

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

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

MAY 25, 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 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.

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

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

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

- o (11/25) President 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 Donald Rosa _____
 Bookkeeper Amy Saldate _____
 Recorder Judy Vazquez-Varela _____
DISTRICT COUNSEL: Attorney Alan Smith _____

P/SMCSD REGULAR BOARD MEETING AGENDA – May 25, 2023**3. ADDITIONS TO AGENDA [SUBDIVISION (b), CALIFORNIA GOVERNMENT CODE § 54954.2]**

The Board may act on items of business not appearing on the posted agenda if (1) three members determine that an emergency (as defined in California Government Code Section 54956.5 exists), and (2) two-thirds vote of the members present, or, if less than two-thirds of the members are present, a unanimous vote of those members present, find a need to take immediate action and that the need for action came to the attention of the District after the agenda was posted.

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

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

ACTION ITEMS**Consent Agenda**

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

1. DRAFT MINUTES OF APRIL 27, 2023 REGULAR MEETING

Approval of draft minutes for Regular Meeting on 4/27/2023¹

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 _____

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

Motioned by: Director _____ Seconded by: Director _____

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

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

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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 MAY 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 May 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. PROPOSED MOTION TO CHANGE SIGNATURE CARDS FOR ALL FINANCIAL INSTITUTIONS – SANTA CRUZ COUNTY BANK AND MO. CO. AUDITOR/CONTROLLER

- Remove Donald Rosa
- Add Judith Vazquez-Varela

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve amending signature cards at all Financial Institutions to delete Don Rosa and add Judith Vazquez-Varela, effective immediately.

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

Roll Call Vote:

- o (11/25) President Donald Olsen _____

P/SMCSD REGULAR BOARD MEETING AGENDA – May 25, 2023

- 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. RESOLUTION NO. 05-02-23 ADOPTING THE PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT POLICY ADOPTION POLICY

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve Resolution No. 05-02-23 Adopting the PSMCSD Policy Adoption Policy

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 _____

5. RESOLUTION NO. 05-03-23 ADOPTING THE PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT INTER-FUND LOAN POLICY

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve Resolution No. 05-03-23 Adopting the PSMCSD Inter-Fund Loan Policy

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 _____

6. 2023-2024 PAJARO STREET LIGHTING PRELIMINARY COMPARISON BUDGET TO PREVIOUS FISCAL YEAR

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve 2023-2024 Preliminary Pajaro Street Lighting Budget and publication

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

Roll Call Vote:

- o (11/25) President Donald Olsen _____
- o (11/25) Vice President Sanford Coplin _____
- o (11/23) Secretary Paul Anderson _____

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- o (11/25) Assistant Secretary Clinton Miller _____
- o (11/23) Treasurer Donald Chesterman _____

7. 2023-2024 STREET MAINTENANCE/SUBDIVISION MAINTENANCE BUDGET

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve 2023-2024 Street Maintenance/Subdivision Budget and publication

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

- Roll Call Vote:
- o (11/25) President 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 _____

8. 2023-2024 PAJARO COMMUNITY PARKS/PUBLIC AREA PRELIMINARY COMPARISON BUDGET TO PREVIOUS FISCAL YEAR

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve 2023-2024 Preliminary Pajaro Community Parks/Public Areas Budget and publication

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

- Roll Call Vote:
- o (11/25) President 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 _____

9. 2023-2024 PAJARO PARK PRELIMINARY COMPARISON BUDGET TO PREVIOUS FISCAL YEAR

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve 2023-2024 Preliminary Pajaro Parks Budget and publication

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

- Roll Call Vote:
- o (11/25) President Donald Olsen _____
 - o (11/25) Vice President Sanford Coplin _____
 - o (11/23) Secretary Paul Anderson _____
 - o (11/25) Assistant Secretary Clinton Miller _____

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- o (11/23) Treasurer Donald Chesterman _____

10. CAPITAL IMPROVEMENT PLAN - 10 YEAR LOOK-AHEAD

- [Staff Report - 2023-2024 Work plan](#)
- [2023-2032 Capital Reserves and Expenses Summary](#)
- [10 year Capital Improvement Plan](#)

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve Capital Improvement Plan 10 year look-ahead and 2023-2024 Work plan

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 _____

11. 2023-2024 OPERATING/WATER PRELIMINARY COMPARISON BUDGET TO PREVIOUS FISCAL YEAR

- [Notes to Budget](#)
- [Copy of 2023-2024 Preliminary Comparison Budget](#)

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve 2023-2024 Preliminary Operating/Water Budget and publication in The Pajaronian and on the District website

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

Roll Call Vote:

- o (11/25) President 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. Pajaro Park Update

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- Mo. Co. will be sending a check for \$35,000 for maintenance and operations on May 22, 2023 or May 29, 2023
- Report from President Olsen and Vice President Coplin on Board of Supervisors meeting on May 23, 2023

2. 2023 Flood Damage Report

- Temporary repairs to Pajaro and Sunny Mesa water systems – actual cost is \$79,000 to date
- Permanent repairs / replacements to Pajaro and Sunny Mesa water systems estimated at?
- General Manager Rosa met with Sedgewick Insurance which insures the District through the Joint Powers Insurance Authority to inspect all facility damage
- JPIA had indicated that the District claim is to include all expenses related to flood. The claim is in process / active
- Total loss estimated to be in excess of \$750,000
- District's policy with Sedgewick through the JPIA has a \$100,000 deductible for flood

3. On-line Bill Pay program update:

- 113 ratepayers utilized system in April
- 151 have enrolled in autopay

4. District Operations Report**5. Usage Comparison Report 2022/2023****CLOSED SESSION:**

Conference with Labor Negotiators (California Government Code §54957.6)

- District designated representatives: (Board President Donald Olsen and Board Treasurer Donald Chesterman)
- Unrepresented employee: (General Manager)

Return to Open Session and Report out of Closed Session

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

ACTION ITEM: RESOLUTION NO. 05-01-23 GENERAL MANAGER'S EMPLOYMENT CONTRACT

- Effective July 1, 2023

- Clarifying and Technical Questions to Staff

- Public Input

- Motion/Second

- Board Deliberation

- Motion to Approve Resolution No. 05-01-23 of General Manager employment contract

Motioned by: Director _____ Seconded by: Director _____

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

Motion passed: _____ Motion Failed: _____

Roll Call Vote:

P/SMCSD REGULAR BOARD MEETING AGENDA – May 25, 2023

- (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 _____

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 April 27, 2023.

ROLL CALL:

President Donald Olsen
Vice President Sanford Coplin
Assistant Secretary Clinton Miller joined at 5:41
Treasurer Donald Chesterman

ADMINISTRATIVE STAFF:

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

ABSENT DIRECTOR(S) & STAFF:

Secretary Paul Anderson

DISTRICT COUNSEL:

Attorney Alan Smith

ADDITION(S) TO AGENDA: None

PUBLIC IN ATTENDANCE: None

PUBLIC COMMENTS: None

Action Items

1. Consider and approve the Minutes of the February 23, 2023, Regular Board Meeting

No discussion.

Motion was made by Director Chesterman and seconded by Director Coplin to approve the Regular Board Meeting Minutes of February 23, 2023. Motion carried.

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

2. Consider and approve the Minutes of the April 5, 2023, Special Board Meeting

No discussion.

Motion was made by Director Chesterman and seconded by Director Coplin to approve the Special Board Meeting Minutes of April 5, 2023. Motion carried.

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

OLD BUSINESS: None

MINUTES OF REGULAR BOARD MEETING – April 27, 2023**NEW BUSINESS:** (Action Items) None

1. Review and consider approving financial reports for February 2023

Bookkeeper Saldate reported to the Board of Directors that the Water Sales are at 83 percent of the projected monthly budget, which is normal for this time. Water System-Repair and Maintenance had an increase due to the Marine Industrial Tanks tank diving team for the removal of food grade oil in the Moss Landing tanks, the Moss Landing pump and motor are oil lubed, a quantity of this oil went out into the system with a high flow occurrence, we are expecting an estimate for new and rehab motor and pump. Total Income for February was more than the Total Expenses by \$14,980. February's Cash surpassed January's Cash by \$70,250. Total February cash on hand was \$952,070. Net income for February is \$14,980 due to low water sales.

The collections for February were normal, reducing the delinquency amount by \$5,307. The total 90 days balance has increased by \$72. The district received one payment from LIHWAP for a Vega customer who has since kept their balance current.

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

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

2. Review and consider approving financial reports for March 2023

Bookkeeper Saldate informed the Board of Directors that the Water Sales were down to 78 percent of the projected monthly budget due to the flood/evacuation impacts. The Soil & Water Tests budget was high due to quarterly sampling in all systems and mandatory sampling for water quality due to flood in Pajaro and Sunny Mesa Water Systems. We also saw an increase in the Water System Repair & Maintenance budget due to El Gabilan used for tree trimming at Normco and Vierra Tank sites, J Johnson Co. was used for flood related repairs to Sunny Mesa Well Site and Sala Brothers who transport water to the Sunny Mesa tanks. We saw a decrease in the Late Payment Penalties budget due to no late fees assessed District wide in the March billing. March Total Expenses surpassed the Total Income by \$59,111. March's Cash was less than February's Cash by \$21,331. Total March cash on hand was \$930,738. Net income for March was negative \$59,111 due to loss in water sales and flood related expenses.

The Pajaro flood events adversely impacted March collections, the total 90 days balance has increased by \$805. Staff has continued to refer customers to LIHWAP, a flyer provided by LIHWAP is available at our front desk and it will be mailed out in our next billing. Full payment will be received for the Springfield customer carrying most of the 90 days aging balance!

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

MINUTES OF REGULAR BOARD MEETING – April 27, 2023

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

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

3. Review and consider approving March and April 2023 payments
 1. General Fund 633: Total of \$0.00
 2. Operating Account: Check No. 25359 through Check No. 25413 totaling \$426,992.08
 3. Reserve Account: Total of \$106,419.14
 4. Street Maintenance Account: Check No. 565 through Check No. 566 for a total of \$1,197.99
 5. Pajaro Park Account: Total of \$2,924.74
 6. COP 2010 Account: Total of \$0.00
 7. Debt Service Reserve Account: Total of \$63,481.25

Motion was made by Director Chesterman and seconded by Director Coplin to approve the March and April 2023 payments. Motion carried.

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

4. Consider and approve Resolution No. 04-03-23 Authorizing Entering into a Funding Agreement with State Water Resources Control Board and Authorizing and Designating the General Manager for the PSMCSD Multi-Community Bottled Water Project

No discussion.

Motion was made by Director Chesterman and seconded by Director Miller to approve the Resolution No. 04-03-23 Authorizing Entering into a Funding Agreement with State Water Resources Control Board and Authorizing and Designating the General Manager for the PSMCSD Multi-Community Bottled Water Project. Motion carried.

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

MINUTES OF REGULAR BOARD MEETING – April 27, 2023

5. Consider and approve Resolution No. 04-04-23 Adopting Bylaws of the Board of Directors

The Board of Directors discussed the duties, the vacancies and removal of Directors, and the meeting attendance. Directors can no longer attend via virtual conference unless they meet the Brown Act new stipulations.

Motion was made by Director Chesterman and seconded by Director Miller to approve the Resolution No. 04-04-23 Adopting Bylaws of the Board of Directors with edits. Motion carried.

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

6. Consider and approve Resolution No. 04-05-23 Re-adopting Conflict of Interest Code by Incorporating by Reference the California Fair Political Practices Commission's Model Conflict of Interest Code by Amending the Table of Designated Employees Who Shall be Subject to the Conflict-of-Interest Code

Attorney Smith explained that State law requires this Resolution to be reviewed every two years, on even year, the Conflict-of-Interest Code is to be reviewed next year and every other year forward.

The Code is divided into 3 categories; the first category identifies who must file statements of economic interests. The second category discloses the categories to be filed and the third category is the geographical jurisdiction of the economic interests.

Motion was made by Director Chesterman and seconded by Director Coplin to approve the Resolution No. 04-05-23 Re-adopting Conflict of Interest Code by Incorporating by Reference the California Fair Political Practices Commission's Model Conflict of Interest Code by Amending the Table of Designated Employees Who Shall be Subject to the Conflict-of-Interest Code. Motion carried.

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

7. Consider and approve Resolution No. 04-06-23 Adopting Board Compensation and Travel Reimbursement Policy and Designate General Manager, Interim General Manager and Manager of Operations as Local Agency Officials of the Board

Attorney Smith explained that AB1234 requires that each Board have a policy for reimbursement for travel and compensation.

Motion was made by Director Chesterman and seconded by Director Miller to approve the Resolution No. 04-06-23 Adopting Board Compensation and Travel Reimbursement Policy

MINUTES OF REGULAR BOARD MEETING – April 27, 2023

and Designate General Manager, Interim General Manager and Manager of Operations as Local Agency Officials of the Board. Motion carried.

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

8. Consider and approve Resolution No. 04-07-23 Approving Web Site Services Contract with Streamline (DBA of Digital Deployment, Inc.)

The one-time migration cost remains the same \$250.00, will be invoiced monthly \$249 to host and maintain the District website.

Motion was made by Director Miller and seconded by Director Chesterman to approve the Resolution No. 04-07-23 Approving Web Site Services Contract with Streamline (DBA of Digital Deployment, Inc.) Motion carried.

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

9. Consider and approve Resolution No. 04-08-23 Authorizing and Designating the General Manager or Designee to Apply and File with California Governor's Office of Emergency Services for the Purpose of Obtaining Federal Financial Assistance

Operations Manager Vazquez-Varela attended the FEMA Public Assistance Grant Program Applicant's Briefing this morning and informed the Board of Directors that this Resolution is required to be applicable for FEMA funding for the flood damage expenses. The first step is to submit a Request for Public Assistance which is due on May 3, 2023.

Motion was made by Director Coplin and seconded by Director Chesterman to approve the Resolution No. 04-08-23 Authorizing and Designating the General Manager or Designee to Apply and File with California Governor's Office of Emergency Services for the Purpose of Obtaining Federal Financial Assistance. Motion carried.

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

10. Consider and approve Resolution No. 04-09-23 Rescinding Resolution No. 11-02-22 Regarding County of Monterey Transfer of Pajaro County Sanitation District and Appropriate Direction to General Manager

General Manager Rosa informed the Board of Directors of the 3 major infrastructure damages that the PCSD incurred in the last few months, costing them millions of dollars. Also,

MINUTES OF REGULAR BOARD MEETING – April 27, 2023

he informed that JPIA will not insure the failing infrastructure, the policy will only pay damage to third parties resulting from a pipeline break. He added that too many unknowns of potential problems with the system will burden the current limited District staff and impede the District from moving forward and rescind the initial resolution.

Motion was made by Director Chesterman and seconded by Director Coplin to approve the Resolution No. 04-09-23 Rescinding Resolution No. 11-02-22 Regarding County of Monterey Transfer of Pajaro County Sanitation District and appropriate Direction to General Manager. Motion carried.

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

11. Consider and approve relief from a portion of Pajaro Customer's Water Bill

General Manager Rosa informed the Board of Directors of the March water sales for Pajaro Water System totaling approximately \$60,000 resulting in about \$12,000 dollars in lost revenue considering that they did not have water service for 15 days. March 2023 bills have not been sent out to Pajaro Water System Customers. No late fee charges have been added to any Water System Customers. General Manager Rosa would like the Board to consider one half of the monthly Service Availability Fee, approximately \$15,000.

Director Miller discussed the possibility of crediting the total March Water Bill for the Pajaro Water System Customers.

Motion was made by Director Miller and seconded by Director Chesterman to approve relief from a portion of Pajaro Customer's Water Bill. Motion carried.

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

12. Consider and approve relief from a portion of Sunny Mesa Customer's Water Bill

General Manager informed the Board of Directors of the "Do Not Drink" order on March 12, 2023, and it was lifted on April 10, 2023, being in effect for 27 days. Water services, although not be used for drinking and cooking, was available uninterrupted and bottled water was available for pickup at the Pajaro Valley Golf Club through the duration of the order. PSMCSD contracted with a water trucking company to ensure that the storage tank was kept at an acceptable level and ensured no outage of water at any time.

The Board of Directors directed Staff to respond to a letter from Lori Welch Bettencourt.

Motion was made by Director Miller and seconded by Director Chesterman to disapprove relief from a portion of Pajaro Customer's Water Bill. Motion carried.

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

13. Consider and approve Proposed Water Rate Increase

General Manager provided a copy of page 16 the Current and Proposed Water Rates from the 2020 Water Rate Study. Staff recommends approving the rate increase of 11% for fiscal year 2023/2024 with rate increase taking effect July 1, 2023.

Motion was made by Director Miller and seconded by Director Coplin to approve Proposed Water Rate Increase. Motion carried.

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

STAFF/COMMITTEE REPORTS: (Informational Only)

1. 2023 Flood Damage Report

- General Manager Rosa reported that the Pajaro and Sunny Mesa Water System temporary repairs actual cost to date is \$79,000 and the permanent repairs are estimated at \$430,000, we should have actual costs by May 10th, 2023.
- General Manger Rosa met with Sedgewick Insurance which insures the District through JPIA to inspect all facilities damage. JPIA indicated that the District claim is to include all expenses incurred resulting from the flood, the claim is in process. We are awaiting Sedgewick report. The total estimated loss is to be in excess of \$750,000. The District's policy has a deductible of \$100,000.

2. On-Line Bill Pay Program update

- Bookkeeper Saldade reported that 122 ratepayers utilized the On-Line Billing Program in March, and 144 have enrolled in auto pay.

3. District Operations Report

SRF Planning Grant Springfield

- An update of the District's financial information has been submitted to the State for the update of Springfield's Construction Funding Application.

Generator Project

- Start up has been put on hold to focus on the repair and restoration of the 2 flood affected generators. We are now working on getting back on track to continue start up by June 30, 2023.

MINUTES OF REGULAR BOARD MEETING – April 27, 2023

LIHWAP

- Five referred customers have been approved for payment; we should receive funds early next month. Another six customers have been approved for payment.

4. Usage Comparison Report 2022/2023-for February and March

- In February all the system's water usage decreased for an overall decrease of 30% for this month compared to last year.
- In March all the system's water usage decreased for an overall decrease of 33.4% for this month compared to last year.

CLOSED SESSION:

The closed session began at 7:32 p.m. and ended at 8:15 p.m.

No final action was taken.

NEXT BOARD MEETING:

The next Regular Board Meeting is to be held on Thursday May 25, 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 8:18 pm with motion made by Director Chesterman seconded by Director Olsen. Motion carried.

Respectfully submitted by:

Donald Olsen, President

Sanford Coplin, Vice President

Judith Vazquez-Varela, Recorder

FINANCIAL NOTES - APRIL 2023

Account No:	Account Name:	Increase / Decrease	Description
Income:			
4001-4015	Total Income	-	Water Revenue: 80% of projected monthly budget Service Availability Fee adjustment of 50% for Pajaro
Expenses: Indirect			
5040	Workers' Comp Insurance	+	Final quarterly payment for this FY
5330	Telephone	-	New promo/discount rates: retroactive credit on several AT&T accounts
Expenses: Direct			
5190	Soil & Water Tests	+	Mandatory sampling for water quality due to flood: Pajaro & Sunny Mesa
5220	Water System- Repair & Maint.	+	J Johnson Co: Repair to 4" main line leak Moss Landing, repair to service line & main line Pajaro Sala Bros: transport water to Vierra & Vega tanks Aug-Sept 2022
Other Income:			
4100	Late Payment Penalties	-	Late fees not assessed on April billing
4341, 4355, 4360	Lighting: Admin, Audit/Bk, Legal Reimb.	+	Reimbursements to District for annual Lighting Assessment related expenses

Income & Cash Summary

Total Income	Total Expense	Difference
\$179,865.82	\$174,534.48	\$5,331.34
March Cash	April Cash	Difference
\$930,737.75	\$708,842.70	\$221,895.05

Pajaro/Sunny Mesa Community Services District

Balance Sheet

As of April 30, 2023

May 18, 2023
Accrual Basis

	Apr 30, 23
ASSETS	
Current Assets	
Checking/Savings	
1001 · SCCB - Operating Account	368,683.62
1002 · SCCB Reserve Account	340,159.08
1003 · SCCB - Sick Leave Account	11,056.92
1004 · SCCB - Street Maint Acct	266,687.32
1006 · SCCB-GF 633	119,758.49
1007 · SCCB - Debt Service Reserve	55,617.49
1032 · SCCB-COP Acct	48,494.22
1036 · PSM Pajaro Park Acct	52,483.14
1050 · Cash in County Treasury - DS	50,646.94
1051 · Cash in County Treasury - GF	285,050.50
1052 · US Bank 2021 Gen. Bond -8000	1,272.20
1054 · US Bank 2021 Gen. Bond -8002	481,497.30
1055 · US Bank 2021 Gen. Bond -8003	10.61
1056 · US Bank 2021 Gen. Bond -8004	9.94
1057 · US Bank 2021 Gen. Bond -8005	94,352.37
1066 · US Bank Vega 2303	149,017.50
1068 · US Bank Vega 2301	2,447.04
1069 · US Bank Vega-2302	547.60
1095 · US Bank Wtr Bond-Res 2204	147,820.00
1097 · US Bank Wtr Bond-2203	70,000.00
2201 · US Bank-2015 Wtr Rfd Bd 2201	2,862.59
2202 · US Bank 2015 Wtr Rfd Bd-2202	36,647.50
	<hr/>
Total Checking/Savings	2,585,122.37
Accounts Receivable	
1110 · Invoice Accounts Recv	250.00
1231 · Grants Receivable-A/R	47,013.68
	<hr/>
Total Accounts Receivable	47,263.68
Other Current Assets	
1080 · Petty Cash	400.00
1100 · Water Customer Accounts Recv	239,959.19
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/>
Total Other Current Assets	385,626.40
Total Current Assets	<hr/> 3,018,012.45
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)	-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

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Pajaro/Sunny Mesa Community Services District

Balance Sheet

As of April 30, 2023

May 18, 2023

Accrual Basis

	Apr 30, 23
1571 · A/D - Equipment - Pumping Plant	-461,444.87
1580 · Distribution Mains [P]	1,487,948.01
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 Imprvtmnt 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	306,988.55
1807.1 · A/D - Langley/VP	-102,916.74
1808 · CIP-Normco	570,283.30
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	422,345.38
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	46,407.55
1824 · CIP- Generator Project	68,489.00
Total Fixed Assets	12,190,038.55
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	3,367,662.72
1950 · Deferred amount on refunding	59,901.60
1951 · Deferred Amt of Ref-Vega Bds15	75,013.09
Total Other Assets	3,502,835.26
TOTAL ASSETS	18,710,886.26
LIABILITIES & EQUITY	

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Pajaro/Sunny Mesa Community Services District

Balance Sheet

As of April 30, 2023

May 18, 2023

Accrual Basis

	<u>Apr 30, 23</u>
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	101,720.61
Total Accounts Payable	<u>101,720.61</u>
Credit Cards	
2900 · Wells Fargo- 6120	148.39
2905 · Wells Fargo- 0721	324.05
2910 · Elan	1,092.38
Total Credit Cards	<u>1,564.82</u>
Other Current Liabilities	
2005 · Accrued Liabilities	3,748.00
2050 · Accrued Payroll	34,986.94
2100 · Payroll Tax Liabilities	2,658.42
2121 · Customer Security Deposits	22,978.70
2122 · Future Water Conn. Deposits	36,600.00
2123 · Hydrant Meter Deposits	20,050.00
2225 · Accrued Vacation Liability	53,947.34
2230 · Accrued Sick Leave Liability	40,185.84
2263 · 457b EE Plan Payable	4,584.29
2264 · Employee Insurance Payable	-14.74
2265 · EE Aflac Insurance Payable	1,049.38
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.	1,372.39
Total Other Current Liabilities	<u>253,664.25</u>
Total Current Liabilities	<u>356,949.68</u>
Long Term Liabilities	
2256 · Vehicle Loan Payable	24,990.69
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	1,805,000.00
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
Total Long Term Liabilities	<u>6,923,952.43</u>
Total Liabilities	<u>7,280,902.11</u>
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	5,667,890.02
Net Income	532,376.25
Total Equity	<u>11,429,984.15</u>
TOTAL LIABILITIES & EQUITY	<u><u>18,710,886.26</u></u>

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Pajaro/Sunny Mesa Community Services District

Profit & Loss

April 2023

May 18, 2023

Accrual Basis

	<u>Apr 23</u>
Ordinary Income/Expense	
Income	
4001 · Route 1 - Pajaro	15,324.50
4002 · Route 2 - Pajaro	19,034.88
4003 · Route 3 - Commercial	10,196.88
4004 · Route 4 - Trailer Park	765.18
4005 · Route 5 - San Juan Rd Apts	836.34
4006 · Route 6 - Sunny Mesa	13,310.74
4007 · Route 7 - CSA 73	14,596.78
4008 · Route 8 - Vega	15,482.56
4010 · Route 10 -Springfield	850.00
4011 · Route 11 - Moss Landing	31,065.97
4012 · Route 12 - Blackie Road	3,758.01
4013 · Route 13 - Normco	32,885.16
4014 · Route 14 - Vierra	5,449.78
4015 · Route 15 - Langley/VP	3,369.62
	<hr/>
Total Income	166,926.40
	<hr/>
Gross Profit	166,926.40
Expense	
INDIRECT	
5000 · Salaries and Wages	68,652.36
5005 · Administrative Fees	799.28
5030 · Payroll Tax Expense	1,241.41
5040 · Worker's Comp Insurance	4,723.52
5050 · Employee Health Insurance	15,086.11
5070 · Employee Retirement	10,463.90
5090 · Other Employee Expense	190.00
5130 · Utilities - Office	331.84
5140 · Building Repair & Maint	448.60
5145 · District Wide Repair & Maint	643.93
5150 · Garbage Service	396.44
5160 · Office Equip Rental	668.21
5165 · Computer Software	1,397.17
5170 · Office Equipment Repair & Maint	12.50
5175 · Small Tools - Repair & Maint.	60.08
5240 · Office Supplies	108.81
5256 · Interest Exp-Financed Items	108.92
5270 · Automotive - Repair & Maint	282.38
5280 · Conferences, Meetings, Seminars	15.99
5300 · Books & Subscriptions	75.00
5326 · Licenses and Certifications	40.00
5330 · Telephone	-7,765.32
5340 · Burglar Alarm Monitoring	78.00
5370 · Fuel - Trucks	2,955.62
5391 · Credit Card Transaction Fees	22.20
5400 · Miscellaneous Expense	28.54
5XXX · Indirect Allocation	0.00
	<hr/>
Total INDIRECT	101,065.49
5190 · Soil and Water Tests	9,238.50
5220 · Water System - Repair & Maint	44,004.61
5225 · Street Maintenance	967.23
5230 · Park - Repair & Maint	113.47
5231 · Pajaro Park Expense	1,542.40
5265 · Engineering Expenses	120.00
5310 · Utilities - Well Site	9,862.40
5315 · Utilities - Street Lighting	2,366.36
5360 · Fuel - Generator	10,243.48
5427 · Improvement Project-Springfield	2,322.10
	<hr/>
Total Expense	181,846.04
	<hr/>
Net Ordinary Income	-14,919.64
Other Income/Expense	

10:28 AM

Pajaro/Sunny Mesa Community Services District

Profit & Loss

April 2023

May 18, 2023

Accrual Basis

	<u>Apr 23</u>
Other Income	
4100 · Late Payment Penalties	0.00
4115 · Testing Fees	250.00
4200 · Street Maintenance-Reimb	22,831.31
4210 · Vega Bond Assessments	121,023.96
4280 · Pro-Rata Tax Collection Share	9,725.48
4285 · P.V.W.M.A. Collection Fee	1,831.91
4307 · Returned Check Charges	20.00
4311 · Interest on Pooled Investments	1,297.61
4339 · Agency Admin Reimb-Vega Bond	5,250.00
4340 · Utility Reimbursements	5,453.89
4341 · Lighting Admin Reimbursements	6,500.00
4350 · Interest Revenue	3,807.51
4355 · Audit/Bookkeeping Reimbursement	350.00
4360 · Legal Counsel Reimbursement	200.00
5406 · Generator Project Reimb.	10,243.48
5424 · Springfld Bottled Wtr Gr Reimb	494.76
5794 · Water Bond Assessments	10,465.25
Total Other Income	<u>199,745.16</u>
Other Expense	
5438 · LHMP Project- Dist. Wide	278.75
Total Other Expense	<u>278.75</u>
Net Other Income	<u>199,466.41</u>
Net Income	<u><u>184,546.77</u></u>

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

	Apr 23	Budget	% of Budget	Jul '22 - Apr 23	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense							
Income							
4001 · Route 1 - Pajaro	15,324.50	26,916.66	56.9%	231,299.52	269,166.68	85.9%	323,000.00
4002 · Route 2 - Pajaro	19,034.88	26,500.00	71.8%	242,933.82	265,000.00	91.7%	318,000.00
4003 · Route 3 - Commercial	10,196.88	26,916.66	37.9%	250,307.86	269,166.68	93.0%	323,000.00
4004 · Route 4 - Trailer Park	765.18	1,416.66	54.0%	13,478.60	14,166.68	95.1%	17,000.00
4005 · Route 5 - San Juan Rd Apts	836.34	1,166.66	71.7%	11,119.58	11,666.68	95.3%	14,000.00
4006 · Route 6 - Sunny Mesa	13,310.74	14,000.00	95.1%	134,310.35	140,000.00	95.9%	168,000.00
4007 · Route 7 - CSA 73	14,596.78	15,833.33	92.2%	150,756.48	158,333.34	95.2%	190,000.00
4008 · Route 8 - Vega	15,482.56	16,416.66	94.3%	155,019.72	164,166.68	94.4%	197,000.00
4010 · Route 10 -Springfield	850.00	833.33	102.0%	8,500.00	8,333.34	102.0%	10,000.00
4011 · Route 11 - Moss Landing	31,065.97	29,083.33	106.8%	284,544.04	290,833.34	97.8%	349,000.00
4012 · Route 12 - Blackie Road	3,758.01	4,083.33	92.0%	39,125.09	40,833.34	95.8%	49,000.00
4013 · Route 13 - Normco	32,885.16	36,333.33	90.5%	333,427.85	363,333.34	91.8%	436,000.00
4014 · Route 14 - Vierra	5,449.78	6,000.00	90.8%	57,081.71	60,000.00	95.1%	72,000.00
4015 · Route 15 - Langley/VP	3,369.62	3,500.00	96.3%	33,977.98	35,000.00	97.1%	42,000.00
Total Income	166,926.40	208,999.95	79.9%	1,945,882.60	2,090,000.10	93.1%	2,508,000.00
Gross Profit	166,926.40	208,999.95	79.9%	1,945,882.60	2,090,000.10	93.1%	2,508,000.00
Expense							
INDIRECT							
5000 · Salaries and Wages	68,652.36	74,500.00	92.2%	774,549.40	745,000.00	104.0%	894,000.00
5005 · Administrative Fees	799.28	516.66	154.7%	5,389.70	5,166.68	104.3%	6,200.00
5030 · Payroll Tax Expense	1,241.41	1,333.33	93.1%	13,647.30	13,333.34	102.4%	16,000.00
5040 · Worker's Comp Insurance	4,723.52	1,208.33	390.9%	16,861.62	12,083.34	139.5%	14,500.00
5050 · Employee Health Insurance	15,086.11	15,166.66	99.5%	142,428.72	151,666.68	93.9%	182,000.00
5070 · Employee Retirement	10,463.90	11,333.33	92.3%	107,719.42	113,333.34	95.0%	136,000.00
5090 · Other Employee Expense	190.00	250.00	76.0%	2,686.38	2,500.00	107.5%	3,000.00
5120 · Property Taxes	0.00	166.66	0.0%	2,252.62	1,666.68	135.2%	2,000.00
5130 · Utilities - Office	331.84	333.33	99.6%	3,646.77	3,333.34	109.4%	4,000.00
5140 · Building Repair & Maint	448.60	583.33	76.9%	5,084.80	5,833.34	87.2%	7,000.00
5145 · District Wide Repair & Maint	643.93	1,000.00	64.4%	6,808.70	10,000.00	68.1%	12,000.00
5150 · Garbage Service	396.44	375.00	105.7%	3,767.59	3,750.00	100.5%	4,500.00
5160 · Office Equip Rental	668.21	833.33	80.2%	6,674.65	8,333.34	80.1%	10,000.00
5165 · Computer Software	1,397.17	1,500.00	93.1%	15,836.57	15,000.00	105.6%	18,000.00
5170 · Office Equipment Repair & Maint	12.50	300.00	4.2%	1,311.07	3,000.00	43.7%	3,600.00
5175 · Small Tools - Repair & Maint.	60.08	83.33	72.1%	367.87	833.34	44.1%	1,000.00
5180 · Casualty Ins/Liability Ins	0.00	3,500.00	0.0%	43,033.42	35,000.00	123.0%	42,000.00
5200 · Billing Supplies	0.00	325.00	0.0%	3,886.73	3,250.00	119.6%	3,900.00
5240 · Office Supplies	108.81	316.66	34.4%	3,371.62	3,166.68	106.5%	3,800.00
5245 · Postage	0.00	800.00	0.0%	6,500.00	8,000.00	81.3%	9,600.00
5250 · Legal Expenses	0.00	1,416.66	0.0%	12,522.73	14,166.68	88.4%	17,000.00

10:33 AM
May 18, 2023
Accrual Basis

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

	Apr 23	Budget	% of Budget	Jul '22 - Apr 23	YTD Budget	% of Budget	Annual Budget
5255 · Interest Expense	0.00	816.66	0.0%	9,712.50	8,166.68	118.9%	9,800.00
5256 · Interest Exp-Financed Items	108.92	333.33	32.7%	1,289.97	3,333.34	38.7%	4,000.00
5260 · Accounting & Bookkeeping	0.00	3,208.33	0.0%	36,050.00	32,083.34	112.4%	38,500.00
5266 · Engineering Svcs-Dist Wide	0.00	1,666.66	0.0%	8,402.75	16,666.68	50.4%	20,000.00
5270 · Automotive - Repair & Maint	282.38	833.33	33.9%	11,667.92	8,333.34	140.0%	10,000.00
5280 · Conferences, Meetings, Seminars	15.99	41.66	38.4%	150.90	416.68	36.2%	500.00
5290 · Travel Expenses	0.00	41.66	0.0%	0.00	416.68	0.0%	500.00
5300 · Books & Subscriptions	75.00	125.00	60.0%	75.00	1,250.00	6.0%	1,500.00
5305 · Water Conservation Program	0.00	250.00	0.0%	0.00	2,500.00	0.0%	3,000.00
5320 · Membership Fees and Dues	0.00	1,666.66	0.0%	20,962.60	16,666.68	125.8%	20,000.00
5326 · Licenses and Certifications	40.00	166.66	24.0%	1,365.00	1,666.68	81.9%	2,000.00
5330 · Telephone	-7,765.32	1,416.66	-548.1%	9,089.63	14,166.68	64.2%	17,000.00
5340 · Burglar Alarm Monitoring	78.00	75.00	104.0%	624.00	750.00	83.2%	900.00
5370 · Fuel - Trucks	2,955.62	3,583.33	82.5%	31,263.99	35,833.34	87.2%	43,000.00
5390 · Bank Charges	0.00	25.00	0.0%	100.00	250.00	40.0%	300.00
5391 · Credit Card Transaction Fees	22.20	50.00	44.4%	370.23	500.00	74.0%	600.00
5400 · Miscellaneous Expense	28.54	16.66	171.3%	233.29	166.68	140.0%	200.00
6577 · COP Debt Service - Interest	0.00	6,125.00	0.0%	36,647.50	61,250.00	59.8%	73,500.00
Total INDIRECT	101,065.49	136,283.21	74.2%	1,346,352.96	1,362,833.58	98.8%	1,635,400.00
5190 · Soil and Water Tests	9,238.50	2,500.00	369.5%	28,202.20	25,000.00	112.8%	30,000.00
5220 · Water System - Repair & Maint	44,004.61	18,750.00	234.7%	242,739.08	187,500.00	129.5%	225,000.00
5265 · Engineering Expenses	120.00	83.33	144.0%	120.00	833.34	14.4%	1,000.00
5310 · Utilities - Well Site	9,862.40	14,166.66	69.6%	128,802.08	141,666.68	90.9%	170,000.00
5325 · Permits	0.00	3,000.00	0.0%	8,951.82	30,000.00	29.8%	36,000.00
5360 · Fuel - Generator	10,243.48	833.33	1,229.2%	20,486.96	8,333.34	245.8%	10,000.00
5428 · COP Bond Expense	0.00	291.66	0.0%	4,063.47	2,916.68	139.3%	3,500.00
6565 A · 2021 Bond Expense- Fees	0.00	125.00	0.0%	4,258.97	1,250.00	340.7%	1,500.00
Total Expense	174,534.48	176,033.19	99.1%	1,783,977.54	1,760,333.62	101.3%	2,112,400.00
Net Ordinary Income	-7,608.08	32,966.76	-23.1%	161,905.06	329,666.48	49.1%	395,600.00
Other Income/Expense							
Other Income							
4100 · Late Payment Penalties	0.00	416.66	0.0%	3,972.38	4,166.68	95.3%	5,000.00
4101 · Billing Adjustments	0.00	16.66	0.0%	-712.40	166.68	-427.4%	200.00
4110 · Hydrant Sales	0.00	1,250.00	0.0%	12,676.46	12,500.00	101.4%	15,000.00
4115 · Testing Fees	250.00	916.66	27.3%	12,280.00	9,166.68	134.0%	11,000.00
4140 · Connection Fees	0.00	616.66	0.0%	43,797.00	6,166.68	710.2%	7,400.00
4141 · Application Fees	0.00	45.83	0.0%	650.00	458.34	141.8%	550.00
4146 · Other Fees	0.00	33.33	0.0%	0.00	333.34	0.0%	400.00
4285 · P.V.W.M.A. Collection Fee	1,831.91	2,416.66	75.8%	22,314.53	24,166.68	92.3%	29,000.00
4300 · Collection of Previous W/O Acct	0.00	20.83	0.0%	0.00	208.34	0.0%	250.00

10:33 AM
May 18, 2023
Accrual Basis

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

	Apr 23	Budget	% of Budget	Jul '22 - Apr 23	YTD Budget	% of Budget	Annual Budget
4305 · Miscellaneous Revenue	0.00	83.33	0.0%	306.00	833.34	36.7%	1,000.00
4341 · Lighting Admin Reimbursements	6,500.00	1,083.33	600.0%	13,000.00	10,833.34	120.0%	13,000.00
4346 · District 25% Overhead Fee	0.00	41.66	0.0%	0.00	416.68	0.0%	500.00
4350 · Interest Revenue	3,807.51	12.50	30,460.1%	26,296.19	125.00	21,037.0%	150.00
4355 · Audit/Bookkeeping Reimbursement	350.00	58.33	600.0%	700.00	583.34	120.0%	700.00
4360 · Legal Counsel Reimbursement	200.00	33.33	600.1%	400.00	333.34	120.0%	400.00
Total Other Income	12,939.42	7,045.77	183.6%	135,680.16	70,458.46	192.6%	84,550.00
Net Other Income	12,939.42	7,045.77	183.6%	135,680.16	70,458.46	192.6%	84,550.00
Net Income	5,331.34	40,012.53	13.3%	297,585.22	400,124.94	74.4%	480,150.00

AGING REPORT: April 2023

ALL SYSTEMS: Aging Balance as of 5/1/23

Balance	Current	30 Days	60 Days	90 Days
\$230,695.68	\$166,844.73	\$48,856.30	\$11,512.26	\$3,482.39

Notes:

LIHWAP paid the full balance of nearly \$12,000 for Springfield customer who has been delinquent since 2005. There are increases in the 30 and 60 day delinquency balances due to the delayed March billing, which resulted in Pajaro customers receiving March and April bills only a week apart. Collections have continued to be impacted by the Pajaro Flood. Many customers pending LIHWAP approval.

- 30 day balance increased by \$20,204
- 60 day balance increased by \$8,892
- 90 day balance decreased by \$10,248

10:18 AM

May 22, 2023

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 April 25 through May 22, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	AP	04/26/2023	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	04/30/2023	Total Merchant Services	1001 · SCCB - Operating Account		-15.20
				5391 · Credit Card Transaction Fees	-15.20	15.20
TOTAL					-15.20	15.20
Check	AP	05/03/2023	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
Check	AP	05/08/2023	Total Merchant Services	1001 · SCCB - Operating Account		-0.25
				5391 · Credit Card Transaction Fees	-0.25	0.25
TOTAL					-0.25	0.25
Bill Pmt -Check	AP	05/10/2023	Ace Hardware Watsonville- ACH	1001 · SCCB - Operating Account		-115.69
Bill	221528	04/01/2023		5220 · Water System - Repair & Maint	-9.50	9.50
Bill	221677	04/07/2023		5220 · Water System - Repair & Maint	-43.68	43.68
Bill	222068	04/24/2023		5230 · Park - Repair & Maint	-16.45	16.45
Bill	222179	04/27/2023		5220 · Water System - Repair & Maint	-46.06	46.06
TOTAL					-115.69	115.69
Bill Pmt -Check	AP	05/10/2023	A. L. Lease Company, Inc.-Online	1001 · SCCB - Operating Account		-171.57
Bill	160526	04/27/2023		5220 · Water System - Repair & Maint	-171.57	171.57
TOTAL					-171.57	171.57
Bill Pmt -Check	AP	05/10/2023	Ace Hardware Prunedale- ACH	1001 · SCCB - Operating Account		-44.78
Bill	05778...	04/17/2023		5220 · Water System - Repair & Maint	-27.56	27.56
Bill	05789...	04/27/2023		5220 · Water System - Repair & Maint	-17.22	17.22
TOTAL					-44.78	44.78
Bill Pmt -Check	AP	05/10/2023	Aramark- ACH	1001 · SCCB - Operating Account		-332.60
Bill	51102...	04/07/2023		5140 · Building Repair & Maint	-57.53	57.53
Bill	51102...	04/14/2023		5140 · Building Repair & Maint	-108.77	108.77
Bill	51102...	04/21/2023		5140 · Building Repair & Maint	-57.53	57.53
Bill	51102...	04/28/2023		5140 · Building Repair & Maint	-108.77	108.77
TOTAL					-332.60	332.60
Bill Pmt -Check	AP	05/10/2023	AT&T 0646-Online	1001 · SCCB - Operating Account		-139.05
Bill	Revis...	04/07/2023		5310 · Utilities - Well Site	-139.05	139.05
TOTAL					-139.05	139.05
Bill Pmt -Check	AP	05/10/2023	AT&T 2043-Online	1001 · SCCB - Operating Account		-278.10
Bill	revise...	04/28/2023		5330 · Telephone	-278.10	278.10
TOTAL					-278.10	278.10
Bill Pmt -Check	AP	05/10/2023	AT&T 2486-Online	1001 · SCCB - Operating Account		-139.05
Bill	revise...	04/28/2023		5310 · Utilities - Well Site	-139.05	139.05

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May 22, 2023

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 April 25 through May 22, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-139.05	139.05
Bill Pmt -Check	AP	05/10/2023	AT&T 3439-Online	1001 · SCCB - Operating Account		-31.43
Bill	MAY ...	05/01/2023		5310 · Utilities - Well Site	-31.43	31.43
TOTAL					-31.43	31.43
Bill Pmt -Check	AP	05/10/2023	Bianchi Alarm Systems-Online	1001 · SCCB - Operating Account		-78.00
Bill	Inv. 2...	04/25/2023		5340 · Burglar Alarm Monitoring	-78.00	78.00
TOTAL					-78.00	78.00
Bill Pmt -Check	AP	05/10/2023	C & N Tractors/Rentals- ACH	1001 · SCCB - Operating Account		-97.02
Bill	78712...	04/20/2023		5230 · Park - Repair & Maint	-48.60	48.60
Bill	78835...	04/24/2023		5230 · Park - Repair & Maint	-40.92	40.92
Bill	78975...	04/26/2023		5230 · Park - Repair & Maint	-7.50	7.50
TOTAL					-97.02	97.02
Bill Pmt -Check	AP	05/10/2023	Corbin Willits Systems-Online	1001 · SCCB - Operating Account		-533.69
Bill	000C...	04/15/2023		5165 · Computer Software	-533.69	533.69
TOTAL					-533.69	533.69
Bill Pmt -Check	AP	05/10/2023	Green Rubber Kennedy Ag- ACH	1001 · SCCB - Operating Account		-177.23
Bill	w-573...	04/03/2023		5220 · Water System - Repair & Maint	-62.97	62.97
Bill	w-573...	04/04/2023		5220 · Water System - Repair & Maint	-42.34	42.34
Bill	w-573...	04/24/2023		5220 · Water System - Repair & Maint	-71.92	71.92
TOTAL					-177.23	177.23
Bill Pmt -Check	AP	05/10/2023	ICONIX Waterworks (US), Inc- ACH	1001 · SCCB - Operating Account		-133.01
Bill	U231...	04/20/2023		5220 · Water System - Repair & Maint	-133.01	133.01
TOTAL					-133.01	133.01
Bill Pmt -Check	AP	05/10/2023	MBAS- ACH	1001 · SCCB - Operating Account		-8,455.50
Bill	23032...	04/05/2023		5190 · Soil and Water Tests	-312.30	312.30
Bill	23032...	04/05/2023		5190 · Soil and Water Tests	-1,038.30	1,038.30
Bill	23032...	04/05/2023		5190 · Soil and Water Tests	-1,637.40	1,637.40
Bill	23032...	04/06/2023		5190 · Soil and Water Tests	-315.90	315.90
Bill	23032...	04/06/2023		5190 · Soil and Water Tests	-46.80	46.80
Bill	23032...	04/06/2023		5190 · Soil and Water Tests	-3,240.00	3,240.00
Bill	23031...	04/10/2023		5190 · Soil and Water Tests	-1,724.40	1,724.40
Bill	23040...	04/11/2023		5190 · Soil and Water Tests	-93.60	93.60
Bill	23041...	04/26/2023		5190 · Soil and Water Tests	-46.80	46.80
TOTAL					-8,455.50	8,455.50
Bill Pmt -Check	AP	05/10/2023	Mid Valley Supply- ACH	1001 · SCCB - Operating Account		-1,343.66
Bill	I269197	04/06/2023		5270 · Automotive - Repair & Maint	-47.52	47.52
Bill	I269383	04/18/2023		5220 · Water System - Repair & Maint	-62.29	62.29
				5220 · Water System - Repair & Maint	-124.58	124.58
				5220 · Water System - Repair & Maint	-186.87	186.87
				5220 · Water System - Repair & Maint	-124.58	124.58
				5220 · Water System - Repair & Maint	-62.29	62.29
				5145 · District Wide Repair & Maint	-78.66	78.66
				5145 · District Wide Repair & Maint	-156.20	156.20
Bill	I269503	04/25/2023		5220 · Water System - Repair & Maint	-62.29	62.29
				5220 · Water System - Repair & Maint	-124.58	124.58
				5220 · Water System - Repair & Maint	-186.87	186.87
				5220 · Water System - Repair & Maint	-126.93	126.93
TOTAL					-1,343.66	1,343.66
Bill Pmt -Check	AP	05/10/2023	Monterey One Water- Online	1001 · SCCB - Operating Account		-25.73

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May 22, 2023

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 April 25 through May 22, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	MAY ...	04/30/2023		5130 · Utilities - Office	-25.73	25.73
TOTAL					-25.73	25.73
Bill Pmt -Check	AP	05/10/2023	Mr. Diego Patlan	1001 · SCCB - Operating Account		-145.46
Bill	Reimb...	05/01/2023		5090 · Other Employee Expense	-145.46	145.46
TOTAL					-145.46	145.46
Bill Pmt -Check	AP	05/10/2023	Mr. Jonathan Varela	1001 · SCCB - Operating Account		-125.00
Bill	BF tes...	04/15/2023		5220 · Water System - Repair & Maint	-125.00	125.00
TOTAL					-125.00	125.00
Bill Pmt -Check	AP	05/10/2023	Orkin Pest Control- ACH	1001 · SCCB - Operating Account		-116.00
Bill	401438	04/11/2023		5140 · Building Repair & Maint	-116.00	116.00
TOTAL					-116.00	116.00
Bill Pmt -Check	AP	05/10/2023	PARS- ACH	1001 · SCCB - Operating Account		-512.28
Bill	52960	04/12/2023		5005 · Administrative Fees	-512.28	512.28
TOTAL					-512.28	512.28
Bill Pmt -Check	AP	05/10/2023	PG&E 1438-Online	1001 · SCCB - Operating Account		-1,219.36
Bill	3/27/2...	04/26/2023		5310 · Utilities - Well Site	-1,219.36	1,219.36
TOTAL					-1,219.36	1,219.36
Bill Pmt -Check	AP	05/10/2023	PG&E 1826-Online	1001 · SCCB - Operating Account		-14.28
Bill	3/20/2...	04/19/2023		5310 · Utilities - Well Site	-14.28	14.28
TOTAL					-14.28	14.28
Bill Pmt -Check	AP	05/10/2023	PG&E 6022-Online	1001 · SCCB - Operating Account		-16.48
Bill	3/22/2...	04/20/2023		5315 · Utilities - Street Lighting	-16.48	16.48
TOTAL					-16.48	16.48
Bill Pmt -Check	AP	05/10/2023	PG&E 6857-Online	1001 · SCCB - Operating Account		-4,912.74
Bill	3/28/2...	04/27/2023		5310 · Utilities - Well Site	-1,108.15	1,108.15
				5310 · Utilities - Well Site	-1,104.80	1,104.80
				5130 · Utilities - Office	-218.12	218.12
				5310 · Utilities - Well Site	-228.00	228.00
				5315 · Utilities - Street Lighting	-2,253.67	2,253.67
TOTAL					-4,912.74	4,912.74
Bill Pmt -Check	AP	05/10/2023	Pinnacle Healthcare Medical Group- A...	1001 · SCCB - Operating Account		-190.00
Bill	436240	04/28/2023		5090 · Other Employee Expense	-190.00	190.00
TOTAL					-190.00	190.00
Bill Pmt -Check	AP	05/10/2023	Quinn Company- ACH	1001 · SCCB - Operating Account		-1,285.13
Bill	NS10...	04/17/2023		5220 · Water System - Repair & Maint	-1,285.13	1,285.13
TOTAL					-1,285.13	1,285.13
Bill Pmt -Check	AP	05/10/2023	Sala Brothers Water Trucking, Inc- ACH	1001 · SCCB - Operating Account		-6,750.00
Bill	28493	04/30/2023		5220 · Water System - Repair & Maint	-1,650.00	1,650.00

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May 22, 2023

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 April 25 through May 22, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	28494	04/30/2023		5220 · Water System - Repair & Maint	-2,700.00	2,700.00
Bill	28495	04/30/2023		5220 · Water System - Repair & Maint	-2,400.00	2,400.00
TOTAL					-6,750.00	6,750.00
Bill Pmt -Check	AP	05/10/2023	Santa Cruz Answering Service-ACH	1001 · SCCB - Operating Account		-213.32
Bill	1009 ...	04/22/2023		5330 · Telephone	-213.32	213.32
TOTAL					-213.32	213.32
Bill Pmt -Check	AP	05/10/2023	Soil Control Lab- ACH	1001 · SCCB - Operating Account		-783.00
Bill	30400...	04/05/2023		5190 · Soil and Water Tests	-29.00	29.00
Bill	30400...	04/05/2023		5190 · Soil and Water Tests	-58.00	58.00
Bill	30400...	04/05/2023		5190 · Soil and Water Tests	-29.00	29.00
Bill	30400...	04/05/2023		5190 · Soil and Water Tests	-58.00	58.00
Bill	30400...	04/05/2023		5190 · Soil and Water Tests	-29.00	29.00
Bill	30400...	04/05/2023		5190 · Soil and Water Tests	-29.00	29.00
Bill	30402...	04/12/2023		5190 · Soil and Water Tests	-29.00	29.00
Bill	30402...	04/12/2023		5190 · Soil and Water Tests	-87.00	87.00
Bill	30402...	04/12/2023		5190 · Soil and Water Tests	-29.00	29.00
Bill	30402...	04/12/2023		5190 · Soil and Water Tests	-58.00	58.00
Bill	30402...	04/12/2023		5190 · Soil and Water Tests	-58.00	58.00
Bill	30402...	04/12/2023		5190 · Soil and Water Tests	-29.00	29.00
Bill	30402...	04/12/2023		5190 · Soil and Water Tests	-29.00	29.00
Bill	30403...	04/19/2023		5190 · Soil and Water Tests	-29.00	29.00
Bill	30403...	04/19/2023		5190 · Soil and Water Tests	-29.00	29.00
Bill	30403...	04/19/2023		5190 · Soil and Water Tests	-58.00	58.00
Bill	30403...	04/19/2023		5190 · Soil and Water Tests	-58.00	58.00
Bill	30403...	04/19/2023		5190 · Soil and Water Tests	-29.00	29.00
Bill	30403...	04/19/2023		5190 · Soil and Water Tests	-29.00	29.00
Bill	30404...	04/26/2023		5190 · Soil and Water Tests	-29.00	29.00
TOTAL					-783.00	783.00
Bill Pmt -Check	AP	05/10/2023	Sturdy Oil Company- ACH	1001 · SCCB - Operating Account		-2,658.80
Bill	F1832...	04/05/2023		5370 · Fuel - Trucks	-33.88	33.88
Bill	F1832...	04/06/2023		5370 · Fuel - Trucks	-72.60	72.60
Bill	CL92...	04/15/2023		5370 · Fuel - Trucks	-1,088.64	1,088.64
Bill	CL93...	04/30/2023		5370 · Fuel - Trucks	-1,463.68	1,463.68
TOTAL					-2,658.80	2,658.80
Bill Pmt -Check	AP	05/10/2023	Tom's Site Service- ACH	1001 · SCCB - Operating Account		-208.49
Bill	79243	04/23/2023		5145 · District Wide Repair & Maint	-208.49	208.49
TOTAL					-208.49	208.49
Bill Pmt -Check	AP	05/10/2023	Univar-ACH	1001 · SCCB - Operating Account		-2,341.78
Bill	51061...	04/10/2023		5220 · Water System - Repair & Maint	-2,341.78	2,341.78
TOTAL					-2,341.78	2,341.78
Bill Pmt -Check	AP	05/10/2023	USA Blue Book- ONLINE	1001 · SCCB - Operating Account		-400.05
Bill	347585	04/25/2023		5220 · Water System - Repair & Maint	-207.05	207.05
Bill	1090	05/02/2023		5220 · Water System - Repair & Maint	-47.58	47.58
Bill	842	05/02/2023		5145 · District Wide Repair & Maint	-145.42	145.42
TOTAL					-400.05	400.05
Bill Pmt -Check	AP	05/10/2023	Vaivoline- online	1001 · SCCB - Operating Account		-203.86
Bill	61513	04/11/2023		5270 · Automotive - Repair & Maint	-119.19	119.19
Bill	62291	04/24/2023		5270 · Automotive - Repair & Maint	-84.67	84.67
TOTAL					-203.86	203.86
Bill Pmt -Check	AP	05/10/2023	WM / Carmel Marina - Office-Online	1001 · SCCB - Operating Account		-396.44
Bill	98887...	05/01/2023		5150 · Garbage Service	-396.44	396.44

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May 22, 2023

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 April 25 through May 22, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-396.44	396.44
Check	AP	05/15/2023	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	05/19/2023	Santa Cruz County Bank	1001 · SCCB - Operating Account		-623.25
				2256 · Vehicle Loan Payable	-581.47	581.47
				5256 · Interest Exp-Financed Items	-41.78	41.78
TOTAL					-623.25	623.25
Check	AP	05/22/2023	Total Merchant Services	1001 · SCCB - Operating Account		-0.25
				5391 · Credit Card Transaction Fees	-0.25	0.25
TOTAL					-0.25	0.25
Bill Pmt -Check	AP	05/22/2023	ACWA-JPIA (med ins)-ACH	1001 · SCCB - Operating Account		-15,560.34
Bill	06995...	05/04/2023		5050 · Employee Health Insurance	-13,952.79	13,952.79
				2264 · Employee Insurance Payable	-1,607.55	1,607.55
TOTAL					-15,560.34	15,560.34
Bill Pmt -Check	AP	05/22/2023	AT&T 1782-Online	1001 · SCCB - Operating Account		-31.43
Bill	5/7/23...	05/07/2023		5310 · Utilities - Well Site	-31.43	31.43
TOTAL					-31.43	31.43
Bill Pmt -Check	AP	05/22/2023	AT&T 2627-Online	1001 · SCCB - Operating Account		-31.43
Bill	5/7/23...	05/07/2023		5310 · Utilities - Well Site	-31.43	31.43
TOTAL					-31.43	31.43
Bill Pmt -Check	AP	05/22/2023	AT&T 3912-Online	1001 · SCCB - Operating Account		-7,432.05
Bill	revise...	05/02/2023		5330 · Telephone	-7,432.05	7,432.05
TOTAL					-7,432.05	7,432.05
Bill Pmt -Check	AP	05/22/2023	AT&T 6542-Online	1001 · SCCB - Operating Account		-61.54
Bill	5/7/22...	05/07/2023		5310 · Utilities - Well Site	-61.54	61.54
TOTAL					-61.54	61.54
Bill Pmt -Check	AP	05/22/2023	California Tire Mobil Service- Online	1001 · SCCB - Operating Account		-1,040.00
Bill	59439	03/10/2023		5270 · Automotive - Repair & Maint	-1,020.00	1,020.00
Bill	59928	04/21/2023		5270 · Automotive - Repair & Maint	-20.00	20.00
TOTAL					-1,040.00	1,040.00
Bill Pmt -Check	AP	05/22/2023	CALNET/ AT&T 2506	1001 · SCCB - Operating Account		-936.22
Bill	April s...	05/01/2023		5310 · Utilities - Well Site	-62.33	66.12
				5310 · Utilities - Well Site	-71.08	75.40
				5330 · Telephone	-563.75	598.01
				5330 · Telephone	-110.80	117.53
				5310 · Utilities - Well Site	-74.63	79.16
				5231 · Pajaro Park Expense	-53.63	56.89
TOTAL					-936.22	993.11
Bill Pmt -Check	AP	05/22/2023	Elan-Online	1001 · SCCB - Operating Account		-3,634.87

10:18 AM

May 22, 2023

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 April 25 through May 22, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	May 2...	05/15/2023		2910 · Elan	-3,634.87	3,634.87
TOTAL					-3,634.87	3,634.87
Bill Pmt -Check	AP	05/22/2023	GreatAmerica Financial-Online	1001 · SCCB - Operating Account		-472.92
Bill	33939...	04/27/2023		5160 · Office Equip Rental	-472.92	472.92
TOTAL					-472.92	472.92
Bill Pmt -Check	AP	05/22/2023	Grunsky Law Firm	1001 · SCCB - Operating Account		-2,450.37
Bill	Inv. 1...	05/09/2023		5250 · Legal Expenses	-2,450.37	2,450.37
TOTAL					-2,450.37	2,450.37
Bill Pmt -Check	AP	05/22/2023	J Johnson & Company, Inc.- ACH	1001 · SCCB - Operating Account		-19,243.54
Bill	23-00...	04/30/2023		5220 · Water System - Repair & Maint	-12,409.77	12,409.77
Bill	23-00...	04/30/2023		5220 · Water System - Repair & Maint	-6,833.77	6,833.77
TOTAL					-19,243.54	19,243.54
Bill Pmt -Check	AP	05/22/2023	PG&E 0819-Online	1001 · SCCB - Operating Account		-7,380.00
Bill	4/5/23...	05/05/2023		5310 · Utilities - Well Site	-3,290.39	3,290.39
				5310 · Utilities - Well Site	-2,163.18	2,163.18
				5310 · Utilities - Well Site	-132.37	132.37
				5310 · Utilities - Well Site	-691.78	691.78
				5310 · Utilities - Well Site	-250.30	250.30
				5315 · Utilities - Street Lighting	-96.08	96.08
				5310 · Utilities - Well Site	-755.90	755.90
TOTAL					-7,380.00	7,380.00
Bill Pmt -Check	AP	05/22/2023	Preferred Pump- Online	1001 · SCCB - Operating Account		-805.39
Bill	order ...	05/02/2023		5220 · Water System - Repair & Maint	-402.69	402.69
				5145 · District Wide Repair & Maint	-402.70	402.70
TOTAL					-805.39	805.39
Bill Pmt -Check	AP	05/22/2023	Pure Water- ACH	1001 · SCCB - Operating Account		-8,269.35
Bill	415395	05/01/2023	State Water Resources Control Board	5427 · Improvement Project-Springfield	-6,433.65	6,433.65
Bill	415394	05/01/2023	State Water Resources Control Board	5427 · Improvement Project-Springfield	-1,835.70	1,835.70
TOTAL					-8,269.35	8,269.35
Bill Pmt -Check	AP	05/22/2023	Staples Credit Plan-Online	1001 · SCCB - Operating Account		-163.18
Bill	MAY ...	05/09/2023		5240 · Office Supplies	-163.18	163.18
TOTAL					-163.18	163.18
Bill Pmt -Check	AP	05/22/2023	Streamline- ACH	1001 · SCCB - Operating Account		-250.00
Bill	6085E...	05/01/2023		5165 · Computer Software	-250.00	250.00
TOTAL					-250.00	250.00
Bill Pmt -Check	AP	05/22/2023	Thomas E Yeager, P.E.- ACH	1001 · SCCB - Operating Account		-80.00
Bill	Involc...	05/01/2023	State Water Resources Control Board	5427 · Improvement Project-Springfield	-26.67	40.00
				5265 · Engineering Expenses	-53.33	80.00
TOTAL					-80.00	120.00
Bill Pmt -Check	AP	05/22/2023	TIAA Commercial Finance, Inc.	1001 · SCCB - Operating Account		-195.29
Bill	95220...	05/08/2023		5160 · Office Equip Rental	-195.29	195.29

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 April 25 through May 22, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-195.29	195.29
Bill Pmt -Check	AP	05/22/2023	Wells Fargo- 6120 ONLINE	1001 - SCCB - Operating Account		-148.39
Bill		05/16/2023		2900 - Wells Fargo- 6120	-148.39	148.39
TOTAL					-148.39	148.39
Bill Pmt -Check	AP	05/22/2023	Wells Fargo 0721-Online	1001 - SCCB - Operating Account		-340.04
Bill		05/11/2023		2905 - Wells Fargo- 0721	-340.04	340.04
TOTAL					-340.04	340.04
Check	PARS	05/03/2023	US Bank - PARS #6746022400	1001 - SCCB - Operating Account		-5,078.94
				5070 - Employee Retirement	-5,078.94	5,078.94
TOTAL					-5,078.94	5,078.94
Check	PARS	05/17/2023	US Bank - PARS #6746022400	1001 - SCCB - Operating Account		-4,895.29
				5070 - Employee Retirement	-4,895.29	4,895.29
TOTAL					-4,895.29	4,895.29
Bill Pmt -Check	25426	05/10/2023	PLP Pajaro LLC.	1001 - SCCB - Operating Account		-4,800.00
Bill	inv. 100	05/09/2023		5220 - Water System - Repair & Maint	-4,800.00	4,800.00
TOTAL					-4,800.00	4,800.00
Bill Pmt -Check	25427	05/10/2023	Santa Cruz County Bank	1001 - SCCB - Operating Account		-566.04
Bill	ACCT...	04/23/2023		2256 - Vehicle Loan Payable	-502.82	502.82
				5256 - Interest Exp-Financed Items	-63.22	63.22
TOTAL					-566.04	566.04
Bill Pmt -Check	25440	05/22/2023	Filiberto Cortes	1001 - SCCB - Operating Account		-150.00
Bill	Depos...	05/16/2023		2121 - Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	25441	05/22/2023	Jacquelyn D. Mitchell	1001 - SCCB - Operating Account		-150.00
Bill	Depos...	05/16/2023		2121 - Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	25442	05/22/2023	Leonard Robles	1001 - SCCB - Operating Account		-107.04
Bill	Cr Rtn...	05/11/2023		1100 - Water Customer Accounts Recv	-107.04	107.04
TOTAL					-107.04	107.04
Bill Pmt -Check	25443	05/22/2023	Magali Hernandez-Cumplido	1001 - SCCB - Operating Account		-109.17
Bill	Cr Rtn...	05/01/2023		1100 - Water Customer Accounts Recv	-109.17	109.17
TOTAL					-109.17	109.17
Bill Pmt -Check	25444	05/22/2023	Mr. Charles Mitchell	1001 - SCCB - Operating Account		-150.00
Bill	Depos...	10/21/2022		2121 - Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	25445	05/22/2023	Mr. Ricardo Dimas	1001 - SCCB - Operating Account		-109.17

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May 22, 2023

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 April 25 through May 22, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	Cr Rtn...	05/11/2023		1100 · Water Customer Accounts Recv	-109.17	109.17
TOTAL					-109.17	109.17
Bill Pmt -Check	25446	05/22/2023	Ms. Claudia Frederiksen	1001 · SCCB - Operating Account		-150.00
Bill	Depos...	05/16/2023		2121 · Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	25447	05/22/2023	Raymon & Trisha Cancino	1001 · SCCB - Operating Account		-150.00
Bill	Depos...	05/16/2023		2121 · Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	25448	05/22/2023	Sal Abonce	1001 · SCCB - Operating Account		-150.00
Bill	Dep. ...	10/21/2022		2121 · Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	25449	05/22/2023	Zina M. Cervantes	1001 · SCCB - Operating Account		-150.00
Bill	Depos...	05/16/2023		2121 · Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00

Pajaro/Sunny Mesa Community Services District
Check Detail - Reserve Account
 April 25 through May 22, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	05/10/2023	Rincon Consultants, Inc. - ACH	1002 · SCCB Reserve Account		-278.75
Bill	inv# 4...	04/20/2023	CA Office of Emergency Services	5438 · LHMP Project- Dist. Wide	-278.75	278.75
TOTAL					-278.75	278.75
Bill Pmt -Check	AP	05/22/2023	Maggiola Bros. Drilling, Inc.- ACH	1002 · SCCB Reserve Account		-40,687.15
Bill	M23-0...	04/28/2023		1814 · CIP-Pajaro	-20,609.25	20,609.25
Bill	M23-0...	04/28/2023		1822 · CIP-Vega	-20,077.90	20,077.90
TOTAL					-40,687.15	40,687.15
Bill Pmt -Check	AP	05/22/2023	Thomas E Yeager, P.E.- ACH	1002 · SCCB Reserve Account		-40.00
Bill	Invoc...	05/01/2023	State Water Resources Control Board	5427 · Improvement Project-Springfield 5265 · Engineering Expenses	-13.33 -26.67	40.00 80.00
TOTAL					-40.00	120.00

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 May 22, 2023

Pajaro/Sunny Mesa Community Services District
Check Detail- GF 633
 April 25 through May 22, 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Ch...	AP	05/22/2023	NBS- ACH		1006 · SCCB-GF 633		-62.40
Bill	20230...	05/16/2023			5426 · Vega Assmnt Bond Expense	-62.40	62.40
TOTAL						-62.40	62.40

10:12 AM

May 22, 2023

Pajaro/Sunny Mesa Community Services District
Check Detail - Pajaro Park Account
 April 25 through May 22, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	05/10/2023	PG&E 3540 Pajaro Park-Online	1036 · PSM Pajaro Park Acct		-157.55
Bill	3/21/2...	04/20/2023		5231 · Pajaro Park Expense	-157.55	157.55
TOTAL					-157.55	157.55
Bill Pmt -Check	AP	05/10/2023	Panther Protective Services- ACH	1036 · PSM Pajaro Park Acct		-425.00
Bill	0004-...	04/27/2023		5231 · Pajaro Park Expense	-425.00	425.00
TOTAL					-425.00	425.00
Bill Pmt -Check	AP	05/10/2023	Mid Valley Supply- ACH	1036 · PSM Pajaro Park Acct		-197.22
Bill	1269434	04/20/2023		5231 · Pajaro Park Expense	-140.26	140.26
Bill	1269551	04/26/2023		5231 · Pajaro Park Expense	-56.96	56.96
TOTAL					-197.22	197.22
Bill Pmt -Check	AP	05/10/2023	Ace Hardware Watsonville- ACH	1036 · PSM Pajaro Park Acct		-138.44
Bill	221778	04/12/2023		5231 · Pajaro Park Expense	-79.84	79.84
Bill	221801	04/13/2023		5231 · Pajaro Park Expense	-29.01	29.01
Bill	222198	04/28/2023		5231 · Pajaro Park Expense	-29.59	29.59
TOTAL					-138.44	138.44
Bill Pmt -Check	AP	05/10/2023	WM / Carmel Marina - Pajaro Park-Onlin	1036 · PSM Pajaro Park Acct		-396.44
Bill	98896...	05/01/2023		5231 · Pajaro Park Expense	-396.44	396.44
TOTAL					-396.44	396.44
Bill Pmt -Check	AP	05/22/2023	Tino's Plumbing	1036 · PSM Pajaro Park Acct		-265.00
Bill	144621	05/05/2023		5231 · Pajaro Park Expense	-265.00	265.00
TOTAL					-265.00	265.00
Bill Pmt -Check	AP	05/22/2023	AT&T- 2458 Paj Park Uverse	1036 · PSM Pajaro Park Acct		-63.50
Bill	acct 3...	05/13/2023		5231 · Pajaro Park Expense	-63.50	63.50
TOTAL					-63.50	63.50
Bill Pmt -Check	AP	05/22/2023	CALNET/ AT&T 2506	1036 · PSM Pajaro Park Acct		-56.89
Bill	April s...	05/01/2023		5310 · Utilities - Well Site	-3.79	66.12
				5310 · Utilities - Well Site	-4.32	75.40
				5330 · Telephone	-34.26	598.01
				5330 · Telephone	-6.73	117.53
				5310 · Utilities - Well Site	-4.53	79.16
				5231 · Pajaro Park Expense	-3.26	56.89
TOTAL					-56.89	993.11

10:13 AM
 May 22, 2023

Pajaro/Sunny Mesa Community Services District
Check Detail - Street Maintenance Account
 April 25 through May 22, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	05/10/2023	PG&E 9545 Street Maint-Online	1004 · SCCB - Street Maint Acct		-91.75
Bill	3/21/2...	04/20/2023		5225 · Street Maintenance 5310 · Utilities - Well Site	-38.61 -53.14	38.61 53.14
TOTAL					-91.75	91.75
Bill Pmt -Check	567	05/22/2023	Pajaro/Sunny Mesa Comm Svcs Dist	1004 · SCCB - Street Maint Acct		-67.62
Bill	APR 2...	05/01/2023		5225 · Street Maintenance	-67.62	67.62
TOTAL					-67.62	67.62

RESOLUTION NO. 05-02-23

A RESOLUTION OF THE BOARD OF DIRECTORS, THE GOVERNING BODY OF THE PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT, ADOPTING THE PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT POLICY ADOPTION POLICY

~o0o~

WHEREAS, subdivision (b) of § 61045 of the California Community Services District Law [California Government Code §§ 61000 et seq] provides, inter alia, that the board of directors of a community services district shall act only by ordinance, resolution, or motion, and

WHEREAS, subdivision (g) of § 61045, provides that the board of directors shall adopt policies for the operation of the district, including, but not limited to, administrative policies, fiscal policies, personnel policies, and the purchasing policies required by [Division 3 of Title 6, commencing with §61000, of the California Government Code], and

WHEREAS, the Board of Directors of the Pajaro/Sunny Mesa Community Services District ("Board") is the duly appointed board of directors of the Pajaro/Sunny Mesa Community Services District

WHEREAS, good cause appearing therefore, the Board desires to comply with subdivision (g) of § 61045 by adopting an administrative policy for agendizing and adopting policies for consideration of the Board to be known as the Pajaro/Sunny Mesa Community Services District Policy Adoption Policy.

NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED by the Board as follows:

SECTION 1. The Pajaro/Sunny Mesa Community Services District Policy Adoption Policy, a copy of which is attached hereto and identified as Exhibit A, is hereby approved.

SECTION 2. The Secretary of the Board shall certify the adoption of this resolution.

SECTION 3. A copy of the Pajaro/Sunny Mesa Community Services District Policy Adoption Policy shall be posted on the District's website.

PASSED AND ADOPTED by the Board this 25th day of May 2023, by the following vote:

AYES:

NOES:

ABSTENTIONS

ABSENT

President of the Board of Directors

CERTIFICATE OF SECRETARY

I, Don Rosa, as the duly elected Secretary of the Board of Directors of the Pajaro/Sunny Mesa Community Services District, Monterey County, California, do hereby certify that the above resolution is a full, true and correct copy of said Resolution passed and adopted by the Board of Directors at a meeting held on the 27th day of April 2023, and that said Resolution is now spread upon the minutes of said Board.

Secretary of the Board of Directors

Exhibit A

PSM CSD District Policy Name	Policy Adoption Policy
Adopted	
Revised	
Resolution	

**PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT
POLICY ADOPTION LOAN POLICY**

POLICY ADOPTION**Goal**

The goal of this policy is to set forth in writing the standards and describe the practices to be followed in agendizing and adopting Board policies so the public and the Board knows how policies are placed on the Board agenda for consideration and the public and the Board are adequately informed before Board meetings.

Policy

Board consideration and deliberation to adopt a new policy or amend an existing policy may be started by any director or the General Manager. The proposed new or amended policy shall be by a director or the General Manager submitting a written proposal to the Board President, Board Vice-President, and the General Manager with a request that the proposal be placed on a Board agenda for a report to and deliberation by the Board of Directors to adopt a resolution related to the proposed policy.

The General Manager shall, as soon as feasible after receiving a proposal, endeavor to provide a copy of the proposal to all directors. Any director may ask the General Manager their thoughts regarding the proposal. No discussion should otherwise occur between any director or directors except and until the proposal is agendized and under consideration at a Board meeting.

Copies of any such proposed new or amended policy shall be included in the agenda-information packet for any meeting in which the proposal is scheduled for consideration and identified on the agenda.

All Board policies are to govern District practices from year to year and therefore shall be adopted by resolution.

RESOLUTION NO. 05-03-23

A RESOLUTION OF THE BOARD OF DIRECTORS, THE GOVERNING BODY OF PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT, ADOPTING THE PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT INTER-FUND LOAN POLICY

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WHEREAS, subdivision (b) of § 61045 of the California Community Services District Law [California Government Code §§ 61000 et seq] provides, inter alia, that the board of directors of a community services district shall act only by ordinance, resolution, or motion, and

WHEREAS, subdivision (g) of § 61045, provides that the board of directors shall adopt policies for the operation of the district, including, but not limited to, administrative policies, fiscal policies, personnel policies, and the purchasing policies required by [Division 3 of Title 6, commencing with §61000, of the California Government Code], and

WHEREAS, the Board of Directors of the Pajaro/Sunny Mesa Community Services District ("Board") is the duly appointed board of directors of the Pajaro/Sunny Mesa Community Services District

WHEREAS, good cause appearing therefore, the Board desires to comply with subdivision (g) of § 61045 by adopting an administrative policy for inter-fund loans by and between such funds as the Water Fund, the Street Maintenance Fund, the Street Lighting Fund, the Parks Fund, and the General Fund to be known as the Pajaro/Sunny Mesa Community Services District Inter-Fund Loan Policy

NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED by the Board as follows:

SECTION 1. The Pajaro/Sunny Mesa Community Services District Inter-Fund Loan Policy, a copy of which is attached hereto and identified as Exhibit A, is hereby approved.

SECTION 2. The Secretary of the Board shall certify the adoption of this resolution.

SECTION 3. A copy of the Pajaro/Sunny Mesa Community Services District Inter-Fund Loan Policy shall be posted on the District's website.

PASSED AND ADOPTED by the Board this 25th day of May 2023, by the following vote:

AYES:

NOES:

ABSTENTIONS

ABSENT

President of the Board of Directors

CERTIFICATE OF SECRETARY

I, Don Rosa, as the duly elected Secretary of the Board of Directors of the Pajaro/Sunny Mesa Community Services District, Monterey County, California, do hereby certify that the above resolution is a full, true and correct copy of said Resolution passed and adopted by the Board of Directors at a meeting held on the 25th day of May 2023, and that said Resolution is now spread upon the minutes of said Board.

Secretary of the Board of Directors

Exhibit A

PSM CSD District Policy Name	Inter-fund Loan Policy
Adopted	
Revised	
Resolution	

**PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT
INTER-FUND LOAN POLICY**

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GOAL

The goal of this written policy is to establish requirements and responsibilities for borrowing between enterprise and operating funds of the Pajaro/Sunny Mesa Community Services District, for example, between the Water fund and the Street Lighting fund. This is so all inter-fund loans are adequately deliberated and considered, fiscally responsible, properly documented, and not to the detriment of the fund issuing the loan.

POLICY

Inter-fund loans are loans from one District fund to another District fund, enterprise or operating, for a designated purpose. Inter-fund loans may be made for the following reasons:

1. To offset timing differences in cash flow;
2. To provide interim financing in conjunction with obtaining long-term financing;
3. For short-term borrowing in place of external financing;
4. To provide operating capital for enterprise funds while the customer base increases;
5. For such other needs as deemed reasonable and appropriate by the Board of Directors by resolution.

Inter-fund loans shall not be used to solve ongoing structural budget problems. Inter-fund loans should be limited to addressing short-term issues within one fund (e.g., a major emergency repair).

Inter-fund loan recommendations and the inter-fund loan agreement set forth herein shall include the loan amount, an identified repayment source, the repayment terms and conditions and the due date and timing of repayment. Repayment of all inter-fund loans shall be completed within a maximum of five (5) years of the loan being made.

The term of the inter-fund loan may be more than one year, and may extend from one fiscal year to another but shall be "temporary" in the sense that no permanent diversion of the *lending* fund results from the failure to repay by the borrowing fund. Additionally, inter-fund loans should not hinder the accomplishment of any function or project for which the *lending* fund was established.

Inter-fund loans shall include interest at a rate to be determined at the discretion of the Board, and ordinarily be at an interest rate equal to or more than investment

Exhibit A

PSM CSD District Policy Name	Inter-fund Loan Policy
Adopted	
Revised	
Resolution	

earnings the fund would have received had the loan not occurred and be adopted by Board resolution after consideration of any recommendation of the General Manager.

The Board of Directors shall approve all inter-fund loans by resolution. The inter-fund loan agreement shall be included as an exhibit to the resolution.

Payments made on outstanding inter-fund loans shall be reflected in the proposed and adopted operating budget and in the annual financial statements for any period for which the inter-fund loan is outstanding. The annual financial statements shall also include the loan amount, term, due date, rate of interest, and amount of interest due on the total amount of the loan.

If the borrowing fund continues to maintain a negative cash balance for periods beyond the term of the loan, scheduled payments should be postponed until the fund has a positive cash balance. Postponement of any loan payment shall however not be for more than one year and shall be approved by Board resolution. Interest shall continue to accrue and be added to the principal of the loan.

Modifications to existing loans may be made only by Board resolution.

Inter-fund loan funds may only be used for the purpose identified in the authorizing Board resolution. Records of inter-fund loan transactions shall be maintained in accordance with generally accepted accounting principles and will reflect the balances of loans in every fund affected by such transactions.

Any inter-fund loan shall be documented by an agreement in substantially the same form as set forth below in the Sample Loan Inter-Fund Loan Agreement.

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SAMPLE LOAN INTER-FUND LOAN AGREEMENT

The Pajaro/Sunny Mesa Community Services District ("District") hereby adopts this Inter-fund Loan Agreement ("Agreement") authorizing the transfer of funds by and between the Pajaro/Sunny Mesa Community Services District (*lending* fund name) _____ ("_____ Fund") and the Pajaro/Sunny Mesa Community Services District (*borrowing* fund name) _____ Fund ("_____ Fund").

RECITALS

A. The (*borrowing*) Fund requires an inter-fund loan in order to fund a shortfall from the (time period) _____ Fiscal Year of \$ _____ that was the result of (describe reason for borrowing).

Exhibit A

PSM CSD District Policy Name	Inter-fund Loan Policy
Adopted	
Revised	
Resolution	

B. The District desires and has the resources necessary to facilitate an inter-fund loan from the *lending* Fund to the *borrowing* Water Fund.

C. This Agreement is executed for the purpose of evidencing the obligation of the *borrowing* Fund to the *lending* Fund for the repayment of monies loaned to the *borrowing* Fund by the *lending* Fund and to comply with the Board's Pajaro/Sunny Mesa Community Services District Inter-Fund Loan Policy

AGREEMENT

1. The District agrees to transfer from the *lending* Fund to the *borrowing* Fund the amount of _____ on or about _____.

2. The term of this inter-fund loan shall be for a *number of years* (__) year period and shall accrue interest at a simple rate of _____ per annum, compounded monthly.

3. The *borrowing* Fund shall make annual payments based upon the Repayment Schedule contained in Exhibit "A," attached hereto and incorporated herein by reference. The *borrowing* Fund shall repay the *lending* Fund in full by *insert date that the loan term requires repayment*.

4. District staff is directed to make necessary appropriation adjustments to effectuate this inter-fund loan.

5. District staff is directed to appropriately record this loan in the District's ledger system and subsequent financial reports.

IN WITNESS WHEREOF, this Agreement is executed by duly authorized officers of the Pajaro/Sunny Mesa Community Services District this ___ day of _____, 20__

END

PAJARO STREET LIGHTING ASSESSMENT 2023-2024 Preliminary Comparison Budget

	2022-2023	2023-2024
REVENUE		
Parcel Assessments	41,100.00	41,100
 EXPENSE		
Utilities (PG&E)	27,000.00	27,000
Maintenance & Administration	13,000.00	13,000
Professional Services (Legal & Accounting)	1,100.00	1,100
	41,100.00	41,100
 REVENUE	 41,100.00	 41,100
EXPENSE	41,100.00	41,100
	0	0

PG&E projected to remain constant

**STREET MAINTENANCE / SUBDIVISION MAINTENANCE
CONTRACT OPERATIONS AND MAINTENANCE FINAL BUDGET
2023-2024**

REVENUE

Parcel Assessments through Monterey County Tax Roll	64,300
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EXPENSE

Monies held in restricted Acct. for street sealing and repairs	24,635
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Fees for service paid to vendors	8,015
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Contract fees paid to District	<u>31,650</u>
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Total Expense	64,300
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REVENUE	64,300
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EXPENSE	<u>64,300</u>
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	0
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Notes: Restricted bank account balance as of 5-15-23 is \$266,595.00

Monies are held for the following subdivisions:

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

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

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

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

**PAJARO COMMUNITY PARKS/PUBLIC AREAS
OPERATIONS AND MAINTENANCE BUDGET
Final Budget
2023-2024**

		2022-2023	2023-2024
REVENUE			
(1% Special District Tax-Assessed/ collected by Mo. Co.)		25,000	25,000
 EXPENSE			
Tot-Lot (Cayetano Park-Florence @ Cayetano)	1.5 hrs./week	6,000	7,800
Berlanga Park (Stender Ave.)	1.00 hrs./week	4,000	0
Memorial Park (Salinas Rd. @ Stender Ave.)	1.00 hrs./week	4,000	5,200
Monument Park (Porter Dr. @ San Juan Rd.)	1.00 hrs./week	4,000	5,200
Misc.(Pajaro Sign maintenance, curb painting, graffiti	.25 hrs/week	0	0
Total Labor	3.5 hrs./week	<u>18,000</u>	<u>18,200</u>
(3.5 hrs./week X 52 wks. X \$100./hr)			
Groundskeeping Materials and Supplies		<u>1,000</u>	<u>1,000</u>
Total Expense		<u>19,000</u>	<u>19,200</u>
 REVENUE			
		25,000	25,000
EXPENSE			
		19,000	19,200
Surplus transferred to Pajaro Park Fund		<u>6,000</u>	<u>5,800</u>

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

Pajaro Park
Preliminary Comparison Budget
2023-2024

	2022-2023	2023-2024
Personnel Costs		
Management & Administration	1,000	1,000
Park Labor	39,000	41,100
TOTAL PERSONNEL:	40,000	42,100
Operating Costs		
Sewer	-	
Garbage Service	4,400	4,900
Electricity - Lights/Special Events - Phone	4,800	4,800
Alarm Service	350	500
Janitorial Supplies	4,200	4,200
Office Supplies	-	
Building & Grounds Materials	600	600
Other Supplies & Materials		
Pajaro Water Bond and Property Tax	2,600	2,600
Gate closing (Security Patrol)	5,700	5,700
TOTAL OPERATING:	22,650	23,300
Reserve	-	-
ANNUAL OPERATIONS & MAINTENANCE	\$ 62,650	\$ 65,400

65,400 Total Park Expense

Revenue

5,800 Pro-Rata
6,000 Board Stipend
25,000 Mo Co Contribution

28,600 Annual withdrawal from Park Fund

Balance as of 6/30/23 \$49,000

Current funding proposed will carry us through 2025-2026 Fiscal Year

STAFF REPORT/WORK PLAN

2023-2024

Capital Expenditures:

2023 Flood Damage Repair and Replacement:

- Pajaro Well Site
- Sunny Mesa Well Site

Sunny Mesa Well #1 Rehabilitation

Moss Landing Well #1 Retro-fit with modern pump and motor(water-lube)

New Server (Computer)

CAPITAL RESERVE AND EXPENSES

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Capital Reserves	\$ 312,500	\$ 296,000	\$ 446,000	\$ 451,500	\$ 601,500	\$ 691,500	\$ 809,000	\$ 929,000	\$1,011,500	\$ 709,000
Annual Reserve Contribution*	\$ 112,500	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Annual Expenses*	\$ 129,000	\$ -	\$ 144,500	\$ -	\$ 60,000	\$ 32,500	\$ 30,000	\$ 67,500	\$ 452,500	\$ 32,000
Net Reserve	\$ 296,000	\$ 446,000	\$ 451,500	\$ 601,500	\$ 691,500	\$ 809,000	\$ 929,000	\$ 1,011,500	\$ 709,000	\$ 827,000

*2023 Possible reimbursible expenses \$104,000

DISTRICT WIDE PROPOSED FUTURE EXPENSES (not included)

Meter Replacement Program (Automated Meter Reading)	\$ 1,000,000
Hydro Vac Trailer w/Valve Exerciser and GPS	\$ 100,000
Water Truck- 4000 gallon Potable Water Tanker	\$ 200,000
Site Safety Enhancements (Lighting, Cameras, Fencing)	\$ 500,000
Facility Communication Improvements (Scada Monitoring and Controls)	\$ 500,000

Total Proposed **\$ 2,300,000**

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

DESCRIPTION	EST. REPLACEMENT VALUE	YEAR CONSTR.	USEFUL LIFE	YEARS IN USE 2023	LIFE LEFT	ANNUAL RESERVE	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Pajaro																
Generator	\$ 83,850	2021	30	1	29	\$ 2,900.00										
610,000 Gal Tank (1 ea.) Re-furbish	\$ 1,000,000	1985	35	38	-3	\$ -	\$ -	\$ -	\$ -				\$ -	\$ -	\$ -	\$ -
60 HP Well Pump 200 ft	\$ 7,500	1985	40	38	2	\$ 3,750.00	\$ -	\$ 7,500	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60 HP Well Pump Motor	\$ 5,000	2007	25	16	9	\$ 555.56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -
100 HP Vertical Turbine Pump/Motor	\$ 25,000	2020	40	3	37	\$ 675.68	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
60 HP Vertical Turbine Pump/Motor	\$ 20,000	2021	25	2	23	\$ 869.57	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14000 Gal Hydropneumatic Tank	\$ 40,000	1987	40	36	4	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 40,000				\$ -	\$ -	\$ -
8000 Gal Hydropneumatic Tank	\$ 30,000	1985	40	38	2	\$ 15,000.00	\$ -	\$ 30,000	\$ -	\$ -				\$ -	\$ -	\$ -
Chlorination Bldg. (25 sf)	\$ 5,000	1985	50	38	12	\$ 416.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chlorination Equip.	\$ 2,500	2021	10	2	8	\$ 312.50			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	
Pump Control Panel and Elec.	\$ 100,000	1985	50	38	12	\$ 8,333.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pajaro Subtotal						\$ 42,813.30	\$ -	\$ 37,500	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 2,500	\$ 5,000	
Sunny Mesa																
200,000 Gal Tank (1 ea)	\$ 250,000	1985	75	38	37	\$ 6,756.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
#1 Well pump (250 feet)-60 HP(needs casing repair)	\$ 25,000	2022	25	1	24	\$ 1,041.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
#2 Well Pump - 25 HP	\$ 15,000	2019	30	4	26	\$ 576.92	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Booster Pump Bldg (96 sf)	\$ 5,000	1986	50	37	13	\$ 384.62	\$ -	\$ -		\$ -	\$ -		\$ -			
2 Booster Pumps -- 15 hp	\$ 10,000	2004	25	19	6	\$ 1,666.67	\$ -	\$ -	\$ -	\$ -		\$ 10,000	\$ -	\$ -	\$ -	\$ -
1 Booster Pumps -- 50 hp	\$ 10,000	2012	25	11	14	\$ 714.29	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
480v Pump Control Panel and Elec. (2 ea.)	\$ 25,000	1985	50	38	12	\$ 2,083.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chlorine Building	\$ 2,500	2015	40	8	32	\$ 78.13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chlorine Equip.	\$ 2,500	2018	10	5	5	\$ 500.00	\$ -	\$ -		\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -
Sunny Mesa Subtotal						\$ 13,802.37	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 10,000	\$ -	\$ -	\$ -	\$ -
Vega Mutual																
Vista Verde Well Pump (30 hp, 420 ft)	\$ 30,000	2018	25	5	20	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chlorine Building	\$ 2,500	2015	40	8	32	\$ 78.13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chlorine Equip.	\$ 2,500	2018	10	5	5	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -
Vista Verde Tank (65,000 gal)	\$ 100,000	2004	75	19	56	\$ 1,785.71	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vista Verde Electrical Bldg. (100 SF)	\$ 25,000	2004	40	19	21	\$ 1,190.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vista Verde Generator (80 kW)	\$ 30,000	2004	30	19	11	\$ 2,727.27	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vista Verde Pump Control Panel and Elec.	\$ 50,000	2004	30	19	11	\$ 4,545.45	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

DESCRIPTION	EST. REPLACEMENT VALUE	YEAR CONSTR.	USEFUL LIFE	YEARS IN USE 2023	LIFE LEFT	ANNUAL RESERVE	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Oakleaf Well - 25 HP																
Well Pump	\$ 8,000	2013	25	10	15	\$ 533.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Well Pump Motor - 25 HP	\$ 8,000	2013	25	10	15	\$ 533.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Oakleaf Tank (95,000 gal)	\$ 100,000	2010	75	13	62	\$ 1,612.90	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Oakleaf Pump Bldg. (260 sf)	\$ 50,000	2015	40	8	32	\$ 1,562.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Oakleaf Booster Pumps (2ea. @ 60 hp)	\$ 50,000	2010	30	13	17	\$ 2,941.18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Oakleaf Hydropneumatic Tank (6,000 gal)	\$ 25,000	2010	40	13	27	\$ 925.93	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Oakleaf Generator (100kW)	\$ 30,000	2010	30	13	17	\$ 1,764.71	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Oakleaf Pump Control Panel and Elec.	\$ 25,000	2010	25	13	12	\$ 2,083.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Kari Lane Tank																
Kari Lane Tank (51,100 gal)	\$ 75,000	2010	75	13	62	\$ 1,209.68	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Kari Lane 5 hp booster pump and press tanks	\$ 5,000	2018	20	5	15	\$ 333.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Marlin Pump Station																
Marlin Pump Bldg. (260 sf)	\$ 50,000	2010	25	13	12	\$ 4,166.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Marlin Booster Pumps (2 @ 40 hp)	\$ 45,000	2010	30	13	17	\$ 2,647.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Marlin Generator (60kW)(not valid for use)	\$ 20,000	2022	30	1	29	\$ 689.66	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Marlin Pump Control Panel and Elec.	\$ 50,000	2010	25	13	12	\$ 4,166.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Andreas Tank																
Andreas Tank (126,000 gal)	\$ 150,000	2010	75	13	62	\$ 2,419.35	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Andreas booster pump and bladder tanks	\$ 20,000	2017	15	6	9	\$ 2,222.22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -
Covenant Site																
1 HP pump and Electrical	\$ 5,000	2013	20	10	10	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
4 pressure Tanks	\$ 5,000	2013	20	10	10	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500
Vega Subtotal						\$ 43,138.89	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ 20,000	\$ 7,500
Blackie #18																
15,000 Gal Tank (2 ea) Re-Habilitate	\$ 35,000	1981	35	42	-7	\$ -					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7.5 HP Well Pump (378 ft)	\$ 10,000	2018	35	5	30	\$ 333.33		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5 HP Vertical Turbine Pump	\$ 5,000	2017	15	6	9	\$ 555.56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -
3 HP Vertical Turbine Pump(upsie to 5hp)	\$ 5,000	2010	15	13	2	\$ 2,500.00		\$ 5,000	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
500 Gal Hydropneumatic Tank - (Replace with Bladder Tanks- VFD Motors)	\$ 25,000	1981	35	42	-7	\$ -	\$ -	\$ 25,000	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pump Control Panel and Elec.	\$ 10,000	1981	40	42	-2	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Blackie #18 Subtotal						\$ 3,388.89	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -

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

DESCRIPTION	EST. REPLACEMENT VALUE	YEAR CONSTR	USEFUL LIFE	YEARS IN USE 2023	LIFE LEFT	ANNUAL RESERVE	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Langley Canyon Monique #3 OUT OF SERVICE																
352 SF Building	\$ 20,000	1996	75				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40 HP Well pump (250 ft)	\$ 20,000	1996	25				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
480v Pump Control Panel and Elec.	\$ 2,500	1996	30				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Langley /Valle Pacifico - Tank Site																
15,000 Gal Tank (2 ea)	\$ 225,000	1984	30	39	-9	\$ -		\$ -	\$ -				\$ -	\$ 225,000	\$ -	\$ -
20 HP Booster Pump (2 ea)	\$ 15,000	2009	25	14	11	\$ 1,363.64	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1000 Gal Hydropneumatic Tank	\$ 25,000	1984	40	39	1	\$ 25,000.00	\$ -	\$ 25,000					\$ -	\$ -	\$ -	\$ -
Pump Control Panel and Elec.	\$ 10,000	1984	40	39	1	\$ 10,000.00	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Langley /VP-Joshua, Well Site																
96 SF Building	\$ 10,000	1980	75	43	32	\$ 312.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cl2 Chemical System (2 ea)	\$ 5,000	2017	10	6	4	\$ 1,250.00	\$ -		\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2 Greensand Tanks	\$ 14,000	2013	40	10	30	\$ 466.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,000	\$ -	\$ -	\$ -
2 Arsenic Tanks	\$ 26,000	2013	40	10	30	\$ 866.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,000	\$ -	\$ -	\$ -
1 HP Recir pump	\$ 2,500	2017	10	6	4	\$ 625.00	\$ -		\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Recir pump control panel	\$ 2,500	2013	25	10	15	\$ 166.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2500 Poly tank	\$ 1,600	2013	40	10	30	\$ 53.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5 HP Well Pump (250 ft)	\$ 3,200	2011	25	12	13	\$ 246.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pump Control Panel and Elec.	\$ 2,500	2012	50	11	39	\$ 64.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15,000 Gal Fire Tank (2 ea)	\$ 80,000	2013	40	10	30	\$ 2,666.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Langley/Valle Pacifico - Well Abandonment (2 ea.)								\$ -	\$ -		\$ 20,000					
Langley /Valle Pacifico -Subtotal						\$ 43,081.39	\$ -	\$ 35,000	\$ -	\$ 7,500	\$ 20,000	\$ -	\$ 40,000	\$ 225,000	\$ -	\$ -
Moss Landing - Well site																
64 SF Building	\$ 12,800	2000	75	23	52	\$ 246.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
					0		\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
50 HP VT Well Pump (750 ft) - Pump	\$ 10,000	1999	30	24	6	\$ 1,666.67		\$ -				\$ -	\$ 10,000	\$ -		
50 HP VT Well Pump - Motor	\$ 5,000	2011	25	12	13	\$ 384.62	\$ -	\$ -	\$ -			\$ -	\$ 5,000	\$ -		
120v Pump Control Panel and Elec.	\$ 2,500	2000	30	23	7	\$ 357.14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	\$ -	\$ -
480v Well Panel	\$ 25,000	2023	20	0	20	\$ 1,250.00		\$ -				\$ -	\$ -	\$ -		
50 HP well and Pump Control Panel (2013)	\$ 25,000	2013	25	10	15	\$ 1,666.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
144 SF Building	\$ 3,500	2013	40	10	30	\$ 116.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chlorine Equip.	\$ 5,000	2018	10	5	5	\$ 1,000.00	\$ -	\$ -			\$ 5,000	\$ -				

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

DESCRIPTION	EST. REPLACEMENT VALUE	YEAR CONSTR	USEFUL LIFE	YEARS IN USE 2023	LIFE LEFT	ANNUAL RESERVE	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Moss Landing - Tank Site																
352 SF Building	\$ 20,000	1998	75	25	50	\$ 400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
59,000 Gal Conc Tank (3 ea)	\$ 270,000	1998	75	25	50	\$ 5,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
175 kW Generator(new in '23 ?)	\$ 110,000	2023	30	0	30	\$ 3,666.67	\$ -				\$ -		\$ -			
40 HP Booster Pump (20 ft) (2 ea)	\$ 40,000	2021	25	2	23	\$ 1,739.13	\$ -				\$ -					
15 HP Booster Pump (20 ft)	\$ 7,500	2012	15	11	4	\$ 1,875.00	\$ -	\$ -	\$ -	\$ 7,500	\$ -		\$ -			
Bladder Tanks (4 ea)	\$ 2,000	2012	20	11	9	\$ 222.22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -
480v Pump Control Panel and Elec.	\$ 65,000	2012	50	11	39	\$ 1,666.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Moss Landing Subtotal						\$ 21,657.60	\$ -	\$ -	\$ -	\$ 7,500	\$ 5,000	\$ -	\$ 17,500	\$ -	\$ 2,000	\$ -
Springfield Water																
400 SF Building	\$ 20,000	1960	75	63	12	\$ 1,666.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
150 Gal Pressure Tank (4 ea)	\$ 2,000	2005	30	18	12	\$ 166.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25 HP Well Pump (200 ft)	\$ 10,000	2010	25	13	12	\$ 833.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pump Control Panel and Elec.	\$ 1,500	2010	50	13	37	\$ 40.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Springfield Subtotal	\$ 33,500					\$ 2,707.21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NORMCO - Berta Canyon																
200 SF Building	\$ 20,000	1995	75	28	47	\$ 425.53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
120,000 Gal Tank (WS)	\$ 185,000	2010	75	13	62	\$ 2,983.87	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
120,000 Gal Tank (BS)(needs repair)	\$ 185,000	1980	75	43	32	\$ 5,781.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5 HP Pump	\$ 1,800	2013	25	10	15	\$ 120.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5 HP Pump	\$ 1,800	2020	25	3	22	\$ 81.82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1000 Hydropneumatic w/ comp.	\$ 25,000	1995	40	28	12	\$ 2,083.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pump Control Panel and Elec.	\$ 5,000	2011	50	12	38	\$ 131.58	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NORMCO - Manzanita Well																
450 SF Buuilding	\$ 30,000	1994	75	29	46	\$ 652.17	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
150 HP Well Pump (360 ft)	\$ 40,000	2017	25	6	19	\$ 2,105.26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1000 Hydropneumatic w/ comp.	\$ 25,000	1980	40	43	-3	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Corrosion Control Treatment Equip.	\$ 100,000	2015	25	8	17	\$ 5,882.35	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chlorine Equip.	\$ 5,000	2015	10	8	2	\$ 2,500.00	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pump Control Panel and Elec.	\$ 5,000	2013	50	10	40	\$ 125.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

DESCRIPTION	EST. REPLACEMENT VALUE	YEAR CONSTR.	USEFUL LIFE	YEARS IN USE 2023	LIFE LEFT	ANNUAL RESERVE	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
NORMCO - Berta Well																
352 SF Building	\$ 25,000	1980	75	43	32	\$ 781.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30 HP Well Pump (320 ft)	\$ 15,000	2012	25	11	14	\$ 1,071.43	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chlorine Equip.	\$ 2,500	2017	10	6	4	\$ 625.00					\$ 2,500				\$ -	
Pump Control Panel and Elec.	\$ 10,000	1980	50	43	7	\$ 1,428.57	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -		
NORMCO Berta Ridge PRV	\$ 15,000	2013	50	10	40	\$ 375.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NORMCO - Coker Road																
7.5 HP Well Pump (280 ft)	\$ 10,000	1992	25	31	-6	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pump Control Panel	\$ 2,500	1992	40	31	9	\$ 277.78	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Normco Subtotal						\$ 27,431.20	\$ -	\$ 30,000	\$ -	\$ -	\$ 2,500	\$ -	\$ 10,000	\$ -	\$ -	\$ -
Vierra Estates - Matterhorn Tank Site																
15,000 Gal Tank (2 ea) Re-Habilitate	35,000	1985	70	38	32	\$ 1,093.75		\$ -	\$ -			\$ -			\$ -	\$ -
1 HP Pump and Bladder Tank	2000	1985	35	38	-3	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
Vierra Estates - Matterhorn Well Site																
2500 Gal Sedimentation Tank	\$ 2,000	2012	40	11	29	\$ 68.97	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1 HP booster pump	\$ 2,500	2012	15	11	4	\$ 625.00	\$ -	\$ -	\$ -	\$ 2,500		\$ -	\$ -	\$ -	\$ -	\$ -
Chlorination Equipment	\$ 2,500	2017	10	6	4	\$ 625.00	\$ -	\$ -		\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2 Greensand Tanks	\$ 14,000	2012	40	11	29	\$ 482.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pump Control Panel	\$ 10,000	2012	40	11	29	\$ 344.83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
							\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Via Guiseppe - Booster Site																
5 HP Booster Pump	\$ 1,800	2018	25	5	20	\$ 90.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.19 Gal Bladder Tank (4 ea)	\$ 2,000	2013	20	10	10	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vierra Estates - Plainview/Arrowhead Tank Site																
Demo Wells 1 and 2								\$ -				\$ 20,000				
15,000 Gal Tank (2 ea)	225000	1975	40	48	-8	\$ -					\$ -	\$ -	\$ -	\$ 225,000	\$ -	\$ -
Vierra Subtotal						\$ 3,530.30	\$ 2,000	\$ -	\$ 5,000	\$ -	\$ 20,000	\$ -	\$ 225,000	\$ -	\$ -	\$ -
TOTALS (RESERVE TARGET) (2024-2033) Capital expenditures)						\$ 201,551.15	\$ -	\$ 144,500	\$ -	\$ 60,000	\$ 32,500	\$ 30,000	\$ 67,500	\$ 452,500	\$ 32,000	\$ 7,500

Account No:	Account Name:	Description
Income:		
4001-4015	Water Rate Revenue	Projected increase of 8% over 2022-2023 actual (thru April)
4140	Connection Fees	2 possible connections to be added this year
Expenses: Indirect		
5000	Salaries and Wages	Increase represents an wage increase to all employees based on compensation schedule, and overtime and vacation pay-out projections.
5040	Workers Comp Insurance	Increase due to new claim added.
5050	Employee Health Insurance	Slight increase expected this year due to increased premiums
5070	Employee Retirement	Increase aligns with wages. Retirement Contribution = 15%
5165	Computer Software	Increase due to purchase of a new server
5180	Casualty/Liability Insurance	Projected 20% increase in premium
5245	Postage	Postal Rates will increase in this fiscal year
5250	Legal Expenses	Normal, general business
5260	Accounting & Bookkeeping	No increase to annual audit expected this year
5370	Fuel-Trucks	Slight decrease in fuel prices
5391	Credit Card Transaction Fees	Fees now passed thru to ratepayers
Expenses: Direct		
5190	Soil and Water Testing	Slightly higher sampling quantity due this year
5325	Permits	Anticipation of new generator permits
5360	Fuel-Generator	Fuel for new generators
Debt Service		
	Bond Payments-Generators	\$45,000. Principal only
	All bonds and Re-Org Loan	\$280,900/year, \$23,400/month
Capital Reserve		
	Add to Capital Reserve \$150,000	Expenditures- 0
Operating Reserve		
	Add surplus funds, end of year	\$305,900

Preliminary Comparison Budget

Income			2022-2023	2023-2024
4001	Route 1	Pajaro	323,000	349,000
4002	Route 2	Pajaro	318,000	343,000
4003	Route 3	Commercial (Pajaro)	323,000	349,000
4004	Route 4	Trailer Park (Pajaro)	17,000	18,000
4005	Route 5	San Juan Apts	14,000	15,000
4006	Route 6	Sunny Mesa	168,000	181,000
4007	Route 7	C.S.A. 73 Hillcrest/Bay Farms	190,000	205,000
4008	Route 8	Vega/Vista Verde	197,000	213,000
4010	Route 10	Springfield	10,000	10,000
4011	Route 11	Moss Landing	349,000	377,000
4012	Route 12	Blackie Road	49,000	53,000
4013	Route 13	Normco	436,000	471,000
4014	Route 14	Vierra Estates	72,000	78,000
4015	Route 15	Langley/Valle Pacifico	42,000	45,000
		Water Services SubTotal	2,508,000	2,707,000
4100		Late Payment Penalties	5,000	5,000
4101		Billing Adjustments	200	200
4110		Hydrant Sales	15,000	15,000
4115		Test Fees (Cross Conn-Yearly-Pajaro)	11,000	11,000
4140		Connection Fees/Capacity Fees	7,400	7,400
4141		Application Fees	550	550
4146		Other Fees	400	400
4200		Street Maintenance-Reimbursement	64,300	64,300
4210		Vega Bond Assessments	295,000	298,000
4280		Pro Rata Tax Collection	25,000	25,000
4285		PVWMA Collection Fee	29,000	29,000
4300		Collection Previous w/o account	250	250
4305		Miscellaneous Revenue	1,000	1,000
4339		Agency Admin Revenue Vega Bond	5,250	5,250
4340		Utility Reimbursement	27,000	27,000
4341		Lighting Admin Reimbursement	13,000	13,000
4345		Customer Reimbursements		
4346		District 25% Overhead Fee	500	500
4350		Interest Revenue	150	15,000
4355		Audit/Bookkeeping Re-imburement	700	700
4360		Legal Counsel Reimbursement	400	400
5794		Pajaro Water Bond	40,000	40,300
		Other Subtotal	541,100	559,250
		Total Income	3,049,100	3,266,250

Preliminary Comparison Budget

Expenses INDIRECT		2022-2023	2023-2024
5000	Salaries and Wages	894,000	961,000
5005	Administrative Fees	6,200	6,500
5030	Payroll Tax Expense	16,000	16,000
5040	Workers Comp Insurance	14,500	18,000
5050	Employee Health Insurance	182,000	189,000
5070	Employee Retirement	136,000	144,000
5090	Other Employee Expense	3,000	3,000
5120	Property Taxes	2,000	2,300
5130	Utilities - Office	4,000	4,500
5140	Building Repair & Maintenance	7,000	7,000
5145	District Wide Repair & Maint	12,000	10,000
5150	Garbage Service	4,500	5,000
5160	Office Equipment Rental	10,000	8,500
5165	Computer Software	18,000	18,000
5170	Office Equipment Repair & Maint	3,600	3,600
5175	Small Tools - Repair & Maint.	1,000	1,000
5180	Casulty Insurance/Liability Insurance	42,000	50,000
5200	Billing Supplies	3,900	4,000
5240	Office Supplies	3,800	3,800
5245	Postage	9,600	10,700
5250	Legal Expenses	17,000	17,000
5255	Interest Expense Re Org Loan	9,800	7,900
5256	Interest Exp-Financed Items	4,000	1,500
5260	Accounting & Bookkeeping	38,500	38,500
5266	Engineering Expense District Wide	20,000	1,000
5270	Automotive - Repair & Maint	10,000	10,000
5280	Seminars & Conferences	500	500
5290	Travel Expenses	500	500
5300	Books & Subscriptions	1,500	1,500
5305	Water Conservation Program	3,000	3,000
5320	Membership Fees & Dues	20,000	21,500
5326	Licenses and Certifications	2,000	2,000
5330	Telephone	17,000	18,000
5340	Burglar Alarm Monitoring	900	900
5350	Cash Over/Short		
5370	Fuel - Trucks	43,000	40,000
5390	Bank Charges	300	300
5391	Credit Card Transaction Fees	600	500
5400	Miscellaneous Expense	200	200
6560	Payroll Processing Expenses		
6577	2015 COP Bond - Interest	73,500	71,200
6578	2021 Water Revenue Bond -Interest	47,650	46,800
Total Expenses INDIRECT		1,683,050	1,748,700

Preliminary Comparison Budget

Expenses DIRECT			2022-2023	2023-2024
5190	Soil and Water Tests		30,000	35,000
5220	Water System - Repair & Maint		225,000	225,000
5225	Street Maintenance		32,650	32,650
5230	Parks - Repair & Maintenance		1,000	1,000
5265	Engineering Expenses		1,000	1,000
5310	Utilities - Well Site		170,000	175,000
5315	Utilities - Street Lighting		27,000	27,000
5325	Permits		36,000	36,000
5360	Fuel - Generator		10,000	10,000
5426	Vega Assmnt Bond Expense		6,000	6,000
5428	2015 COP Bond Expense		3,500	3,500
5433	Water Bond Expense - Interest		6,750	4,600
6565	2021 Bond Expense		1,500	1,500
6575	Vega Debt Service - Interest		131,500	124,600
Total Expenses DIRECT			681,900	682,850
Total Expenses INDIRECT			1,683,050	1,748,700
Total Expenses			2,364,950	2,431,550
Total Income			3,049,100	3,266,250
Total Expenses			2,364,950	2,431,550
Gross Net			684,150	834,700
Debt Service				
	Auto Loan		12,500	12,500
	2015 COP Bond (Principal only)		70,000	75,000
	Re-Organization Loan (Principal only)		35,000	35,000
	Vega Debt Service (Principal only)		150,000	170,000
	Meeting Stipend (donated to Pajaro Park)		6,000	6,000
	Water Bond (Principal only)		31,000	35,300
	2021 Water Rev Bonds(Principal only)		40,000	45,000
	Total		344,500	378,800
Gross Net			684,150	834,700
Debt Service			344,500	378,800
Reserve Fund			150,000	150,000
Surplus (Remains in operating fund)			189,650	305,900
Debt Service Fund \$23,400 per month=\$280,900/year				
Capital Reserve Fund \$12,500 per month=\$150,000/year				
Transfer from Reserve 0				
Capital Outlay-Planned 0				

DISTRICT OPERATIONS REPORT
May 25, 2023

TOPIC	STATUS	DATE OF PLANNED RESPONSE
Grants & Loans Active	SRF Planning Grant Springfield: Springfield Planning Grant – Updated financial District information has been submitted to the State to update the Construction Funding Application. State is requesting a revision on information submitted, Staff will submit next week.	May 2023
Pajaro Park	The Board and Staff are considering Operations funding.	On Agenda
Generator Project	Transfer switch installation and start up continues. Generator Start up to begin first week of June.	May 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. Staff submitted a request for time extension and additional funds to continue providing bottled water to Springfield WS and all neighboring areas. Request for time extension and additional funds is in progress via a new funding source. A Resolution is necessary for authorizing entering into a new funding agreement with the State and authorizing and designating the General Manager. Staff are revising the budget to finalize application and will submit to State.	May 2023
LIHWAP	Two referred customers have been approved for payment; District should receive payment later this month.	May 2023
Small Community Drought Relief Grant	Grant application has been submitted and received by Department of Water Resources Small Community Drought Relief Staff.	No Report
Sunny Mesa Sewer	The 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

Usage Comparison in Gallons 2022-2023

Water Systems	Apr-20	Apr-21	Apr-22	Apr-23
Pajaro	5,935,380	6,248,044	6,768,652	4,084,080
Normco	1,798,940	2,575,364	2,442,220	1,982,200
Sunny Mesa	1,755,556	2,220,812	2,149,752	1,774,256
Moss Landing	1,953,776	2,631,464	2,612,764	2,612,016
Vega	1,005,312	1,282,072	1,178,100	956,692
Vierra Estates	459,272	436,832	270,028	228,888
Springfield (pumped)	445,883	593,912	418,880	387,464
Langley/Valle Pacifico	194,480	281,996	221,408	207,944
Blackie	122,672	246,092	192,984	136,884
District Total	13,671,271	16,516,588	16,254,788	12,370,424

Water Systems	Apr-22	Apr-23	Percentage
Pajaro	6,768,652	4,084,080	↓ -39.7%
Normco	2,442,220	1,982,200	↓ -18.8%
Sunny Mesa	2,149,752	1,774,256	↓ -17.5%
Moss Landing	2,612,764	2,612,016	↓ 0.0%
Vega	1,178,100	956,692	↓ -18.8%
Vierra Estates	270,028	228,888	↓ -15.2%
Springfield (pumped)	418,880	387,464	↓ -7.5%
Langley/Valle Pacifico	221,408	207,944	↓ -6.1%
Blackie	192,984	136,884	↓ -29.1%
District Total	16,254,788	12,370,424	↓ -23.9%

RESOLUTION NO. 05-01-23

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT APPROVING EMPLOYMENT CONTRACT WITH JUDITH VAZQUEZ-VARELA TO BE GENERAL MANAGER

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE OF THE PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT, AS FOLLOWS:

1. That the Contract between the PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT and Judith Vazquez-Varela for employment as General Manager, a copy of which Contract is attached hereto and incorporated herein by this reference, is fair and equitable and is hereby ratified and approved.

2. That the President of the Board of Directors of the PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT be and is hereby authorized and directed to execute the Contract for and on behalf of the PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT.

PASSED AND ADOPTED this 25th of May 2023, upon motion of Director _____, seconded by Director _____, and carried by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

President of the Board of Directors

CERTIFICATE OF SECRETARY

I, Don Rosa, as the duly elected Secretary of the Board of Directors of the Pajaro/Sunny Mesa Community Services District, Monterey County, California, do hereby certify that the above resolution is a full, true and correct copy of said Resolution passed and adopted by the Board of Directors at a meeting held on the 25th of May 2023, and that said Resolution is now spread upon the minutes of said Board.

Secretary of the Board of Directors