

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

MARCH 27, 2025
5:30 P.M.

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

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

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

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

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

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

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

ADMINISTRATIVE STAFF:

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

DISTRICT COUNSEL:

P/SMCSD REGULAR BOARD MEETING AGENDA – March 27, 2025**3. ADDITIONS TO AGENDA [SUBDIVISION (b), CALIFORNIA GOVERNMENT CODE § 54954.2]**

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

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

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

ACTION ITEMS

Consent Agenda

1. REVIEW AND APPROVE DRAFT MINUTES OF FEBRUARY 27, 2025, REGULAR MEETING

Approval of draft minutes for Regular Meeting on 2/27/2025¹

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

Roll Call Vote:

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

2. REVIEW AND APPROVE MARCH PAYMENTS (CHECK LISTING)

Approval of March Payments (Check Listing)

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

Roll Call Vote:

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

Old Business:

1. NONE

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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New Business:

1. REVIEW AND APPROVE DRAFT FINANCIAL REPORTS FOR FEBRUARY 2025

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

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

Roll Call Vote:

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

2. CONSIDER RESOLUTION NO. 03-01-25 APPROVING PROPOSAL FROM CENTURY ENVIRONMENTAL SERVICES FOR THE VIERRA ESTATES WATER SYSTEM ARSENIC REMOVAL FACILITY IN AN AMOUNT NOT-TO-EXCEED \$49,900

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve Resolution No. 03-01-25 Approving Proposal for installation of the Arsenic Removal Facility

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

Roll Call Vote:

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

STAFF/COMMITTEE REPORTS: (INFORMATION ONLY, NO ACTION)

This part of agenda is for the Staff to report to the Board on District operations however no action is agendized and no action may be taken other than asking for an action item to be brought to the Board at a future meeting.

1. Compensation update Committee Report
 - Staff met with Committee to discuss compensation update approach
2. Delany WC Feasibility Study
 - Progress Report

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- 3. Pajaro-Sunny Mesa-Springfield Area Regional Consolidation Project (PSMS)
 - Progress Report
- 4. Springfield Water System Improvements Project
 - Progress Report
- 5. District Operations Report
- 6. Usage Comparison Report 2024/2025

CLOSED SESSION:

A. NONE

MOTION TO ADJOURN

Next Board meeting date: April 24, 2025

Motioned by: Director _____ Seconded by: Director _____

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

Motion passed: _____ Motion Failed: _____

Roll Call Vote:

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

Adjournment Time: _____ p.m.

MINUTES

The regular meeting of the Pajaro/Sunny Mesa Community Services District Board of Directors was called to order at 5:30 pm on February 27, 2025.

ROLL CALL:

President Paul Anderson
Vice President Donald Olsen
Secretary Clinton Miller, arrived at 5:38 pm
Assistant Secretary Sanford Coplin
Treasurer Donald Chesterman

ADMINISTRATIVE STAFF:

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

ABSENT DIRECTOR(S) & STAFF:

None

DISTRICT COUNSEL:

Heidi Quinn, absent

ADDITION(S) TO AGENDA: None

PUBLIC IN ATTENDANCE

Zoom: Margie Kay with Elkhorn Community, Ryan Jensen with Provost & Prichard Consulting Group, Salem Alyafeai with State Water Board DFA

In-person: Julie Grant, resident of Vierra Estates Water System

PUBLIC COMMENTS: None

Action Items

1. Consider and approve the Minutes of January 23, 2025, Regular Board Meeting

No discussion.

The motion was made by Director Coplin and seconded by Director Olsen to approve the Regular Board Meeting Minutes of January 23, 2025. Motion carried.

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

2. Consider and approve the Minutes of February 4, 2025, Special Board Meeting

No discussion.

The motion was made by Director Olsen and seconded by Director Coplin to approve the Special Board Meeting Minutes of February 4, 2025. Motion carried.

MINUTES OF REGULAR BOARD MEETING – February 27, 2025

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

3. Review and Approve February 2025 Payments

1. General Fund 633: Total of \$0.00
2. Operating Account: Check No. 26083 through Check No. 26121 totaling \$160,997.22
3. Reserve Account: Total of \$825.00
4. Street Maintenance Account: Total of \$1,209.44
5. Pajaro Park Account: Check No. 859 totaling \$9,067.90
6. COP 2010 Account: Total of \$0.00
7. Debt Service Reserve Account: Total of \$0.00

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

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

OLD BUSINESS:

1. Review and consider approving the 2023-2024 Audit – Final Draft

The General Manager Vazquez-Varela informed the Board of Directors that there are no substantial changes from the draft.

A motion was made by Director Olsen and seconded by Director Anderson to approve the 2023-2024 Audit – Final Draft. Motion carried.

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

NEW BUSINESS: (Action Items)

1. Review and consider approving financial reports for January 2025

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Bookkeeper Saldate reported to the Board of Directors that the Water Revenue of January was 85% of budget projection. In the Indirect Expenses, Salaries and Wages were above budget due to annual vacation/sick leave accruals for the new calendar year, combined with year-end payouts. The Building Repair and Maintenance and Office Equipment Repair and Maintenance accounts both saw an increase due to upgraded alarm equipment at the Pajaro yard and District office. The Accounting and Bookkeeping account was over budget because of the final billing for the 2024 Audit and completion of the Financial Transaction Report by Bianchi, Kasavan and Pope.

The Total Expenses were more than the Total Income by \$16,600. January's cash on hand, combining the Operating and Reserve Accounts, was \$1,513,399.

Net Income did not meet the projected monthly budget due to year-end wage payouts and vacation/sick leave accruals combined with the shortfall in water sale revenue.

A motion was made by Director Anderson and seconded by Director Olsen to approve the financial reports for January 2025. Motion carried.

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

2. Review and consider approving Employee Compensation Plan to appoint an Ad Hoc Committee to complete an update to the Compensation Study

General Manager Vazquez-Varela reported that our current compensation schedule is on the last step and would like to set up a committee to complete the update to the 2020 Compensation Study. She reached out to Deloach and Associates but he has not responded, it is believed that he has retired. Both Director Coplin and Olsen volunteered to be part of the committee. Director Chesterman would like to have the update done by Deloach but since he has not responded it is okay with the committee and is available to assist.

Director Miller inquired if the District has seen a change in the number of connections since the study was completed. General Manager responded that the District has not seen significant change in the number of connections but there will be an increase in the near future. Also, he inquired regarding property value being a factor in the study since the District has a unique demographic.

Director Coplin commented that the Deloach Study did not outline the Financing cost of administrative fees related to water and sewer or the number of rate payers.

Director Olsen would like to know the time frame for the study. General Manager responded that the update must be completed no later than June.

General Manager mentioned she would like to retain the part-time meter reader by offering him a full-time position as the District will be growing in the near future. Director Coplin mentioned the projects which include automated readers and questioned the need for

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another full-time employee. General Manager responded that the District will continue to grow and only three water systems will have automated readers, approximately half of the District's connections.

A motion was made by Director Olsen and seconded by Director Anderson to approve appointing Ad hoc Committee to work with Staff to complete an update to the 2020 Compensation Study. Motion carried.

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

STAFF/COMMITTEE REPORTS: (Informational Only)

1. Summary of Reserve Funds

- Bookkeeper Saldade presented a Reserve Fund summary, stating Reserve Fund cash totals at Fiscal Year 2024 and current totals through January 2025. The Reserve Funds are a combination of several cash accounts including the Operating, Capital Reserve, Debt Service Reserve, and Other Reserve. The summary compared recommended minimum target figures to actual. In 2020, NBS provided a Water Rate Study Report with recommended target figures for the District through Fiscal Year 2026. Several Directors have expressed interest regarding the District's current Reserve state. The District is above the recommended target balances in all Reserve accounts.
- Director Chesterman expressed his interest in the Reserve figures and its relation to the Water Rate Study discussion within the coming months. He also commended Bookkeeper Saldade on the great report.

2. Delany WC Feasibility Study

- Ryan Jensen with Provost and Prichard Consulting Group, he reported that their Consulting Firm is approved as a Technical Assistance Provider by State Water Resource Control Board (SWRCB) under the SAFER Program. Provost and Prichard were selected to produce a Feasibility Study focused on the consolidation of the Delany Water System to the Vega Road Water System.
- Mr. Jensen presented a peak of the Draft Feasibility Study to be released on March 7, project is still in the early stages. Delany is facing a couple funding challenges; first is they are not a disadvantaged community and are currently not considered a failing system due to more data being necessary pertaining to the exceedance of Hexavalent Chromium. The assistance request also required the Consulting Group to look at 9 local water systems in a nearby vicinity that could bring down the cost for a more cost-effective project. The goal in exploring the surrounding water system is to bring the per connection cost down as, the SWRCB per connection cap is set at \$80,000. The Vega Water System proved to have sufficient source capacity to meet the needs of all the alternatives and no additional sources are needed. First alternative is a connection of just Delany WS to the Vega Road WS which replaces most of Delany existing system, adding 17 connections for a connection cost of approximately \$300,000, exceeding the SWRCB cap by almost four times. The second

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alternative is a partial regional consolidation of the seven easiest WS, adding 84 connections for approximately \$140,000. The third option is a full regional consolidation of 146 connections bringing cost back up to approximately \$178,000 per connection.

- Mr. Jensen reported that the District's \$32,000 connection fee was taken into account in the per connection costs and opened the dialogue for creative solutions. Director Coplin stated that system must be fully refurbished in order to consolidate with any system within the District, as it is stated in the District's Acquisition Policy Resolution. Also, two public meetings must be held. Director Anderson added that the Vega Road Water System's creative way of paying for consolidation was to work with a Bond Counsel to purchase a bond and place it on the 124 customers property taxes. He reported that thus far he has paid \$39,000 and is due to pay another \$32,000.
- Salem Alyafeai with the State Water Board, Department of Financial Assistance, confirmed that the connection cost would be utilized to pay down the Vega Road bond.
- General Manager Vazquez-Varela requested that as a fourth alternative the Consulting Group explore consolidation of just the interested water systems.
- Director Coplin mentioned that the District's water capacity is not unlimited. Ryan will provide the Draft Feasibility Study at the next Board Meeting.

3. PLP Committee Report

- Director Anderson reported that he received the documents the District Counsel provided the committee and noted that it did not request a Can and Will, the District currently does not have the necessary information to take action but will remain open to conversation with Parks Legacy Team.

4. Springfield Water System Improvements Project

- The District Counsel Opinion Letter and draft agreement have been submitted.
- The agreement has been signed by District Staff and is awaiting State signatures.
- The Contract was awarded on February 4, 2025, to Anderson Pacific Engineering Construction (APEC).
- On March 28, 2025, Community Water Service will host a groundbreaking ceremony at the well site. An invitation to come.

5. Vierra Estates Water System Arsenic exceedance

- Proposal from Century Environmental Services, General Manager Vazquez-Varela recommended consideration of sole sourcing the Arsenic Treatment to Century Environmental due to his experience with the Langley/Valle Pacifico Water System Arsenic Removal Facility and the Iron and Manganese treatment at Vierra Estates Water System. Vierra Estates will not qualify for State Grant funding because it is not a disadvantage community.
- Director Coplin Langley/Valle Pacifico Water System cost for 1 change out is \$7000
- Julie Grant, a customer of Vierra Estates Water System runs a daycare out of her residence and is concerned with the water quality. She has installed two filters in her home and it has been a financial burden.
- Director Coplin would like to know what the construction time frame will be. General Manager will report back next month.

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6. District Operations Report

Pajaro Park

- Received proposal for fence replacement and it is in order.

Hazard Mitigation Plan

- Close-out has been approved, and the retention payment has been received. Plan will require an update in 2027.

Multi Community Bottled Water Project

- Staff submitted reimbursement requests for December and January services.

Pajaro Long-Term Recovery

- Beautification reimbursement is on its way.
- General Manager will be meeting with Brian and Laura to discuss the turf replacement.

Current Water System Repairs

Blackie Road #18 WS:

Langley/Valle Pacifico WS:

- On February 7, 2025, well motor failed. Maggiora replaced the motor on February 8, 2025. 7 loads of water were hauled from Normco WS.

Moss Landing WS:

- Monterey County collected water samples from both wells post Vistra fire and will provide results as soon as they are available.

Normco WS:

- RNS repaired an electrical loop at Falcon Drive that was damaged during the 12-inch main break last year.

Pajaro WS:

- Gabilan tree services removed a leaning and a dead pine tree. Also, cleared out branches leaning on to the neighbor's property.

Springfield Road WS:

- The Groundbreaking ceremony will be held on March 28, 2025.

Sunny Mesa WS:

- GHD replaced 6-inch well meter on February 18, 2025.

Vega Road #01 WS:

- Kari Lane booster station pump and motor are to be installed on February 25, 2025.

Vierra Estates WS:

Parks:

7. Usage Comparison Report 2024/2025-January

- All systems were up in usage. Districtwide we had a 16% increase in usage compared to this month last year.

CLOSED SESSION:

None

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NEXT BOARD MEETING:

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

There being no further business, the Regular Board Meeting of the Pajaro/Sunny Mesa Community Services District was adjourned at 6:46 pm with motion made by Director Chesterman, seconded by Director Olsen. Motion carried.

Respectfully submitted by:

Paul Anderson, President

Donald Olsen, Vice President

Rocio Fernandez, Recorder

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 February 25 through March 24, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	AP	02/28/2025	Total Merchant Services	1001 · SCCB - Operating Account		-30.20
				5391 · Credit Card Transaction Fees	-30.20	30.20
TOTAL					-30.20	30.20
Check	AP	03/01/2025	Total Merchant Services	1001 · SCCB - Operating Account		-0.25
				5391 · Credit Card Transaction Fees	-0.25	0.25
TOTAL					-0.25	0.25
Check	AP	03/06/2025	FP Mailing Solutions-Online	1001 · SCCB - Operating Account		-1,000.00
				5245 · Postage	-1,000.00	1,000.00
TOTAL					-1,000.00	1,000.00
Bill Pmt -Check	AP	03/07/2025	Ace Hardware Prunedale- ACH	1001 · SCCB - Operating Account		-149.02
Bill	06222 ...	02/03/2025		5220 · Water System - Repair & Maint	-46.30	46.30
Bill	06226 ...	02/06/2025		5220 · Water System - Repair & Maint	-9.69	9.69
Bill	06227 ...	02/07/2025		5145 · District Wide Repair & Maint	-29.08	29.08
Bill	06231 ...	02/11/2025		5220 · Water System - Repair & Maint	-5.79	5.79
Bill	06233 ...	02/13/2025		5145 · District Wide Repair & Maint	-18.31	18.31
Bill	06244 ...	02/24/2025		5145 · District Wide Repair & Maint	-39.85	39.85
TOTAL					-149.02	149.02
Bill Pmt -Check	AP	03/07/2025	Ace Hardware Watsonville- ACH	1001 · SCCB - Operating Account		-206.21
Bill	066657	02/04/2025		5270 · Automotive - Repair & Maint	-49.37	49.37
Bill	066673	02/06/2025		5270 · Automotive - Repair & Maint	-54.85	54.85
Bill	235710	02/11/2025		5220 · Water System - Repair & Maint	-43.88	43.88
Bill	235734	02/12/2025		5220 · Water System - Repair & Maint	-21.93	21.93
Bill	235792	02/15/2025		5270 · Automotive - Repair & Maint	-16.45	16.45
Bill	235888	02/21/2025		5220 · Water System - Repair & Maint	-19.73	19.73
TOTAL					-206.21	206.21
Bill Pmt -Check	AP	03/07/2025	ACWA-JPIA (med ins)-ACH	1001 · SCCB - Operating Account		-17,976.94
Bill	07055...	03/04/2025		5050 · Employee Health Insurance	-16,407.60	16,407.60
				2264 · Employee Insurance Payable	-1,569.34	1,569.34
TOTAL					-17,976.94	17,976.94
Bill Pmt -Check	AP	03/07/2025	Amerigas	1001 · SCCB - Operating Account		-259.80
Bill	31747...	02/28/2025		5360 · Fuel - Generator	-64.65	64.65
Bill	31747...	02/28/2025		5360 · Fuel - Generator	-65.85	65.85
Bill	31747...	02/28/2025		5360 · Fuel - Generator	-64.65	64.65
Bill	31747...	02/28/2025		5360 · Fuel - Generator	-64.65	64.65
TOTAL					-259.80	259.80
Bill Pmt -Check	AP	03/07/2025	AT&T 3439-Online	1001 · SCCB - Operating Account		-31.57
Bill	MAR ...	03/01/2025		5310 · Utilities - Well Site	-31.57	31.57
TOTAL					-31.57	31.57
Bill Pmt -Check	AP	03/07/2025	C & N Tractors/Rentals- ACH	1001 · SCCB - Operating Account		-103.99
Bill	2609W	02/05/2025		5230 · Park - Repair & Maint	-28.00	28.00
Bill	3089W	02/20/2025		5230 · Park - Repair & Maint	-4.29	4.29
Bill	3358W	02/27/2025		5145 · District Wide Repair & Maint	-71.70	71.70
TOTAL					-103.99	103.99
Bill Pmt -Check	AP	03/07/2025	CALNET/ AT&T 2506	1001 · SCCB - Operating Account		-626.04

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 February 25 through March 24, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	FEB s...	03/01/2025		5310 - Utilities - Well Site	-26.49	33.08
				5310 - Utilities - Well Site	-26.49	33.08
				5225 - Street Maintenance	-73.08	91.28
				5310 - Utilities - Well Site	-83.28	104.01
				5231 - Pajaro Park Expense	-51.69	64.56
				5330 - Telephone	-365.01	455.87
TOTAL					-626.04	781.88
Bill Pmt -Check	AP	03/07/2025	Corbin Willits Systems, Inc-Online	1001 - SCCB - Operating Account		-663.89
Bill	000C...	02/15/2025		5165 - Computer Software	-576.39	576.39
Bill	000C...	02/28/2025		5165 - Computer Software	-87.50	87.50
TOTAL					-663.89	663.89
Bill Pmt -Check	AP	03/07/2025	Core & Main- ACH	1001 - SCCB - Operating Account		-2.02
Bill	w499...	02/25/2025		5220 - Water System - Repair & Maint	-2.02	2.02
TOTAL					-2.02	2.02
Bill Pmt -Check	AP	03/07/2025	El Gabilan Tree Service - ACH	1001 - SCCB - Operating Account		-975.00
Bill	Vega ...	02/24/2025		5220 - Water System - Repair & Maint	-975.00	975.00
TOTAL					-975.00	975.00
Bill Pmt -Check	AP	03/07/2025	GreatAmerica Financial-Online	1001 - SCCB - Operating Account		-472.92
Bill	38651...	02/25/2025		5160 - Office Equip Rental	-472.92	472.92
TOTAL					-472.92	472.92
Bill Pmt -Check	AP	03/07/2025	Green Rubber Kennedy Ag- ACH	1001 - SCCB - Operating Account		-96.48
Bill	S-796...	02/14/2025		5220 - Water System - Repair & Maint	-96.48	96.48
TOTAL					-96.48	96.48
Bill Pmt -Check	AP	03/07/2025	Linde Gas & Equipment Inc.	1001 - SCCB - Operating Account		-9.70
Bill	48100...	02/21/2025		5220 - Water System - Repair & Maint	-9.70	9.70
TOTAL					-9.70	9.70
Bill Pmt -Check	AP	03/07/2025	MBAS, Inc.- ACH	1001 - SCCB - Operating Account		-5,385.00
Bill	25020...	02/05/2025		5190 - Water Testing- Labs	-54.40	54.40
Bill	25020...	02/05/2025		5190 - Water Testing- Labs	-27.20	27.20
Bill	25020...	02/05/2025		5190 - Water Testing- Labs	-27.20	27.20
Bill	25020...	02/05/2025		5190 - Water Testing- Labs	-54.40	54.40
Bill	25020...	02/05/2025		5190 - Water Testing- Labs	-27.20	27.20
Bill	25020...	02/05/2025		5190 - Water Testing- Labs	-27.20	27.20
Bill	25020...	02/05/2025		5190 - Water Testing- Labs	-27.20	27.20
Bill	25020...	02/05/2025		5190 - Water Testing- Labs	-27.20	27.20
Bill	25020...	02/05/2025		5190 - Water Testing- Labs	-27.20	27.20
Bill	25020...	02/05/2025		5190 - Water Testing- Labs	-27.20	27.20
Bill	25020...	02/05/2025		5190 - Water Testing- Labs	-27.20	27.20
Bill	25020...	02/05/2025		5190 - Water Testing- Labs	-27.20	27.20
Bill	25020...	02/05/2025		5190 - Water Testing- Labs	-27.20	27.20
Bill	25020...	02/05/2025		5190 - Water Testing- Labs	-81.60	81.60
Bill	25020...	02/10/2025		5190 - Water Testing- Labs	-27.20	27.20
Bill	25021...	02/11/2025		5190 - Water Testing- Labs	-54.40	54.40
Bill	25021...	02/13/2025		5190 - Water Testing- Labs	-54.40	54.40
Bill	25021...	02/13/2025		5190 - Water Testing- Labs	-27.20	27.20
Bill	25021...	02/13/2025		5190 - Water Testing- Labs	-27.20	27.20
Bill	25021...	02/13/2025		5190 - Water Testing- Labs	-27.20	27.20
Bill	25021...	02/13/2025		5190 - Water Testing- Labs	-54.40	54.40
Bill	25021...	02/13/2025		5190 - Water Testing- Labs	-54.40	54.40
Bill	25021...	02/13/2025		5190 - Water Testing- Labs	-54.40	54.40
Bill	25021...	02/13/2025		5190 - Water Testing- Labs	-54.40	54.40
Bill	25021...	02/13/2025		5190 - Water Testing- Labs	-54.40	54.40
Bill	25021...	02/14/2025		5190 - Water Testing- Labs	-54.40	54.40
Bill	25020...	02/14/2025		5190 - Water Testing- Labs	-99.60	99.60
Bill	25021...	02/17/2025		5190 - Water Testing- Labs	-44.00	44.00
Bill	25021...	02/17/2025		5190 - Water Testing- Labs	-27.20	27.20

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 February 25 through March 24, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	25021...	02/17/2025		5190 · Water Testing- Labs	-85.00	85.00
Bill	25021...	02/19/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25021...	02/19/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25021...	02/19/2025		5190 · Water Testing- Labs	-165.40	165.40
Bill	25021...	02/19/2025		5190 · Water Testing- Labs	-48.80	48.80
Bill	25022...	02/26/2025		5190 · Water Testing- Labs	-54.40	54.40
Bill	25022...	02/26/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25022...	02/26/2025		5190 · Water Testing- Labs	-54.40	54.40
Bill	25022...	02/26/2025		5190 · Water Testing- Labs	-27.20	27.20
Bill	25021...	02/26/2025		5190 · Water Testing- Labs	-25.40	25.40
Bill	25021...	02/26/2025		5190 · Water Testing- Labs	-144.40	144.40
Bill	25021...	02/26/2025		5190 · Water Testing- Labs	-631.40	631.40
Bill	25021...	02/26/2025		5190 · Water Testing- Labs	-226.60	226.60
Bill	25021...	02/26/2025		5190 · Water Testing- Labs	-326.00	326.00
Bill	25021...	02/28/2025		5190 · Water Testing- Labs	-813.20	813.20
Bill	25021...	02/28/2025		5190 · Water Testing- Labs	-1,626.40	1,626.40
TOTAL					-5,385.00	5,385.00
Bill Pmt -Check	AP	03/07/2025	Mid Valley Supply- ACH	1001 · SCCB - Operating Account		-925.26
Bill	1279924	02/14/2025		5220 · Water System - Repair & Maint	-325.45	325.45
				5220 · Water System - Repair & Maint	-130.18	130.18
				5220 · Water System - Repair & Maint	-65.09	65.09
				5220 · Water System - Repair & Maint	-130.18	130.18
				5220 · Water System - Repair & Maint	-65.09	65.09
				5220 · Water System - Repair & Maint	-65.16	65.16
				5220 · Water System - Repair & Maint	-65.09	65.09
				5090 · Other Employee Expense	-79.02	79.02
TOTAL					-925.26	925.26
Bill Pmt -Check	AP	03/07/2025	Orkin Central Coast- ACH	1001 · SCCB - Operating Account		-120.00
Bill	462919	02/28/2025		5140 · Building Repair & Maint	-120.00	120.00
TOTAL					-120.00	120.00
Bill Pmt -Check	AP	03/07/2025	PG&E 1438-Online	1001 · SCCB - Operating Account		-1,889.91
Bill	1/23/2...	02/24/2025		5310 · Utilities - Well Site	-1,889.91	1,889.91
TOTAL					-1,889.91	1,889.91
Bill Pmt -Check	AP	03/07/2025	PG&E 6022-Online	1001 · SCCB - Operating Account		-21.14
Bill	1/18/2...	02/18/2025		5315 · Utilities - Street Lighting	-21.14	21.14
TOTAL					-21.14	21.14
Bill Pmt -Check	AP	03/07/2025	PG&E 6857-Online	1001 · SCCB - Operating Account		-6,805.76
Bill	1/25/2...	02/25/2025		5310 · Utilities - Well Site	-2,235.97	2,235.97
				5310 · Utilities - Well Site	-1,138.56	1,138.56
				5130 · Utilities - Office	-334.67	334.67
				5310 · Utilities - Well Site	-371.56	371.56
				5315 · Utilities - Street Lighting	-2,725.00	2,725.00
TOTAL					-6,805.76	6,805.76
Bill Pmt -Check	AP	03/07/2025	Santa Cruz Answering Service-ACH	1001 · SCCB - Operating Account		-94.00
Bill	1009 ...	02/22/2025		5330 · Telephone	-94.00	94.00
TOTAL					-94.00	94.00
Bill Pmt -Check	AP	03/07/2025	Singh Computech- ACH	1001 · SCCB - Operating Account		-285.00
Bill	10524	02/25/2025		5165 · Computer Software	-285.00	285.00
TOTAL					-285.00	285.00
Bill Pmt -Check	AP	03/07/2025	Sturdy Oil Company- ACH	1001 · SCCB - Operating Account		-2,246.09

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 February 25 through March 24, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	CP-00...	02/15/2025		5370 · Fuel - Trucks	-1,041.28	1,041.28
Bill	CP-00...	02/28/2025		5370 · Fuel - Trucks	-1,204.81	1,204.81
TOTAL					-2,246.09	2,246.09
Bill Pmt -Check	AP	03/07/2025	Tom's Site Service- ACH	1001 · SCCB - Operating Account		-220.11
Bill	101525	02/23/2025		5145 · District Wide Repair & Maint	-220.11	220.11
TOTAL					-220.11	220.11
Bill Pmt -Check	AP	03/07/2025	USA Blue Book- ONLINE	1001 · SCCB - Operating Account		-56.69
Bill	inv 00...	02/25/2025		5145 · District Wide Repair & Maint	-56.69	56.69
TOTAL					-56.69	56.69
Bill Pmt -Check	AP	03/07/2025	Valvoline- online	1001 · SCCB - Operating Account		-115.88
Bill	98067	02/06/2025		5270 · Automotive - Repair & Maint	-115.88	115.88
TOTAL					-115.88	115.88
Bill Pmt -Check	AP	03/07/2025	Vestis	1001 · SCCB - Operating Account		-360.94
Bill	51106...	02/06/2025		5140 · Building Repair & Maint	-57.53	57.53
Bill	51106...	02/13/2025		5140 · Building Repair & Maint	-122.94	122.94
Bill	51106...	02/20/2025		5140 · Building Repair & Maint	-57.53	57.53
Bill	51106...	02/27/2025		5140 · Building Repair & Maint	-122.94	122.94
TOTAL					-360.94	360.94
Bill Pmt -Check	AP	03/07/2025	WM / Carmel Marina - Office-Online	1001 · SCCB - Operating Account		-467.66
Bill	01322...	03/01/2025		5150 · Garbage Service	-307.32	307.32
				5150 · Garbage Service	-98.38	98.38
				5150 · Garbage Service	-61.96	61.96
TOTAL					-467.66	467.66
Bill Pmt -Check	AP	03/07/2025	Townsend's Auto Parts- ACH	1001 · SCCB - Operating Account		-240.25
Bill	T-286...	02/04/2025		5270 · Automotive - Repair & Maint	-210.16	229.92
Bill	T-288...	02/21/2025		5270 · Automotive - Repair & Maint	-21.16	21.16
Bill	T-288...	02/21/2025		5270 · Automotive - Repair & Maint	-8.93	8.93
TOTAL					-240.25	260.01
Check	AP	03/10/2025	Total Merchant Services	1001 · SCCB - Operating Account		-0.50
				5391 · Credit Card Transaction Fees	-0.50	0.50
TOTAL					-0.50	0.50
Check	AP	03/15/2025	Total Merchant Services	1001 · SCCB - Operating Account		-0.25
				5391 · Credit Card Transaction Fees	-0.25	0.25
TOTAL					-0.25	0.25
Check	AP	03/20/2025	Total Merchant Services	1001 · SCCB - Operating Account		-0.25
				5391 · Credit Card Transaction Fees	-0.25	0.25
TOTAL					-0.25	0.25
Check	AP	03/24/2025	Total Merchant Services	1001 · SCCB - Operating Account		-0.25
				5391 · Credit Card Transaction Fees	-0.25	0.25

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 February 25 through March 24, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-0.25	0.25
Bill Pmt -Check	AP	03/24/2025	AT&T 1782-Online	1001 - SCCB - Operating Account		-31.57
Bill	3/7/25...	03/07/2025		5310 - Utilities - Well Site	-31.57	31.57
TOTAL					-31.57	31.57
Bill Pmt -Check	AP	03/24/2025	AT&T 2627-Online	1001 - SCCB - Operating Account		-31.57
Bill	3/7/25...	03/07/2025		5310 - Utilities - Well Site	-31.57	31.57
TOTAL					-31.57	31.57
Bill Pmt -Check	AP	03/24/2025	AT&T 6542-Online	1001 - SCCB - Operating Account		-61.81
Bill	3/7/25...	03/07/2025		5310 - Utilities - Well Site	-61.81	61.81
TOTAL					-61.81	61.81
Bill Pmt -Check	AP	03/24/2025	Canon Financial Services Inc.	1001 - SCCB - Operating Account		-164.73
Bill	39040...	03/04/2025		5160 - Office Equip Rental	-164.73	164.73
TOTAL					-164.73	164.73
Bill Pmt -Check	AP	03/24/2025	Elan-Online	1001 - SCCB - Operating Account		-3,198.62
Bill		03/17/2025		2910 - Elan	-3,198.62	3,198.62
TOTAL					-3,198.62	3,198.62
Bill Pmt -Check	AP	03/24/2025	First Alarm	1001 - SCCB - Operating Account		-107.00
Bill	876384	03/15/2025		5231 - Pajaro Park Expense	-35.66	53.50
				5340 - Burglar Alarm Monitoring	-35.67	53.50
				5340 - Burglar Alarm Monitoring	-35.67	53.50
TOTAL					-107.00	160.50
Bill Pmt -Check	AP	03/24/2025	PARS- ACH	1001 - SCCB - Operating Account		-532.97
Bill	57464	03/07/2025		5005 - Administrative Fees	-532.97	532.97
TOTAL					-532.97	532.97
Bill Pmt -Check	AP	03/24/2025	PG&E 0819-Online	1001 - SCCB - Operating Account		-9,007.05
Bill	2/3/25...	03/05/2025		5310 - Utilities - Well Site	-3,079.12	3,079.12
				5310 - Utilities - Well Site	-3,280.96	3,280.96
				5310 - Utilities - Well Site	-454.50	454.50
				5310 - Utilities - Well Site	-782.96	782.96
				5310 - Utilities - Well Site	-217.35	217.35
				5315 - Utilities - Street Lighting	-108.74	108.74
				5310 - Utilities - Well Site	-1,083.42	1,083.42
TOTAL					-9,007.05	9,007.05
Bill Pmt -Check	AP	03/24/2025	PG&E 1826-Online	1001 - SCCB - Operating Account		-31.55
Bill	2/14/2...	03/18/2025		5310 - Utilities - Well Site	-31.55	31.55
TOTAL					-31.55	31.55
Bill Pmt -Check	AP	03/24/2025	Pure Water- ACH	1001 - SCCB - Operating Account		-9,080.40
Bill	449883	03/01/2025	State Water Resources Control Board	5427 - Improvement Project-Springfield	-1,991.80	1,991.80
Bill	449884	03/01/2025	State Water Resources Control Board	5427 - Improvement Project-Springfield	-7,088.60	7,088.60
TOTAL					-9,080.40	9,080.40

**Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
February 25 through March 24, 2025**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	03/24/2025	Tom's Site Service- ACH	1001 · SCCB - Operating Account		-220.11
Bill	102399	03/23/2025		5145 · District Wide Repair & Maint	-220.11	220.11
TOTAL					-220.11	220.11
Check	PARS	03/05/2025	US Bank - PARS #6746022400	1001 · SCCB - Operating Account		-5,033.61
				5070 · Employee Retirement	-5,033.61	5,033.61
TOTAL					-5,033.61	5,033.61
Check	PARS	03/19/2025	US Bank - PARS #6746022400	1001 · SCCB - Operating Account		-4,877.07
				5070 · Employee Retirement	-4,877.07	4,877.07
TOTAL					-4,877.07	4,877.07
Bill Pmt -Check	26133	03/07/2025	Noland, Hamerly, Etienne & Hoss	1001 · SCCB - Operating Account		-3,916.50
Bill	inv 26...	02/24/2025		5250 · Legal Expenses	-852.29	3,454.50
			State Water Resources Control Board	5427 · Improvement Project-Springfield	-2,939.87	11,916.00
			Community Water Center	5442 · PSMS (N of ML Project)- Exp	-10.36	42.00
			PLP Pajaro, LLC.	5210 · Customer Orders	-113.98	462.00
TOTAL					-3,916.50	15,874.50
Bill Pmt -Check	26134	03/07/2025	Royal Oaks Collision	1001 · SCCB - Operating Account		-750.00
Bill	2020 ...	02/24/2025		5270 · Automotive - Repair & Maint	-750.00	750.00
TOTAL					-750.00	750.00
Bill Pmt -Check	26135	03/07/2025	Santa Cruz County Bank	1001 · SCCB - Operating Account		-566.04
Bill	ACCT...	02/19/2025		2256 · Vehicle Loan Payable	-551.28	551.28
				5256 · Interest Exp-Financed Items	-14.76	14.76
TOTAL					-566.04	566.04
Bill Pmt -Check	26136	03/07/2025	SWRCB Accounting Office	1001 · SCCB - Operating Account		-7,828.00
Bill	SM-1...	02/01/2025		5325 · Permits	-3,033.76	3,033.76
Bill	SM-1...	02/01/2025		5325 · Permits	-3,090.36	3,090.36
Bill	SM-1...	02/01/2025		5325 · Permits	-1,703.88	1,703.88
TOTAL					-7,828.00	7,828.00
Bill Pmt -Check	26148	03/24/2025	SWRCB-DWOCP	1001 · SCCB - Operating Account		-55.00
Bill	T1 Ce...	03/12/2025		5326 · Licenses and Certifications	-55.00	55.00
TOTAL					-55.00	55.00

Pajaro/Sunny Mesa Community Services District

Check Detail - Debt Service Reserve

February 25 through March 24, 2025

Type	Date	Num	Name	Split	Amount
1007 · SCCB - Debt Service Reserve					
Check	03/10/2025	ACH	First Security Finance - ACH	-SPLIT-	-38,018.75
Total 1007 · SCCB - Debt Service Reserve					-38,018.75
TOTAL					-38,018.75

11:02 AM
March 24, 2025
Accrual Basis

Pajaro/Sunny Mesa Community Services District
Check Detail - Reserve Account
February 25 through March 24, 2025

Type	Date	Num	Name	Memo	Split	Amount
1002 - SCCB Reserve Account						
Bill Pmt -Check	03/07/2025	129	Noland, Hamerly, E...	Spring., PSM...	2000 · Accoun...	-11,958.00
Total 1002 · SCCB Reserve Account						-11,958.00
TOTAL						-11,958.00

Pajaro/Sunny Mesa Community Services District
Check Detail - Pajaro Park Account
 February 25 through March 24, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	AP	03/07/2025	AT&T- 2458 Paj Park Uverse	1036 · PSM Pajaro Park Acct		-79.20
				5231 · Pajaro Park Expense	-79.20	79.20
TOTAL					-79.20	79.20
Bill Pmt -Check	AP	03/07/2025	CALNET/ AT&T 2506	1036 · PSM Pajaro Park Acct		-64.56
Bill	FEB s...	03/01/2025		5310 · Utilities - Well Site	-2.73	33.08
				5310 · Utilities - Well Site	-2.73	33.08
				5225 · Street Maintenance	-7.54	91.28
				5310 · Utilities - Well Site	-8.59	104.01
				5231 · Pajaro Park Expense	-5.33	64.56
				5330 · Telephone	-37.64	455.87
TOTAL					-64.56	781.88
Bill Pmt -Check	AP	03/07/2025	Mid Valley Supply- ACH	1036 · PSM Pajaro Park Acct		-130.91
Bill	I279825	02/07/2025		5231 · Pajaro Park Expense	-130.91	130.91
TOTAL					-130.91	130.91
Bill Pmt -Check	AP	03/07/2025	Panther Protective Services- ACH	1036 · PSM Pajaro Park Acct		-475.00
Bill	00002...	02/26/2025		5231 · Pajaro Park Expense	-475.00	475.00
TOTAL					-475.00	475.00
Bill Pmt -Check	AP	03/07/2025	PG&E 3540 Pajaro Park-Online	1036 · PSM Pajaro Park Acct		-214.79
Bill	1/17/2...	02/18/2025		5231 · Pajaro Park Expense	-214.79	214.79
TOTAL					-214.79	214.79
Bill Pmt -Check	AP	03/07/2025	WM / Carmel Marina - Pajaro Park-On...	1036 · PSM Pajaro Park Acct		-307.32
Bill	01329...	03/01/2025		5231 · Pajaro Park Expense	-307.32	307.32
TOTAL					-307.32	307.32
Bill Pmt -Check	AP	03/24/2025	First Alarm	1036 · PSM Pajaro Park Acct		-53.50
Bill	876384	03/15/2025		5231 · Pajaro Park Expense	-17.84	53.50
				5340 · Burglar Alarm Monitoring	-17.83	53.50
TOTAL					-53.50	160.50

Pajaro/Sunny Mesa Community Services District
Check Detail - Street Maintenance Account
 February 25 through March 24, 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	03/07/2025	CALNET/ AT&T 2506	1004 · SCCB - Street Maint Acct		-91.28
Bill	FEB s...	03/01/2025		5310 · Utilities - Well Site	-3.86	33.08
				5310 · Utilities - Well Site	-3.86	33.08
				5225 · Street Maintenance	-10.66	91.28
				5310 · Utilities - Well Site	-12.14	104.01
				5231 · Pajaro Park Expense	-7.54	64.56
				5330 · Telephone	-53.22	455.87
TOTAL					-91.28	781.88
Bill Pmt -Check	AP	03/07/2025	Pajaro/Sunny Mesa Comm Svcs Dist	1004 · SCCB - Street Maint Acct		-118.32
Bill	FEB 2...	03/01/2025		5225 · Street Maintenance	-118.32	118.32
TOTAL					-118.32	118.32
Bill Pmt -Check	AP	03/07/2025	PG&E 9545 Street Maint-Online	1004 · SCCB - Street Maint Acct		-105.41
Bill	1/17/2...	02/18/2025		5225 · Street Maintenance	-72.39	72.39
				5310 · Utilities - Well Site	-33.02	33.02
TOTAL					-105.41	105.41

FINANCIAL NOTES -FEBRUARY 2025

Account No:	Account Name:	Increase / Decrease	Description
Income:			
4001-4015	Total Income	-	Water Revenue: 83% of monthly budget
Expenses: Indirect			
5170	Office Equipment- Repair & Maintenance	+	New computer; 4 purchased this fiscal year
5250	Legal Expenses	+	Noland, Hamerly, Etienne & Hoss: Professional services
5270	Automotive- Repair & Maintenance	+	2008 Chevy: Repairs to body damage incurred during Pajaro Park break-in; claim submitted to JPIA, reimbursement check received
Expenses: Direct			
5190	Water Testing- Labs	+	Specific water quality sampling due to Vistra Power Plant Fire
5220	Water System- Repair & Maintenance	+	Pavement repair at Falcon Court, Normco Tree removal and pruning at Pajaro Yard
5325	Permits	+	Operating permits for State regulated water systems: Normco, Pajaro & Sunny Mesa
6565	2021 Bond Expense	+	Annual Debt Transparency Report
Other Income:			
4350	Interest Revenue	+	Asset income collected from Bond accounts at US Bank

Income & Cash Summary

Total Income	Total Expense	Difference
\$206,306.50	\$154,652.38	\$51,654.12
January Cash	February Cash	Difference
\$1,513,398.79	\$1,554,500.53	\$41,101.74

March 17, 2025

Balance Sheet

Accrual Basis

As of February 28, 2025

	<u>Feb 28, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 · SCCB - Operating Account	978,716.04
1002 · SCCB Reserve Account	575,784.49
1003 · SCCB - Sick Leave Account	5,501.02
1004 · SCCB - Street Maint Acct	316,538.59
1006 · SCCB-GF 633	96,960.76
1007 · SCCB - Debt Service Reserve	164,013.23
1032 · SCCB-COP Acct	146,118.72
1036 · PSM Pajaro Park Acct	176,405.55
1050 · Cash in County Treasury - DS	31,508.83
1051 · Cash in County Treasury - GF	29,891.39
1052 · US Bank 2021 Gen. Bond -8000	15.49
1054 · US Bank 2021 Gen. Bond -8002	302,020.13
1055 · US Bank 2021 Gen. Bond -8003	23.92
1056 · US Bank 2021 Gen. Bond -8004	22,624.83
1057 · US Bank 2021 Gen. Bond -8005	95,803.56
1066 · US Bank Vega 2303	163,410.53
1068 · US Bank Vega 2301	57,009.47
1069 · US Bank Vega-2302	600.46
1095 · US Bank Wtr Bond-Res 2204	150,087.98
2201 · US Bank-2015 Wtr Rfd Bd 2201	15,252.39
	<hr/>
Total Checking/Savings	3,328,287.38
Accounts Receivable	
1110 · Invoice Accounts Recv	10,711.75
1231 · Grants Receivable-A/R	51,679.20
	<hr/>
Total Accounts Receivable	62,390.95
Other Current Assets	
1080 · Petty Cash	400.00
1100 · Water Customer Accounts Recv	236,895.17
1101 · Allowance for Doubtful Accounts	-8,630.02
1115 · Prepaid Expenses	1.31
1153 · Receivable from Monterey County	860.00
1251 · Assess. Rec. - Lighting	3,022.14
1252 · Assessments Rec. - Street Maint	6,951.00
1253 · Assessments Rec. - Water bond	84,000.00
1253.1 · Assess Rec - Water Bond - Count	2,132.43
1254 · Advanced Pay - Spec. Asses - WB	-16,561.65
	<hr/>
Total Other Current Assets	309,070.38
Total Current Assets	<hr/> 3,699,748.71
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)	-110,378.40
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	-136,820.73
1555 · Office Equipment/Furniture	31,363.86
1556 · A/D - Office Equip/Furniture	-26,724.90
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	493,172.21
1571 · A/D - Equipment - Pumping Plant	-461,464.87

March 17, 2025

Balance Sheet

Accrual Basis

As of February 28, 2025

	Feb 28, 25
1580 · Distribution Mains [P]	1,487,948.01
1581 · A/D - Distribution Mains	-1,196,439.68
1590 · Meters	90,114.13
1591 · A/D - Meters	-87,564.11
1600 · Hydrants	7,422.43
1601 · A/D - Hydrants	-5,308.72
1610 · Automotive Equipment	229,909.12
1611 · A/D - Automotive Equipment	-220,726.31
1620 · Utility Trans/Distr Plant	115,702.65
1621 · A/D - Utility T&D Plant	-104,319.77
1622 · A/D - Moss Landing	-219,830.31
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	-26,163.73
1650 · Trans & Distr Plant	212,329.08
1651 · A/D - Trans & Distr Plant	-119,105.30
1670 · Small Tools/Equipment	10,773.67
1671 · A/D - Small Tools/Equipment	-10,773.51
1680 · ALCO Water Project	155,809.38
1681 · A/D - ALCO Water Project	-132,439.45
1804 · CIP-Springfield	376,510.84
1805 · CIP-Vega Imprvtmnt Project	4,599,594.33
1805.1 · A/D - Vega	-3,116,227.90
1806 · Moss Landing Bridge Project	251,233.09
1807 · CIP-Langley/VP	325,860.61
1807.1 · A/D - Langley/VP	-131,972.74
1808 · CIP-Normco	614,416.66
1808.1 · A/D - Normco Tank	-217,726.73
1811 · CIP-Vierra Estate	313,402.88
1811.1 · A/D - Vierra Estates	-99,073.72
1812 · CIP-Moss Landing Water System	594,222.45
1812.1 · A/D - Moss Landing Water	-154,708.55
1814 · CIP-Pajaro	2,383,125.55
1814.1 · A/D- Pajaro	-367,550.00
1816 · Land - Pajaro Park	781,632.00
1817 · Improvements - Pajaro Park	4,717,110.00
1817.1 · A/D - Improvements -Pajaro Park	-2,116,079.63
1818 · Buildings - Pajaro Park	796,400.00
1818.1 · A/D - Buildings-Pajaro Park	-291,352.26
1819 · Equipment - Pajaro Park	43,381.00
1819.1 · A/D - Equipment-Pajaro Park	-43,380.89
1820 · Normco Treatment Facility	127,374.00
1820.1 · A/D-Normco Treatment Facility	-125,153.85
1821 · CIP-Sunny Mesa	297,907.68
1821.1 · A/D-Sunny Mesa	-14,280.00
1822 · CIP-Vega	124,106.80
1822.1 · A/D-Vega	-11,910.00
1823 · CIP-Blackie	71,557.55
1823.1 · A/D-Blackie	-3,733.00
1824 · CIP- Generator Project	54,658.00
1825 · Spare Equip not yet in Service	10,039.00
Total Fixed Assets	10,934,241.98
Other Assets	
1120 · Due From Gen Fund	0.66
1141 · Due From SC Grant Acct	100.00
1151 · Due from Maint Account	157.19
1220 · Spl Asmnt Revc-Long Term	3,032,538.72
1950 · Deferred amount on refunding	53,245.60
1951 · Deferred Amt of Ref-Vega Bds15	65,011.09
Total Other Assets	3,151,053.26
TOTAL ASSETS	17,785,043.95

Pajaro/Sunny Mesa Community Services District
Balance Sheet
As of February 28, 2025

	Feb 28, 25
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	47,477.71
Total Accounts Payable	47,477.71
Credit Cards	
2910 · Elan	3,095.64
Total Credit Cards	3,095.64
Other Current Liabilities	
2005 · Accrued Liabilities	67,001.00
2050 · Accrued Payroll	34,816.45
2100 · Payroll Tax Liabilities	2,658.42
2110 · Direct Deposit Liabilities	0.01
2121 · Customer Security Deposits	17,428.70
2122 · Future Water Conn. Deposits	36,600.00
2123 · Hydrant Meter Deposits	22,550.00
2225 · Accrued Vacation Liability	55,953.99
2230 · Accrued Sick Leave Liability	31,916.49
2263 · 457b EE Plan Payable	3,232.81
2264 · Employee Insurance Payable	-2,312.59
2265 · EE Aflac Insurance Payable	899.68
2320 · Due to 64 Original Sewer Accts	29,169.90
2324 · Payable to Customers	2,347.79
2325 · Payable to P.V.W.M.A.	13,765.38
Total Other Current Liabilities	316,028.03
Total Current Liabilities	366,601.38
Long Term Liabilities	
2256 · Vehicle Loan Payable	3,242.05
2257 · Reorganization Loan	115,000.00
2350 · Bonds Payable - Water Bond	44,000.00
2355 · Bonds Payable- 2021 Gen. Bond	1,530,000.00
2360 · Bonds Payable-2015 COP Wtr Rf	1,660,000.00
2361 · Bonds Payable-2015 Vega Wtr Rf	2,847,599.67
2400 · Unamortized Discount on 2015	-24,879.01
2401 · Unamortized Discount-2015 Vega	-9,570.72
2402 · 2021 Gen. Bond Premium	38,999.80
Total Long Term Liabilities	6,204,391.79
Total Liabilities	6,570,993.17
Equity	
3000 · Fund Balance	219,540.85
3001 · Restricted-Street Maintenance	209,753.80
3040 · Contributed Capital	248,000.00
3045 · Restricted for Debt Service	4,575,060.23
3050 · Retained Earnings	5,243,515.21
Net Income	718,180.69
Total Equity	11,214,050.78
TOTAL LIABILITIES & EQUITY	17,785,043.95

March 17, 2025

Profit & Loss

Accrual Basis

February 2025

	Feb 25
Ordinary Income/Expense	
Income	
4001 · Route 1 - Pajaro	24,317.14
4002 · Route 2 - Pajaro	26,722.63
4003 · Route 3 - Commercial	25,287.38
4004 · Route 4 - Trailer Park	1,573.76
4005 · Route 5 - San Juan Rd Apts	0.00
4006 · Route 6 - Sunny Mesa	12,894.14
4007 · Route 7 - CSA 73	15,935.60
4008 · Route 8 - Vega	15,185.51
4010 · Route 10 -Springfield	850.00
4011 · Route 11 - Moss Landing	29,783.34
4012 · Route 12 - Blackie Road	4,513.91
4013 · Route 13 - Normco	34,509.78
4014 · Route 14 - Vierra	5,736.02
4015 · Route 15 - Langley/VP	3,375.96
Total Income	200,685.17
Gross Profit	200,685.17
Expense	
INDIRECT	
5000 · Salaries and Wages	62,421.15
5005 · Administrative Fees	532.97
5030 · Payroll Tax Expense	1,343.81
5050 · Employee Health Insurance	16,407.60
5070 · Employee Retirement	10,113.81
5090 · Other Employee Expense	229.02
5130 · Utilities - Office	427.66
5140 · Building Repair & Maint	480.94
5145 · District Wide Repair & Maint	435.74
5150 · Garbage Service	369.28
5160 · Office Equip Rental	637.65
5165 · Computer Software	1,200.67
5170 · Office Equipment Repair & Maint	537.54
5175 · Small Tools - Repair & Maint.	12.22
5250 · Legal Expenses	3,454.50
5256 · Interest Exp-Financed Items	14.76
5270 · Automotive - Repair & Maint	2,277.27
5280 · Conferences, Meetings, Seminars	15.99
5326 · Licenses and Certifications	60.00
5330 · Telephone	954.00
5340 · Burglar Alarm Monitoring	107.00
5370 · Fuel - Trucks	2,246.09
5391 · Credit Card Transaction Fees	34.70
Total INDIRECT	104,314.37
5190 · Water Testing- Labs	5,385.00
5210 · Customer Orders	462.00
5220 · Water System - Repair & Maint	20,698.77
5225 · Street Maintenance	1,185.57
5230 · Park - Repair & Maint	32.29
5231 · Pajaro Park Expense	-1,014.05
5310 · Utilities - Well Site	15,544.52
5315 · Utilities - Street Lighting	2,854.73
5325 · Permits	7,828.00
5360 · Fuel - Generator	259.80
5427 · Improvement Project-Springfield	1,533.80
5433 · Pajaro Water Bond Interest Exp	1,402.49
6565 A · 2021 Bond Expense- Fees	621.92
Total Expense	161,109.21
Net Ordinary Income	39,575.96

Pajaro/Sunny Mesa Community Services District

Profit & Loss

February 2025

	<u>Feb 25</u>
Other Income/Expense	
Other Income	
4100 · Late Payment Penalties	529.01
4110 · Hydrant Sales	711.75
4200 · Street Maintenance-Reimb	1,496.19
4210 · Vega Bond Assessments	3,566.00
4280 · Pro-Rata Tax Collection Share	560.92
4285 · P.V.W.M.A. Collection Fee	1,877.67
4340 · Utility Reimbursements	1,818.40
4350 · Interest Revenue	2,502.90
5424 · Springfld Bottled Wtr Gr Reimb	989.52
5794 · Water Bond Assessments	1,747.61
5796 · Pajaro Park Revenue	25,000.00
Total Other Income	<u>40,799.97</u>
Other Expense	
5442 · PSMS (N of ML Project)- Exp	42.00
Total Other Expense	<u>42.00</u>
Net Other Income	<u>40,757.97</u>
Net Income	<u><u>80,333.93</u></u>

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 March 18, 2025
 Accrual Basis

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

	<u>Feb 25</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul '24 - Feb 25</u>	<u>YTD Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense							
Income							
4001 · Route 1 - Pajaro	24,317.14	31,410.00	77.4%	221,750.88	251,280.00	88.2%	376,920.00
4002 · Route 2 - Pajaro	26,722.63	30,870.00	86.6%	255,716.64	246,960.00	103.5%	370,440.00
4003 · Route 3 - Commercial	25,287.38	31,410.00	80.5%	284,855.72	251,280.00	113.4%	376,920.00
4004 · Route 4 - Trailer Park	1,573.76	1,620.00	97.1%	13,373.80	12,960.00	103.2%	19,440.00
4005 · Route 5 - San Juan Rd Apts	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
4006 · Route 6 - Sunny Mesa	12,894.14	16,290.00	79.2%	133,147.77	130,320.00	102.2%	195,480.00
4007 · Route 7 - CSA 73	15,935.60	18,450.00	86.4%	149,085.48	147,600.00	101.0%	221,400.00
4008 · Route 8 - Vega	15,185.51	19,170.00	79.2%	155,814.75	153,360.00	101.6%	230,040.00
4010 · Route 10 -Springfield	850.00	900.00	94.4%	6,800.00	7,200.00	94.4%	10,800.00
4011 · Route 11 - Moss Landing	29,783.34	33,930.00	87.8%	263,664.94	271,440.00	97.1%	407,160.00
4012 · Route 12 - Blackie Road	4,513.91	4,770.00	94.6%	41,263.54	38,160.00	108.1%	57,240.00
4013 · Route 13 - Normco	34,509.78	42,390.00	81.4%	334,267.39	339,120.00	98.6%	508,680.00
4014 · Route 14 - Vierra	5,736.02	7,020.00	81.7%	55,296.96	56,160.00	98.5%	84,240.00
4015 · Route 15 - Langley/VP	3,375.96	4,050.00	83.4%	34,225.46	32,400.00	105.6%	48,600.00
Total Income	<u>200,685.17</u>	<u>242,280.00</u>	<u>82.8%</u>	<u>1,949,263.33</u>	<u>1,938,240.00</u>	<u>100.6%</u>	<u>2,907,360.00</u>
Gross Profit	200,685.17	242,280.00	82.8%	1,949,263.33	1,938,240.00	100.6%	2,907,360.00
Expense							
INDIRECT							
5000 · Salaries and Wages	62,421.15	81,750.00	76.4%	647,796.83	654,000.00	99.1%	981,000.00
5005 · Administrative Fees	532.97	541.66	98.4%	3,709.89	4,333.36	85.6%	6,500.00
5030 · Payroll Tax Expense	1,343.81	1,333.33	100.8%	10,512.95	10,666.68	98.6%	16,000.00
5040 · Worker's Comp Insurance	0.00	1,500.00	0.0%	16,317.92	12,000.00	136.0%	18,000.00
5050 · Employee Health Insurance	16,407.60	17,325.00	94.7%	119,790.45	138,600.00	86.4%	207,900.00
5070 · Employee Retirement	10,113.81	13,416.66	75.4%	86,811.80	107,333.36	80.9%	161,000.00
5090 · Other Employee Expense	229.02	250.00	91.6%	943.90	2,000.00	47.2%	3,000.00
5120 · Property Taxes	0.00	195.83	0.0%	2,223.71	1,566.68	141.9%	2,350.00
5130 · Utilities - Office	427.66	375.00	114.0%	3,843.97	3,000.00	128.1%	4,500.00
5140 · Building Repair & Maint	480.94	583.33	82.4%	8,824.22	4,666.68	189.1%	7,000.00
5145 · District Wide Repair & Maint	435.74	833.33	52.3%	5,808.86	6,666.68	87.1%	10,000.00
5150 · Garbage Service	369.28	433.33	85.2%	3,354.08	3,466.68	96.8%	5,200.00
5160 · Office Equip Rental	637.65	708.33	90.0%	5,423.35	5,666.68	95.7%	8,500.00
5165 · Computer Software	1,200.67	1,666.66	72.0%	12,410.26	13,333.36	93.1%	20,000.00
5170 · Office Equipment Repair & Maint	537.54	300.00	179.2%	4,715.71	2,400.00	196.5%	3,600.00
5175 · Small Tools - Repair & Maint.	12.22	83.33	14.7%	436.40	666.68	65.5%	1,000.00
5180 · Casualty Ins/Liability Ins	0.00	4,416.66	0.0%	59,104.04	35,333.36	167.3%	53,000.00
5200 · Billing Supplies	0.00	375.00	0.0%	4,233.75	3,000.00	141.1%	4,500.00
5240 · Office Supplies	0.00	375.00	0.0%	1,971.96	3,000.00	65.7%	4,500.00
5245 · Postage	0.00	833.33	0.0%	5,000.00	6,666.68	75.0%	10,000.00

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March 18, 2025

Accrual Basis

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

	Feb 25	Budget	% of Budget	Jul '24 - Feb 25	YTD Budget	% of Budget	Annual Budget
5250 · Legal Expenses	3,454.50	1,416.66	243.8%	15,320.74	11,333.36	135.2%	17,000.00
5255 · Interest Expense	0.00	508.33	0.0%	3,018.75	4,066.68	74.2%	6,100.00
5256 · Interest Exp-Financed Items	14.76	125.00	11.8%	206.93	1,000.00	20.7%	1,500.00
5260 · Accounting & Bookkeeping	0.00	3,208.33	0.0%	39,995.00	25,666.68	155.8%	38,500.00
5266 · Engineering Svcs-Dist Wide	0.00	1,083.33	0.0%	123.75	8,666.68	1.4%	13,000.00
5270 · Automotive - Repair & Maint	2,277.27	833.33	273.3%	12,747.24	6,666.68	191.2%	10,000.00
5280 · Conferences, Meetings, Seminars	15.99	41.66	38.4%	127.92	333.36	38.4%	500.00
5290 · Travel Expenses	0.00	41.66	0.0%	0.00	333.36	0.0%	500.00
5300 · Books & Subscriptions	0.00	125.00	0.0%	0.00	1,000.00	0.0%	1,500.00
5305 · Water Conservation Program	0.00	250.00	0.0%	0.00	2,000.00	0.0%	3,000.00
5320 · Membership Fees and Dues	0.00	2,000.00	0.0%	24,334.75	16,000.00	152.1%	24,000.00
5326 · Licenses and Certifications	60.00	166.66	36.0%	170.00	1,333.36	12.7%	2,000.00
5330 · Telephone	954.00	1,333.33	71.6%	8,271.58	10,666.68	77.5%	16,000.00
5340 · Burglar Alarm Monitoring	107.00	166.66	64.2%	683.82	1,333.36	51.3%	2,000.00
5370 · Fuel - Trucks	2,246.09	3,333.33	67.4%	21,098.39	26,666.68	79.1%	40,000.00
5390 · Bank Charges	0.00	25.00	0.0%	100.00	200.00	50.0%	300.00
5391 · Credit Card Transaction Fees	34.70	54.16	64.1%	460.85	433.36	106.3%	650.00
5400 · Miscellaneous Expense	0.00	16.66	0.0%	0.00	133.36	0.0%	200.00
6577 · COP Debt Service - Interest	0.00	5,741.66	0.0%	34,343.75	45,933.36	74.8%	68,900.00
Total INDIRECT	104,314.37	147,766.54	70.6%	1,164,237.52	1,182,133.84	98.5%	1,773,200.00
5190 · Water Testing- Labs	5,385.00	2,458.33	219.1%	26,428.90	19,666.68	134.4%	29,500.00
5220 · Water System - Repair & Maint	20,698.77	18,750.00	110.4%	101,354.37	150,000.00	67.6%	225,000.00
5265 · Engineering Expenses	0.00	83.33	0.0%	82.50	666.68	12.4%	1,000.00
5310 · Utilities - Well Site	15,544.52	16,250.00	95.7%	149,481.82	130,000.00	115.0%	195,000.00
5325 · Permits	7,828.00	3,000.00	260.9%	11,136.00	24,000.00	46.4%	36,000.00
5360 · Fuel - Generator	259.80	833.33	31.2%	4,043.55	6,666.68	60.7%	10,000.00
5428 · COP Bond Expense	0.00	366.66	0.0%	3,689.86	2,933.36	125.8%	4,400.00
6565 A · 2021 Bond Expense- Fees	621.92	375.00	165.8%	4,416.78	3,000.00	147.2%	4,500.00
Total Expense	154,652.38	189,883.19	81.4%	1,464,871.30	1,519,067.24	96.4%	2,278,600.00
Net Ordinary Income	46,032.79	52,396.81	87.9%	484,392.03	419,172.76	115.6%	628,760.00
Other Income/Expense							
Other Income							
4100 · Late Payment Penalties	529.01	416.66	127.0%	5,224.32	3,333.36	156.7%	5,000.00
4101 · Billing Adjustments	0.00	16.66	0.0%	0.00	133.36	0.0%	200.00
4110 · Hydrant Sales	711.75	1,250.00	56.9%	5,611.94	10,000.00	56.1%	15,000.00
4115 · Testing Fees	0.00	916.66	0.0%	6,700.00	7,333.36	91.4%	11,000.00
4140 · Connection Fees	0.00	616.66	0.0%	0.00	4,933.36	0.0%	7,400.00
4141 · Application Fees	0.00	45.83	0.0%	0.00	366.68	0.0%	550.00
4146 · Other Fees	0.00	33.33	0.0%	0.00	266.68	0.0%	400.00

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March 18, 2025

Accrual Basis

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

	Feb 25	Budget	% of Budget	Jul '24 - Feb 25	YTD Budget	% of Budget	Annual Budget
4285 · P.V.W.M.A. Collection Fee	1,877.67	2,583.33	72.7%	22,256.75	20,666.68	107.7%	31,000.00
4300 · Collection of Previous W/O Acct	0.00	20.83	0.0%	0.00	166.68	0.0%	250.00
4305 · Miscellaneous Revenue	0.00	83.33	0.0%	360.00	666.68	54.0%	1,000.00
4341 · Lighting Admin Reimbursements	0.00	1,137.50	0.0%	6,825.00	9,100.00	75.0%	13,650.00
4346 · District 25% Overhead Fee	0.00	41.66	0.0%	0.00	333.36	0.0%	500.00
4350 · Interest Revenue	2,502.90	1,250.00	200.2%	22,805.39	10,000.00	228.1%	15,000.00
4355 · Audit/Bookkeeping Reimbursement	0.00	58.33	0.0%	350.00	466.68	75.0%	700.00
4360 · Legal Counsel Reimbursement	0.00	33.33	0.0%	200.00	266.68	75.0%	400.00
Total Other Income	5,621.33	8,504.11	66.1%	70,333.40	68,033.56	103.4%	102,050.00
Net Other Income	5,621.33	8,504.11	66.1%	70,333.40	68,033.56	103.4%	102,050.00
Net Income	51,654.12	60,900.92	84.8%	554,725.43	487,206.32	113.9%	730,810.00

RESOLUTION NO. 03-01-25

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE PAJARO/SUNNY MESA COMMUNITY SERVICES DISTRICT
APPROVING PROPOSAL FROM CENTURY ENVIRONMENTAL SERVICES FOR
THE VIERRA ESTATES WATER SYSTEM ARSENIC REMOVAL FACILITY IN AN
AMOUNT NOT-TO-EXCEED \$49,900**

WHEREAS, Pajaro/Sunny Mesa Community Services District (“District”) is a Community Services District created pursuant to Government Code Section 61000; and

WHEREAS, in 2024, the Vierra Estates Water System Well 3 exceeded arsenic maximum contaminant levels of 10 ppb, and is in now in need of an Arsenic Removal Facility (“Project”), and

WHEREAS, District staff requested a proposal from Century Environmental Services (“Contractor”) for completion of the scope of work for the Project;

WHEREAS, Contractor submitted a proposal to the District, a copy of which is attached hereto as **Exhibit A** (“Contractor Proposal”), in the amount of \$49,900;

WHEREAS, Contractor is a licensed contractor, State Contractors License Number 833613; and

WHEREAS, the District Board of Directors (“Board”) previously reviewed the Contractor Proposal at its February 27, 2025 meeting;

WHEREAS, District staff have been trained in the maintenance, repair and replacement of the equipment listed on the Contractor Proposal;

WHEREAS, the District has determined the equipment and services to be provided by Contractor to be reliable, durable and easy to maintain;

WHEREAS, the District has determined that Contractor’s equipment and supplies sought match the District’s existing equipment and supplies already in use, and District staff have been trained in their use;

WHEREAS, the District has previously engaged Contractor, whom the District determined to have the specialized skills, competency and professional qualifications to perform such equipment and services;

WHEREAS, the District staff has determined that it would be in the District’s best interest to engage Contractor to match its existing equipment and services already in use by the District under the Sole Source Purchase provisions of the District’s Purchasing Ordinance No. 01-01-24, Section 4.0(c), and as such, is exempt from bidding requirements; and

WHEREAS, the District provides for a Sole Source Purchase based on Contractor's specialty equipment and services provided to the District, and the General Manager has determined that Contractor has demonstrated the specialized skills, competency, and holds the professional qualifications necessary for the satisfactory performance of the design, furnishing of equipment, and services for the Arsenic Removal Facility.

NOW, THEREFORE, BE IT HEREBY RESOLVED as follows:

1. The District Board of Directors hereby finds and determines that the foregoing recitals are severally ratified, confirmed, approved and adopted in all respects.
2. The nature of the equipment and services for which the District seeks to engage Contractor is unique and specialized.
3. Engaging Contractor for the installation of an arsenic removal facility is appropriate and consistent with the public interest because Contractor's equipment, supplies and services match the existing equipment and supplies already in use by the District, and upon which District staff has been trained, such that competitive proposals would be unavailing or would not produce an advantage, and the advertisement for competitive bid would thus be undesirable, impractical, or impossible.
4. The District finds that Contractor has demonstrated their specialized skills, competency and qualifications necessary for the satisfactory performance of the installation of the Arsenic Removal Facility.
5. Installation of the Arsenic Treatment is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) under Sections 15301(b) and (e)(1), [Existing Facilities]; 15302(c) [Replacement or Reconstruction]; and 15303(d) [New Construction of Small Structures] of the CEQA Guidelines. Further CEQA review therefore is not required for the District to accept the Proposals by Contractor.
6. The Board of Directors hereby approves engaging Contractor for the installation of the Arsenic Removal Facility as set forth in **Exhibit A**.
7. The Board of Directors hereby directs the General Manager or their designee to take all steps necessary to implement and complete the installation of the Arsenic Removal Facility, as set forth herein.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Pajaro/Sunny Mesa Community Services District duly held on the 27th day of March, 2025, by the following vote.

AYES:

NOES:

ABSENT:

ABSTAIN:

Paul Anderson, President of the Board of Directors

CERTIFICATE OF SECRETARY

I, Clinton Miller, 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 March 2025, and that said Resolution is now spread upon the minutes of said Board.

Clinton Miller, Secretary of the Board of Directors

Century Environmental Services

18499 Moro Road, Salinas, California 93907-3352
(831) 206-5920 License # 833613

PROJECT PROPOSAL / CONTRACT

February 20, 2025

Presented to: Pajaro / Sunny Mesa Community Services, 136 San Juan Road, Pajaro, CA 95076
Project: Arsenic removal – Vierra / Matterhorn

Project Overview / Scope of Work

Installation of Arsenic removal polishing filter lead/lag system to be plumbed in after the existing Greensand Iron removal filters. 3-Valve bypass to be installed in 3 inch main line for system isolation for service. Due to limited space, accommodations will be made to facilitate media exchange by utilizing “bottom port tanks. Ability to swap lead / lag tanks will be provided by a valve manifold installed on the wall behind the greensand tanks mounted with seismic supports.

Operation / Maintenance manual & Drawings for submittal to the health department are included in the cost shown below and will be produced and invoiced as a progress payment.

Proposed system will be functionally identical to the system installed at Langley site. System designed for 20 GPM treatment flow. System plumbing will be 1½“ SCH80 PVC

System will utilize LayneRT Arsenic adsorption media. 7 CuFt per tank. 14 Cu Ft total in (2) 21” fiber reinforced poly media vessels.

This proposal includes all equipment, materials, freight, taxes, and installation labor.

*** This proposal does not include the additional chlorine injection pump required for post treatment chlorine levels.

Total Project Cost / Contract Amount / Payment Terms

\$1000.00	Upon acceptance.
\$2000.00	Upon delivery of O&M Manual & Submittal drawings
\$20000.00	Upon delivery of equipment.
\$15000.00	Upon completion of operational system installation.
\$11900.00	Balance due 30 days after system startup.

\$49900.00 Total project cost.

Client Signature

Century Environmental Services

(831) 206-5920 License # 833613

Standard Terms and Conditions of Sale

Orders

These terms and conditions of sale are subject to acceptance by Century Environmental Services, hereafter referred to as CES, (seller) at the home office, 18499 Moro Road Salinas, California 93907

Quotations

We reserve the right to substitute Brands and or Model Numbers on components for an equal or superior product as dictated by the application. Quoted Pricing is valid for a period of ten (10) days after quoted. Prices do not include installation, tax, freight, or crating charges unless noted within the quote.

Returns Policy

Merchandise cannot be returned without prior authorization. Call CES to request a return. Freight/ Shipping must be prepaid in addition to a restocking fee of 20%. Special Order goods are not returnable. Electrical components as well as components that have been installed and or operated are not returnable.

System Design

Systems are designed based on water analysis data at the time of the design date. It is not uncommon for water quality characteristics to change over time. Although this possibility is factored into a system design, CES cannot be responsible for system performance due to drastic changes in raw water quality.

Installation

Some material we sell may require a city or county permit for installation. It is your responsibility to obtain permits. All installations should be performed by a licensed contractor.

Damages/ Liabilities

CES is not liable for damages either directly or indirectly caused due to mis-installation or misapplication of the products or components provided if work was done by someone else than an approved CES installer. Our only liability in lieu of all warranties expressed or implied is to replace product proved to be defective at the Manufacturer's directive.

Damaged Merchandise

CES is not responsible for damage or loss to a shipment by a freight carrier. Check shipments for damage before acceptance or note on freight bill "Subject to inspection for concealed damage." Consignee is responsible for filing a claim with a freight carrier for any and all damage or loss. Return of damaged goods will not be authorized.

Terms of Payment

Invoices are due at the terms presented on the quotation. If no terms are presented, invoices are due net 15, on approved credit. Past dues invoices will be assessed a finance charge of 1.5% per month on all past due accounts.

Attorney Fees

Should litigation be necessary to enforce any provisions of this agreement, then all litigation and arbitration expenses, witness fees, court costs and attorney fees shall be paid to the prevailing party.

Century Environmental Services
18499 Moro Rd., Salinas, CA 93907-3352
Lic #833613

Client Signature

Century Environmental Services

(831) 206-5920 License # 833613

Acceptance:

I hereby accept this proposal under the stated terms on this contract and the CES terms of sale (attached).

Accepted by: _____ Date: _____
Client Print Name

Project Total \$ _____

Signature: _____ P.O. _____
Client Authorized Signature

Signature: _____ Date: _____

For Century Environmental Services
18499 Moro Rd., Salinas, CA 93907-3352
Lic #833613

Progress Report
Delany WC Feasibility Study
March 27, 2025

Project Overview

Delany WC (17 water connections) received Technical Assistance for the completion of a Feasibility Study for the consolidation to the Vega Rd #01 Water System.

Feasibility Study

The draft is due 1/31/2025 and final is due 4/30/2025. Water quality will be a critical factor in the consolidation needs. Due to the nature of the terrain in the area, the consideration for consolidation will be evaluated by zones based on feasibility. The study will be divided into phases, first phase will be the systems easily intertied, second phase will be those within a 1-mile radius in need of mainline extension, and third phase will be all those outside of the 1-mile radius. Provost and Prichard requested additional Vega Water System information to verify the ability of consolidation. **The team is exploring a fourth alternative to include the systems interested in the consolidation. All alternatives have shown to be over the Department of Financial Assistance (DFA) funding threshold of \$80,000 and will likely not award construction funding. The stakeholders are currently reviewing the [Draft Regional Consolidation Feasibility Study](#).**

Community Outreach

5 other small water systems have shown interest in a potential consolidation with the Vega Rd #01 WS, totaling 44 connections.

PSMCSD Connection Fees

The State has reported a concern with the Vega connection fee, as the connection fee includes a fee to pay down the Vega Construction Bond. They grant funding cannot be utilized to pay for work that has been completed.

Progress Report
Pajaro-Sunny Mesa Consolidation Project (PSMS)
March 27, 2025

Project Overview

The consolidation of the Pajaro, Sunny Mesa Water Systems and Springfield Area to provide reliable water quality that meets State water standards.

Land Acquisition

The team continues to work on land acquisition and staging areas.

Boundary Survey

The Aerial survey was completed, currently working on creating the boundary survey.

30% Design

MNS is working on the design. Due to the time constraint of 3 years the team is exploring an alternate form of project delivery by using design—build. MNS completed the Request for Qualifications. **Funding grant has been executed. The Request for Qualifications is posted on District Website. The team held the Project Informational Meeting on March 20, 2025.**

Environmental Permitting

Denise Duffy and Associates (DDA) has begun the pre-application process with the County of Monterey. The Tribal Consultation efforts are in process, met with 3 tribes regarding Tribal Sensitivity.

Construction

The construction of the project may be phased out depending on approval of the EPA Community Change Grant. The Grant would require the work to be completed in 3 years from funding execution and it must provide direct benefit to community. The first phase to include land acquisition, iron/manganese treatment for the Pajaro Well 1, consolidation pipeline Pajaro & Sunny Mesa Water Systems, pump station, Pajaro tank 1 rehabilitation, destruction of Struve #2 and Sunny Mesa Wells, partial SCADA system, and auto read meters upgrade.

Progress Report-Springfield Water System Improvements Project March 27, 2024

Bridge Loan

District Staff began the application process with Rural Community Assistance Corporation for a bridge loan. The District Counsel Opinion Letter and draft agreement have been submitted. **Staff are gathering information requested.**

Financial Security Package

Complete.

Technical Package

Complete.

Water System Consolidation Agreement

The Consolidation Agreement has been executed.

Construction Funding Agreement

The source of funding for the construction phase of the Project is Emerging Contaminants in Small or Disadvantaged Communities (ECSDC). **The agreement has been executed.**

Design

The 100% design is complete.

Staging Area

The Temporary Staging Area Easement Agreement was approved on 9/26/24.

Easements

The easements have been finalized and should be received soon.

Construction Bidding Documents

Bid Period: November 19 through January 15, 2025.

Pre-Bid meeting: December 2, 2024.

Bid Opening: January 15, 2025.

Contract award: February 4, 2025.

The Notice of award was issued to Anderson Pacific Engineering Construction, Inc. on March 14, 2025, awaiting Construction Contract and documents requested.

Environmental Package

- California Department of Fish and Wildlife (CDFW)- Received the Incidental Take Permit (ITP). Denise Duffy & Associates (DD&A) continue to negotiate permit conditions with CDFW for ITP. **A purchase of conservation credits will be necessary, it is reimbursable via grant funding.**
- Coastal Development Permit-DD&A continues to work with engineers and County of Monterey on condition compliance.

Groundbreaking Ceremony

- **The groundbreaking ceremony has been postponed.**

DISTRICT OPERATIONS REPORT

March 27, 2025

TOPIC	STATUS	DATE OF PLANNED RESPONSE
Grants & Loans Active	SRF Planning Grant Springfield: Springfield Planning Grant – The California Department of Fish and Wildlife, Incidental Take Permit Application has been deemed complete. Technical, Design and Environmental packets are complete and under review by the State. MNS Engineers completed 100% plans and design.	On Agenda
Pajaro Park	The Board and Staff are considering Operations funding. Per Marilyn Vierra, Chief of Staff Supervisor Church, Mo. Co. will provide \$59,000 per year to the Pajaro Park, until the parks master plan is complete. On December 14, 2024, a tree uprooted and damaged approximately 96 feet of fence, the tree is in the process of being removed in order to replace the damaged fence. Staff will submit a claim to ACWA JPIA. The fence replacement is in order, it is approximately 3 weeks out. Received reimbursement check \$3,891 from JPIA regarding the break in at the Pajaro Park claim.	March 2025
Hazard Mitigation Plan	The Local Hazard Mitigation Plan has been officially adopted by FEMA on April 5, 2023. Final invoice has been reimbursed. Close-out documentation has been submitted to CalOES for review. Close-out has been approved, and the retention payment has been received. Plan will require an update in 2027.	Complete
Multi Community Bottled Water Project	Springfield Water System, Moss Landing Mobile Home Park, Springfield/Bluff/Jensen and Giberson Roads. Staff submitted a reimbursement request for February's services.	March 2025
ACWA JPIA 2024 Wellness Grant	2024 Wellness Grant application was approved.	No Report
Tank Replacement/Rehab Grant Project	Presented the District needs to State Water Boards-Division of Financial Assistance (DFA). State Representatives requested a pre-application to be submitted to find the correct funding source for the project. Pre-application has been submitted.	No Report
Pajaro Long-term Recovery	Staff is working with County of Monterey Department of Emergency Management to replace Pajaro Park field and play area turf, addition of benches, tables and shaded areas. The County of Monterey Parks Department is considering completing the turf replacement project and playground area upgrade. The Memorandum of Understanding has been approved by the District Board and Board of Supervisors. Staff meet with the County of Monterey Parks Department to plan the turf replacement. The application for flood recovery is still under review by the County of Monterey. The District applied for a \$15,000 beautification grant to replace grass with drought resilient plants at the District office, the project has been fully reimbursed.	March 2025

DISTRICT OPERATIONS REPORT

March 27, 2025

<p>Current Water System Repairs</p>	<ul style="list-style-type: none"> • Bookkeeper Saldate submitted a claim to Vistra Corporation. <p>Blackie Road #18 WS: Langley/Valle Pacifico WS:</p> <ul style="list-style-type: none"> • The new property owner is planning to install a fence around the house and our facility, Staff will meet to discuss access to the site for all maintenance. <p>Moss Landing Harbor WS:</p> <ul style="list-style-type: none"> • Air release line leak on Dolan Road, repaired by Staff. • Tank #3 latch repaired by Staff. <p>Normco WS: Pajaro WS:</p> <ul style="list-style-type: none"> • Staff repaired the air vent on top of tank #1. • Pacific Crest Engineering completed the test boring at the proposed Iron & Manganese Treatment facility, to be installed at the office site as part of the PSMS Project. <p>Springfield Road WS:</p> <ul style="list-style-type: none"> • The Pre-Construction meeting is tentatively scheduled for April 7, 2025. <p>Sunny Mesa WS:</p> <ul style="list-style-type: none"> • The transfer case breaker at the tanks site has been upgraded, by District Electrician. • Pacific Crest Engineering completed the test boring at the proposed booster pump station as part of the PSMS Project. <p>Vega Road #01 WS:</p> <ul style="list-style-type: none"> • The Vista Verde well battery was replaced. <p>Vierra Estates WS: Parks:</p>	<p>March 2025</p>
<p>Sunny Mesa Sewer</p>	<p>The district is holding monies that are to be refunded to the original Sunny Mesa Sewer customers. Balance Sheet Account #2320-Amount \$29,169.90. Staff is currently reviewing, and has spoken to Bianchi, Kasavan, and Pope for their opinion and assistance if needed.</p>	<p>No Report</p>

Usage Comparison in Gallons 2024-2025

Water Systems	Feb-22	Feb-23	Feb-24	Feb-25
Pajaro	7,039,428	5,099,116	4,324,936	4,217,972
Normco	2,201,364	1,255,144	1,214,004	1,403,996
Sunny Mesa	1,617,924	1,276,836	1,272,348	1,290,300
Moss Landing	2,386,120	1,720,400	1,878,976	1,771,264
Vega	935,000	634,304	546,788	570,724
Vierra Estates	300,696	180,268	184,756	169,048
Springfield (pumped)	379,236	327,624	293,964	286,484
Langley/Valle Pacifico	207,196	137,632	129,404	130,900
Blackie	251,328	86,020	83,028	142,868
District Total	15,318,292	10,717,344	9,928,204	9,983,556

Water Systems	Feb-24	Feb-25		Percentage
Pajaro	4,324,936	4,217,972	↓	-2.5%
Normco	1,214,004	1,403,996	↑	15.7%
Sunny Mesa	1,272,348	1,290,300	↑	1.4%
Moss Landing	1,878,976	1,771,264	↓	-5.7%
Vega	546,788	570,724	↑	4.4%
Vierra Estates	184,756	169,048	↓	-8.5%
Springfield (pumped)	293,964	286,484	↓	-2.5%
Langley/Valle Pacifico	129,404	130,900	↑	1.2%
Blackie	83,028	142,868	↑	72.1%
District Total	9,928,204	9,983,556	↑	0.6%