

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

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

DECEMBER 15, 2022
5:30 P.M.

“Notice of Teleconferenced/Virtual Meeting”

To reduce the spread of COVID-19, **members of the public** may join the meeting from their computers via Zoom Meeting by entering the following link: <https://us06web.zoom.us/j/85080451775?pwd=Vi9yK1RuSDVMQlloNXIDV2hCcWdzdz09> or by calling **1 (669) 900-9128** and when prompted, enter meeting ID: **850 8045 1775#** and passcode **456179#**. A link to the Zoom Meeting may also be found in a panel on the right side of the District’s home page at www.pajarosunnymesa.com identified as “Board Meeting” You may submit written comments in writing either at District Offices in person or by email through and including the time of the meeting.

To submit a comment by email, please send to info@pajarosunnymesa.com and write “Public Comment” in the subject line. Please include the item number and/or title of the item in the body of the email and your comments. All comments received by 2:00 pm will be emailed to the Board members and included as an “Add to Packet” on the District’s website before the meeting. All comments received after 2:00 PM will be provided to the Board at the beginning of the meeting. All comments received will be added to the record of the meeting.

The Pajaro/Sunny Mesa Community Services District welcomes you to its meetings regularly scheduled on the fourth Thursday of each month, and your interest and participation is encouraged and appreciated.

Contact the District office at the email address or telephone number above if you believe you require any modification or accommodation for any disability which might impair your ability to participate in the meeting.

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

AMERICANS WITH DISABILITIES ACT: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Pajaro Sunny Mesa Community Services District at (831) 722-1389 before the meeting to allow the District to make reasonable accommodations.

P/SMCSD SPECIAL BOARD MEETING AGENDA – December 15, 2022

Old Business:

- 1. NONE

New Business:

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

- Financial notes
- Report from Staff

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve Draft Financial Reports for November 2022

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

Roll Call Vote:

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

2. REVIEW AND MOTION TO APPROVE DECEMBER PAYMENTS (CHECK LISTING) AND AUTHORIZATION FOR STAFF TO SIGN CHECKS

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

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve December payments, and authorizing staff to sign checks

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

Roll Call Vote:

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

P/SMCSD SPECIAL BOARD MEETING AGENDA – December 15, 2022

3. 2021-2022 FINAL DRAFT AUDIT PRESENTATION

- Audit presentation by Jarred Penner of Bianchi, Kasavan & Pope
- Finance committee report
- [Copy of Draft Financial Statement](http://www.pajarosunnymesa.com) (delivered to Directors, also available on website www.pajarosunnymesa.com)

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve 2021-2022 Audit as presented

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

Roll Call Vote:

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

4. ELECT BOARD OFFICERS FOR 2023

The District’s recorder will conduct the election. The election is public. Any member of the Board may nominate themselves or any other member of the Board for any office. Nominations do not require a second to be effective. More than one person may be nominated for consideration for each office.

After nominations are concluded the Board may discuss the nominations. No person nominated need accept their nomination. Any member may decline their nomination and may or may not state a reason for declining.

Any member may speak to support or oppose any nomination. After discussion is concluded, the District’s recorder may call for a vote. After the vote is counted, the person with the most votes is elected however a minimum of three votes are required for election to an office. The election for each office is conducted separately. If a candidate receives less than three votes, for an office, the Board will vote again but with only the top two candidates from the first vote.

- Office: President
- Office: Vice President
- Office: Secretary
- Office: Assistant Secretary
- Office: Treasurer

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.

P/SMCSD SPECIAL BOARD MEETING AGENDA – December 15, 2022

1. District Operations Update: due to COVID-19

- Reminder: Board Meetings will resume in-person on January 26, 2023
- Office remains closed to public; continuing to take payments by phone or drop-off
- Office is at 100% staffing, with physical distancing requirements met and health screening protocols in place: masks or face coverings to be worn at all times while indoors.
- No vendors or members of public are allowed into Office

2. District Office will be closed from December 26 – December 30.

- Office will re-open on January 2, 2023
- Water Operators will work on a limited basis to ensure water systems are fully operational.

3. Pajaro County Sanitation District

- Staff has forwarded the Resolution to Mo. Co. representatives and there has been no response to date, if any information is made available, staff will report during meeting.

4. Pajaro Park Funding Update:

5. On-line Bill Pay program update:

- 119 ratepayers utilized system in November
- 106 have enrolled in autopay

6. District Operations Report

7. Usage Comparison Report 2021/2022

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: _____

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

Adjournment Time: _____ p.m.

MINUTES

The special meeting of the Pajaro/Sunny Mesa Community Services District Board of Directors via Zoom Video conferencing was called to order at 5:30 pm on November 17, 2022.

ROLL CALL: President Sanford Coplin
Vice President Donald Olsen
Secretary Donald Chesterman
Assistant Secretary Paul Anderson
Treasurer Clinton Miller

ADMINISTRATIVE STAFF: General Manager Donald Rosa
Bookkeeper Amy Saldade
Recorder Judy Vazquez-Varela

ABSENT DIRECTOR(S) & STAFF: None

DISTRICT COUNSEL: Attorney Alan Smith

ADDITION(S) TO AGENDA: None

PUBLIC IN ATTENDANCE: Steve Snodgrass from Vega Water System, Christine Shaw from Pajaro Community Matters, Karen Miller from Sunny Mesa Water System, Alexander Henson attorney for Pajaro Community Matters.

PUBLIC COMMENTS: None

CLOSED SESSION: None

Action Items

1. Consider and approve the Minutes of the October 27, 2022, Regular Board Meeting

No discussion.

Motion was made by Director Anderson and seconded by Director Olsen to approve the Regular Board Meeting Minutes of October 27, 2022. Motion carried.

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

OLD BUSINESS:

1. Consider adoption of AB-361 to allow teleconference and virtual meetings Resolution No. 11-01-22

The Board of Directors received the Draft Resolution 11-01-22 to allow teleconference and virtual meetings based on the Governor's Executive Order No. N-08-21 (Jun. 11, 2021) and

MINUTES OF REGULAR MEETING – October 27, 2022

the Legislature adopted AB-361 as an Urgency Measure. Staff recommends considering the proposed resolution to continue with virtual meetings unless the Governor rescinds the Executive Order No. N-08-21 Staff will prepare for an in-person meeting. Staff recommends virtual meeting in December 2022. This will be the last time this resolution is considered as meetings will be in person after December meeting.

Motion was made by Director Olsen and seconded by Director Anderson to approve Resolution No. 11-01-22 AB-361 to allow teleconference and virtual meeting. Motion carried.

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

NEW BUSINESS: (Action Items)

1. Review and consider approving financial reports for October 2022

Bookkeeper Saldade informed the Board of Directors that the Water Sales were 7.5 percent over projected monthly budget, similar to August. Property Taxes are above budget due to Annual taxes paid for District owned parcels for 22-23 fiscal year. Also, the Accounting and Bookkeeping was over projected budget due to progress billing number 2 for the 2022 Audit. We saw an increase in Other Income due to backflow assembly testing of 23 units and a new service connection in Normco. October's income surpassed the Total Expenses by \$64,014. October's Cash was less than September's Cash by \$14,351. Total September cash on hand was \$848,181. Net income for October was above projected budget by nearly \$24,002 due to water sales, backflow testing and new Normco connection.

The total 90 days balance has increased by about \$17.00. One Pajaro WS customer received LIHWAP assistance for their current balance. A Sunny Mesa WS customer received assistance from United Way, but payment was not received in time to be reflected in this month's report. Staff continues to outreach delinquent customers for payment assistance.

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

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

MONTHLY EXPENDITURES REPORT FOR REVIEW

APPROVAL OF PAYMENTS:

2. Review and consider approving November 2022 payments and authorization for Staff to sign checks
 1. General Fund 633: Total of \$0.00

MINUTES OF REGULAR MEETING – October 27, 2022

2. Operating Account: Check No. 25227 through Check No. 25268 totaling \$205,333.38
3. Reserve Account: Total of \$20,707.88
4. Street Maintenance Account: Check No. 561 for a total of \$490.10
5. Pajaro Park Account: Check No. 852-853 for a total of \$6,366.55
6. COP 2010 Account: Total of \$0.00
7. Debt Service Reserve Account: Total of \$0.00

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

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

3. Resolution of the Pajaro/Sunny Mesa Community Services District (PSMCSD) expressing interest in studying County of Monterey transfer of the Pajaro Sanitation District and appropriate direction to General Manager. Resolution No. 11-02-22

The Board Members were provided with the copy of a memo from General Manager Rosa and Resolution No. 11-02-22 explaining the history of the Pajaro County Sanitation District (PCSD) with the District and its interest in transferring/selling of all PCSD system and assets. Members of the public have shown interest in having the District purchase or operate under contract as it did in the past. General Manager Rosa would like to know if the Board is interested in either directing Staff to investigate further in the PCSD transfer or no further action to be taken. Director Coplin stated that the community has expressed interest in denying California American Water (Cal. Am.) from operating the system and encourage the District to take over. Director Coplin expressed an obligation to listen to community and to do so while maintaining the District financially sound. This resolution is meant for discussion and decision of whether this Board wants to get involved and negotiate with Monterey County the transfer of the PCSD. Director Chesterman commented that this item has had the most interest from the community, with the most public in attendance. Also, he commented on the good language utilized in the resolution, it protects the District as he feels it is necessary to do this for the community. Director Miller mentioned that he is in favor to move forward with resolution, it is necessary for the community, and it could bring revenue to the District. Director Olsen also suggested in favor of moving forward with resolution as it is the District's responsibility to represent the northern part of Monterey County and the resolution mentions under item J. "only after and until such conditions are satisfied would" the District take over, if that is met, he agrees with moving forward. Director Anderson does not see any harm in moving forward with resolution as it asks Staff to get involved in talking with Monterey County.

Mr. Snodgrass commented that the District has a history of running a high quality and cost-effective operation manner. He would like for the District to investigate this as an option for

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the District. As Mr. Snodgrass was involved in the 2016 negotiations, he thinks the safeguards in the proposed resolution are necessary in the negotiation.

Attorney Henson praised the resolution and recognized the effort it takes to run the PCSD and public benefit and grateful for adopting resolution.

Mrs. Miller expressed her gratitude for the resolution presented and for the competency of the District and for listening to the community.

Motion was made by Director Anderson and seconded by Director Miller to approve the Resolution No. 11-02-22 Expressing interest in studying County of Monterey Transfer of the Pajaro Sanitation District and Appropriate direction to General Manager. Motion carried.

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

STAFF/COMMITTEE REPORTS: (Informational Only)

1. District Operations update: due to COVID-19
 - No changes to COVID-19 District Operations
2. Pajaro Park Funding Update
 - President Coplin met with Mo. Co. Supervisor Phillip and provided the Board of Directors with a copy of the referral form title Long-Range Funding Source for the Pajaro Park submitted to the Board of Supervisors for consideration at a January 2023 Board of Supervisors meeting.
 - Ms. Shaw is displeased with Monterey County for making the District responsible for the Pajaro Park Funding, she will support the District by requesting Monterey County to provide funds for the Pajaro Park.
3. Agricultural Water Rate
 - Currently the rate schedule for Agricultural Water Rate is at \$476.50 per Acre Foot and it has been since 2016. This rate was not considered in the current Water Rate Study and if compared to domestic water rate increases since 2015, the agricultural rate would likely be \$953.00 per acre foot. Currently no District customer utilizes this rate. General Manager Rosa reported that the rate cannot be increased without proper Proposition 218 process. The District can choose to remove the rate via an amendment to the current rate schedule/Ordinance. Director Anderson advised the Board to follow General Manager's advice to remove the agricultural rate for now and revisit the rate in three (3) years. Board Directed General Manager Rosa to add this to the January 2023 Agenda as an action item.

MINUTES OF REGULAR MEETING – October 27, 2022

4. Online Bill Pay Program update

- 97 ratepayers utilized the system in October and 98 have enrolled in autopay, 28 customers enrolled in October.

5. District Operations Report

Springfield Planning Grant

- The Environmental work continues. District Staff has reviewed and approved the draft agreement with Mobile Home Park and the agreement with new connections along Springfield Road. We received full reimbursement of \$34,000 for the Take Permit to Fish and Wildlife.

Hazard Mitigation Plan

- CalOES has completed their initial review a list of revision was submitted to Staff and Consultant.

Multi Community Bottled Water Project

- Request for time and funds extension is in progress via a new funding source.

Leak Detection Grant

- 3 systems remain to been completed on December 7 and 8 2022.

6. Usage Comparison Report 2021/2022

- Most systems water usage is up except for Vega, Vierra Estates and Springfield Water Systems, for an overall District increase in use of 12.5% for this month compared to last year. Director Chesterman questioned the 34.2 percent increase in Moss Landing. General Manager Rosa informed him that a commercial user was in need of filling their fire storage tank causing the majority of this increase in use for the system.

NEXT BOARD MEETING:

The next Special Board Meeting is to be held on Thursday December 15, 2022, at 5:30 pm via Zoom videoconferencing.

There being no further business, the Regular Board Meeting of the Pajaro/Sunny Mesa Community Services District was adjourned at 6:19 pm with motion made by Director Chesterman seconded by Director Miller. Motion carried.

Respectfully submitted by:

Sanford Coplin, President

MINUTES OF REGULAR MEETING – October 27, 2022

Donald Olsen, Vice President

Judith Vazquez-Varela, Recorder

FINANCIAL NOTES - NOVEMBER 2022

Account No:	Account Name:	Increase / Decrease	Description
Income:			
4001-4015	Total Income	+	Water Revenue: 11% under projected monthly budget
Expenses: Indirect			
5260	Accounting & Bookkeeping	+	Progress billing #3 for 2022 Audit
5270	Automotive- Repair & Maint.	+	New tires for 2020 Chevy Colorado
5326	Licenses & Certifications	+	Backflow Certification training course
Other Income:			
4110	Hydrant Sales	+	Steady usage: Moss Landing
4115	Testing Fees	+	Backflow Assembly Testing: Completion for calendar year

Income & Cash Summary

Total Income	Total Expense	Difference
\$196,646.22	\$146,638.28	\$50,007.94
October Cash	November Cash	Difference
\$848,181.37	\$902,517.21	\$54,335.84

Pajaro/Sunny Mesa Community Services District

Balance Sheet

As of November 30, 2022

	Nov 30, 22
ASSETS	
Current Assets	
Checking/Savings	
1001 · SCCB - Operating Account	502,944.21
1002 · SCCB Reserve Account	399,573.00
1003 · SCCB - Sick Leave Account	14,451.84
1004 · SCCB - Street Maint Acct	253,037.26
1006 · SCCB-GF 633	20,273.26
1007 · SCCB - Debt Service Reserve	113,737.68
1032 · SCCB-COP Acct	48,494.22
1036 · PSM Pajaro Park Acct	44,203.48
1050 · Cash in County Treasury - DS	16,533.70
1051 · Cash in County Treasury - GF	97,977.24
1052 · US Bank 2021 Gen. Bond -8000	0.56
1054 · US Bank 2021 Gen. Bond -8002	823,463.70
1055 · US Bank 2021 Gen. Bond -8003	10.43
1056 · US Bank 2021 Gen. Bond -8004	7.30
1057 · US Bank 2021 Gen. Bond -8005	94,014.42
1066 · US Bank Vega 2303	148,494.49
1068 · US Bank Vega 2301	89.98
1069 · US Bank Vega-2302	537.22
1095 · US Bank Wtr Bond-Res 2204	147,820.00
2201 · US Bank-2015 Wtr Rfd Bd 2201	979.76
2202 · US Bank 2015 Wtr Rfd Bd-2202	36,647.50
Total Checking/Savings	2,763,291.25
Accounts Receivable	
1110 · Invoice Accounts Recv	3,905.00
1231 · Grants Receivable-A/R	12,189.05
Total Accounts Receivable	16,094.05
Other Current Assets	
1080 · Petty Cash	400.00
1100 · Water Customer Accounts Recv	233,951.75
1101 · Allowance for Doubtful Accounts	-7,108.02
1115 · Prepaid Expenses	1.31
1153 · Receivable from Monterey County	860.00
1251 · Assess. Rec. - Lighting	2,540.14
1252 · Assessments Rec. - Street Maint	4,691.00
1253 · Assessments Rec. - Water bond	192,000.00
1253.1 · Assess Rec - Water Bond - Count	1,508.43
1254 · Advanced Pay - Spec. Asses - WB	-16,561.65
Total Other Current Assets	412,282.96
Total Current Assets	3,191,668.26
Fixed Assets	
1084 · CIP-Springfield/Struve	18,967.36
1500 · Land	139,676.30
1510 · Land Improve (Non-office)	314,656.67
1520 · Land Improve (Office)	66,721.46
1521 · A/D - Land Impr (Off)	-66,707.40
1522 · Land - Parks	248,000.00
1530 · Wells	162,488.25
1540 · Pumping Plant Bldg	191,044.92
1541 · A/D - Pumping Plant Bldg	-191,045.00
1550 · District Office Building	163,247.47
1551 · A/D - District Office Building	-129,997.73
1555 · Office Equipment/Furniture	30,573.05
1556 · A/D - Office Equip/Furniture	-30,572.90
1557 · Equipment - Lighting	8,980.18
1559 · A/D - Lighting and Parks	-8,980.18
1560 · Electric Power to Sheds	2,598.59
1561 · A/D - Electric Power to Sheds	-2,599.00
1570 · Equipment - Pumping Plant	510,984.21
1571 · A/D - Equipment - Pumping Plant	-452,362.87

December 12, 2022

Balance Sheet

Accrual Basis

As of November 30, 2022

	Nov 30, 22
1580 · Distribution Mains [P]	1,487,948.01
1581 · A/D - Distribution Mains	-1,116,993.68
1590 · Meters	90,114.13
1591 · A/D - Meters	-86,117.11
1600 · Hydrants	7,422.43
1601 · A/D - Hydrants	-4,857.72
1610 · Automotive Equipment	229,909.12
1611 · A/D - Automotive Equipment	-171,078.31
1620 · Utility Trans/Distr Plant	115,702.65
1621 · A/D - Utility T&D Plant	-96,120.77
1622 · A/D - Moss Landing	-182,144.31
1630 · Utility Plant	107,992.45
1631 · A/D - Utility Plant	-107,992.00
1640 · Source of Supply Plant	54,616.59
1641 · A/D - Source of Supply Plant	-19,839.73
1650 · Trans & Distr Plant	139,408.08
1651 · A/D - Trans & Distr Plant	-87,149.30
1670 · Small Tools/Equipment	10,773.67
1671 · A/D - Small Tools/Equipment	-9,493.51
1680 · ALCO Water Project	155,809.38
1681 · A/D - ALCO Water Project	-109,066.45
1804 · CIP-Springfield	393,244.44
1805 · CIP-Vega Imprvmtnt Project	4,620,002.33
1805.1 · A/D - Vega	-2,422,897.90
1806 · Moss Landing Bridge Project	251,233.09
1807 · CIP-Langley/VP	303,788.55
1807.1 · A/D - Langley/VP	-90,538.74
1808 · CIP-Normco	423,227.00
1808.1 · A/D - Normco Tank	-147,216.73
1811 · CIP-Vierra Estate	262,294.86
1811.1 · A/D - Vierra Estates	-61,204.72
1812 · CIP-Moss Landing Water System	371,095.32
1812.1 · A/D - Moss Landing Water	-92,276.55
1813 · CIP-Normco Water System	4,520.00
1814 · CIP-Pajaro	2,420,621.44
1816 · Land - Pajaro Park	781,632.00
1817 · Improvements - Pajaro Park	4,717,110.00
1817.1 · A/D - Improvements -Pajaro Park	-1,501,733.63
1818 · Buildings - Pajaro Park	796,400.00
1818.1 · A/D - Buildings-Pajaro Park	-206,764.26
1819 · Equipment - Pajaro Park	43,381.00
1819.1 · A/D - Equipment-Pajaro Park	-31,812.89
1820 · Normco Treatment Facility	127,374.00
1820.1 · A/D-Normco Treatment Facility	-115,894.85
1821 · CIP-Sunny Mesa	132,972.31
1822 · CIP-Vega	101,412.34
1823 · CIP-Blackie	40,207.55
Total Fixed Assets	12,504,692.96
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	3,502,867.72
1950 · Deferred amount on refunding	63,229.60
1951 · Deferred Amt of Ref-Vega Bds15	80,014.09
Total Other Assets	3,646,369.26
TOTAL ASSETS	19,342,730.48
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	31,727.23

December 12, 2022

Balance Sheet

Accrual Basis

As of November 30, 2022

	Nov 30, 22
Total Accounts Payable	31,727.23
Credit Cards	
2900 · Wells Fargo- 6120	128.40
2905 · Wells Fargo- 0721	344.41
2910 · Elan	385.64
Total Credit Cards	858.45
Other Current Liabilities	
2005 · Accrued Liabilities	60,186.00
2050 · Accrued Payroll	10,162.40
2100 · Payroll Tax Liabilities	2,658.42
2121 · Customer Security Deposits	23,428.70
2122 · Future Water Conn. Deposits	36,600.00
2123 · Hydrant Meter Deposits	20,050.00
2225 · Accrued Vacation Liability	35,295.50
2230 · Accrued Sick Leave Liability	35,919.12
2263 · 457b EE Plan Payable	6,678.84
2264 · Employee Insurance Payable	679.63
2265 · EE Aflac Insurance Payable	1,558.65
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.	7,147.20
Total Other Current Liabilities	271,882.15
Total Current Liabilities	304,467.83
Long Term Liabilities	
2256 · Vehicle Loan Payable	30,351.45
2257 · Reorganization Loan	185,000.00
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	1,805,000.00
2361 · Bonds Payable-2015 Vega Wtr Rf	3,197,599.67
2400 · Unamortized Discount on 2015	-29,541.01
2401 · Unamortized Discount-2015 Vega	-11,778.72
2402 · 2021 Gen. Bond Premium	42,391.80
Total Long Term Liabilities	6,962,023.19
Total Liabilities	7,266,491.02
Equity	
3000 · Fund Balance	219,540.85
3001 · Restricted-Street Maintenance	202,911.80
3040 · Contributed Capital	248,000.00
3045 · Restricted for Debt Service	4,575,060.23
3050 · Retained Earnings	6,582,464.80
Net Income	248,261.78
Total Equity	12,076,239.46
TOTAL LIABILITIES & EQUITY	19,342,730.48

December 12, 2022

Profit & Loss

Accrual Basis

November 2022

	Nov 22
Ordinary Income/Expense	
Income	
4001 · Route 1 - Pajaro	23,021.16
4002 · Route 2 - Pajaro	24,102.02
4003 · Route 3 - Commercial	25,015.35
4004 · Route 4 - Trailer Park	1,405.24
4005 · Route 5 - San Juan Rd Apts	1,096.04
4006 · Route 6 - Sunny Mesa	12,318.23
4007 · Route 7 - CSA 73	14,106.20
4008 · Route 8 - Vega	14,476.16
4010 · Route 10 -Springfield	850.00
4011 · Route 11 - Moss Landing	26,599.65
4012 · Route 12 - Blackie Road	3,698.17
4013 · Route 13 - Normco	30,493.01
4014 · Route 14 - Vierra	5,384.50
4015 · Route 15 - Langley/VP	3,004.23
Total Income	185,569.96
Gross Profit	185,569.96
Expense	
INDIRECT	
5000 · Salaries and Wages	72,204.81
5005 · Administrative Fees	512.28
5030 · Payroll Tax Expense	1,737.93
5050 · Employee Health Insurance	13,592.29
5070 · Employee Retirement	14,520.08
5090 · Other Employee Expense	337.49
5130 · Utilities - Office	354.32
5140 · Building Repair & Maint	384.40
5145 · District Wide Repair & Maint	771.36
5150 · Garbage Service	368.76
5160 · Office Equip Rental	665.16
5165 · Computer Software	833.56
5240 · Office Supplies	66.50
5250 · Legal Expenses	1,400.00
5256 · Interest Exp-Financed Items	131.84
5260 · Accounting & Bookkeeping	5,000.00
5270 · Automotive - Repair & Maint	1,046.30
5280 · Conferences, Meetings, Seminars	14.99
5326 · Licenses and Certifications	1,000.00
5330 · Telephone	1,465.10
5370 · Fuel - Trucks	2,592.08
5391 · Credit Card Transaction Fees	16.95
5XXX · Indirect Allocation	0.00
Total INDIRECT	119,016.20
5190 · Soil and Water Tests	1,857.10
5220 · Water System - Repair & Maint	12,884.18
5225 · Street Maintenance	350.87
5230 · Park - Repair & Maint	36.62
5231 · Pajaro Park Expense	3,521.40
5310 · Utilities - Well Site	12,880.80
5315 · Utilities - Street Lighting	2,321.19
5427 · Improvement Project-Springfield	1,160.00
Total Expense	154,028.36
Net Ordinary Income	31,541.60
Other Income/Expense	
Other Income	
4100 · Late Payment Penalties	531.44
4110 · Hydrant Sales	2,925.44
4115 · Testing Fees	5,630.00
4285 · P.V.W.M.A. Collection Fee	1,989.38
4307 · Returned Check Charges	60.00

Pajaro/Sunny Mesa Community Services District
Profit & Loss
November 2022

	Nov 22
4345 · Customer Order Reimbursements	500.00
5424 · Springfield Bottled Wtr Gr Reimb	371.07
Total Other Income	12,007.33
Other Expense	
5438 · LHMP Project- Dist. Wide	605.00
5444 · OGALS Per Capita Grant	160.00
Total Other Expense	765.00
Net Other Income	11,242.33
Net Income	42,783.93

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

	Nov 22	Budget	% of Budget	Jul - Nov 22	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense							
Income							
4001 · Route 1 - Pajaro	23,021.16	26,916.66	85.5%	130,154.94	134,583.38	96.7%	323,000.00
4002 · Route 2 - Pajaro	24,102.02	26,500.00	91.0%	133,084.70	132,500.00	100.4%	318,000.00
4003 · Route 3 - Commercial	25,015.35	26,916.66	92.9%	149,888.59	134,583.38	111.4%	323,000.00
4004 · Route 4 - Trailer Park	1,405.24	1,416.66	99.2%	7,320.94	7,083.38	103.4%	17,000.00
4005 · Route 5 - San Juan Rd Apts	1,096.04	1,166.66	93.9%	6,073.16	5,833.38	104.1%	14,000.00
4006 · Route 6 - Sunny Mesa	12,318.23	14,000.00	88.0%	73,701.35	70,000.00	105.3%	168,000.00
4007 · Route 7 - CSA 73	14,106.20	15,833.33	89.1%	83,352.98	79,166.69	105.3%	190,000.00
4008 · Route 8 - Vega	14,476.16	16,416.66	88.2%	87,170.68	82,083.38	106.2%	197,000.00
4010 · Route 10 -Springfield	850.00	833.33	102.0%	4,250.00	4,166.69	102.0%	10,000.00
4011 · Route 11 - Moss Landing	26,599.65	29,083.33	91.5%	152,602.25	145,416.69	104.9%	349,000.00
4012 · Route 12 - Blackie Road	3,698.17	4,083.33	90.6%	21,771.20	20,416.69	106.6%	49,000.00
4013 · Route 13 - Normco	30,493.01	36,333.33	83.9%	187,876.26	181,666.69	103.4%	436,000.00
4014 · Route 14 - Vierra	5,384.50	6,000.00	89.7%	31,263.53	30,000.00	104.2%	72,000.00
4015 · Route 15 - Langley/VP	3,004.23	3,500.00	85.8%	18,943.39	17,500.00	108.2%	42,000.00
Total Income	185,569.96	208,999.95	88.8%	1,087,453.97	1,045,000.35	104.1%	2,508,000.00
Gross Profit	185,569.96	208,999.95	88.8%	1,087,453.97	1,045,000.35	104.1%	2,508,000.00
Expense							
INDIRECT							
5000 · Salaries and Wages	72,204.81	74,500.00	96.9%	346,892.47	372,500.00	93.1%	894,000.00
5005 · Administrative Fees	512.28	516.66	99.2%	2,541.30	2,583.38	98.4%	6,200.00
5030 · Payroll Tax Expense	1,737.93	1,333.33	130.3%	5,641.95	6,666.69	84.6%	16,000.00
5040 · Worker's Comp Insurance	0.00	1,208.33	0.0%	7,233.21	6,041.69	119.7%	14,500.00
5050 · Employee Health Insurance	13,592.29	15,166.66	89.6%	73,254.37	75,833.38	96.6%	182,000.00
5070 · Employee Retirement	14,520.08	11,333.33	128.1%	53,790.62	56,666.69	94.9%	136,000.00
5090 · Other Employee Expense	337.49	250.00	135.0%	1,068.37	1,250.00	85.5%	3,000.00
5120 · Property Taxes	0.00	166.66	0.0%	2,252.62	833.38	270.3%	2,000.00
5130 · Utilities - Office	354.32	333.33	106.3%	1,758.86	1,666.69	105.5%	4,000.00
5140 · Building Repair & Maint	384.40	583.33	65.9%	2,804.69	2,916.69	96.2%	7,000.00
5145 · District Wide Repair & Maint	771.36	1,000.00	77.1%	4,418.73	5,000.00	88.4%	12,000.00
5150 · Garbage Service	368.76	375.00	98.3%	1,840.75	1,875.00	98.2%	4,500.00
5160 · Office Equip Rental	665.16	833.33	79.8%	3,345.80	4,166.69	80.3%	10,000.00
5165 · Computer Software	833.56	1,500.00	55.6%	9,764.59	7,500.00	130.2%	18,000.00
5170 · Office Equipment Repair & Maint	0.00	300.00	0.0%	518.80	1,500.00	34.6%	3,600.00
5175 · Small Tools - Repair & Maint.	0.00	83.33	0.0%	307.79	416.69	73.9%	1,000.00
5180 · Casualty Ins/Liability Ins	0.00	3,500.00	0.0%	43,033.42	17,500.00	245.9%	42,000.00
5200 · Billing Supplies	0.00	325.00	0.0%	3,886.73	1,625.00	239.2%	3,900.00
5240 · Office Supplies	66.50	316.66	21.0%	1,915.72	1,583.38	121.0%	3,800.00
5245 · Postage	0.00	800.00	0.0%	3,000.00	4,000.00	75.0%	9,600.00
5250 · Legal Expenses	1,400.00	1,416.66	98.8%	1,552.91	7,083.38	21.9%	17,000.00

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

	Nov 22	Budget	% of Budget	Jul - Nov 22	YTD Budget	% of Budget	Annual Budget
5255 · Interest Expense	0.00	816.66	0.0%	4,856.25	4,083.38	118.9%	9,800.00
5256 · Interest Exp-Financed Items	131.84	333.33	39.6%	704.28	1,666.69	42.3%	4,000.00
5260 · Accounting & Bookkeeping	5,000.00	3,208.33	155.8%	25,500.00	16,041.69	159.0%	38,500.00
5266 · Engineering Svcs-Dist Wide	0.00	1,666.66	0.0%	8,098.50	8,333.38	97.2%	20,000.00
5270 · Automotive - Repair & Maint	1,046.30	833.33	125.6%	7,198.02	4,166.69	172.8%	10,000.00
5280 · Conferences, Meetings, Seminars	14.99	41.66	36.0%	74.95	208.38	36.0%	500.00
5290 · Travel Expenses	0.00	41.66	0.0%	0.00	208.38	0.0%	500.00
5300 · Books & Subscriptions	0.00	125.00	0.0%	0.00	625.00	0.0%	1,500.00
5305 · Water Conservation Program	0.00	250.00	0.0%	0.00	1,250.00	0.0%	3,000.00
5320 · Membership Fees and Dues	0.00	1,666.66	0.0%	4,334.60	8,333.38	52.0%	20,000.00
5326 · Licenses and Certifications	1,000.00	166.66	600.0%	1,325.00	833.38	159.0%	2,000.00
5330 · Telephone	1,465.10	1,416.66	103.4%	8,693.43	7,083.38	122.7%	17,000.00
5340 · Burglar Alarm Monitoring	0.00	75.00	0.0%	300.00	375.00	80.0%	900.00
5370 · Fuel - Trucks	2,592.08	3,583.33	72.3%	16,325.28	17,916.69	91.1%	43,000.00
5390 · Bank Charges	0.00	25.00	0.0%	0.00	125.00	0.0%	300.00
5391 · Credit Card Transaction Fees	16.95	50.00	33.9%	110.76	250.00	44.3%	600.00
5400 · Miscellaneous Expense	0.00	16.66	0.0%	0.00	83.38	0.0%	200.00
6577 · COP Debt Service - Interest	0.00	6,125.00	0.0%	0.00	30,625.00	0.0%	73,500.00
Total INDIRECT	119,016.20	136,283.21	87.3%	648,344.77	681,417.53	95.1%	1,635,400.00
5190 · Soil and Water Tests	1,857.10	2,500.00	74.3%	10,294.80	12,500.00	82.4%	30,000.00
5220 · Water System - Repair & Maint	12,884.18	18,750.00	68.7%	56,937.36	93,750.00	60.7%	225,000.00
5265 · Engineering Expenses	0.00	83.33	0.0%	0.00	416.69	0.0%	1,000.00
5310 · Utilities - Well Site	12,880.80	14,166.66	90.9%	79,605.26	70,833.38	112.4%	170,000.00
5325 · Permits	0.00	3,000.00	0.0%	2,388.00	15,000.00	15.9%	36,000.00
5360 · Fuel - Generator	0.00	833.33	0.0%	0.00	4,166.69	0.0%	10,000.00
5428 · COP Bond Expense	0.00	291.66	0.0%	2,000.00	1,458.38	137.1%	3,500.00
6565 A · 2021 Bond Expense- Fees	0.00	125.00	0.0%	2,300.00	625.00	368.0%	1,500.00
Total Expense	146,638.28	176,033.19	83.3%	801,870.19	880,167.67	91.1%	2,112,400.00
Net Ordinary Income	38,931.68	32,966.76	118.1%	285,583.78	164,832.68	173.3%	395,600.00
Other Income/Expense							
Other Income							
4100 · Late Payment Penalties	531.44	416.66	127.5%	2,653.60	2,083.38	127.4%	5,000.00
4101 · Billing Adjustments	0.00	16.66	0.0%	-712.40	83.38	-854.4%	200.00
4110 · Hydrant Sales	2,925.44	1,250.00	234.0%	10,845.92	6,250.00	173.5%	15,000.00
4115 · Testing Fees	5,630.00	916.66	614.2%	11,390.00	4,583.38	248.5%	11,000.00
4140 · Connection Fees	0.00	616.66	0.0%	43,797.00	3,083.38	1,420.4%	7,400.00
4141 · Application Fees	0.00	45.83	0.0%	650.00	229.19	283.6%	550.00
4146 · Other Fees	0.00	33.33	0.0%	0.00	166.69	0.0%	400.00
4285 · P.V.W.M.A. Collection Fee	1,989.38	2,416.66	82.3%	13,160.63	12,083.38	108.9%	29,000.00
4300 · Collection of Previous W/O Acct	0.00	20.83	0.0%	0.00	104.19	0.0%	250.00

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

	<u>Nov 22</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul - Nov 22</u>	<u>YTD Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
4305 · Miscellaneous Revenue	0.00	83.33	0.0%	306.00	416.69	73.4%	1,000.00
4341 · Lighting Admin Reimbursements	0.00	1,083.33	0.0%	0.00	5,416.69	0.0%	13,000.00
4346 · District 25% Overhead Fee	0.00	41.66	0.0%	0.00	208.38	0.0%	500.00
4350 · Interest Revenue	0.00	12.50	0.0%	6,112.25	62.50	9,779.6%	150.00
4355 · Audit/Bookkeeping Reimbursement	0.00	58.33	0.0%	0.00	291.69	0.0%	700.00
4360 · Legal Counsel Reimbursement	0.00	33.33	0.0%	0.00	166.69	0.0%	400.00
Total Other Income	<u>11,076.26</u>	<u>7,045.77</u>	<u>157.2%</u>	<u>88,203.00</u>	<u>35,229.61</u>	<u>250.4%</u>	<u>84,550.00</u>
Net Other Income	<u>11,076.26</u>	<u>7,045.77</u>	<u>157.2%</u>	<u>88,203.00</u>	<u>35,229.61</u>	<u>250.4%</u>	<u>84,550.00</u>
Net Income	<u><u>50,007.94</u></u>	<u><u>40,012.53</u></u>	<u><u>125.0%</u></u>	<u><u>373,786.78</u></u>	<u><u>200,062.29</u></u>	<u><u>186.8%</u></u>	<u><u>480,150.00</u></u>

AGING REPORT: NOVEMBER 2022

ALL SYSTEMS: Aging Balance as of 12/1/22

Balance	Current	30 Days	60 Days	90 Days
\$225,860.89	\$178,488.32	\$30,975.03	\$4,093.03	\$12,304.51

Notes:

The total 90 day+ balance has increased by \$111.38

The 60 day+ balance has decreased by \$249.70

The delinquent Springfield customer has brought their balance to under \$12,000
 One Vierra and one Moss Landing customer have fallen into 90 day delinquency.
 Both customers have informed us that they submitted applications for LIWHAP
 assistance. Staff will follow-up with LIWHAP and our customers on status of
 applications.

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
November 18 through December 12, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	AP	11/19/2022	Santa Cruz County Bank	1001 · SCCB - Operating Account		-623.25
				2256 · Vehicle Loan Payable	-565.49	565.49
				5256 · Interest Exp-Financed Items	-57.76	57.76
TOTAL					-623.25	623.25
Check	AP	11/21/2022	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	11/25/2022	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	11/28/2022	AT&T 1782-Online	1001 · SCCB - Operating Account		-33.97
Bill	11/7/2...	11/07/2022		5310 · Utilities - Well Site	-33.97	33.97
TOTAL					-33.97	33.97
Bill Pmt -Check	AP	11/28/2022	AT&T 2627-Online	1001 · SCCB - Operating Account		-33.97
Bill	11/7-1...	11/07/2022		5310 · Utilities - Well Site	-33.97	33.97
TOTAL					-33.97	33.97
Bill Pmt -Check	AP	11/28/2022	AT&T 5283-Online	1001 · SCCB - Operating Account		-258.68
Bill	11/11/...	11/11/2022		5310 · Utilities - Well Site	-258.68	258.68
TOTAL					-258.68	258.68
Bill Pmt -Check	AP	11/28/2022	AT&T 6542-Online	1001 · SCCB - Operating Account		-66.51
Bill	11/7/2...	11/07/2022		5310 · Utilities - Well Site	-66.51	66.51
TOTAL					-66.51	66.51
Bill Pmt -Check	AP	11/28/2022	Bianchi Kasavan & Pope-Online	1001 · SCCB - Operating Account		-5,000.00
Bill	01109...	11/01/2022		5260 · Accounting & Bookkeeping	-5,000.00	5,000.00
TOTAL					-5,000.00	5,000.00
Bill Pmt -Check	AP	11/28/2022	California Tire Mobil Service- Online	1001 · SCCB - Operating Account		-20.00
Bill	57911	11/17/2022		5270 · Automotive - Repair & Maint	-20.00	20.00
TOTAL					-20.00	20.00
Bill Pmt -Check	AP	11/28/2022	Elan-Online	1001 · SCCB - Operating Account		-1,778.58
Bill	NOV ...	11/03/2022		2910 · Elan	-1,778.58	1,869.06
TOTAL					-1,778.58	1,869.06
Bill Pmt -Check	AP	11/28/2022	PG&E 0819-Online	1001 · SCCB - Operating Account		-8,006.91
Bill	10/5/2...	11/03/2022		5310 · Utilities - Well Site	-3,425.45	3,425.45
				5310 · Utilities - Well Site	-2,305.92	2,305.92
				5310 · Utilities - Well Site	-177.76	177.76
				5310 · Utilities - Well Site	-803.19	803.19
				5310 · Utilities - Well Site	-261.18	261.18
				5315 · Utilities - Street Lighting	-95.16	95.16
				5310 · Utilities - Well Site	-938.25	938.25

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 November 18 through December 12, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-8,006.91	8,006.91
Bill Pmt -Check	AP	11/28/2022	PG&E 6022-Online	1001 · SCCB - Operating Account		-16.06
Bill	10/20/...	11/18/2022		5315 · Utilities - Street Lighting	-16.06	16.06
TOTAL					-16.06	16.06
Bill Pmt -Check	AP	11/28/2022	Preferred Pump- Online	1001 · SCCB - Operating Account		-749.94
Bill	order ...	11/16/2022		5220 · Water System - Repair & Maint	-749.94	749.94
TOTAL					-749.94	749.94
Bill Pmt -Check	AP	11/28/2022	Staples Credit Plan-Online	1001 · SCCB - Operating Account		-45.30
Bill	NOV. ...	11/08/2022		5240 · Office Supplies	-45.30	45.30
TOTAL					-45.30	45.30
Bill Pmt -Check	AP	11/28/2022	USA Blue Book- ONLINE	1001 · SCCB - Operating Account		-82.31
Bill	174992	11/11/2022		5145 · District Wide Repair & Maint	-82.31	82.31
TOTAL					-82.31	82.31
Bill Pmt -Check	AP	11/28/2022	Wells Fargo- 6120 ONLINE	1001 · SCCB - Operating Account		-358.39
Bill		11/10/2022		2900 · Wells Fargo- 6120	-358.39	358.39
TOTAL					-358.39	358.39
Bill Pmt -Check	AP	11/28/2022	Wells Fargo 0721-Online	1001 · SCCB - Operating Account		-314.97
Bill		11/10/2022		2905 · Wells Fargo- 0721	-314.97	314.97
TOTAL					-314.97	314.97
Bill Pmt -Check	AP	11/28/2022	Tesco Controls- Online	1001 · SCCB - Operating Account		-905.00
Bill	00780...	10/28/2022		5220 · Water System - Repair & Maint	-905.00	905.00
TOTAL					-905.00	905.00
Bill Pmt -Check	AP	11/28/2022	TIAA Commercial Finance, Inc.	1001 · SCCB - Operating Account		-194.40
Bill	92354...	11/08/2022		5160 · Office Equip Rental	-194.40	194.40
TOTAL					-194.40	194.40
Check	AP	11/30/2022	Total Merchant Services	1001 · SCCB - Operating Account		-15.45
				5391 · Credit Card Transaction Fees	-15.45	15.45
TOTAL					-15.45	15.45
Check	AP	12/05/2022	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	12/09/2022	Aramark- ACH	1001 · SCCB - Operating Account		-193.36
Bill	51101...	11/04/2022		5140 · Building Repair & Maint	-48.34	48.34
Bill	51101...	11/11/2022		5140 · Building Repair & Maint	-48.34	48.34
Bill	51101...	11/18/2022		5140 · Building Repair & Maint	-48.34	48.34
Bill	51101...	11/25/2022		5140 · Building Repair & Maint	-48.34	48.34
TOTAL					-193.36	193.36
Bill Pmt -Check	AP	12/09/2022	GreatAmerica Financial-Online	1001 · SCCB - Operating Account		-470.76

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 November 18 through December 12, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	32919...	11/28/2022		5160 · Office Equip Rental	-470.76	470.76
TOTAL					-470.76	470.76
Bill Pmt -Check	AP	12/09/2022	Mission Uniform Service-Online	1001 · SCCB - Operating Account		-318.03
Bill	51812...	11/07/2022		5140 · Building Repair & Maint	-47.76	47.76
Bill	51817...	11/14/2022		5140 · Building Repair & Maint	-47.76	47.76
Bill	51821...	11/21/2022		5140 · Building Repair & Maint	-47.76	47.76
Bill	51825...	11/28/2022		5140 · Building Repair & Maint	-47.76	47.76
Bill	51829...	11/28/2022		5090 · Other Employee Expense	-126.99	126.99
TOTAL					-318.03	318.03
Bill Pmt -Check	AP	12/09/2022	WM / Carmel Marina - Office-Online	1001 · SCCB - Operating Account		-368.76
Bill	98243...	12/01/2022		5150 · Garbage Service	-368.76	368.76
TOTAL					-368.76	368.76
Bill Pmt -Check	AP	12/09/2022	Ace Hardware Watsonville- ACH	1001 · SCCB - Operating Account		-99.26
Bill	218378	11/02/2022		5220 · Water System - Repair & Maint	-21.83	21.83
Bill	218393	11/03/2022		5220 · Water System - Repair & Maint	-18.49	18.49
Bill	218566	11/10/2022		5220 · Water System - Repair & Maint	-6.54	6.54
Bill	218633	11/14/2022		5220 · Water System - Repair & Maint	-41.49	41.49
Bill	218922	11/29/2022		5220 · Water System - Repair & Maint	-10.91	10.91
TOTAL					-99.26	99.26
Bill Pmt -Check	AP	12/09/2022	C & N Tractors/Rentals- ACH	1001 · SCCB - Operating Account		-36.62
Bill	74049...	11/04/2022		5230 · Park - Repair & Maint	-36.62	36.62
TOTAL					-36.62	36.62
Bill Pmt -Check	AP	12/09/2022	AT&T 2043-Online	1001 · SCCB - Operating Account		-537.72
Bill	NOV ...	11/26/2022		5330 · Telephone	-537.72	537.72
TOTAL					-537.72	537.72
Bill Pmt -Check	AP	12/09/2022	AT&T 2486-Online	1001 · SCCB - Operating Account		-271.46
Bill	NOV ...	11/26/2022		5310 · Utilities - Well Site	-271.46	271.46
TOTAL					-271.46	271.46
Bill Pmt -Check	AP	12/09/2022	Bianchi Alarm Systems-Online	1001 · SCCB - Operating Account		-84.00
Bill	25688	12/01/2022		5340 · Burglar Alarm Monitoring	-84.00	84.00
TOTAL					-84.00	84.00
Bill Pmt -Check	AP	12/09/2022	Castroville Ace Hardware-ACH	1001 · SCCB - Operating Account		-30.78
Bill	18737...	11/17/2022		5220 · Water System - Repair & Maint	-30.78	30.78
TOTAL					-30.78	30.78
Bill Pmt -Check	AP	12/09/2022	Corbin Willits Systems-Online	1001 · SCCB - Operating Account		-485.17
Bill	000C...	11/15/2022		5165 · Computer Software	-485.17	485.17
TOTAL					-485.17	485.17
Bill Pmt -Check	AP	12/09/2022	Core & Main- ACH	1001 · SCCB - Operating Account		-719.55
Bill	R888...	11/03/2022		5220 · Water System - Repair & Maint	-150.03	150.03
Bill	R972...	11/18/2022		5220 · Water System - Repair & Maint	-284.76	284.76
				5145 · District Wide Repair & Maint	-284.76	284.76

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 November 18 through December 12, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-719.55	719.55
Bill Pmt -Check	AP	12/09/2022	Davis Auto Parts- ACH	1001 · SCCB - Operating Account		-50.23
Bill	15853...	11/23/2022		5270 · Automotive - Repair & Maint	-50.23	50.23
TOTAL					-50.23	50.23
Bill Pmt -Check	AP	12/09/2022	Grunsky Law Firm	1001 · SCCB - Operating Account		-2,450.00
Bill	Inv. 1...	12/02/2022		5250 · Legal Expenses	-2,450.00	2,450.00
TOTAL					-2,450.00	2,450.00
Bill Pmt -Check	AP	12/09/2022	ICONIX Waterworks (US), Inc- ACH	1001 · SCCB - Operating Account		-3,242.15
Bill	U221...	11/08/2022		5145 · District Wide Repair & Maint	-87.40	87.40
Bill	U221...	11/10/2022		5220 · Water System - Repair & Maint	-2,338.31	2,338.31
Bill	U221...	11/22/2022		5220 · Water System - Repair & Maint	-816.44	816.44
TOTAL					-3,242.15	3,242.15
Bill Pmt -Check	AP	12/09/2022	J Johnson & Company, Inc.- ACH	1001 · SCCB - Operating Account		-11,169.99
Bill	22-00...	11/05/2022	Cal Trees Inc.	5220 · Water System - Repair & Maint	-3,978.97	3,978.97
Bill	22-13...	11/05/2022		5220 · Water System - Repair & Maint	-7,191.02	7,191.02
TOTAL					-11,169.99	11,169.99
Bill Pmt -Check	AP	12/09/2022	MBAS- ACH	1001 · SCCB - Operating Account		-842.10
Bill	22101...	11/01/2022		5190 · Soil and Water Tests	-46.80	46.80
Bill	22102...	11/07/2022		5190 · Soil and Water Tests	-60.00	60.00
Bill	22110...	11/09/2022		5190 · Soil and Water Tests	-23.40	23.40
Bill	22110...	11/15/2022		5190 · Soil and Water Tests	-72.00	72.00
Bill	22110...	11/15/2022		5190 · Soil and Water Tests	-140.40	140.40
Bill	22110...	11/18/2022		5190 · Soil and Water Tests	-46.80	46.80
Bill	22110...	11/18/2022		5190 · Soil and Water Tests	-187.20	187.20
Bill	22110...	11/18/2022		5190 · Soil and Water Tests	-93.60	93.60
Bill	22110...	11/18/2022		5190 · Soil and Water Tests	-117.00	117.00
Bill	22110...	11/21/2022		5190 · Soil and Water Tests	-54.90	54.90
TOTAL					-842.10	842.10
Bill Pmt -Check	AP	12/09/2022	Mid Valley Supply- ACH	1001 · SCCB - Operating Account		-1,223.64
Bill	I266919	11/02/2022		5220 · Water System - Repair & Maint	-55.62	55.62
Bill	I267042	11/09/2022		5220 · Water System - Repair & Maint	-222.44	222.44
				5220 · Water System - Repair & Maint	-111.22	111.22
				5220 · Water System - Repair & Maint	-111.22	111.22
				5220 · Water System - Repair & Maint	-55.61	55.61
Bill	I267184	11/17/2022		5220 · Water System - Repair & Maint	-55.70	55.70
				5220 · Water System - Repair & Maint	-111.24	111.24
				5220 · Water System - Repair & Maint	-55.62	55.62
				5220 · Water System - Repair & Maint	-55.62	55.62
Bill	I267230	11/22/2022		5220 · Water System - Repair & Maint	-55.63	55.63
				5220 · Water System - Repair & Maint	-111.24	111.24
				5220 · Water System - Repair & Maint	-55.62	55.62
Bill	I267328	11/29/2022		5220 · Water System - Repair & Maint	-55.62	55.62
				5220 · Water System - Repair & Maint	-111.24	111.24
TOTAL					-1,223.64	1,223.64
Bill Pmt -Check	AP	12/09/2022	Monterey One Water- Online	1001 · SCCB - Operating Account		-114.23
Bill	DEC ...	11/30/2022		5130 · Utilities - Office	-25.73	25.73
Bill	11/1/2...	11/30/2022		5310 · Utilities - Well Site	-88.50	88.50
TOTAL					-114.23	114.23
Bill Pmt -Check	AP	12/09/2022	PARS- ACH	1001 · SCCB - Operating Account		-512.28
Bill	51874	11/11/2022		5005 · Administrative Fees	-512.28	512.28

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December 12, 2022

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 November 18 through December 12, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-512.28	512.28
Bill Pmt -Check	AP	12/09/2022	PG&E 1438-Online	1001 · SCCB - Operating Account		-1,278.97
Bill	10/25/...	11/23/2022		5310 · Utilities - Well Site	-1,278.97	1,278.97
TOTAL					-1,278.97	1,278.97
Bill Pmt -Check	AP	12/09/2022	PG&E 6857-Online	1001 · SCCB - Operating Account		-5,013.42
Bill	10/26/...	11/28/2022		5310 · Utilities - Well Site	-1,430.93	1,430.93
				5310 · Utilities - Well Site	-1,032.56	1,032.56
				5130 · Utilities - Office	-241.60	241.60
				5310 · Utilities - Well Site	-98.36	98.36
				5315 · Utilities - Street Lighting	-2,209.97	2,209.97
TOTAL					-5,013.42	5,013.42
Bill Pmt -Check	AP	12/09/2022	Pollard Water-Online	1001 · SCCB - Operating Account		-36.40
Bill	02269...	11/22/2022		5145 · District Wide Repair & Maint	-36.40	36.40
TOTAL					-36.40	36.40
Bill Pmt -Check	AP	12/09/2022	Santa Cruz Answering Service-ACH	1001 · SCCB - Operating Account		-85.00
Bill	1009 ...	11/22/2022		5330 · Telephone	-85.00	85.00
TOTAL					-85.00	85.00
Bill Pmt -Check	AP	12/09/2022	Soil Control Lab- ACH	1001 · SCCB - Operating Account		-1,015.00
Bill	21100...	11/02/2022		5190 · Soil and Water Tests	-87.00	87.00
Bill	21100...	11/02/2022		5190 · Soil and Water Tests	-87.00	87.00
Bill	21100...	11/02/2022		5190 · Soil and Water Tests	-87.00	87.00
Bill	21100...	11/02/2022		5190 · Soil and Water Tests	-29.00	29.00
Bill	21100...	11/03/2022		5190 · Soil and Water Tests	-29.00	29.00
Bill	21100...	11/03/2022		5190 · Soil and Water Tests	-29.00	29.00
Bill	21100...	11/03/2022		5190 · Soil and Water Tests	-29.00	29.00
Bill	21102...	11/10/2022		5190 · Soil and Water Tests	-29.00	29.00
Bill	21102...	11/10/2022		5190 · Soil and Water Tests	-29.00	29.00
Bill	21102...	11/10/2022		5190 · Soil and Water Tests	-29.00	29.00
Bill	21102...	11/10/2022		5190 · Soil and Water Tests	-29.00	29.00
Bill	21102...	11/10/2022		5190 · Soil and Water Tests	-87.00	87.00
Bill	21102...	11/10/2022		5190 · Soil and Water Tests	-29.00	29.00
Bill	21102...	11/10/2022		5190 · Soil and Water Tests	-29.00	29.00
Bill	21102...	11/10/2022		5190 · Soil and Water Tests	-58.00	58.00
Bill	21103...	11/16/2022		5190 · Soil and Water Tests	-58.00	58.00
Bill	21103...	11/16/2022		5190 · Soil and Water Tests	-29.00	29.00
Bill	21103...	11/16/2022		5190 · Soil and Water Tests	-29.00	29.00
Bill	21103...	11/16/2022		5190 · Soil and Water Tests	-29.00	29.00
Bill	21103...	11/16/2022		5190 · Soil and Water Tests	-58.00	58.00
Bill	21103...	11/16/2022		5190 · Soil and Water Tests	-29.00	29.00
Bill	21103...	11/16/2022		5190 · Soil and Water Tests	-29.00	29.00
Bill	21103...	11/16/2022		5190 · Soil and Water Tests	-29.00	29.00
Bill	21103...	11/16/2022		5190 · Soil and Water Tests	-29.00	29.00
Bill	21105...	11/23/2022		5190 · Soil and Water Tests	-29.00	29.00
Bill	21105...	11/30/2022		5190 · Soil and Water Tests	-29.00	29.00
Bill	21105...	11/30/2022		5190 · Soil and Water Tests	-58.00	58.00
TOTAL					-1,015.00	1,015.00
Bill Pmt -Check	AP	12/09/2022	Sturdy Oil Company- ACH	1001 · SCCB - Operating Account		-2,299.39
Bill	CL86...	11/15/2022		5370 · Fuel - Trucks	-1,388.81	1,388.81
Bill	CL87...	11/30/2022		5370 · Fuel - Trucks	-910.58	910.58
TOTAL					-2,299.39	2,299.39
Bill Pmt -Check	AP	12/09/2022	Tom's Site Service- ACH	1001 · SCCB - Operating Account		-208.49
Bill	74873	12/04/2022		5145 · District Wide Repair & Maint	-208.49	208.49
TOTAL					-208.49	208.49
Bill Pmt -Check	AP	12/09/2022	USA Blue Book- ONLINE	1001 · SCCB - Operating Account		-160.78
Bill	187938	11/28/2022		5145 · District Wide Repair & Maint	-72.00	72.00

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
November 18 through December 12, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	192308	12/01/2022		5220 · Water System - Repair & Maint	-88.78	88.78
TOTAL					-160.78	160.78
Check	PARS	11/30/2022	US Bank - PARS #6746022400	1001 · SCCB - Operating Account		-4,792.39
				5070 · Employee Retirement	-4,792.39	4,792.39
TOTAL					-4,792.39	4,792.39
Bill Pmt -Check	25269	12/09/2022	Charles Grosser	1001 · SCCB - Operating Account		-150.00
Bill	Boot ...	12/03/2022		5090 · Other Employee Expense	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	25270	12/09/2022	Santa Cruz County Bank	1001 · SCCB - Operating Account		-566.04
Bill	ACCT...	11/21/2022		2256 · Vehicle Loan Payable	-491.96	491.96
				5256 · Interest Exp-Financed Items	-74.08	74.08
TOTAL					-566.04	566.04

Pajaro/Sunny Mesa Community Services District
Check Detail - Reserve Account
 November 18 through December 12, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	11/28/2022	Rincon Consultants, Inc. - ACH	1002 · SCCB Reserve Account		-605.00
Bill	inv# 4...	11/17/2022	CA Office of Emergency Services	5438 · LHMP Project- Dist. Wide	-605.00	605.00
TOTAL					-605.00	605.00
Bill Pmt -Check	AP	12/09/2022	Thomas E Yeager, P.E.- ACH	1002 · SCCB Reserve Account		-240.00
Bill	Invoic...	12/01/2022	State Water Resources Control Board	5427 · Improvement Project-Springfield	-240.00	240.00
TOTAL					-240.00	240.00

Pajaro/Sunny Mesa Community Services District

Check Detail - Pajaro Park Account

November 18 through December 12, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	11/28/2022	AT&T- 2458 Paj Park Uverse	1036 · PSM Pajaro Park Acct		-63.50
Bill	acct 3...	11/13/2022		5231 · Pajaro Park Expense	-63.50	63.50
TOTAL					-63.50	63.50
Bill Pmt -Check	AP	11/28/2022	D & N Welding, Inc.	1036 · PSM Pajaro Park Acct		-1,852.27
Bill	1166	11/18/2022		5231 · Pajaro Park Expense	-1,852.27	1,852.27
TOTAL					-1,852.27	1,852.27
Bill Pmt -Check	AP	11/28/2022	PG&E 3540 Pajaro Park-Online	1036 · PSM Pajaro Park Acct		-151.70
Bill	10/19/...	11/18/2022		5231 · Pajaro Park Expense	-151.70	151.70
TOTAL					-151.70	151.70
Bill Pmt -Check	AP	12/09/2022	Pajaro Valley Lock Shop	1036 · PSM Pajaro Park Acct		-172.56
Bill	255	11/18/2022		5231 · Pajaro Park Expense	-172.56	172.56
TOTAL					-172.56	172.56
Bill Pmt -Check	AP	12/09/2022	WM / Carmel Marina - Pajaro Park-Onlin	1036 · PSM Pajaro Park Acct		-368.76
Bill	98252...	12/01/2022		5231 · Pajaro Park Expense	-368.76	368.76
TOTAL					-368.76	368.76
Bill Pmt -Check	AP	12/09/2022	Ace Hardware Watsonville- ACH	1036 · PSM Pajaro Park Acct		-138.56
Bill	218414	11/03/2022		5231 · Pajaro Park Expense	-85.12	85.12
Bill	218595	11/12/2022		5231 · Pajaro Park Expense	-16.35	16.35
Bill	218753	11/18/2022		5231 · Pajaro Park Expense	-4.36	4.36
Bill	218839	11/22/2022		5231 · Pajaro Park Expense	-6.54	6.54
Bill	218851	11/23/2022		5231 · Pajaro Park Expense	-26.19	26.19
TOTAL					-138.56	138.56
Bill Pmt -Check	AP	12/09/2022	Mid Valley Supply- ACH	1036 · PSM Pajaro Park Acct		-307.56
Bill	l267071	11/10/2022		5231 · Pajaro Park Expense	-307.56	307.56
TOTAL					-307.56	307.56
Bill Pmt -Check	AP	12/09/2022	Panther Protective Services- ACH	1036 · PSM Pajaro Park Acct		-425.00
Bill	0011-...	11/23/2022		5231 · Pajaro Park Expense	-425.00	425.00
TOTAL					-425.00	425.00

Pajaro/Sunny Mesa Community Services District
Check Detail - Street Maintenance Account
November 18 through December 12, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check		12/09/2022	Oscar Ortiz	1004 · SCCB - Street Maint Acct		-760.00
Bill	INV04...	12/04/2022		5225 · Street Maintenance	-760.00	760.00
TOTAL					-760.00	760.00
Bill Pmt -Check	AP	11/28/2022	PG&E 9545 Street Maint-Online	1004 · SCCB - Street Maint Acct		-82.23
Bill	10/20/...	11/18/2022		5225 · Street Maintenance 5310 · Utilities - Well Site	-47.78 -34.45	47.78 34.45
TOTAL					-82.23	82.23
Bill Pmt -Check	AP	11/28/2022	Elan-Online	1004 · SCCB - Street Maint Acct		-90.48
Bill	NOV ...	11/03/2022		2910 · Elan	-90.48	1,869.06
TOTAL					-90.48	1,869.06
Bill Pmt -Check	562	12/09/2022	Pajaro/Sunny Mesa Comm Svcs Dist	1004 · SCCB - Street Maint Acct		-67.62
Bill	NOV ...	12/01/2022		5225 · Street Maintenance	-67.62	67.62
TOTAL					-67.62	67.62

DISTRICT OPERATIONS REPORT

December 15, 2022

TOPIC	STATUS	DATE OF PLANNED RESPONSE
Grants & Loans Active	IRWMP Grant Pajaro & SRF Planning Grant Springfield. <ul style="list-style-type: none"> • Springfield Planning Grant – Denisse Duffy and Associates continues Environmental work. North County Land Use Advisory Committee met December 7, 2022, the Springfield Project was presented, Extraordinary Development Application for a Combined Development Permit is complete will be presented to County Planning Commission hearing tentatively on February 22, 2022. 	December 2022
Pajaro Park	Board and Staff are considering Operations funding.	On Agenda
Generator Project	2 generators have yet to be installed, we are currently waiting on the 11 transfer switches to be delivered.	No Report
Hazard Mitigation Plan	The Hazard Mitigation Plan was submitted to CalOES for review on October 5, 2022, this will process will take approximately 45 days. Initial CalOES review has been complete, a list of revision has been provided to Staff and Consultant.	No Report
Multi Community Bottled Water Project	Springfield Water System, Moss Landing Mobile Home Park, Springfield/Bluff/Jensen and Giberson Roads. Staff submitted a request for time extension and additional funds to continue providing bottled water to the Springfield WS and all neighboring areas. Request for time extension and additional funds is in progress via a new funding source.	No Report
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
Small Community Drought Relief Grant	Grant application has been submitted and received by Department of Water Resources Small Community Drought Relief Staff.	No Report
LIHWAP	Second referred customer has been approved for payment, District should receive payment by end of month.	No Report
Leak Detection Grant	The remaining 3 systems were completed on December 7 and 8, 2022, and should expect report by the end of this week.	December 2022

Usage Comparison in Gallons 2021-2022

Water Systems	Nov-19	Nov-20	Nov-21	Nov-22
Pajaro	7,028,956	7,684,952	6,542,008	5,577,088
Normco	3,000,976	2,914,956	2,184,908	1,621,664
Sunny Mesa	2,630,716	2,401,828	1,816,144	1,616,428
Moss Landing	2,353,208	2,331,516	2,577,608	1,993,420
Vega	1,032,240	1,157,156	1,008,304	818,312
Vierra Estates	344,828	376,992	316,404	219,912
Springfield (pumped)	429,502	593,014	384,472	363,528
Langley/Valle Pacifico	210,936	225,148	216,920	166,056
Blackie	181,016	271,524	133,892	128,656
District Total	17,212,378	17,957,086	15,180,660	12,505,064

Water Systems	Nov-21	Nov-22	Percentage	
Pajaro	6,542,008	5,577,088	↓	-14.7%
Normco	2,184,908	1,621,664	↓	-25.8%
Sunny Mesa	1,816,144	1,616,428	↓	-11.0%
Moss Landing	2,577,608	1,993,420	↓	-22.7%
Vega	1,008,304	818,312	↓	-18.8%
Vierra Estates	316,404	219,912	↓	-30.5%
Springfield (pumped)	384,472	363,528	↓	-5.4%
Langley/Valle Pacifico	216,920	166,056	↓	-23.4%
Blackie	133,892	128,656	↓	-3.9%
District Total	15,180,660	12,505,064	↓	-17.6%