeeper Amy Saldate \_\_\_\_\_  
 Recorder Rocio Fernandez \_\_\_\_\_

DISTRICT COUNSEL: Attorney Alan Smith \_\_\_\_\_

**P/SMCSD REGULAR BOARD MEETING AGENDA – August 24, 2023****4. 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.

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

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

**ACTION ITEMS****Consent Agenda**

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

**1. DRAFT MINUTES OF JULY 27, 2023 REGULAR MEETING**

Approval of draft minutes for Regular Meeting on 7/27/2023<sup>1</sup>

Motioned by: Director \_\_\_\_\_ Seconded by: Director \_\_\_\_\_

Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_ Abstained: \_\_\_\_\_

Motion passed: \_\_\_\_\_ Motion Failed: \_\_\_\_\_

**Roll Call Vote:**

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

**Old Business:****1. NONE****New Business:****1. REVIEW AND MOTION TO APPROVE DRAFT FINANCIAL REPORTS FOR JULY 2023**

- Financial notes
- Report from Staff

- Clarifying and Technical Questions to Staff

- Public Input

- Motion/Second

- Board Deliberation

- Motion to Approve Draft Financial Reports for July 2023

Motioned by: Director \_\_\_\_\_ Seconded by: Director \_\_\_\_\_

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

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

**P/SMCSD REGULAR BOARD MEETING AGENDA – August 24, 2023**

Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_ Abstained: \_\_\_\_\_  
Motion passed: \_\_\_\_\_ Motion Failed: \_\_\_\_\_

Roll Call Vote:

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

**2. REVIEW AND MOTION TO APPROVE AUGUST PAYMENTS (CHECK LISTING)**

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

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

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

Roll Call Vote:

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

**3. REVIEW AND MOTION TO APPROVE PROPOSAL FROM GREG JAQUEZ, MNS FOR GRANT WRITING**

- The Small Community Drought Relief Program did not grant funds to the District due to insufficient program funding
- The Water Smart Planning and Project Design Grants is offering grant opportunities, applications are due October 17, 2023
- Copy of a new proposal from Mr. Jaquez, MNS for grant writing

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve Proposal for Grant writing from Greg Jaquez, MNS

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

**P/SMCSD REGULAR BOARD MEETING AGENDA – August 24, 2023**

## Roll Call Vote:

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

**4. REVIEW AND MOTION TO APPROVE MEMORANDUM OF UNDERSTANDING FROM MO. CO. DEPARTMENT OF EMERGENCY MANAGEMENT**

- Monterey County Department of Emergency Management is interested in placing a mobile office trailer at the Pajaro Park for the purpose of Long Term Recovery Operation
  - Copy of Memorandum of Understanding
- Clarifying and Technical Questions to Staff
  - Public Input
  - Motion/Second
  - Board Deliberation
  - Motion to Approve Memorandum of Understanding

Motioned by: Director \_\_\_\_\_ Seconded by: Director \_\_\_\_\_

Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_ Abstained: \_\_\_\_\_

Motion passed: \_\_\_\_\_ Motion Failed: \_\_\_\_\_

## Roll Call Vote:

- o (11/25) President Donald Olsen \_\_\_\_\_
- o (11/25) Vice President Sanford Coplin \_\_\_\_\_
- o (11/23) Secretary Paul Anderson \_\_\_\_\_
- o (11/25) Assistant Secretary Clinton Miller \_\_\_\_\_
- o (11/23) 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. 2023 Flood Damage Report**

- Permanent repairs/replacements to Pajaro and Sunny Mesa water systems estimated at \$1.3 Million
- District's policy with Sedgewick through the JPIA has a \$100,000 deductible for flood
- **Staff met with FEMA on August 15, 2023 for the purpose of application process**

**2. Lighting Assessment Hearing Noticed for September 28, 2023 at 5:45 pm**

- Copy of sample notice

**3. 2022-2023 Annual Audit**

- Bianchi, Kasavan & Pope has met with staff to begin audit process
- BKP will be in office for field audit, September 11<sup>th</sup> – 15<sup>th</sup>

**4. Board Director's Terms**

- 2 Director's terms will expire November 30, 2023

**P/SMCSD REGULAR BOARD MEETING AGENDA – August 24, 2023**

- Paul Anderson
- Donald Chesterman
- Please indicate at the earliest possible time, your desire to be re-appointed, or if you choose not to be re-appointed

5. District Operations Report

6. Usage Comparison Report 2022/2023

**CLOSED SESSION:**

A. NONE

**MOTION TO ADJOURN**

Next Board meeting date: \_\_\_\_\_

Motioned by: Director \_\_\_\_\_ Seconded by: Director \_\_\_\_\_

Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_ Abstained: \_\_\_\_\_

Motion passed: \_\_\_\_\_ Motion Failed: \_\_\_\_\_

**Roll Call Vote:**

- (11/25) President Donald Olsen \_\_\_\_\_
- (11/25) Vice President Sanford Coplin \_\_\_\_\_
- (11/23) Secretary Paul Anderson \_\_\_\_\_
- (11/25) Assistant Secretary Clinton Miller \_\_\_\_\_
- (11/23) 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 July 27, 2023.

**ROLL CALL:** Secretary Paul Anderson  
Assistant Secretary Clinton Miller  
Treasurer Donald Chesterman

**ADMINISTRATIVE STAFF:** General Manager Judy Vazquez-Varela  
Bookkeeper Amy Saldate  
Recorder Rocio Fernandez

**ABSENT DIRECTOR(S) & STAFF:** President Donald Olsen  
Vice President Sanford Coplin

**DISTRICT COUNSEL:** Attorney Alan Smith

## **INTRODUCTION OF NEW OPERATIONS MANAGER:**

Sergio Ochoa, he has worked in the water industry for 10 years, including 4 years worked at Pajaro/Sunny Mesa Community Services District

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

**PUBLIC IN ATTENDANCE:** None

**PUBLIC COMMENTS:** None

## **Action Items**

1. Consider and approve the Minutes of the June 22, 2023, Regular Board Meeting

Director Miller requested an edit on page 9.

The motion was made by Director Chesterman and seconded by Director Miller to approve the Regular Board Meeting Minutes of June 22, 2023, with edits. Motion carried.

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

**OLD BUSINESS:** None

**NEW BUSINESS:** (Action Items) None

1. Review and consider approving financial reports for June 2023

The Bookkeeper Saldate reported to the Board of Directors that the Water Revenue for June is at 95 percent of the projected monthly budget, budget is low compared to historical June

**MINUTES OF REGULAR BOARD MEETING – July 27, 2023**

usage. The Office Equipment Repair and Maintenance budget had an increase due to the Totlcom annual billing. The Miscellaneous Expense budget was increased due to 2023 Staff Wellness Meeting, this will be a wash, it was JPIA grant funded. There was a slight increase in the Permits budget due to Mo. Co. Environmental Health annual renewal of the water system operating permits. June's Total Income surpassed Total Expenses by \$21,738. June's Cash was less than May's Cash by \$19,268. Total of June's cash on hand was \$650,696. Net income for June is \$21,738 due to a short fall in water revenue and increase of total expenses.

90-day delinquency is historically low.

In June, the District received a total of \$12,327 from LIHWAP which was applied to 22 accounts. LIHWAP is scheduled to end in August, staff is encouraging customers to apply up to the deadline.

Motion was made by Director Chesterman and seconded by Director Miller to approve the financial reports for June 2023. Motion carried.

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

**MONTHLY EXPENDITURES REPORT FOR REVIEW****APPROVAL OF PAYMENTS:**

2. Review and consider approving July 2023 payments
  1. General Fund 633: Total of \$1,036.34
  2. Operating Account: Check No. 25485 through Check No. 25535 totaling \$232,111.35
  3. Reserve Account: Total of \$0.00
  4. Street Maintenance Account: Check No. 568 for a total of \$1,250.63
  5. Pajaro Park Account: Total of \$2,954.27
  6. COP 2010 Account: Total of \$0.00
  7. Debt Service Reserve Account: Total of \$0.00

A motion was made by Director Miller and seconded by Director Anderson to approve the July 2023 payments. Motion carried.

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

**MINUTES OF REGULAR BOARD MEETING – July 27, 2023**

3. Consider and approve Draft Profit and Loss Budget Performance Report for Fiscal year 2022-2023

The Bookkeeper Saldade reported total income for year was underbudget, we reached 93 percent which was not as bad as it was expected after the March flood impacts and conservation regulations that were put in place earlier in the fiscal year. The District saw a decrease in Employee Health Insurance because of the premium reduction in January 2023 and in Credit Card Transaction fees now that the user charges are passed to the customer. There was an increase in the Computer Software budget due to upgrades to Splashtop, IT support and migration fee for Streamline. The District saw increases in the Water Testing-Labs, Water System Repair and Maintenance due to the March flood. The Other Income had increases in the Hydrant Sales and Connection Fees budget due to temporary hydrant meter rentals and addition of domestic connections and one commercial fire service.

A motion was made by Director Miller and seconded by Director Chesterman to approve Draft Profit and Loss Budget Performance Report for Fiscal year 2022-2023. Motion carried.

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

4. Consider and approve Resolution No. 07-01-23 Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property Related Fees and Charges

This Resolution is necessary annually for the purpose of processing Assessments.

A motion was made by Director Chesterman and seconded by Director Anderson to approve Resolution No. 07-01-23 Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property Related Fees and Charges. Motion carried.

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

5. Consider and approve to add Sergio Ochoa to all Financial Institutions

New Operations Manager Ochoa will be added to Santa Cruz County, US Bank and Monterey County Auditor Controller.

A motion was made by Director Anderson and seconded by Director Miller to approve to add Sergio Ochoa to all Financial Institutions. Motion carried.



**MINUTES OF REGULAR BOARD MEETING – July 27, 2023**

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

6. Consider and approve Resolution No. 07-02-23 Authorizing the General Manager to enter into a Funding Agreement with the California State Water Resources Control Board and Sign Funding Agreements, Certification, and Amendments; Approve Claims for Reimbursement; and Execute Budget and Expenditure Summary for the Delivery of Bottled Water to Three (3) Distinct Project Areas Within Monterey County North of Moss Landing Census-Designated Place and West of State Route 1

This new Resolution will allow the District to enter into a new funding agreement with California State Water Boards for the purpose of bottled water delivery to Springfield Water System, The Moss Landing Mobile Home Park, residents along Springfield, Bluff, Jensen, and Giberson Roads.

The motion was made by Director Chesterman and seconded by Director Miller to approve Resolution No. 07-02-23 Authorizing the General Manager to enter into a Funding Agreement with the California Ste Water Resources Control Board and Sign Funding Agreements, Certification, and Amendments; Approve Claims for Reimbursement; and Execute Budget and Expenditure Summary for the Delivery of Bottled Water to Three (3) Distinct Project Areas Within Monterey County North of Moss Landing Census-Designated Place and West of State Route 1. Motion carried.

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

**STAFF/COMMITTEE REPORTS:** (Informational Only)

1. Pajaro Park Update
  - The district received a \$10,400 check from Together In Pajaro (TIP) which is in the process of being revitalized.
2. 2023 Flood Damage Report
  - Staff met with FEMA and CalOES to tour the sites affected by the flood with mitigation plans.
3. Sexual Harassment Prevention Webinar
  - Staff will host the Webinar for Management and Board Members on October 17, 2023, from 10 am to 12 pm at the District office. Staff will inform the Board of Directors of those members due to renew training.
4. District Operations Report

SRF Planning Grant Springfield

**MINUTES OF REGULAR BOARD MEETING – July 27, 2023**

- MNS Engineers should have 90 % of the plans completed in approximately 6 weeks. The Community Water Center will provide the District with the completed New Customer Agreements this week.

Generator Project

- Generator electrical work was completed in the Blackie and Normco Water Systems. The Startup parts are still in order.

ACWA JPIA 2023 Wellness Grant

- Staff was awarded a \$360 grant from ACWA JPIA for an employee wellness awareness meeting or standup desk converter.

LIHWAP

- The district has received \$40,058 to date from LIHWAP.

5. Usage Comparison Report 2022/2023-June

- Overall water usage is down by 14% for this month compared to last year.

**CLOSED SESSION:** None

**NEXT BOARD MEETING:**

The next Regular Board Meeting is to be held on Thursday August 24, 2023, at 5:30 pm at the District Office.

There being no further business, the Regular Board Meeting of the Pajaro/Sunny Mesa Community Services District was adjourned at 6:15 pm with motion made by Director Chesterman seconded by Director Miller. Motion carried.

Respectfully submitted by:

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Donald Olsen, President

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Sanford Coplin, Vice President

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Judith Vazquez-Varela, Recorder

## FINANCIAL NOTES - JULY 2023

Account No:	Account Name:	Increase / Decrease	Description
<b>Income:</b>			
4001-4015	Total Income	+	Water Revenue: 7% over projected monthly budget
<b>Expenses: Indirect</b>			
5040	Worker's Comp Insurance	+	Regular quarterly payment
5090	Other Employee Expense	+	Uniform order for new Operations Manager
5145	District Wide Repair & Maint.	+	Valve rebuild kits (2) for inventory
5165	Computer Software	+	Annual website service to Streamline
5180	Casualty Ins/ Liability Ins.	+	Annual Renewal: Property Program & Cyber Liability Policies
5200	Billing Supplies	+	Annual order of custom envelopes and meter cards
5240	Office Supplies	+	Toner for HP printer and new coffee maker
<b>Expenses: Direct</b>			
5428	COP Bond Expense	+	Annual trust admin fees to US Bank
<b>Other Income:</b>			
4100	Late Payment Penalties	+	1.5% penalty on past due balances
4305	Misc. Revenue	+	Wellness Grant awarded from JPIA
4350	Interest Revenue	+	Interest Earned: US Bank Bonds

### Income & Cash Summary

<b>Total Income</b>	<b>Total Expense</b>	<b>Difference</b>
\$248,879.72	\$173,033.85	\$75,845.90
<b>June Cash</b>	<b>July Cash</b>	<b>Difference</b>
\$650,696.49	\$630,745.35	<b>\$19,951.14</b>

August 16, 2023

**Balance Sheet**

Accrual Basis

As of July 31, 2023

	<u>Jul 31, 23</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1001 · SCCB - Operating Account	319,092.17
1002 · SCCB Reserve Account	311,653.18
1003 · SCCB - Sick Leave Account	5,501.02
1004 · SCCB - Street Maint Acct	278,463.40
1006 · SCCB-GF 633	249,577.42
1007 · SCCB - Debt Service Reserve	123,417.49
1032 · SCCB-COP Acct	146,118.72
1036 · PSM Pajaro Park Acct	85,033.50
1050 · Cash in County Treasury - DS	52,366.40
1051 · Cash in County Treasury - GF	8,260.64
1052 · US Bank 2021 Gen. Bond -8000	1,286.24
1054 · US Bank 2021 Gen. Bond -8002	442,665.90
1055 · US Bank 2021 Gen. Bond -8003	10.73
1056 · US Bank 2021 Gen. Bond -8004	10.05
1057 · US Bank 2021 Gen. Bond -8005	95,393.47
1066 · US Bank Vega 2303	150,839.44
1068 · US Bank Vega 2301	2,473.81
1069 · US Bank Vega-2302	554.28
1095 · US Bank Wtr Bond-Res 2204	149,630.22
2201 · US Bank-2015 Wtr Rfd Bd 2201	2,941.50
	<hr/>
<b>Total Checking/Savings</b>	2,425,289.58
<b>Accounts Receivable</b>	
1110 · Invoice Accounts Recv	6,444.47
1231 · Grants Receivable-A/R	85,247.47
	<hr/>
<b>Total Accounts Receivable</b>	91,691.94
<b>Other Current Assets</b>	
1080 · Petty Cash	400.00
1100 · Water Customer Accounts Recv	260,133.51
1101 · Allowance for Doubtful Accounts	-8,669.02
1115 · Prepaid Expenses	1.31
1153 · Receivable from Monterey County	860.00
1251 · Assess. Rec. - Lighting	2,460.14
1252 · Assessments Rec. - Street Maint	7,472.00
1253 · Assessments Rec. - Water bond	158,000.00
1253.1 · Assess Rec - Water Bond - Count	1,704.43
1254 · Advanced Pay - Spec. Asses - WB	-16,561.65
	<hr/>
<b>Total Other Current Assets</b>	405,800.72
<b>Total Current Assets</b>	<hr/> 2,922,782.24
<b>Fixed Assets</b>	
1084 · CIP-Springfield/Struve	18,967.36
1500 · Land	139,676.30
1510 · Land Improve (Non-office)	314,656.67
1520 · Land Improve (Office)	66,721.46
1521 · A/D - Land Impr (Off)	-81,264.40
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	-134,429.73
1555 · Office Equipment/Furniture	30,573.05
1556 · A/D - Office Equip/Furniture	-30,572.90
1557 · Equipment - Lighting	8,980.18
1559 · A/D - Lighting and Parks	-8,980.18
1560 · Electric Power to Sheds	2,598.59
1561 · A/D - Electric Power to Sheds	-2,599.00
1570 · Equipment - Pumping Plant	515,504.21
1571 · A/D - Equipment - Pumping Plant	-461,444.87
1580 · Distribution Mains [P]	1,487,948.01

August 16, 2023

**Balance Sheet**

Accrual Basis

As of July 31, 2023

	Jul 31, 23
1581 · A/D - Distribution Mains	-1,143,515.68
1590 · Meters	90,114.13
1591 · A/D - Meters	-86,770.11
1600 · Hydrants	7,422.43
1601 · A/D - Hydrants	-5,001.72
1610 · Automotive Equipment	229,909.12
1611 · A/D - Automotive Equipment	-187,628.31
1620 · Utility Trans/Distr Plant	115,702.65
1621 · A/D - Utility T&D Plant	-98,853.77
1622 · A/D - Moss Landing	-194,706.31
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	-21,946.73
1650 · Trans & Distr Plant	248,292.08
1651 · A/D - Trans & Distr Plant	-110,827.30
1670 · Small Tools/Equipment	10,773.67
1671 · A/D - Small Tools/Equipment	-10,192.51
1680 · ALCO Water Project	155,809.38
1681 · A/D - ALCO Water Project	-116,856.45
1804 · CIP-Springfield	393,244.44
1804.1 · A/D- Springfield Project	-19,662.00
1805 · CIP-Vega Imprvmtnt Project	4,599,594.33
1805.1 · A/D - Vega	-2,646,993.90
1806 · Moss Landing Bridge Project	251,233.09
1807 · CIP-Langley/VP	313,988.55
1807.1 · A/D - Langley/VP	-102,916.74
1808 · CIP-Normco	577,633.30
1808.1 · A/D - Normco Tank	-167,091.73
1811 · CIP-Vierra Estate	298,844.86
1811.1 · A/D - Vierra Estates	-72,373.72
1812 · CIP-Moss Landing Water System	426,995.38
1812.1 · A/D - Moss Landing Water	-105,644.55
1814 · CIP-Pajaro	2,385,940.58
1814.1 · A/D- Pajaro	-135,655.00
1816 · Land - Pajaro Park	781,632.00
1817 · Improvements - Pajaro Park	4,717,110.00
1817.1 · A/D - Improvements -Pajaro Park	-1,706,515.63
1818 · Buildings - Pajaro Park	796,400.00
1818.1 · A/D - Buildings-Pajaro Park	-234,959.26
1819 · Equipment - Pajaro Park	43,381.00
1819.1 · A/D - Equipment-Pajaro Park	-36,150.89
1820 · Normco Treatment Facility	127,374.00
1820.1 · A/D-Normco Treatment Facility	-118,981.85
1821 · CIP-Sunny Mesa	231,621.50
1821.1 · A/D-Sunny Mesa	-444.00
1822 · CIP-Vega	121,490.24
1822.1 · A/D-Vega	-1,364.00
1823 · CIP-Blackie	71,557.55
1824 · CIP- Generator Project	68,489.00
<b>Total Fixed Assets</b>	<b>12,234,188.55</b>
<b>Other Assets</b>	
1120 · Due From Gen Fund	0.66
1141 · Due From SC Grant Acct	100.00
1151 · Due from Maint Account	157.19
1220 · Spl Asmnt Revc-Long Term	3,367,662.72
1950 · Deferred amount on refunding	59,901.60
1951 · Deferred Amt of Ref-Vega Bds15	75,013.09
<b>Total Other Assets</b>	<b>3,502,835.26</b>
<b>TOTAL ASSETS</b>	<b>18,659,806.05</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	

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## Pajaro/Sunny Mesa Community Services District

## Balance Sheet

As of July 31, 2023

August 16, 2023

Accrual Basis

	Jul 31, 23
Accounts Payable	
2000 · Accounts Payable	40,854.30
<b>Total Accounts Payable</b>	<b>40,854.30</b>
Credit Cards	
2900 · Wells Fargo- 6120	154.45
2905 · Wells Fargo- 0721	324.05
2910 · Elan	198.03
<b>Total Credit Cards</b>	<b>676.53</b>
Other Current Liabilities	
2005 · Accrued Liabilities	3,748.00
2050 · Accrued Payroll	22,534.57
2100 · Payroll Tax Liabilities	2,658.42
2110 · Direct Deposit Liabilities	0.01
2121 · Customer Security Deposits	19,078.70
2122 · Future Water Conn. Deposits	36,600.00
2123 · Hydrant Meter Deposits	25,050.00
2225 · Accrued Vacation Liability	27,235.86
2230 · Accrued Sick Leave Liability	37,645.22
2263 · 457b EE Plan Payable	3,421.63
2264 · Employee Insurance Payable	-1,304.37
2265 · EE Aflac Insurance Payable	885.58
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.	4,096.05
<b>Total Other Current Liabilities</b>	<b>213,167.36</b>
<b>Total Current Liabilities</b>	<b>254,698.19</b>
Long Term Liabilities	
2256 · Vehicle Loan Payable	21,723.41
2257 · Reorganization Loan	150,000.00
2350 · Bonds Payable - Water Bond	123,000.00
2355 · Bonds Payable- 2021 Gen. Bond	1,620,000.00
2360 · Bonds Payable-2015 COP Wtr Rf	1,735,000.00
2361 · Bonds Payable-2015 Vega Wtr Rf	3,197,599.67
2400 · Unamortized Discount on 2015	-27,987.01
2401 · Unamortized Discount-2015 Vega	-11,042.72
2402 · 2021 Gen. Bond Premium	42,391.80
<b>Total Long Term Liabilities</b>	<b>6,850,685.15</b>
<b>Total Liabilities</b>	<b>7,105,383.34</b>
Equity	
3000 · Fund Balance	219,540.85
3001 · Restricted-Street Maintenance	187,116.80
3040 · Contributed Capital	248,000.00
3045 · Restricted for Debt Service	4,575,060.23
3050 · Retained Earnings	6,249,867.73
Net Income	74,837.10
<b>Total Equity</b>	<b>11,554,422.71</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>18,659,806.05</b>

August 16, 2023

## Profit &amp; Loss

Accrual Basis

July 2023

	Jul 23
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4001 · Route 1 - Pajaro	26,236.93
4002 · Route 2 - Pajaro	29,834.58
4003 · Route 3 - Commercial	28,181.76
4004 · Route 4 - Trailer Park	1,650.78
4005 · Route 5 - San Juan Rd Apts	1,349.78
4006 · Route 6 - Sunny Mesa	17,301.15
4007 · Route 7 - CSA 73	19,342.90
4008 · Route 8 - Vega	20,703.97
4010 · Route 10 -Springfield	850.00
4011 · Route 11 - Moss Landing	34,004.76
4012 · Route 12 - Blackie Road	5,331.37
4013 · Route 13 - Normco	45,093.69
4014 · Route 14 - Vierra	7,055.05
4015 · Route 15 - Langley/VP	4,763.18
<b>Total Income</b>	<b>241,699.90</b>
<b>Gross Profit</b>	<b>241,699.90</b>
<b>Expense</b>	
<b>INDIRECT</b>	
5000 · Salaries and Wages	72,289.02
5005 · Administrative Fees	512.28
5010 · Contract Labor	500.00
5030 · Payroll Tax Expense	1,106.55
5040 · Worker's Comp Insurance	4,757.80
5050 · Employee Health Insurance	12,574.41
5070 · Employee Retirement	8,850.76
5090 · Other Employee Expense	610.22
5130 · Utilities - Office	305.09
5140 · Building Repair & Maint	572.71
5145 · District Wide Repair & Maint	1,625.59
5150 · Garbage Service	396.44
5160 · Office Equip Rental	668.21
5165 · Computer Software	4,226.13
5170 · Office Equipment Repair & Maint	180.61
5180 · Casualty Ins/Liability Ins	19,245.41
5200 · Billing Supplies	3,849.75
5240 · Office Supplies	698.77
5256 · Interest Exp-Financed Items	95.98
5270 · Automotive - Repair & Maint	273.28
5280 · Conferences, Meetings, Seminars	95.99
5320 · Membership Fees and Dues	1,213.64
5330 · Telephone	826.37
5340 · Burglar Alarm Monitoring	109.00
5370 · Fuel - Trucks	2,594.02
5391 · Credit Card Transaction Fees	35.92
<b>Total INDIRECT</b>	<b>138,213.95</b>
5190 · Water Testing- Labs	1,029.00
5220 · Water System - Repair & Maint	17,281.08
5225 · Street Maintenance	106.45
5230 · Park - Repair & Maint	184.55
5231 · Pajaro Park Expense	1,937.43
5310 · Utilities - Well Site	14,839.82
5315 · Utilities - Street Lighting	2,416.54
5427 · Improvement Project-Springfield	9,182.85
5428 · COP Bond Expense	2,170.00
<b>Total Expense</b>	<b>187,361.67</b>
<b>Net Ordinary Income</b>	<b>54,338.23</b>
<b>Other Income/Expense</b>	
<b>Other Income</b>	
4100 · Late Payment Penalties	519.92

**Profit & Loss**

July 2023

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	<u>Jul 23</u>
4210 · Vega Bond Assessments	1,167.03
4280 · Pro-Rata Tax Collection Share	951.76
4285 · P.V.W.M.A. Collection Fee	2,885.51
4305 · Miscellaneous Revenue	360.00
4307 · Returned Check Charges	135.00
4340 · Utility Reimbursements	325.44
4350 · Interest Revenue	3,414.39
5794 · Water Bond Assessments	539.82
5796 · Pajaro Park Revenue	10,400.00
	<hr/>
Total Other Income	20,698.87
Other Expense	
6260 · Lighting Expenses	200.00
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Total Other Expense	200.00
Net Other Income	20,498.87
	<hr/>
Net Income	<u>74,837.10</u>



**Pajaro/Sunny Mesa Community Services District**  
**Profit & Loss Budget Performance- Water Enterprise**  
 July 2023

	<u>Jul 23</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul 23</u>	<u>YTD Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
4001 · Route 1 - Pajaro	26,236.93	29,083.37	90.2%	26,236.93	29,083.37	90.2%	349,000.00
4002 · Route 2 - Pajaro	29,834.58	28,583.37	104.4%	29,834.58	28,583.37	104.4%	343,000.00
4003 · Route 3 - Commercial	28,181.76	29,083.37	96.9%	28,181.76	29,083.37	96.9%	349,000.00
4004 · Route 4 - Trailer Park	1,650.78	1,500.00	110.1%	1,650.78	1,500.00	110.1%	18,000.00
4005 · Route 5 - San Juan Rd Apts	1,349.78	1,250.00	108.0%	1,349.78	1,250.00	108.0%	15,000.00
4006 · Route 6 - Sunny Mesa	17,301.15	15,083.37	114.7%	17,301.15	15,083.37	114.7%	181,000.00
4007 · Route 7 - CSA 73	19,342.90	17,083.37	113.2%	19,342.90	17,083.37	113.2%	205,000.00
4008 · Route 8 - Vega	20,703.97	17,750.00	116.6%	20,703.97	17,750.00	116.6%	213,000.00
4010 · Route 10 -Springfield	850.00	833.37	102.0%	850.00	833.37	102.0%	10,000.00
4011 · Route 11 - Moss Landing	34,004.76	31,416.74	108.2%	34,004.76	31,416.74	108.2%	377,000.00
4012 · Route 12 - Blackie Road	5,331.37	4,416.74	120.7%	5,331.37	4,416.74	120.7%	53,000.00
4013 · Route 13 - Normco	45,093.69	39,250.00	114.9%	45,093.69	39,250.00	114.9%	471,000.00
4014 · Route 14 - Vierra	7,055.05	6,500.00	108.5%	7,055.05	6,500.00	108.5%	78,000.00
4015 · Route 15 - Langley/VP	4,763.18	3,750.00	127.0%	4,763.18	3,750.00	127.0%	45,000.00
<b>Total Income</b>	<b>241,699.90</b>	<b>225,583.70</b>	<b>107.1%</b>	<b>241,699.90</b>	<b>225,583.70</b>	<b>107.1%</b>	<b>2,707,000.00</b>
<b>Gross Profit</b>	<b>241,699.90</b>	<b>225,583.70</b>	<b>107.1%</b>	<b>241,699.90</b>	<b>225,583.70</b>	<b>107.1%</b>	<b>2,707,000.00</b>
<b>Expense</b>							
<b>INDIRECT</b>							
5000 · Salaries and Wages	72,289.02	77,583.37	93.2%	72,289.02	77,583.37	93.2%	931,000.00
5005 · Administrative Fees	512.28	541.74	94.6%	512.28	541.74	94.6%	6,500.00
5030 · Payroll Tax Expense	1,106.55	1,333.37	83.0%	1,106.55	1,333.37	83.0%	16,000.00
5040 · Worker's Comp Insurance	4,757.80	1,500.00	317.2%	4,757.80	1,500.00	317.2%	18,000.00
5050 · Employee Health Insurance	12,574.41	15,750.00	79.8%	12,574.41	15,750.00	79.8%	189,000.00
5070 · Employee Retirement	8,850.76	11,666.74	75.9%	8,850.76	11,666.74	75.9%	140,000.00
5090 · Other Employee Expense	610.22	250.00	244.1%	610.22	250.00	244.1%	3,000.00
5120 · Property Taxes	0.00	191.74	0.0%	0.00	191.74	0.0%	2,300.00
5130 · Utilities - Office	305.09	375.00	81.4%	305.09	375.00	81.4%	4,500.00
5140 · Building Repair & Maint	572.71	583.37	98.2%	572.71	583.37	98.2%	7,000.00
5145 · District Wide Repair & Maint	1,625.59	833.37	195.1%	1,625.59	833.37	195.1%	10,000.00
5150 · Garbage Service	396.44	416.74	95.1%	396.44	416.74	95.1%	5,000.00
5160 · Office Equip Rental	668.21	708.37	94.3%	668.21	708.37	94.3%	8,500.00
5165 · Computer Software	4,226.13	1,500.00	281.7%	4,226.13	1,500.00	281.7%	18,000.00
5170 · Office Equipment Repair & ...	180.61	300.00	60.2%	180.61	300.00	60.2%	3,600.00
5175 · Small Tools - Repair & Maint.	0.00	83.37	0.0%	0.00	83.37	0.0%	1,000.00
5180 · Casualty Ins/Liability Ins	19,245.41	4,166.74	461.9%	19,245.41	4,166.74	461.9%	50,000.00
5200 · Billing Supplies	3,849.75	375.00	1,026.6%	3,849.75	375.00	1,026.6%	4,500.00
5240 · Office Supplies	698.77	333.37	209.6%	698.77	333.37	209.6%	4,000.00
5245 · Postage	0.00	891.74	0.0%	0.00	891.74	0.0%	10,700.00
5250 · Legal Expenses	0.00	1,416.74	0.0%	0.00	1,416.74	0.0%	17,000.00

**Pajaro/Sunny Mesa Community Services District**  
**Profit & Loss Budget Performance- Water Enterprise**  
July 2023

	<u>Jul 23</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul 23</u>	<u>YTD Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
5255 · Interest Expense	0.00	658.37	0.0%	0.00	658.37	0.0%	7,900.00
5256 · Interest Exp-Financed Items	95.98	125.00	76.8%	95.98	125.00	76.8%	1,500.00
5260 · Accounting & Bookkeeping	0.00	3,208.37	0.0%	0.00	3,208.37	0.0%	38,500.00
5266 · Engineering Svcs-Dist Wide	0.00	1,083.37	0.0%	0.00	1,083.37	0.0%	13,000.00
5270 · Automotive - Repair & Maint	273.28	833.37	32.8%	273.28	833.37	32.8%	10,000.00
5280 · Conferences, Meetings, Se...	95.99	41.74	230.0%	95.99	41.74	230.0%	500.00
5290 · Travel Expenses	0.00	41.74	0.0%	0.00	41.74	0.0%	500.00
5300 · Books & Subscriptions	0.00	125.00	0.0%	0.00	125.00	0.0%	1,500.00
5305 · Water Conservation Program	0.00	250.00	0.0%	0.00	250.00	0.0%	3,000.00
5320 · Membership Fees and Dues	1,213.64	1,791.74	67.7%	1,213.64	1,791.74	67.7%	21,500.00
5326 · Licenses and Certifications	0.00	166.74	0.0%	0.00	166.74	0.0%	2,000.00
5330 · Telephone	826.37	1,500.00	55.1%	826.37	1,500.00	55.1%	18,000.00
5340 · Burglar Alarm Monitoring	109.00	75.00	145.3%	109.00	75.00	145.3%	900.00
5370 · Fuel - Trucks	2,594.02	3,333.37	77.8%	2,594.02	3,333.37	77.8%	40,000.00
5390 · Bank Charges	0.00	25.00	0.0%	0.00	25.00	0.0%	300.00
5391 · Credit Card Transaction Fees	35.92	41.74	86.1%	35.92	41.74	86.1%	500.00
5400 · Miscellaneous Expense	0.00	16.74	0.0%	0.00	16.74	0.0%	200.00
6577 · COP Debt Service - Interest	0.00	5,933.37	0.0%	0.00	5,933.37	0.0%	71,200.00
<b>Total INDIRECT</b>	<b>137,713.95</b>	<b>140,051.43</b>	<b>98.3%</b>	<b>137,713.95</b>	<b>140,051.43</b>	<b>98.3%</b>	<b>1,680,600.00</b>
5190 · Water Testing- Labs	1,029.00	2,916.74	35.3%	1,029.00	2,916.74	35.3%	35,000.00
5220 · Water System - Repair & Maint	17,281.08	18,750.00	92.2%	17,281.08	18,750.00	92.2%	225,000.00
5265 · Engineering Expenses	0.00	83.37	0.0%	0.00	83.37	0.0%	1,000.00
5310 · Utilities - Well Site	14,839.82	14,583.37	101.8%	14,839.82	14,583.37	101.8%	175,000.00
5325 · Permits	0.00	3,000.00	0.0%	0.00	3,000.00	0.0%	36,000.00
5360 · Fuel - Generator	0.00	833.37	0.0%	0.00	833.37	0.0%	10,000.00
5428 · COP Bond Expense	2,170.00	350.00	620.0%	2,170.00	350.00	620.0%	4,200.00
6565 A · 2021 Bond Expense- Fees	0.00	375.00	0.0%	0.00	375.00	0.0%	4,500.00
<b>Total Expense</b>	<b>173,033.85</b>	<b>180,943.28</b>	<b>95.6%</b>	<b>173,033.85</b>	<b>180,943.28</b>	<b>95.6%</b>	<b>2,171,300.00</b>
<b>Net Ordinary Income</b>	<b>68,666.05</b>	<b>44,640.42</b>	<b>153.8%</b>	<b>68,666.05</b>	<b>44,640.42</b>	<b>153.8%</b>	<b>535,700.00</b>
<b>Other Income/Expense</b>							
<b>Other Income</b>							
4100 · Late Payment Penalties	519.92	416.74	124.8%	519.92	416.74	124.8%	5,000.00
4101 · Billing Adjustments	0.00	16.66	0.0%	0.00	16.66	0.0%	199.92
4110 · Hydrant Sales	0.00	1,250.00	0.0%	0.00	1,250.00	0.0%	15,000.00
4115 · Testing Fees	0.00	916.74	0.0%	0.00	916.74	0.0%	11,000.00
4140 · Connection Fees	0.00	616.74	0.0%	0.00	616.74	0.0%	7,400.00
4141 · Application Fees	0.00	45.87	0.0%	0.00	45.87	0.0%	550.00
4146 · Other Fees	0.00	33.37	0.0%	0.00	33.37	0.0%	400.00
4285 · P.V.W.M.A. Collection Fee	2,885.51	2,416.74	119.4%	2,885.51	2,416.74	119.4%	29,000.00

**Pajaro/Sunny Mesa Community Services District**  
**Profit & Loss Budget Performance- Water Enterprise**  
 July 2023

	<u>Jul 23</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul 23</u>	<u>YTD Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
4300 · Collection of Previous W/O Acct	0.00	20.87	0.0%	0.00	20.87	0.0%	250.00
4305 · Miscellaneous Revenue	360.00	83.37	431.8%	360.00	83.37	431.8%	1,000.00
4341 · Lighting Admin Reimbursements	0.00	1,083.37	0.0%	0.00	1,083.37	0.0%	13,000.00
4346 · District 25% Overhead Fee	0.00	41.74	0.0%	0.00	41.74	0.0%	500.00
4350 · Interest Revenue	3,414.39	1,250.00	273.2%	3,414.39	1,250.00	273.2%	15,000.00
4355 · Audit/Bookkeeping Reimburse...	0.00	58.37	0.0%	0.00	58.37	0.0%	700.00
4360 · Legal Counsel Reimbursement	0.00	33.37	0.0%	0.00	33.37	0.0%	400.00
<b>Total Other Income</b>	<u>7,179.82</u>	<u>8,283.95</u>	<u>86.7%</u>	<u>7,179.82</u>	<u>8,283.95</u>	<u>86.7%</u>	<u>99,399.92</u>
<b>Net Other Income</b>	<u>7,179.82</u>	<u>8,283.95</u>	<u>86.7%</u>	<u>7,179.82</u>	<u>8,283.95</u>	<u>86.7%</u>	<u>99,399.92</u>
<b>Net Income</b>	<u><u>75,845.87</u></u>	<u><u>52,924.37</u></u>	<u><u>143.3%</u></u>	<u><u>75,845.87</u></u>	<u><u>52,924.37</u></u>	<u><u>143.3%</u></u>	<u><u>635,099.92</u></u>

## AGING REPORT: July 2023

Aging Balance as of 8/1/23

Balance	Current	30 Days	60 Days	90 Days
\$250,620.62	\$216,816.21	\$26,631.77	\$4,766.89	\$2,405.75

Notes:

July collections reflect balance reductions in 60 & 90 day delinquencies.

The District received a total of \$7,130 from LIHWAP that was applied to 13 accounts. LIHWAP has been extended through March 2024. The District continues to encourage customers to apply.

- 60 day balance decreased by \$968.22
- 90 day balance decreased by \$526.38

**Pajaro/Sunny Mesa Community Services District**  
**Check Detail - Operating Account**  
July 25 through August 21, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	07/27/2023	Pure Water- ACH	1001 · SCCB - Operating Account		-7,377.60
Bill	418593	07/01/2023	State Water Resources Control Board	5427 · Improvement Project-Springfield	-7,377.60	7,377.60
TOTAL					-7,377.60	7,377.60
Check	AP	07/31/2023	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	07/31/2023	Total Merchant Services	1001 · SCCB - Operating Account		-29.95
				5391 · Credit Card Transaction Fees	-29.95	29.95
TOTAL					-29.95	29.95
Check	AP	08/03/2023	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	08/07/2023	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	08/07/2023	FP Mailing Solutions-Online	1001 · SCCB - Operating Account		-1,000.00
				5245 · Postage	-1,000.00	1,000.00
TOTAL					-1,000.00	1,000.00
Bill Pmt -Check	AP	08/10/2023	Ace Hardware Prunedale- ACH	1001 · SCCB - Operating Account		-12.05
Bill	05832...	07/06/2023		5220 · Water System - Repair & Maint	-12.05	12.05
TOTAL					-12.05	12.05
Bill Pmt -Check	AP	08/10/2023	Ace Hardware Watsonville- ACH	1001 · SCCB - Operating Account		-716.77
Bill	223724	07/06/2023		5270 · Automotive - Repair & Maint	-38.37	38.37
Bill	223844	07/12/2023		5145 · District Wide Repair & Maint	-93.23	93.23
Bill	223913	07/14/2023		5270 · Automotive - Repair & Maint	-71.69	71.69
Bill	223954	07/17/2023		5230 · Park - Repair & Maint	-21.94	21.94
Bill	223974	07/17/2023		5220 · Water System - Repair & Maint	-21.50	21.50
Bill	223973	07/17/2023		5220 · Water System - Repair & Maint	-131.26	131.26
Bill	224076	07/21/2023		5140 · Building Repair & Maint	-21.94	21.94
Bill	224070	07/21/2023		5140 · Building Repair & Maint	-66.86	66.86
Bill	224089	07/21/2023		5140 · Building Repair & Maint	-13.15	13.15
Bill	224113	07/22/2023		5220 · Water System - Repair & Maint	-81.13	81.13
Bill	224126	07/24/2023		5140 · Building Repair & Maint	-19.73	19.73
Bill	224150	07/25/2023		5140 · Building Repair & Maint	-37.27	37.27
Bill	224183	07/26/2023		5220 · Water System - Repair & Maint	-32.90	32.90
Bill	224234	07/28/2023		5140 · Building Repair & Maint	-65.80	65.80
TOTAL					-716.77	716.77
Bill Pmt -Check	AP	08/10/2023	Aramark- ACH	1001 · SCCB - Operating Account		-347.96
Bill	51102...	07/07/2023		5140 · Building Repair & Maint	-116.45	116.45
Bill	51102...	07/14/2023		5140 · Building Repair & Maint	-57.53	57.53
Bill	51102...	07/21/2023		5140 · Building Repair & Maint	-116.45	116.45
Bill	51102...	07/28/2023		5140 · Building Repair & Maint	-57.53	57.53
TOTAL					-347.96	347.96
Bill Pmt -Check	AP	08/10/2023	Bianchi Alarm Systems-Online	1001 · SCCB - Operating Account		-78.00

**Pajaro/Sunny Mesa Community Services District**  
**Check Detail - Operating Account**  
July 25 through August 21, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	Inv. 2...	07/22/2023		5340 · Burglar Alarm Monitoring	-78.00	78.00
<b>TOTAL</b>					<b>-78.00</b>	<b>78.00</b>
<b>Bill Pmt -Check</b>	<b>AP</b>	<b>08/10/2023</b>	<b>C &amp; N Tractors/Rentals- ACH</b>	<b>1001 · SCCB - Operating Account</b>		<b>-162.61</b>
Bill	82232W	07/07/2023		5230 · Park - Repair & Maint	-26.93	26.93
Bill	82949W	07/26/2023		5230 · Park - Repair & Maint	-135.68	135.68
<b>TOTAL</b>					<b>-162.61</b>	<b>162.61</b>
<b>Bill Pmt -Check</b>	<b>AP</b>	<b>08/10/2023</b>	<b>Castroville Ace Hardware-ACH</b>	<b>1001 · SCCB - Operating Account</b>		<b>-6.25</b>
Bill	19118...	07/27/2023		5220 · Water System - Repair & Maint	-6.25	6.25
<b>TOTAL</b>					<b>-6.25</b>	<b>6.25</b>
<b>Bill Pmt -Check</b>	<b>AP</b>	<b>08/10/2023</b>	<b>Century Environmental Services</b>	<b>1001 · SCCB - Operating Account</b>		<b>-1,135.00</b>
Bill	4490	06/08/2023		5220 · Water System - Repair & Maint	-1,135.00	1,135.00
<b>TOTAL</b>					<b>-1,135.00</b>	<b>1,135.00</b>
<b>Bill Pmt -Check</b>	<b>AP</b>	<b>08/10/2023</b>	<b>Corbin Willits Systems-Online</b>	<b>1001 · SCCB - Operating Account</b>		<b>-533.69</b>
Bill	000C3...	07/15/2023		5165 · Computer Software	-533.69	533.69
<b>TOTAL</b>					<b>-533.69</b>	<b>533.69</b>
<b>Bill Pmt -Check</b>	<b>AP</b>	<b>08/10/2023</b>	<b>Core &amp; Main- ACH</b>	<b>1001 · SCCB - Operating Account</b>		<b>-1,140.11</b>
Bill	T1736...	07/10/2023		5220 · Water System - Repair & Maint	-327.93	327.93
Bill	T2700...	07/25/2023		5220 · Water System - Repair & Maint	-676.97	676.97
Bill	T2705...	07/25/2023		5145 · District Wide Repair & Maint	-135.21	135.21
<b>TOTAL</b>					<b>-1,140.11</b>	<b>1,140.11</b>
<b>Bill Pmt -Check</b>	<b>AP</b>	<b>08/10/2023</b>	<b>County of Mntry Sheriff's Alarm-Onli...</b>	<b>1001 · SCCB - Operating Account</b>		<b>-31.00</b>
Bill	INV. 1...	07/27/2023		5340 · Burglar Alarm Monitoring	-31.00	31.00
<b>TOTAL</b>					<b>-31.00</b>	<b>31.00</b>
<b>Bill Pmt -Check</b>	<b>AP</b>	<b>08/10/2023</b>	<b>Darrel Varni Electric, Inc.</b>	<b>1001 · SCCB - Operating Account</b>		<b>-7,618.75</b>
Bill	inv # 2...	07/20/2023		5220 · Water System - Repair & Maint	-7,618.75	7,618.75
<b>TOTAL</b>					<b>-7,618.75</b>	<b>7,618.75</b>
<b>Bill Pmt -Check</b>	<b>AP</b>	<b>08/10/2023</b>	<b>Data Flow Business Systems-Online</b>	<b>1001 · SCCB - Operating Account</b>		<b>-473.41</b>
Bill	356870	04/24/2023		5170 · Office Equipment Repair & Maint	-292.80	292.80
Bill	363895	07/25/2023		5170 · Office Equipment Repair & Maint	-180.61	180.61
<b>TOTAL</b>					<b>-473.41</b>	<b>473.41</b>
<b>Bill Pmt -Check</b>	<b>AP</b>	<b>08/10/2023</b>	<b>Green Rubber Kennedy Ag- ACH</b>	<b>1001 · SCCB - Operating Account</b>		<b>-20.02</b>
Bill	S-753...	07/14/2023		5220 · Water System - Repair & Maint	-0.81	0.81
Bill	w-575...	07/24/2023		5220 · Water System - Repair & Maint	-19.21	19.21
<b>TOTAL</b>					<b>-20.02</b>	<b>20.02</b>
<b>Bill Pmt -Check</b>	<b>AP</b>	<b>08/10/2023</b>	<b>ICONIX Waterworks (US), Inc- ACH</b>	<b>1001 · SCCB - Operating Account</b>		<b>-139.81</b>
Bill	U2316...	07/24/2023		5145 · District Wide Repair & Maint	-139.81	139.81
<b>TOTAL</b>					<b>-139.81</b>	<b>139.81</b>
<b>Bill Pmt -Check</b>	<b>AP</b>	<b>08/10/2023</b>	<b>J Johnson &amp; Company, Inc.- ACH</b>	<b>1001 · SCCB - Operating Account</b>		<b>-4,114.61</b>
Bill	23-00...	07/17/2023		5220 · Water System - Repair & Maint	-4,114.61	4,114.61

**Pajaro/Sunny Mesa Community Services District**  
**Check Detail - Operating Account**  
July 25 through August 21, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-4,114.61	4,114.61
Bill Pmt -Check	AP	08/10/2023	Linde Gas & Equipment Inc.	1001 - SCCB - Operating Account		-33.48
Bill	37311...	07/26/2023		5220 - Water System - Repair & Maint	-33.48	33.48
TOTAL					-33.48	33.48
Bill Pmt -Check	AP	08/10/2023	MBAS- ACH	1001 - SCCB - Operating Account		-246.00
Bill	23062...	07/03/2023		5190 - Water Testing- Labs	-46.80	46.80
Bill	23070...	07/12/2023		5190 - Water Testing- Labs	-99.60	99.60
Bill	23071...	07/20/2023		5190 - Water Testing- Labs	-48.80	48.80
Bill	23071...	07/27/2023		5190 - Water Testing- Labs	-50.80	50.80
TOTAL					-246.00	246.00
Bill Pmt -Check	AP	08/10/2023	Mid Valley Supply- ACH	1001 - SCCB - Operating Account		-1,189.10
Bill	270846	07/12/2023		5220 - Water System - Repair & Maint	-62.58	62.58
				5220 - Water System - Repair & Maint	-62.58	62.58
				5220 - Water System - Repair & Maint	-125.16	125.16
				5220 - Water System - Repair & Maint	-125.16	125.16
				5220 - Water System - Repair & Maint	-125.16	125.16
				5220 - Water System - Repair & Maint	-125.20	125.20
Bill	1271080	07/24/2023		5220 - Water System - Repair & Maint	-62.58	62.58
				5220 - Water System - Repair & Maint	-250.32	250.32
				5220 - Water System - Repair & Maint	-250.36	250.36
TOTAL					-1,189.10	1,189.10
Bill Pmt -Check	AP	08/10/2023	Monterey One Water- Online	1001 - SCCB - Operating Account		-44.25
Bill	7/1/23...	07/31/2023		5310 - Utilities - Well Site	-44.25	44.25
TOTAL					-44.25	44.25
Bill Pmt -Check	AP	08/10/2023	Pajaro Valley Printing- ACH	1001 - SCCB - Operating Account		-244.69
Bill	46201	07/31/2023		5200 - Billing Supplies	-244.69	244.69
TOTAL					-244.69	244.69
Bill Pmt -Check	AP	08/10/2023	Palace Business Solutions-ACH	1001 - SCCB - Operating Account		-405.13
Bill	68750...	07/20/2023		5240 - Office Supplies	-405.13	405.13
TOTAL					-405.13	405.13
Bill Pmt -Check	AP	08/10/2023	PARS- ACH	1001 - SCCB - Operating Account		-512.28
Bill	53528	07/08/2023		5005 - Administrative Fees	-512.28	512.28
TOTAL					-512.28	512.28
Bill Pmt -Check	AP	08/10/2023	PG&E 1438-Online	1001 - SCCB - Operating Account		-2,576.66
Bill	6/26/2...	07/26/2023		5310 - Utilities - Well Site	-2,576.66	2,576.66
TOTAL					-2,576.66	2,576.66
Bill Pmt -Check	AP	08/10/2023	PG&E 1826-Online	1001 - SCCB - Operating Account		-29.99
Bill	6/16/2...	07/19/2023		5310 - Utilities - Well Site	-29.99	29.99
TOTAL					-29.99	29.99
Bill Pmt -Check	AP	08/10/2023	PG&E 6022-Online	1001 - SCCB - Operating Account		-16.75
Bill	6/21/2...	07/20/2023		5315 - Utilities - Street Lighting	-16.75	16.75
TOTAL					-16.75	16.75

**Pajaro/Sunny Mesa Community Services District**  
**Check Detail - Operating Account**  
July 25 through August 21, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	08/10/2023	PG&E 6857-Online	1001 · SCCB - Operating Account		-5,333.99
Bill	6/27/2...	07/27/2023		5310 · Utilities - Well Site	-2,220.43	2,220.43
				5310 · Utilities - Well Site	-365.19	365.19
				5130 · Utilities - Office	-217.10	217.10
				5310 · Utilities - Well Site	-227.24	227.24
				5315 · Utilities - Street Lighting	-2,304.03	2,304.03
TOTAL					-5,333.99	5,333.99
Bill Pmt -Check	AP	08/10/2023	Phil Vanderhorst	1001 · SCCB - Operating Account		-51.75
Bill	Emplo...	08/09/2023		5270 · Automotive - Repair & Maint	-51.75	51.75
TOTAL					-51.75	51.75
Bill Pmt -Check	AP	08/10/2023	Preferred Pump- Online	1001 · SCCB - Operating Account		-2,442.32
Bill	order ...	07/13/2023		5145 · District Wide Repair & Maint	-805.39	805.39
				5220 · Water System - Repair & Maint	-1,636.93	1,636.93
TOTAL					-2,442.32	2,442.32
Bill Pmt -Check	AP	08/10/2023	Santa Cruz Answering Service-ACH	1001 · SCCB - Operating Account		-89.00
Bill	1009 ...	07/22/2023		5330 · Telephone	-89.00	89.00
TOTAL					-89.00	89.00
Bill Pmt -Check	AP	08/10/2023	Singh Computech- ACH	1001 · SCCB - Operating Account		-90.00
Bill	9795	07/27/2023		5165 · Computer Software	-90.00	90.00
TOTAL					-90.00	90.00
Bill Pmt -Check	AP	08/10/2023	Soil Control Lab- ACH	1001 · SCCB - Operating Account		-783.00
Bill	30700...	07/06/2023		5190 · Water Testing- Labs	-29.00	29.00
Bill	30700...	07/06/2023		5190 · Water Testing- Labs	-29.00	29.00
Bill	30700...	07/06/2023		5190 · Water Testing- Labs	-58.00	58.00
Bill	30700...	07/06/2023		5190 · Water Testing- Labs	-29.00	29.00
Bill	30700...	07/06/2023		5190 · Water Testing- Labs	-58.00	58.00
Bill	30702...	07/12/2023		5190 · Water Testing- Labs	-29.00	29.00
Bill	30702...	07/12/2023		5190 · Water Testing- Labs	-58.00	58.00
Bill	30702...	07/12/2023		5190 · Water Testing- Labs	-58.00	58.00
Bill	30702...	07/12/2023		5190 · Water Testing- Labs	-29.00	29.00
Bill	30702...	07/12/2023		5190 · Water Testing- Labs	-29.00	29.00
Bill	30702...	07/12/2023		5190 · Water Testing- Labs	-29.00	29.00
Bill	30702...	07/12/2023		5190 · Water Testing- Labs	-29.00	29.00
Bill	30702...	07/12/2023		5190 · Water Testing- Labs	-87.00	87.00
Bill	30703...	07/19/2023		5190 · Water Testing- Labs	-58.00	58.00
Bill	30703...	07/19/2023		5190 · Water Testing- Labs	-29.00	29.00
Bill	30703...	07/19/2023		5190 · Water Testing- Labs	-29.00	29.00
Bill	30703...	07/19/2023		5190 · Water Testing- Labs	-29.00	29.00
Bill	30703...	07/19/2023		5190 · Water Testing- Labs	-58.00	58.00
Bill	30703...	07/19/2023		5190 · Water Testing- Labs	-29.00	29.00
Bill	30703...	07/19/2023		5190 · Water Testing- Labs	-29.00	29.00
Bill	30705...	07/26/2023		5190 · Water Testing- Labs	-29.00	29.00
TOTAL					-783.00	783.00
Bill Pmt -Check	AP	08/10/2023	Sturdy Oil Company- ACH	1001 · SCCB - Operating Account		-2,527.54
Bill	CL964...	07/15/2023		5370 · Fuel - Trucks	-1,193.65	1,193.65
Bill	CL973...	07/31/2023		5370 · Fuel - Trucks	-1,333.89	1,333.89
TOTAL					-2,527.54	2,527.54
Bill Pmt -Check	AP	08/10/2023	Tom's Site Service- ACH	1001 · SCCB - Operating Account		-208.49
Bill	82254	07/16/2023		5145 · District Wide Repair & Maint	-208.49	208.49
TOTAL					-208.49	208.49
Bill Pmt -Check	AP	08/10/2023	Underground Service Alert- ACH	1001 · SCCB - Operating Account		-726.64



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August 21, 2023

**Pajaro/Sunny Mesa Community Services District**  
**Check Detail - Operating Account**  
 July 25 through August 21, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	20231...	07/20/2023		5320 · Membership Fees and Dues	-726.64	726.64
TOTAL					-726.64	726.64
Bill Pmt -Check	AP	08/10/2023	US Bank	1001 · SCCB - Operating Account		-2,170.00
Bill	INV 7...	07/25/2023		5428 · COP Bond Expense	-2,170.00	2,170.00
TOTAL					-2,170.00	2,170.00
Bill Pmt -Check	AP	08/10/2023	USA Blue Book- ONLINE	1001 · SCCB - Operating Account		-243.46
Bill	77544	07/19/2023		5145 · District Wide Repair & Maint	-243.46	243.46
TOTAL					-243.46	243.46
Bill Pmt -Check	AP	08/10/2023	Valvoline- online	1001 · SCCB - Operating Account		-84.67
Bill	67179	07/17/2023		5270 · Automotive - Repair & Maint	-84.67	84.67
TOTAL					-84.67	84.67
Bill Pmt -Check	AP	08/10/2023	WM / Carmel Marina - Office-Online	1001 · SCCB - Operating Account		-402.39
Bill	99223...	08/01/2023		5150 · Garbage Service	-402.39	402.39
TOTAL					-402.39	402.39
Bill Pmt -Check	AP	08/10/2023	GreatAmerica Financial-Online	1001 · SCCB - Operating Account		-472.92
Bill	34556...	07/28/2023		5160 · Office Equip Rental	-472.92	472.92
TOTAL					-472.92	472.92
Check	AP	08/14/2023	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	08/19/2023	Santa Cruz County Bank	1001 · SCCB - Operating Account		-623.25
				2256 · Vehicle Loan Payable	-587.52	587.52
				5256 · Interest Exp-Financed Items	-35.73	35.73
TOTAL					-623.25	623.25
Check	AP	08/21/2023	Total Merchant Services	1001 · SCCB - Operating Account		-0.50
				5391 · Credit Card Transaction Fees	-0.50	0.50
TOTAL					-0.50	0.50
Bill Pmt -Check	AP	08/21/2023	ACWA-JPIA (med ins)-ACH	1001 · SCCB - Operating Account		-12,136.30
Bill	07003...	08/01/2023		5050 · Employee Health Insurance	-10,960.36	10,960.36
				2264 · Employee Insurance Payable	-1,175.94	1,175.94
TOTAL					-12,136.30	12,136.30
Bill Pmt -Check	AP	08/21/2023	AT&T 1782-Online	1001 · SCCB - Operating Account		-31.43
Bill	8/7/23...	08/07/2023		5310 · Utilities - Well Site	-31.43	31.43
TOTAL					-31.43	31.43
Bill Pmt -Check	AP	08/21/2023	AT&T 2627-Online	1001 · SCCB - Operating Account		-31.43
Bill	8/7/23...	08/07/2023		5310 · Utilities - Well Site	-31.43	31.43
TOTAL					-31.43	31.43

**Pajaro/Sunny Mesa Community Services District**  
**Check Detail - Operating Account**  
July 25 through August 21, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	08/21/2023	AT&T 3439-Online	1001 · SCCB - Operating Account		-31.43
Bill	AUG ...	08/01/2023		5310 · Utilities - Well Site	-31.43	31.43
TOTAL					-31.43	31.43
Bill Pmt -Check	AP	08/21/2023	AT&T 6542-Online	1001 · SCCB - Operating Account		-61.54
Bill	8/7/23...	08/07/2023		5310 · Utilities - Well Site	-61.54	61.54
TOTAL					-61.54	61.54
Bill Pmt -Check	AP	08/21/2023	CALNET/ AT&T 2506	1001 · SCCB - Operating Account		-685.73
Bill	JULY ...	08/01/2023		5310 · Utilities - Well Site	-36.28	39.16
				5310 · Utilities - Well Site	-25.91	27.96
				5330 · Telephone	-483.69	522.01
				5310 · Utilities - Well Site	-89.51	96.60
				5231 · Pajaro Park Expense	-50.34	54.33
TOTAL					-685.73	740.06
Bill Pmt -Check	AP	08/21/2023	Don Rosa	1001 · SCCB - Operating Account		-500.00
Bill	013	08/18/2023		5010 · Contract Labor	-500.00	500.00
TOTAL					-500.00	500.00
Bill Pmt -Check	AP	08/21/2023	Elan-Online	1001 · SCCB - Operating Account		-335.41
Bill		08/04/2023		2910 · Elan	-335.41	335.41
TOTAL					-335.41	335.41
Bill Pmt -Check	AP	08/21/2023	Newman Well Surveys-Online	1001 · SCCB - Operating Account		-775.00
Bill	76148	08/09/2023		5220 · Water System - Repair & Maint	-775.00	775.00
TOTAL					-775.00	775.00
Bill Pmt -Check	AP	08/21/2023	PG&E 0819-Online	1001 · SCCB - Operating Account		-10,221.59
Bill	7/6/23...	08/04/2023		5310 · Utilities - Well Site	-4,723.20	4,723.20
				5310 · Utilities - Well Site	-2,384.52	2,384.52
				5310 · Utilities - Well Site	-312.89	312.89
				5310 · Utilities - Well Site	-1,135.11	1,135.11
				5310 · Utilities - Well Site	-360.29	360.29
				5315 · Utilities - Street Lighting	-97.83	97.83
				5310 · Utilities - Well Site	-1,207.75	1,207.75
TOTAL					-10,221.59	10,221.59
Bill Pmt -Check	AP	08/21/2023	Pure Water- ACH	1001 · SCCB - Operating Account		-8,926.20
Bill	420164	08/01/2023	State Water Resources Control Board	5427 · Improvement Project-Springfield	-1,905.30	1,905.30
Bill	420165	08/01/2023	State Water Resources Control Board	5427 · Improvement Project-Springfield	-7,020.90	7,020.90
TOTAL					-8,926.20	8,926.20
Bill Pmt -Check	AP	08/21/2023	Quinn Company- ACH	1001 · SCCB - Operating Account		-1,285.13
Bill	WON...	07/31/2023		5220 · Water System - Repair & Maint	-1,285.13	1,285.13
TOTAL					-1,285.13	1,285.13
Bill Pmt -Check	AP	08/21/2023	TIAA Commercial Finance, Inc.	1001 · SCCB - Operating Account		-241.50
Bill	96507...	08/08/2023		5160 · Office Equip Rental	-195.29	195.29
				5120 · Property Taxes	-46.21	46.21
TOTAL					-241.50	241.50

**Pajaro/Sunny Mesa Community Services District**  
**Check Detail - Operating Account**  
July 25 through August 21, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	08/21/2023	Wells Fargo- 6120 ONLINE	1001 - SCCB - Operating Account		-1,039.49
Bill		08/11/2023		2900 - Wells Fargo- 6120	-1,039.49	1,039.49
TOTAL					-1,039.49	1,039.49
Bill Pmt -Check	AP	08/21/2023	Wells Fargo 0721-Online	1001 - SCCB - Operating Account		-340.04
Bill		08/11/2023		2905 - Wells Fargo- 0721	-340.04	340.04
TOTAL					-340.04	340.04
Check	PARS	07/26/2023	US Bank - PARS #6746022400	1001 - SCCB - Operating Account		-4,785.52
				5070 - Employee Retirement	-4,785.52	4,785.52
TOTAL					-4,785.52	4,785.52
Check	PARS	08/09/2023	US Bank - PARS #6746022400	1001 - SCCB - Operating Account		-4,988.47
				5070 - Employee Retirement	-4,988.47	4,988.47
TOTAL					-4,988.47	4,988.47
Bill Pmt -Check	25548	08/10/2023	Santa Cruz County Bank	1001 - SCCB - Operating Account		-566.04
Bill	ACCT...	07/23/2023		2256 - Vehicle Loan Payable	-507.14	507.14
				5256 - Interest Exp-Financed Items	-58.90	58.90
TOTAL					-566.04	566.04
Bill Pmt -Check	25559	08/21/2023	Aramark- ACH	1001 - SCCB - Operating Account		-584.72
Bill	25680...	07/29/2023		5090 - Other Employee Expense	-584.72	584.72
TOTAL					-584.72	584.72

**Pajaro/Sunny Mesa Community Services District**  
**Check Detail - Pajaro Park Account**  
July 25 through August 21, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	08/10/2023	Ace Hardware Watsonville- ACH	1036 · PSM Pajaro Park Acct		-172.53
Bill	223895	07/14/2023		5231 · Pajaro Park Expense	-71.32	71.32
Bill	223987	07/18/2023		5231 · Pajaro Park Expense	-27.42	27.42
Bill	224204	07/27/2023		5231 · Pajaro Park Expense	-73.79	73.79
TOTAL					-172.53	172.53
Bill Pmt -Check	AP	08/10/2023	Mid Valley Supply- ACH	1036 · PSM Pajaro Park Acct		-569.09
Bill	1270922	07/13/2023		5231 · Pajaro Park Expense	-224.25	224.25
Bill	1271070	07/24/2023		5231 · Pajaro Park Expense	-344.84	344.84
TOTAL					-569.09	569.09
Bill Pmt -Check	AP	08/10/2023	Panther Protective Services- ACH	1036 · PSM Pajaro Park Acct		-425.00
Bill	0007-...	07/25/2023		5231 · Pajaro Park Expense	-425.00	425.00
TOTAL					-425.00	425.00
Bill Pmt -Check	AP	08/10/2023	PG&E 3540 Pajaro Park-Online	1036 · PSM Pajaro Park Acct		-167.94
Bill	6/20/2...	07/20/2023		5231 · Pajaro Park Expense	-167.94	167.94
TOTAL					-167.94	167.94
Bill Pmt -Check	AP	08/10/2023	WM / Carmel Marina - Pajaro Park-Onl...	1036 · PSM Pajaro Park Acct		-594.66
Bill	99231...	08/01/2023		5231 · Pajaro Park Expense	-594.66	594.66
TOTAL					-594.66	594.66
Bill Pmt -Check	AP	08/21/2023	AT&T- 2458 Paj Park Uverse	1036 · PSM Pajaro Park Acct		-68.50
Bill	acct 3...	08/13/2023		5231 · Pajaro Park Expense	-68.50	68.50
TOTAL					-68.50	68.50
Bill Pmt -Check	AP	08/21/2023	CALNET/ AT&T 2506	1036 · PSM Pajaro Park Acct		-54.33
Bill	JULY ...	08/01/2023		5310 · Utilities - Well Site	-2.88	39.16
				5310 · Utilities - Well Site	-2.05	27.96
				5330 · Telephone	-38.32	522.01
				5310 · Utilities - Well Site	-7.09	96.60
				5231 · Pajaro Park Expense	-3.99	54.33
TOTAL					-54.33	740.06

**Pajaro/Sunny Mesa Community Services District**  
**Check Detail - Street Maintenance Account**  
 July 25 through August 21, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	08/10/2023	Oscar Ortiz	1004 · SCCB - Street Maint Acct		-760.00
Bill	INV07...	08/01/2023		5225 · Street Maintenance	-760.00	760.00
TOTAL					-760.00	760.00
Bill Pmt -Check	AP	08/10/2023	Pajaro/Sunny Mesa Comm Svcs Dist	1004 · SCCB - Street Maint Acct		-75.06
Bill	JULY ...	08/01/2023		5225 · Street Maintenance	-75.06	75.06
TOTAL					-75.06	75.06
Bill Pmt -Check	AP	08/10/2023	PG&E 9545 Street Maint-Online	1004 · SCCB - Street Maint Acct		-83.49
Bill	6/20/2...	07/20/2023		5225 · Street Maintenance	-38.83	38.83
				5310 · Utilities - Well Site	-44.66	44.66
TOTAL					-83.49	83.49



201 N. Calle Cesar Chavez, Suite 300 | Santa Barbara, CA 93103

323.484.5737 **DIRECT** 323.797.1498 **CELL**

[mnsengineers.com](http://mnsengineers.com)

SENT VIA EMAIL

August 21, 2023

Pajaro Sunny Mesa Community Services District  
**Attention: Judith Vazquez, General Manager**  
695 Via Tranquila  
Santa Barbara, CA 93110

**SUBJECT: Fee Proposal. Bureau of Reclamation WaterSMART: Planning and Project Design Grants —Grant Writing Services**

Dear Ms. Vazquez,

Thank you for the opportunity to provide grant writing services in conjunction with the Bureau of Reclamation WaterSMART: Planning and Project Design Grants. MNS Engineers seeks to assist the Pajaro Sunny Mesa Community Services District (PSMCS D) with preparation of a grant application to secure funding to prepare final design plans for the replacement of seven water storage at four locations.

Enclosed is our proposal to provide these services for a total fee of \$29,415. We look forward to working with PSMCS D and helping deliver a successful grant application.

Sincerely,  
**MNS Engineers, Inc.**

A handwritten signature in black ink, appearing to read "Greg Jaquez", is written over a large, light blue, stylized arrow graphic that points from the bottom left towards the top right.

**Greg Jaquez, PE**  
**Principal Project Manager/Grant Writing Manager**  
*Government Services Division*  
323.484.5737 **DIRECT**  
[gjaquez@mnsengineers.com](mailto:gjaquez@mnsengineers.com)

*Enclosed: Grant Writing Fee Proposal*  
GAJ



## GRANT WRITING SERVICES PROPOSAL

### Bureau of Reclamation WaterSMART: Planning and Design Project Grants

#### A. Purpose and Understanding

MNS understands PSMCSD is pursuing the reconstruction and upgrade of its Pajaro Tank, Blackie Water System No. 18 Tanks, Arrowhead Tanks, and Langley/Valle Pacifico Tanks. In order to fund the design of the water storage tank upgrades, PSMCSD is seeking funding from the Bureau of Reclamation (Reclamation) WaterSMART Planning and Design Project Grants. A Notice of Funding Opportunity (NOFO) for this grant was issued by Reclamation on August 7, 2022.

#### B. Scope of Work

Tasks to be carried out by MNS for completion and submittal of the grant application are as follows:

##### Task 1.0 – Project Management

1.1 Kickoff and Coordination Meetings with PSMCSD – MNS will hold a kick-off meeting with PSMCSD staff to review the scope and schedule for completing the grant writing project. MNS will collaborate with PSMCSD staff to further project understanding, objectives, and scoping. Communication with PSMCSD staff will be ongoing as needed to exchange information and provide PSMCSD opportunities to review draft work products. MNS will act as the coordinating point for the development of the grant application products under the direction of PSMCSD staff. MNS understands additional meetings and/or conference calls with PSMCSD may be needed.

1.2 Internal (MNS) Coordination Meetings – The MNS grant writing team will meet internally and periodically for coordination, collaboration, and project management purposes. The MNS Project Manager will maintain a project file in which all project documents, including draft and final product materials and attachments, will be kept in a cloud-based storage platform. The MNS Project Manager will be responsible for budget control and overall guidance and supervision of project delivery.

1.3 Information Request and Collection – MNS will collect and review information requested at the kickoff meeting as well as information independently researched. Some information will be collected after the kickoff meeting through an email request to PSMCSD. Information collected and reviewed will be tabulated for use in the grant application.

##### Task 2.0 – Application Preparation

The application will be prepared according to the format provided in NOFO No. R23AS00109 (copy enclosed) including the mandatory Federal forms. MNS will follow the precise content structure and format that pertain to each part of the application. Information will be drawn from collected documents, project scoping and cost estimation, and through collaboration with PSMCSD staff. MNS will prepare each of the following subcomponents of the application:



- 2.1 – Mandatory Federal Forms
  - 2.101 - SF-424: Application for Federal Assistance
  - 2.102 - SF-424A: Budget Information – Non-Construction Programs
  - 2.013 - SF-424B: Assurances – Non-Construction Programs
  - 2.104 - SF-LLL: Disclosure of Lobbying Activities
- 2.2 – Technical Proposal and Evaluation Criteria
  - 2.21 - Technical Proposal
    - 2.2101 - Title Page
    - 2.2102 - Table of Contents
    - 2.2103 - Executive Summary
    - 2.2104 - Project Location (with map)
    - 2.2105 - Project Description
  - 2.22 – Responses to Evaluation Criteria
    - 2.2201 - Evaluation Criterion A – Project Benefits
    - 2.2202 - Evaluation Criterion B – Inclusion of stakeholders, stakeholder support, and previous planning efforts
    - 2.2203 - Evaluation Criterion C – Ability to meet program requirements
    - 2.2204 - Evaluation Criterion D – Presidential and DOI Priorities
    - 2.2205 - Evaluation Criterion F – Nexus to Reclamation
- 2.3 – Project Budget
  - 2.301 – Summary of Funding Sources
  - 2.302 - Budget Detail and Narrative
- 2.4 – Additional Recommended Content
  - 2.401 - Environmental and cultural resources compliance
  - 2.402 - Required permits or approvals
  - 2.403 - Overlap or duplication of effort statement
  - 2.404 - Conflict of interest disclosure statement
  - 2.405 - Uniform audit reporting statement
  - 2.406 - Letters of support

#### Task 3.0 – Quality Assurance/Quality Control and Submittal

The MNS Project Manager will conduct a thorough Quality Assurance/Quality Control (QA/QC) review of the draft final application for thoroughness, completeness, accuracy, grammar, and spelling. Upon completion of the QA/QC review and finalization of the application document, MNS will be prepared to submit the application on behalf of PSMCSD through grants.gov.


#### Task 4.0 – Post Submittal Communications with Bureau of Reclamation

In some instances after submittal of a grant application, grantor agencies may contact applicants to request clarifications, answers to specific questions, or additional information. MNS has accounted for this possibility and will be prepared to support PSMCSD under this circumstance.

### **C. Fees**

MNS proposes to provide the aforementioned grant writing services for total fee of \$29,415 as shown in the enclosed fee table.



 <b>Grant Writing Services Fee Proposal for Pajaro Sunny Mesa Community Services District WaterSMART: Planning and Project Design Grants</b>		MNS					Total MNS Hours	Total MNS Costs	
		Project Manager	Principal Engineer	Senior Grant Writer	Grant Writer	Grant Associate			
Hourly Rate		\$260	\$290	\$180	\$170	\$150			
<b>Task 1.0 – Project Management</b>									
1.1 - Kickoff and Coordination Meetings with PSMCSD		2.0	1.0				3.0	\$810	
1.2 - Internal (MNS) Coordination Meetings		3.0	1.0	3.0	3.0	3.0	13.0	\$2,570	
1.3 – Information Request and Collection		0.5	0.5	2.0	2.0	4.0	9.0	\$1,575	
							9.0	\$4,955	
<b>Task 2.0 – Application Preparation</b>									
<b>2.1 – Mandatory Federal Forms</b>									
2.101 - SF-424: Application for Federal Assistance						1.0	1.0	\$150	
2.102 - SF-424A: Budget Information - Non-Construction Programs		0.5				2.0	2.5	\$430	
2.103 - SF-424B: Assurances - Non-Construction Programs						0.5	0.5	\$75	
2.104 - SF-LLL Disclosure of Lobbying Activities						0.5	0.5	\$75	
2.105 - Unique Entity Identifier (UEI) and System for Award Management (SAM) registration						1.0	1.0	\$150	
<b>2.2 – Technical Proposal and Evaluation Criteria</b>									
<b>2.21 - Technical Proposal</b>									
2.2101 - Title Page					2.0		2.0	\$340	
2.2102 - Table of Contents						2.0	2.0	\$300	
2.2103 - Executive Summary		0.5		4.0			4.5	\$850	
2.2104 - Project Location (with map)						6.0	6.0	\$900	
2.2105 - Project Description		1.0	0.5	4.0			5.5	\$1,125	
<b>2.22 – Responses to Evaluation Criteria</b>									
2.2201 - Evaluation Criterion A – Project Benefits		2.0	0.5	16.0	12.0	12.0	42.5	\$7,385	
2.2202 - Evaluation Criterion B – Inclusion of stakeholders, stakeholder support, and previous planning efforts				12.0			12.0	\$2,160	
2.2203 - Evaluation Criterion C – Ability to meet program requirements		2.0			16.0		18.0	\$3,240	
2.2204 - Evaluation Criterion D – Presidential and DOJ Priorities				6.0			6.0	\$1,080	
2.2205 - Evaluation Criterion F – Nexus to Reclamation						3.0	3.0	\$450	
<b>2.3 – Project Budget</b>									
2.301 - Summary of Funding Sources (Table 1)		1.0					1.0	\$260	
2.302 - Budget Detail and Narrative		3.0	0.5				3.5	\$925	
<b>2.4 – Additional Recommended Content</b>									
2.401 - Environmental and cultural resources compliance				4.0			4.0	\$720	
2.402 - Required permits or approvals					2.0		2.0	\$340	
2.403 - Overlap or duplication of effort statement					3.0		3.0	\$510	
2.404 - Conflict of interest disclosure statement						1.5	1.5	\$225	
2.405 - Uniform audit reporting statement					2.0		2.0	\$340	
2.406 - Letters of support		0.5		4.0			4.5	\$850	
							84.0	\$22,880	
<b>Task 3.0 – QA/QC Review and Submittal</b>									
3.101 - QA/QC Review and Submittal		3.0		1.0			4.0	\$960	
							4.0	\$960	
<b>Task 4.0 – Post Submittal Communications with Bureau of Reclamation</b>									
4.101 - Post Submittal Communications with Bureau of Reclamation		1.0		2.0			3.0	\$620	
							3.0	\$620	
<b>TOTAL PROPOSED FEE</b>		Hours	20.0	4.0	58.0	42.0	38.5	100.0	
		Cost	\$5,200	\$1,160	\$10,440	\$7,140	\$5,475		\$29,415

## RIGHT OF ENTRY AND INDEMNIFICATION AGREEMENT

This Right of Entry and Indemnification Agreement (Agreement) is made by and between the **Pajaro/Sunny Mesa Community Services District**, a community services district of Monterey County formed pursuant to Title 6, Division 3 of the Government Code (hereinafter referred to as "District") and the **County of Monterey**, a political subdivision of the State of California (hereinafter referred to as "County"), and collectively referred to as "the Parties".

This Agreement permits the right to enter and temporarily use the District's Pajaro Park property located at **24 San Juan Road, Pajaro, California 95076** ("Property") and as further defined on **Exhibit "A"**, which is attached and incorporated herein, for the purposes set forth below.

Term: **November 15, 2021 through February 13, 2022, with the exception of December 21, 2021 thru December 25, 2021**

Hours: **Monday through Friday 7:30 am to 4:00 pm\***  
**\*By arranged access with District**

County Contact: **Department of Public Work (Facilities), Real Property Specialist  
George Salcido, 831-755-4859, email: salcidog@co.monterey.ca.us**

District Contact: **General Manager  
Don Rosa, 831-722-2137, email: info@pajarosunnymesa.com**

Fee: **\$0.00**

Purpose: **To perform necessary storage activities for homeless individuals under the direction of the County and Agency, and as further defined below.**

The County will store unattended personal property and personal property entrusted to it by individuals relocated from illegal campsites in or near the Pajaro River Homeless Encampment. Consistent with due process of law, County will store such personal property securely, and will provide individuals who have relocated the opportunity to establish ownership of the property and reclaim it during normal weekday business hours for a period of at least ninety (90) days from the date it is first stored. County will not store property that is large or bulky; hazardous; illegal to possess; severely damaged; or infested with insects, rodents, or other vermin. County will not store property determined to be abandoned as opposed to unattended.

In the furtherance of the specified purpose, the County agrees to indemnify, defend, and hold harmless the District's officers, agents, and employees from and against any and all claims and losses whatsoever arising out of or in any way related to the County's performance under this Agreement, including but not limited to claims for property damage, personal injury, death, injuries to reputation, economic losses, and emotional distress, and any legal expenses (such as attorney's fees, court costs, investigation costs, and expert fees) incurred by the District in connection with such claims. "The County's performance" includes the County's action or inaction, and the action or inaction of its officers, employees, contractors, agents or designees. The County's obligation to indemnify the District does not extend to any claim or losses arising out of the sole negligence or willful misconduct of the District, or of the District's officers, agents, or employees. The County shall restore, or cause the restoration of, the Property to the original condition or to a

condition reasonably acceptable to the District upon completion of the purpose for entry onto the Property.

County may designate in writing to the District an agent, or other person or entity, to perform or be responsible for the work set forth above. The County, or its agent or designee, shall comply with all applicable local, state or federal laws and regulations in the performance of the work pursuant to this Agreement.

This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument. The signature page of each counterpart may be detached from such counterpart and attached to a single document which shall for all purposes be treated as an original. The execution of this Agreement shall be deemed to have occurred, and this Agreement shall be enforceable and effective, only upon the complete execution of this Agreement by all Parties. To facilitate execution of this Agreement, the Parties may execute and exchange by facsimile or electronic counterparts of the signature pages.

The Parties acknowledge that they had an opportunity to seek respective counsel in the development and approval of this Agreement.

The persons executing this Agreement on behalf of the County and the District hereby covenant and warrant that they are duly authorized to execute this Agreement.

**County of Monterey**

**Pajaro/Sunny Mesa Community Services District**

By: \_\_\_\_\_  
Dr. Debra R. Wilson

By: DocuSigned by:  
*Don Rosa*  
\_\_\_\_\_ Don Rosa

Title: Acting Contracts-Purchasing Officer  
Date: \_\_\_\_\_

Title: General Manager  
Date: 11/4/2021 | 8:40 AM PDT

Approved as to form:

Office of the County Counsel  
Leslie J. Girard, County Counsel

By: \_\_\_\_\_  
Mary Grace Perry

Title: Deputy County Counsel  
Date: \_\_\_\_\_

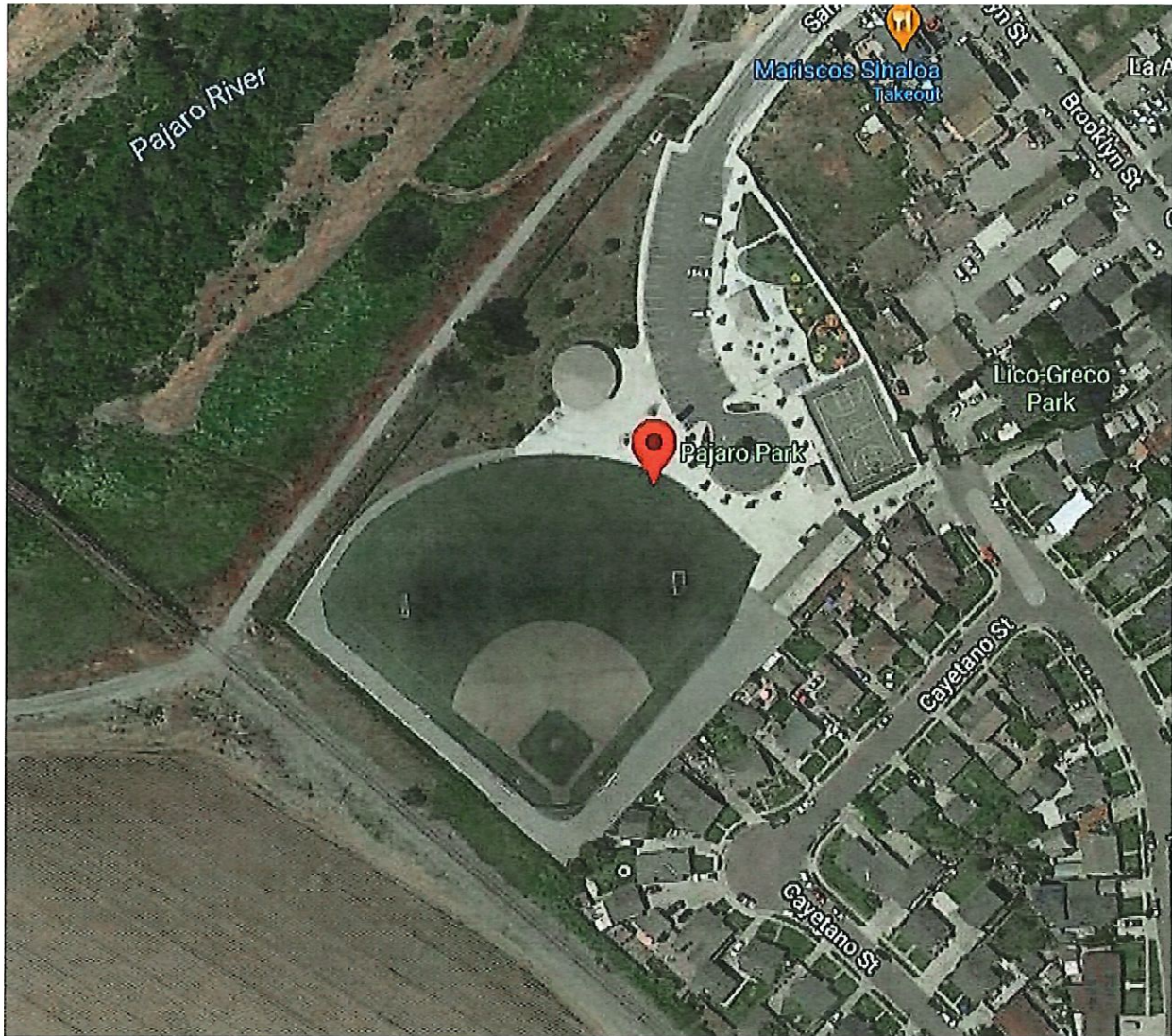
Office of the County Counsel-Risk Management  
Approved as to Liability Provisions:

By: \_\_\_\_\_  
Danielle P. Mancuso

Title: Risk Manager  
Date: \_\_\_\_\_

# Exhibit "A"

**Pajaro Park**  
24 San Juan Road, Pajaro, California



**RIGHT OF ENTRY AND INDEMNIFICATION AGREEMENT**

**AMENDMENT NO. 1**

AMENDMENT No. 1, is made by and between Pajaro/Sunny Mesa Community Services District ("District"), and County of Monterey ("County") c/o Public Works, Facilities and Parks, Attn: Real Property Specialist, 1441 Schilling Place, South Building, 2<sup>nd</sup> Floor, Salinas, California 93901.

**WITNESSETH**

WHEREAS, District and County previously entered into that certain RIGHT OF ENTRY AND INDEMNIFICATION AGREEMENT dated November 29, 2021 ("Agreement"), whereby District allowed County access and use of warehouse space located at 24 San Juan Road, in the unincorporated community of Pajaro, California ("Property"). The initial occupancy term of the Property provided for a commencement date of November 15, 2021 through February 13, 2022, with the exception of December 21, 2021 through December 25, 2021.

WHEREAS, District and County desire to amend said Agreement to modify the term.

NOW, THEREFORE, it is hereby agreed that said Agreement is amended effective as of November 1, 2022 as set forth below:

**1. Modified Term**

The term of the Agreement shall be November 1, 2022 through February 28, 2023, with the exception of December 26, 2022 through December 30, 2022.

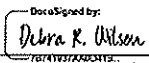
**2. Incorporation of Recitals**


The recitals to this Amendment No. 1 are incorporated by this reference.

IN WITNESS WHEREOF, District and County have executed this Amendment No. 1 as of the last date opposite the respective signatures below.

**County of Monterey**

**Pajaro/Sunny Mesa Community Services District**

By:   
Debra R. Wilson, Contract-Purchasing Officer

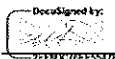
By:   
Don Rosa, General Manager

Date: 11/2/2022 | 12:51 PM PDT

Date: 11/2/2022 | 9:19 AM PDT

Approved as to form:

Office of the County Counsel  
Leslie J. Girard, County Counsel

By:   
11/2/2022 | 9:25 AM PDT

**RIGHT OF ENTRY AND INDEMNIFICATION AGREEMENT****AMENDMENT NO. 2**

AMENDMENT No. 2, is made by and between Pajaro/Sunny Mesa Community Services District ("District"), and County of Monterey ("County") c/o Public Works, Facilities and Parks, Attn: Real Property Specialist, 1441 Schilling Place, South Building, 2<sup>nd</sup> Floor, Salinas, California 93901.

**WITNESSETH**

WHEREAS, District and County previously entered into that certain RIGHT OF ENTRY AND INDEMNIFICATION AGREEMENT dated November 29, 2021 ("Agreement"), whereby District allowed County access and use of warehouse space located at 24 San Juan Road, in the unincorporated community of Pajaro, California ("Property"). The initial occupancy term of the Property provided for a commencement date of November 15, 2021 through February 13, 2022, with the exception of December 21, 2021 through December 25, 2021.

WHEREAS, District and County previously executed an Amendment No. 1 to the Agreement modifying the occupancy term from November 1, 2022 through February 28, 2023.

WHEREAS, District and County desire to amend said Agreement to modify the term and purpose.

NOW, THEREFORE, it is hereby agreed that said Agreement is amended effective as of March 21, 2023 as set forth below:

**1. Modified Term**

The term of the Agreement shall be March 21, 2023 through April 21, 2023 and shall revert to week-to-week occupancy. This Agreement can be cancelled by either party upon three (3) day notice.

**2. Modified Purpose**

In addition to performing necessary storage activities for homeless individuals under the direction of the County and Agency, the County may perform necessary disaster relief services to support the community of Pajaro.

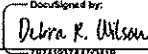
**3. Incorporation of Recitals**


The recitals to this Amendment No. 2 are incorporated by this reference.

IN WITNESS WHEREOF, District and County have executed this Amendment No. 2 as of the last date opposite the respective signatures below.

**County of Monterey**

**Pajaro/Sunny Mesa Community Services District**

By:   
Debra R. Wilson, PhD,  
Contract-Purchasing Officer

By:   
Don Rosa, General Manager

Date: 3/21/2023 | 8:13 AM PDT

Date: 3/21/2023 | 7:43 AM PDT

Approved as to form:

Office of the County Counsel  
Leslie J. Girard, County Counsel

By:  3/21/2023 | 7:59 AM PDT  
Anne Brereton, Deputy County Counsel

**RIGHT OF ENTRY AND INDEMNIFICATION AGREEMENT**

**AMENDMENT NO. 3**

AMENDMENT No. 3, is made by and between Pajaro/Sunny Mesa Community Services District ("District"), and County of Monterey ("County") c/o Public Works, Facilities and Parks, Attn: Real Property Specialist, 1441 Schilling Place, South Building, 2<sup>nd</sup> Floor, Salinas, California 93901.

**WITNESSETH**

WHEREAS, District and County previously entered into that certain RIGHT OF ENTRY AND INDEMNIFICATION AGREEMENT dated November 29, 2021 ("Agreement"), whereby District allowed County access and use of warehouse space located at 24 San Juan Road, in the unincorporated community of Pajaro, California ("Property"). The initial occupancy term of the Property provided for a commencement date of November 15, 2021 through February 13, 2022, with the exception of December 21, 2021 through December 25, 2021.

WHEREAS, District and County previously executed an Amendment No. 1 to the Agreement modifying the occupancy term from November 1, 2022 through February 28, 2023.

WHEREAS, District and County previously executed an Amendment No. 2 to the Agreement modifying the occupancy term from March 21, 2023 through April 21, 2023.

WHEREAS, District and County desire to amend said Agreement to modify the term and purpose.

NOW, THEREFORE, it is hereby agreed that said Agreement is amended effective as of September 1, 2023 as set forth below:

**1. Modified Term**

The term of the Agreement shall be September 1, 2023 through May 31, 2024 and shall revert to month-to-month occupancy. This Agreement can be cancelled by either party upon seven (7) days notice.

**2. Modified Purpose**

In addition to performing necessary storage activities for homeless individuals under the direction of the County and Agency, the County may perform necessary disaster relief services to support the community of Pajaro including placement of an onsite office trailer occupying 40 ft x 14 ft (4 parking spaces), access to an electrical outlet/hook up for the onsite office trailer 24 hours 7 days a week, access to the trailer during Pajaro Park business hours, 7:30 am to sunset daily, and access to the Pajaro Park restrooms during business hours. The offsite trailer will be used by the county for staff meetings, stakeholder meetings/events, and community engagement. A 7-day notice will be provided for requests for non-business hours site usage.

**3. Incorporation of Recitals**

The recitals to this Amendment No. 3 are incorporated by this reference.



IN WITNESS WHEREOF, District and County have executed this Amendment No. 3 as of the last date opposite the respective signatures below.

**County of Monterey**

**Pajaro/Sunny Mesa Community Services District**

By: \_\_\_\_\_  
Debra R. Wilson, PhD,  
Contract-Purchasing Officer

By: \_\_\_\_\_  
Judy Vazquez, General Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to form:

Office of the County Counsel  
Leslie J. Girard, County Counsel

By: \_\_\_\_\_  
Anne Brereton, Deputy County Counsel

# ***PAJARO/SUNNY MESA***

COMMUNITY SERVICES DISTRICT

136 San Juan Road Royal Oaks, CA 95076

(831) 722-1389 • (831) 663-2181 • Fax (831) 722-2137

August 11, 2023

## **PUBLIC NOTICE**

The Pajaro/Sunny Mesa Community Services District hereby gives notice of a public hearing to be held Thursday, September 28<sup>th</sup>, 2023, at 5:45 p.m. at Pajaro/Sunny Mesa Community Services District office, at 136 San Juan Road, Royal Oaks, to discuss proposed rates for lighting assessments in the Pajaro/Hudson Landing/Struve Road areas. You may submit written comments in writing either at District office in person or by email by 2:00 on September 28, 2023. The Board of Directors shall hear and consider all objections and protests, if any, to said charges and may adopt, revise, change, reduce, or modify any assessment, provided that in no case may the Board increase any assessment over and above the charges stated. All interested persons may appear and object to any said assessment at the above hearing. A majority will cause the assessment to be abandoned as provided by law.

The proposed assessment for each parcel will fund the cost of the Pajaro Lighting District.

The estimated proposed total assessment charges for 2023-2024 Fiscal Year are \$41,096.70

The proposed assessment on your parcel for the 2023-2024 Fiscal Year is \$

***Please do not send payment at this time.***

This assessment will appear on your 2023-2024 Property Tax Statement.

Any inquiries concerning the assessment and any protest against the assessment may be mailed to:

**PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT**

**ATTN: JUDY VAZQUEZ-VARELA**

**136 SAN JUAN ROAD**

**ROYAL OAKS, CA 95076**

**(831)722-1389 / FAX (831)722-2137**

**Email: [info@pajarosunnymesa.com](mailto:info@pajarosunnymesa.com)**

**Thank you**

## DISTRICT OPERATIONS REPORT

### August 24, 2023

TOPIC	STATUS	DATE OF PLANNED RESPONSE
Grants & Loans Active	SRF Planning Grant Springfield: Springfield Planning Grant – The California Department of Fish and Wildlife, Incidental Take Permit Application has been deemed complete. <b>Agreement between District and Moss Landing Mobile Home Park has been executed. MNS should have 90 % plans completed in approximately 6 weeks. New customer Agreements have been signed and returned to Community Water Center.</b>	August 2023
Pajaro Park	The Board and Staff are considering Operations funding.	No Report
Generator Project	Transfer switch installation and start up continues. <b>Generator exhaust plumbing and startup has been completed at Normco Well site 1 and 2. New Generator has been installed at the Moss Landing Tank site.</b>	August 2023
Hazard Mitigation Plan	The Local Hazard Mitigation Plan has been officially adopted by FEMA on April 5, 2023.	Completed
Multi Community Bottled Water Project	Springfield Water System, Moss Landing Mobile Home Park, Springfield/Bluff/Jensen and Giberson Roads. Request for funds is in progress via a new funding source. Resolution for new Funding Agreement.	No Report
ACWA JPIA 2023 Wellness Grant	Staff have been awarded a \$360 Grant from ACWA JPIA towards an employee wellness awareness meeting or standing desk converter.	No Report
LIHWAP	<b>The District has received \$44,407 to date from LIHWAP. The program has been extended until March of 2024.</b>	August 2023
Small Community Drought Relief Grant	Grant application has been submitted and received by Department of Water Resources Small Community Drought Relief Staff.	On Agenda
Current Water System Repairs	Blackie Road #18 WS: <ul style="list-style-type: none"> <li>• <b>Lead result of 291 at one of the sample sites, arranged with customer the collection of a confirmation sample</b></li> </ul> Langley/Valle Pacifico WS: <ul style="list-style-type: none"> <li>• <b>Pump and motor failure, pulled, replaced pump, motor, and electrical wiring. Disinfected, flushed, and sampled. Total coliform was present, disinfected, flushed, and resampled. Trucked water in from Normco Water System during this process</b></li> </ul> Moss Landing Harbor WS:	August 2023

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	<ul style="list-style-type: none"> <li>• <b>Potrero and Allen St. mainline leak repair</b></li> <li>• <b>Well #3 Total Coliform present, collected confirmation sample, completed Total Coliform Investigation Form, flushed and resampled resulting in a Total Coliform Absent</b></li> <li>• <b>Pump Station Variable Frequency Drive failed causing pump 3 to malfunction. Replacement has been ordered</b></li> </ul> <p>Normco WS:</p> <ul style="list-style-type: none"> <li>• <b>Well #2 and Storage Tank communication failure causing tanks to overflow</b></li> </ul> <p>Pajaro WS:</p> <ul style="list-style-type: none"> <li>• <b>Scheduled shut down for the purpose of installation of new valves</b></li> </ul>	
Sunny Mesa Sewer	The district is holding monies that are 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

## Usage Comparison in Gallons 2022-2023

Water Systems	Jul-20	Jul-21	Jul-22	Jul-23
Pajaro	6,855,420	7,659,520	8,528,696	6,170,252
Normco	3,278,484	3,102,704	3,336,080	3,043,612
Sunny Mesa	2,717,484	2,724,216	2,947,868	2,537,964
Moss Landing	2,644,180	2,644,180	3,187,976	2,588,080
Vega	1,492,260	1,496,000	1,690,480	1,392,776
Vierra Estates	495,924	393,448	445,808	374,000
Springfield (pumped)	705,962	593,164	513,128	575,212
Langley/Valle Pacifico	313,412	327,624	377,740	333,608
Blackie	326,876	265,540	308,176	280,500
District Total	18,830,002	19,206,396	21,335,952	17,296,004

Water Systems	Jul-22	Jul-23	Percentage	
Pajaro	8,528,696	6,170,252	↓	-27.7%
Normco	3,336,080	3,043,612	↓	-8.8%
Sunny Mesa	2,947,868	2,537,964	↓	-13.9%
Moss Landing	3,187,976	2,588,080	↓	-18.8%
Vega	1,690,480	1,392,776	↓	-17.6%
Vierra Estates	445,808	374,000	↓	-16.1%
Springfield (pumped)	513,128	575,212	↑	12.1%
Langley/Valle Pacifico	377,740	333,608	↓	-11.7%
Blackie	308,176	280,500	↓	-9.0%
District Total	21,335,952	17,296,004	↓	-18.9%