

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

JUNE 23, 2022
 5:30 P.M.

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

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

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

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

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

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

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

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

ADMINISTRATIVE STAFF: General Manager Donald Rosa _____
 Bookkeeper Amy Saldate _____
 Recorder Judy Vazquez-Varela _____
DISTRICT COUNSEL: Attorney Alan Smith _____

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.

CLOSED SESSION:

Conference with Labor Negotiators (California Government Code §54957.6)

- District designated representatives: (Board President Sandy Coplin and Board Vice-President Donald Olsen)
- 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: GENERAL MANAGER’S EMPLOYMENT CONTRACT. RESOLUTION NO. 06-02-22

- Amended, effective July 1, 2022
- Board President’s oral announcement summarizing recommendation for final action on the salary, salary schedule, or compensation paid in the form of fringe benefits to General Manager required by subdivision (c) (3) of California Government Code 64953.

- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve Resolution No. 06-02-22 of General Manager employment contract amendments

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

- Roll Call Vote:
- o (11/25) President Sanford Coplin _____
 - o (11/25) Vice President Donald Olsen _____

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

ACTION ITEMS

Consent Agenda

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

1. DRAFT MINUTES OF MAY 26, 2022 REGULAR MEETING

Approval of draft minutes for Regular Meeting on 5/26/2022¹

Motioned by: Director _____ Seconded by: Director _____

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

Motion passed: _____ Motion Failed: _____

Roll Call Vote:

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

Old Business:

1. AB-361 CONSIDER ADOPTION TO ALLOW TELECONFERENCE AND VIRTUAL MEETING FOR JULY 2022. RESOLUTION NO. 06-01-22

- Staff Report from January 27, 2022 Regular Meeting
- Draft Resolution No. 06-01-22

The Governor’s Executive Order No. N-08-21 (Jun. 11, 2021) says that certain COVID-19 Brown Act public meeting exemptions will remain in effect until September 30, 2021, after which it will expire. The Legislature adopted AB 361 as an Urgency Measure which provides, among other things that until January 1, 2024, local agencies may use teleconferencing without complying with specified Ralph M. Brown Act restrictions if the District Board makes certain findings every thirty days.

Staff recommends a teleconference and virtual meeting during July. The attached proposed Resolution 06-01-22 is substantially the same as previous months but must be adopted monthly. So attached is a proposed Resolution 06-01-22 for consideration at the June 2022 meeting that will affect the July 2022 meeting.

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion Resolution No. 06-01-22 allowing teleconference and virtual meetings, to remain in effect for the July 2022 Regular Board Meeting.

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/>

Ayes: _____ Noes: _____ Absent: _____ Abstained: _____
Motion passed: _____ Motion Failed: _____

Roll Call Vote:

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

New Business:

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

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

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

Roll Call Vote:

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

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

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

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

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

Roll Call Vote:

- o (11/25) President Sanford Coplin _____

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

3. MOTION APPROVING 2022-2023 PAJARO STREET LIGHTING FINAL BUDGET

- Set October 27, 2022 as the Public Hearing date per Proposition 218 requirements

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve 2022-2023 Pajaro Street Lighting Final Budget and Public Hearing date, October 27, 2022

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

Roll Call Vote:

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

4. MOTION APPROVING 2022-2023 STREET MAINTENANCE/SUBDIVISION MAINTENANCE FINAL BUDGET

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve 2022-2023 Street Maintenance/Subdivision Final Budget

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

Roll Call Vote:

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

5. MOTION APPROVING 2022-2023 PAJARO COMMUNITY PARKS/PUBLIC AREA FINAL BUDGET

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve 2022-2023 Pajaro Community Parks/Public Area Final Budget

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

Roll Call Vote:

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

6. MOTION APPROVING 2022-2023 PAJARO PARK FINAL BUDGET

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve 2022-2023 Pajaro Park Final Budget

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

Roll Call Vote:

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

7. MOTION APPROVING 2022-2023 OPERATING/WATER FINAL BUDGET

- Notes to Budget
- Copy of 2022-2023 Final Budget

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve 2022-2023 Operating/Water Final Budget

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

Roll Call Vote:

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

8. MOTION APPROVING SIGNATURE CARDS FOR ALL FINANCIAL INSTITUTIONS

- Add Paul Anderson

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve amending signature cards at all Financial Institutions

Motioned by: Director _____ Seconded by: Director _____

Ayes: _____ Noes: _____ Absent: _____ Abstained: _____
Motion passed: _____ Motion Failed: _____

Roll Call Vote:

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

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. District Operations Update: due to COVID-19
 - Office remains closed to public; continuing to take payments by phone or drop-off
 - Office is at 100% staffing, with physical distancing requirements met and health screening protocols in place: masks or face coverings to be worn at all times while indoors.
 - No vendors or members of public are allowed into Office
2. Small Community Drought Relief Grant (Water Storage Replacement / Rehabilitation)
 - General Manager and MNS Engineers conducted a site visit of the storage tanks and completed the assessment memo to be included in the application
3. MOM – On-line Bill Pay Program:
 - District staff and Corbin-Willits technician have begun working on project, expected to be ready on July 1, 2022
4. Water Rate Increase has been approved by the Board of Directors, 13%, effective July 1, 2022. Rate payers will be noticed with the June billing.
5. District Operations Report
6. Usage Comparison Report 2021/2022

MOTION TO ADJOURN

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

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

Adjournment Time: _____ p.m.

RESOLUTION NO. 06-02-22

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PAJARO/SUNNY MESA
COMMUNITY SERVICES DISTRICT APPROVING EMPLOYMENT CONTRACT WITH
DONALD ROSA 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 Donald Rosa 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.

MINUTES

The regular meeting of the Pajaro/Sunny Mesa Community Services District Board of Directors via Zoom Video conferencing was called to order at 5:33 pm on May 26, 2022.

ROLL CALL:

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

ADMINISTRATIVE STAFF:

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

ABSENT DIRECTOR(S) & STAFF:

None

DISTRICT COUNSEL:

Alan Smith

ADDITION(S) TO AGENDA: None

PUBLIC IN ATTENDANCE: None

PUBLIC COMMENTS: None

Action Items

1. Consider and approve the Minutes of the April 28, 2022, Regular Board Meeting with two (2) edits

Motion was made by Director Miller and seconded by Director Olsen to approve the Regular Board Meeting Minutes of April 28, 2022, with edits. Motion carried.

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

OLD BUSINESS:

1. Consider adoption of AB-361 to allow teleconference and virtual meetings Resolution No. 05-01-22

The Board of Directors received the Draft Resolution 05-01-22 to allow teleconference and virtual meetings based on the Governor's Executive Order No. N-08-21 (Jun. 11, 2021) and the Legislature adopted AB-361 as an Urgency Measure. Staff recommends considering the proposed resolution to continue with virtual meetings unless the Governor rescinds the Executive Order No. N-08-21 Staff will prepare for an in-person meeting. Staff recommends virtual meeting for June 2022 meeting.

Motion was made by Director Anderson and seconded by Director Miller to approve Resolution No. 05-01-22 AB-361 to allow teleconference and virtual meeting. Motion carried.

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

NEW BUSINESS: (Action Items)

1. Review and consider approving financial reports for April 2022

Bookkeeper Saldade informed the Board of Directors that the Water Sales were slightly under budget by 2.5 percent. Staff submitted final quarterly payment to the Workers' Compensation Insurance for the fiscal year, ending up 23 percent under budget. We saw an increase in Engineering Services District Wide Expense, to date \$19,000 has been expensed from the District cost share of \$37,500 for the LHMP Grant. We had an increase in Miscellaneous Revenue due to the sale of the non-compliant Vega generator. The District also saw an increase in accounts Lighting Administrative, Audit/Bookkeeping and Legal Counsel Reimbursement accounts for duties related to the parcel assessments. April's Total Income was more than Total Expenses by \$46,108 and April's Cash was less than March Cash by \$42,935.

The Reimbursement accounts for duties related to the parcel assessment can be found under account 1051 Cash in County Treasury of the Balance Sheet. The net income is trending normal for this fiscal year.

The total 90 days and over was reduced by \$115 compared to previous month. The grand total 90-day balance is comprised of just two (2) customers. The Pajaro customer made a payment in April, but it did not clear the past due, Staff is actively pursuing collection to bring their account to current.

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

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

MONTHLY EXPENDITURES REPORT FOR REVIEW

APPROVAL OF PAYMENTS:

2. Review and consider approving May 2022 payments and authorization for Staff to sign checks

1. General Fund 633; Total of \$0.00

- 2. Operating Account: Check No. 25057 through Check No. 25081 for a total of \$147,218.13
- 3. Reserve Account: Total of \$7,959.13
- 4. Street Maintenance Account: Check No. 552 for a total of \$280.36
- 5. Pajaro Park Account: Total of \$1,962.81
- 6. COP 2010 Account: Total of \$0.00
- 7. Debt Service Reserve Account: Total of \$0.00

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

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

3. Review and consider Capital Improvement Plan, 10 Year Look-ahead

General Manager Rosa provided to the Directors with the Staff Report/Work Plan for fiscal year 2022-2023, a \$25,000 Capital Expenditure is planned for Moss Landing Water electrical update to accept new generator. Staff plans to focus on Generator project as 11 generators are expected to be delivered this year, all project expenses to be paid from 2021 Bond Issuance. Under the Operational Expenses, District expects to purchase the MOM Software for on-line bill pay program costing \$4,900. Also, Staff will move forward with the Small Community Drought Relief Grant for Water Storage Replacement/Rehabilitation at a cost of \$9,000 and Staff plans to complete the Local Hazard Mitigation plan by August 2022 with expected cost of \$19,000 which is the remainder of the 25 percent match District portion.

The Board Directors were provided with the 2023-2032 Capital Reserves and Expense Summary. Staff informed the Directors that the District will continue to contribute \$150,000 per year to the Reserve Account and expense annually based on the 10 Year Capital Improvement spreadsheet. The District also has the following proposed project as future expenses, Meter Replacement Program, Hydro Vac Trailer with Valve Exerciser and GPS, Facility Communication Improvements and Site Security Enhancements totaling \$2,100,000.

Motion was made by Director Anderson seconded by Director Chesterman to approve the Capital Improvement Plan-10 Year Look-ahead. Motion carried.

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

4. Review and consider 2022-2023 Pajaro Street Lighting Preliminary Comparison Budget

General Manager Rosa reported that the total budget for the Pajaro Street lighting Assessment did not change.

Motion was made by Director Miller and seconded by Director Chesterman to approve the 2022-2023 Pajaro Street Lighting Preliminary Comparison Budget. Motion carried.

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

5. Review and consider 2022-2023 Street Maintenance/Subdivision Maintenance Budget

General Manager Rosa reported that the total budget for the Street Maintenance/Subdivision Maintenance Budget did not change.

Motion was made by Director Miller and seconded by Director Chesterman to approve the 2022-2023 Street Maintenance/Subdivision Maintenance Budget. Motion carried.

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

6. Review and consider 2022-2023 Pajaro Community Parks/Public Area Preliminary Comparison Budget

Maintenance labor hours reduced to 4.75 per week resulting a \$6,000 surplus to be transferred to the Pajaro Park Fund.

Motion was made by Director Olsen and seconded by Director Miller to approve the 2022-2023 Pajaro Community Parks/Public Area Preliminary Comparison Budget. Motion carried.

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

7. Review and consider 2022-2023 Pajaro Park Preliminary Comparison Budget

General Manager informed the Board of Directors of the reduction of the Management and Administration hours and increase in the Park labor Costs. The balance of the Park Fund as of 6/30/22 is \$55,200, current funding proposed will carry us through 2023-2024 Fiscal Year.

Motion was made by Director Anderson and seconded by Director Miller to approve the 2022-2023 Pajaro Park Preliminary Comparison Budget. Motion carried.

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

8. Review and Consider 2022-2023 Operating/Water Preliminary Comparison Budget

General Manager Rosa reported on the Income notes. The Water Rate Revenue budget has been increased by a 13% for the 2022-2023. The Hydrant Sales budget has been increased, based on the consistency of higher sales used for harvesting and potable water emergencies. The testing fees fell short previous year but testing this year is 100% complete.

Under the Indirect Expenses, Salaries and Wages have been increased representing a wage increase based on the approved compensation schedule, one-time COLA and overtime and vacation payouts projected. The workers Comp Insurance has been reduced due to previous claims dropping off, and no new claims have been added. The Casualty/Liability Insurance has been increased because it is projected to increase by 7% due to a premium increase. The postage rates will increase this fiscal year, budget was increased. The Legal Expenses budget has been decreased; District is returning to normal business. The Accounting and Bookkeeping budget has been slightly increased due to annual audit expected this year. The Engineering Expenses has been increased to include the Cal OES grant match of \$19,000. The Fuel budget has been increased due to fuel prices being up by at least 25%. There is a big reduction to the Credit Card Transaction Fees budget since fees will be passed thru to rate payers. 2021 Water Bond Interest has been added to the Budget this year, it was not included last year.

Under the Expenses Direct, Soil and Water Testing budget was reduced due to lower water quality monitoring due this year. Permits budget was increased due to anticipated up to eleven (11) new generator permits. Fuel-Generators budget has increased for the new generators installed. The Debt Services, Bond Payments-Generators budget increased to pay the \$40,000 principal payment only. All Bonds and Re-Org Loan will be \$266,150 per year and \$22,200 per month out of the operating account. Operating Reserve add surplus funds to end of year should be \$232,150.

Motion was made by Director Miller and seconded by Director Anderson to approve the 2022-2023 Operating/Water Preliminary Comparison Budget. Motion carried.

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

9. Review and Consider Small Community Drought Relief Grant (Water Storage Replacement/Rehabilitation)

Board Directors received a copy of the MNS Engineering Proposal. The total Proposal cost is \$11,031 with the addition of technical memorandum cost including a field investigation of project site and the development of a preliminary project scope and project cost.

Motion was made by Director Miller and seconded by Director Olsen to approve the Proposal for the purpose of writing a grant application and preparing the Technical Memorandum. Motion carried.

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

10. Review and consider Signature Cards for all Financial Institutions

Staff recommends removing Darlene Lamboley from all Financial Institution Signature Cards.

Motion was made by Director Olsen and seconded by Director Miller to approve amending Signature Cards from all Financial Institutions. Motion carried.

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

STAFF/COMMITTEE REPORTS: (Informational Only)

1. District Operations update: due to COVID-19

- No changes to COVID-19 District Operations
- Office remains closed to public; continuing to take payments by phone or drop off
- Office is at 100% staffing with physical distancing requirements met and health screening protocols in place: masks or face coverings to be worn at all times while indoors.
- No vendors or members of the public are allowed into Office

2. Credit card transaction fees

- Ratepayers have been notified via mail of a 4% transaction fee for all credit or debit card payments effective July 1, 2022.

3. MOM -- On-line Bill Pay Program

- The On-line Bill Pay is expected to be ready on July 1, 2022, District Staff and Corbin-Willits technicians have begun work on project.

4. District Operations Report

Springfield Planning Grant

- MC Coastal Development Permit to go before the County Planning Commission hearing most likely in July 2022. Staff is working with CWC to request Technical Assistance for the Engineering plans be brought to 90%, currently they are at 30%.

Pajaro Park

- The Pajaro Park Fund Committee will bring ideas for funding to Board. Staff is working with LAFCO to try to get a better rate on the 1% County Tax. Staff is working with County Staff to make sure they have captured the full Pajaro, Sunny Mesa, and all annexations.

Generator Project

- 2 Caterpillar generators have arrived in the Salinas yard, one is for Matterhorn Well Site and the other for Normco Booster Site. Staff is preparing to install within a couple of weeks.

Hazard Mitigation Plan (LHMP)

- Staff and Rincon Consultants continue to work for the development of the draft hazard mitigation strategies.

5. Usage Comparison Report 2021/2022

- Most systems water usage was down, except for Pajaro which was up by 8.3% compared to this month in 2021. Staff included conservation notices in the water bills that mandate the new State Water Board Emergency Water Conservation Regulations. These regulations are very similar to the previous year's, reducing residential irrigation to two days per week, Tuesday, and Friday.

CLOSED SESSION: Closed session began at 6:50 pm.

Conference with Labor Negotiators (California Government Code§54957.6)

- District designated representatives: (Board President Sandy Coplin and Board Vice President Donald Olsen)
- Unrepresented employee: (General Manager)

Return to Open Session at 8:17 pm, no final action taken.

Action Item: General Manager's Employment Contract. Resolution No. 05-02-22

Motion was made by Director Anderson and seconded by Director Olsen to table review of Resolution No. 05-02-22 of General Manager employment contract amendments. Motion carried.

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

NEXT BOARD MEETING:

The next Regular Board Meeting is to be held on Thursday June 23, 2022, at 5:30 pm via Zoom videoconferencing.

There being no further business, the Regular Board Meeting of the Pajaro/Sunny Mesa Community Services District was adjourned at 8:20 pm with motion made by Director Coplin seconded by Director Olsen. Motion carried.

Respectfully submitted by:

Sanford Coplin, President

Donald Olsen, Vice President

Judith Vazquez-Varela, Recorder

Staff Report
January 27, 2022

Consider, pursuant to AB 361 and in order for Board of Directors to continue meeting remotely, that the COVID-19 pandemic state of emergency declared by Governor Newsom is still in effect; the Committees have reconsidered the circumstances of the state of emergency; and the Monterey County Health Officer continues to recommend social distancing measures for meetings of the legislative bodies.

RECOMMENDATION:

It is recommended that the Board of Directors find, pursuant to AB 361 and in order for the Board to continue meeting remotely, that the COVID-19 pandemic state of emergency declared by Governor Newsom is still in effect; the Committees have reconsidered the circumstances of the state of emergency; and the Monterey County Health Officer continues to recommend social distancing measures for meetings of the legislative bodies.

SUMMARY/DISCUSSION:

On September 16, 2021, Governor Newsom signed AB 361. This legislation amends the Brown Act to allow meeting bodies subject to the Brown Act to meet via teleconference during a proclaimed state of emergency in accordance with teleconference procedures established by AB 361 rather than under the Brown Act's more narrow standard rules for participation in a meeting by teleconference. AB 361 provides that if a state or local health official recommends social distancing, a legislative body may meet remotely after September 30, 2021, provided and within 30 days of the first meeting after September 30, and every 30 days thereafter, the legislative body finds 1) the Governor's proclaimed state of emergency is still in effect; 2) the legislative body has reconsidered the circumstances of the state of emergency, and 3) either the Monterey County Health Officer continues to recommend social distancing measures for meetings of legislative bodies or the state of emergency continues to directly impact the ability of the members to meet in person.

The Monterey County Health Officer has recommended social distancing measures for meetings of legislative bodies. In order to continue meeting remotely, Board of Directors must make the findings outlined above.

Accordingly, staff recommends making the appropriate findings. This action will be required every 30 days in order to keep meeting remotely.

**A RESOLUTION OF THE PAJARO SUNNY MESA COMMUNITY
SERVICES DISTRICT BOARD OF DIRECTORS AUTHORIZING
TELECONFERENCED PUBLIC MEETINGS IN JULY, 2022¹**

WHEREAS, the Governor issued a Proclamation of a State of Emergency in response to COVID-19 on March 4, 2020; and

WHEREAS, the Governor issued Executive Order N-29-20 on March 17, 2020, changing teleconferencing requirements under the Brown Act; and

WHEREAS, on, the Governor issued Executive Order N-08- 21 on June 11, 2021, extending Order N-29-20 until September 30, 2021; and

WHEREAS, California Assembly Bill 361 became law as an urgency measure on September 16, 2021; and

WHEREAS, AB 361 suspends certain provisions of the Brown Act under certain conditions¹, including

1. The public must be able to watch and comment during the teleconferenced public meetings; and
2. There must be notice of a way the public to access the meeting and comment, including by call-in or an internet connection; and
3. There can be no action when there is a disruption which prevents the District from broadcasting the meeting, or if of a disruption within the District's control which prevents members of the public from offering public comments, until public access is restored; and
4. The District may not require public comments be submitted before the meeting; and
5. The District must allow the public to address the District Board and offer contemporaneous comment; and
6. The Board may not close the public comment period until the public comment has ended or until a reasonable amount of time has passed; and

WHEREAS, the District intends to comply with subdivisions (e) (2) (A through G) of Government Code Sec. 54953; and

WHEREAS, subdivisions (e)(3)(A and B) of Government Code Section 54953 allow

¹ Subdivision (e)(2) (A) through (G) inclusive of the California Government Code (part of the Brown Act)

an alternative to having public meetings in accordance with Government Code Section 54953(b)(3) if the District can make certain findings; and

WHEREAS, although the District reviewed and considered staff recommendations and deliberated at its September 23, 2021 whether to direct Staff to prepare for in person meetings beginning with the October Regular Board Meeting; and

WHEREAS, a Motion was made by Director Coplin on September 23rd and seconded by Director Lamboley to direct Staff to prepare for in person public meetings beginning with the regular October, 2021 Regular Board Meeting and the motion was deliberated and passed 4-0 with one absence; and

WHEREAS, due to the recent increase in infection rates from the Omicron variant of COVID-19, staff recommends that the Board now adopt a resolution, in accordance with the requirements of AB 361, authorizing District Board teleconferenced meetings in July so that meetings may be conducted via teleconference; and

WHEREAS, Monterey County, the State of California and the Country in general, are currently facing a surge in infection rates due to the Omicron variant.

WHEREAS, the District continues to recommend measures to promote social distancing, which includes but is not limited to:

- Requiring District employees to either be vaccinated or show proof of negative COVID-19 testing.
- Requiring staff and the public to wear masks in District buildings.
- Posting COVID-19 safety measures on the District's social media pages; and

WHEREAS, the District Board has considered all information related to this matter, as presented at the public meetings including information provided by the General Manager and others during the public meeting.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The District Board declares that the above recitals are true and correct and are incorporated into this resolution as findings of the District Board.
2. The District Board hereby adopts the following additional findings:
 - (a) That proposed action is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378(b)(5), in that adopting this Resolution does not meet CEQA's definition of a "project," because the Board's action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, and because the action is an organizational or administrative activity of government that will not result in direct or indirect physical changes in the environment and is exempt pursuant to Section 15269(c) of the CEQA Guidelines, as specific actions necessary to prevent or mitigate an emergency.
 - (b) That as a result of the COVID-19 pandemic and the Governor's state of emergency, the District Board has determined that COVID-19, and particularly the Omicron variant, continue to impact the ability of members of the public, the District Board, District staff and consultants to meet safely in person at public meetings and that meeting in person during this period of a surge in COVID-19 cases would present imminent risks to the health or safety of attendees.
 - (c) The District continues to recommend measures to promote social

distancing and the District continues to follow safety measures in response to COVID-19 as ordered or recommended by the Centers for Disease Control and Prevention (CDC), California Department of Public Health (DPH), and/or County of Monterey, as applicable, including facial coverings and social distancing indoors, when required. Based upon that guidance, in person attendance at public meetings presents an imminent risk to the health and safety of attendees, necessitating teleconferencing to allow for meaningful public participation options for all District constituents.

3. The District Board hereby declares that, pursuant to the findings in this Resolution, the District Board shall use teleconferencing to conduct public meetings pursuant to AB 361 and Government Code § 54953, as amended during the month of June, 2022.

4. The District Board determines that, if necessary, it will reconsider these findings at the next regular meeting or within thirty days, whichever last occurs, to continue teleconference hearings if the surge in COVID-19 infections continue to directly impact the ability of the Board to meet safely in person beyond June, 2022.

5. If any section, subsection, sentence, clause, phrase or word of this resolution is for any reason held to be unconstitutional, unlawful or otherwise invalid by a court of competent jurisdiction or preempted by state legislation, such decision or legislation shall not affect the validity of the remaining portions of this resolution. The District Board hereby declares that it would have passed and adopted this resolution and each and all provisions thereof irrespective of the fact that any one or more of said provisions be declared unconstitutional, unlawful or otherwise invalid.

6. This Resolution shall become effective immediately as an urgency measure.

FINANCIAL NOTES - MAY 2022

Account No:	Account Name:	Increase / Decrease	Description
Income:			
4001-4015	Total Income	=	Water Sales: 99% of Monthly Budget
Expenses: Indirect			
5145	District Wide Repair & Maintenance	+	Purchase of Fuel Transfer Pump: Mobile Fuel Refill for District Generators
5165	Computer Software	+	Annual Renewal of QuickBooks Software
6577	COP Debt Service- Interest	+	Biannual Interest Payment: 2015 Water Revenue Refunding Bond
5325	Permits	+	Annual Renewal of Water System Operating Permits: Monterey County Environmental Health
Other Income:			

Income & Cash Summary

Total Income	Total Expense	Difference
\$195,834.09	\$177,300.98	\$18,533.11
April Cash	May Cash	Difference
\$614,202.68	\$687,350.79	\$73,148.11

Balance Sheet

As of May 31, 2022

May 31, 22

ASSETS

Current Assets

Checking/Savings

1001 · SCCB - Operating Account	378,900.14
1002 · SCCB Reserve Account	308,450.65
1003 · SCCB - Sick Leave Account	14,451.84
1004 · SCCB - Street Maint Acct	259,865.82
1006 · SCCB-GF 633	229,763.49
1007 · SCCB - Debt Service Reserve	83,978.87
1032 · SCCB-COP Acct (aka Const. Acct)	48,494.22
1036 · PSM Pajaro Park Acct	57,047.07
1050 · Cash in County Treasury - DS	57,014.90
1051 · Cash in County Treasury - GF	102,823.07
1052 · US Bank 2021 Gen. Bond -8000	504.42
1054 · US Bank 2021 Gen. Bond -8002	1,272,670.50
1056 · US Bank 2021 Gen. Bond -8004	0.03
1057 · US Bank 2021 Gen. Bond -8005	93,754.26
1066 · Union Bank Vega 2303	147,575.89
1068 · Union Bank Vega 2301	5.14
1069 · Union Bank Vega-2302	533.89
1095 · Union Bank Wtr Bond-Res 2204	147,852.87
2201 · Union Bank-2015 Wtr Rfd Bd 2201	26.41

Total Checking/Savings 3,203,713.48

Accounts Receivable

1110 · Invoice Accounts Recv	150.00
1231 · Grants Receivable-A/R	1,577.32

Total Accounts Receivable 1,727.32

Other Current Assets

1080 · Petty Cash	400.00
1100 · Water Customer Accounts Recv	235,087.49
1101 · Allowance for Doubtful Accounts	-7,277.01
1115 · Prepaid Expenses	1.31
1153 · Receivable from Monterey County	860.00
1251 · Assess. Rec. - Lighting	2,540.14
1252 · Assessments Rec. - Street Maint	4,691.00
1253 · Assessments Rec. - Water bond	192,000.00
1253.1 · Assess Rec - Water Bond - Count	1,508.43
1254 · Advanced Pay - Spec. Asses - WB	-16,561.65

Total Other Current Assets 413,249.71

Total Current Assets

3,618,690.51

Fixed Assets

1084 · CIP-Springfield/Struve	18,967.36
1500 · Land	139,676.30
1510 · Land Improve (Non-office)	314,656.67
1520 · Land Improve (Office)	66,721.46
1521 · A/D - Land Impr (Off)	-66,707.40
1522 · Land - Parks	248,000.00
1530 · Wells	162,488.25
1540 · Pumping Plant Bldg	191,044.92
1541 · A/D - Pumping Plant Bldg	-191,045.00
1550 · District Office Building	163,247.47
1551 · A/D - District Office Building	-129,997.73
1555 · Office Equipment/Furniture	30,573.05
1556 · A/D - Office Equip/Furniture	-30,572.90
1557 · Equipment - Lighting	8,980.18
1559 · A/D - Lighting and Parks	-8,980.18
1560 · Electric Power to Sheds	2,598.59
1561 · A/D - Electric Power to Sheds	-2,599.00
1570 · Equipment - Pumping Plant	510,984.21
1571 · A/D - Equipment - Pumping Plant	-452,362.87
1580 · Distribution Mains [P]	1,487,948.01
1581 · A/D - Distribution Mains	-1,116,993.68

Balance Sheet

As of May 31, 2022

	May 31, 22
1590 · Meters	90,114.13
1591 · A/D - Meters	-86,117.11
1600 · Hydrants	7,422.43
1601 · A/D - Hydrants	-4,857.72
1610 · Automotive Equipment	229,909.12
1611 · A/D - Automotive Equipment	-171,078.31
1620 · Utility Trans/Distr Plant	115,702.65
1621 · A/D - Utility T&D Plant	-96,120.77
1622 · A/D - Moss Landing	-182,144.31
1630 · Utility Plant	107,992.45
1631 · A/D - Utility Plant	-107,992.00
1640 · Source of Supply Plant	54,616.59
1641 · A/D - Source of Supply Plant	-19,839.73
1650 · Trans & Distr Plant	139,408.08
1651 · A/D - Trans & Distr Plant	-87,149.30
1670 · Small Tools/Equipment	10,773.67
1671 · A/D - Small Tools/Equipment	-9,493.51
1680 · ALCO Water Project	155,809.38
1681 · A/D - ALCO Water Project	-109,066.45
1804 · CIP-Springfield	393,244.44
1805 · CIP-Vega Imprvtmnt Project	4,620,002.33
1805.1 · A/D - Vega	-2,422,897.90
1806 · Moss Landing Bridge Project	251,233.09
1807 · CIP-Langley/VP	247,543.58
1807.1 · A/D - Langley/VP	-90,538.74
1808 · CIP-Normco	331,965.74
1808.1 · A/D - Normco Tank	-147,216.73
1811 · CIP-Vierra Estate	220,041.88
1811.1 · A/D - Vierra Estates	-61,204.72
1812 · CIP-Moss Landing Water System	310,547.47
1812.1 · A/D - Moss Landing Water	-92,276.55
1813 · CIP-Normco Water System	4,520.00
1814 · CIP-Pajaro	2,349,192.69
1816 · Land - Pajaro Park	781,632.00
1817 · Improvements - Pajaro Park	4,717,110.00
1817.1 · A/D - Improvements -Pajaro Park	-1,501,733.63
1818 · Buildings - Pajaro Park	796,400.00
1818.1 · A/D - Buildings-Pajaro Park	-206,764.26
1819 · Equipment - Pajaro Park	43,381.00
1819.1 · A/D - Equipment-Pajaro Park	-31,812.89
1820 · Normco Treatment Facility	127,374.00
1820.1 · A/D-Normco Treatment Facility	-115,894.85
1821 · CIP-Sunny Mesa	13,182.61
1822 · CIP-Vega	101,412.34
1823 · CIP-Blackie	0.04
Total Fixed Assets	12,022,959.94
Other Assets	
1120 · Due From Gen Fund	0.66
1141 · Due From SC Grant Acct	100.00
1151 · Due from Maint Account	157.19
1220 · Spl Asmnt Revc-Long Term	3,502,867.72
1900 · Due From Other Funds	159,690.92
1950 · Deferred amount on refunding	63,229.60
1951 · Deferred Amt of Ref-Vega Bds15	80,014.09
Total Other Assets	3,806,060.18
TOTAL ASSETS	19,447,710.63
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	25,735.55
2500 · Due to Other Funds	159,693.06

Balance Sheet

As of May 31, 2022

	May 31, 22
Total Accounts Payable	185,428.61
Credit Cards	
2900 · Wells Fargo- 6120	729.60
2910 · Elan	539.10
Total Credit Cards	1,268.70
Other Current Liabilities	
2005 · Accrued Liabilities	60,186.00
2050 · Accrued Payroll	30,589.19
2100 · Payroll Tax Liabilities	1,902.41
2110 · Direct Deposit Liabilities	-21,849.80
2121 · Customer Security Deposits	21,778.70
2122 · Future Water Conn. Deposits	36,600.00
2123 · Hydrant Meter Deposits	20,050.00
2225 · Accrued Vacation Liability	45,084.77
2230 · Accrued Sick Leave Liability	38,076.44
2263 · 457b EE Plan Payable	5,242.58
2264 · Employee Insurance Payable	26.19
2265 · EE Aflac Insurance Payable	835.07
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.	13,804.66
Total Other Current Liabilities	283,843.90
Total Current Liabilities	470,541.21
Long Term Liabilities	
2256 · Vehicle Loan Payable	36,630.10
2257 · Reorganization Loan	185,000.00
2350 · Bonds Payable - Water Bond	159,000.00
2355 · Bonds Payable- 2021 Gen. Bond	1,660,000.00
2360 · Bonds Payable-2015 COP Wtr Rf	1,805,000.00
2361 · Bonds Payable-2015 Vga Wtr Rf	3,347,599.67
2400 · Unamortized Discount on 2015	-29,541.01
2401 · Unamortized Discount-2015 Vega	-11,778.72
2402 · 2021 Gen. Bond Premium	42,391.80
Total Long Term Liabilities	7,194,301.84
Total Liabilities	7,664,843.05
Equity	
3000 · Fund Balance	219,540.85
3001 · Restricted-Street Maintenance	202,911.80
3040 · Contributed Capital	248,000.00
3045 · Restricted for Debt Service	4,575,060.23
3050 · Retained Earnings	5,948,216.03
3999 · Suspense	-0.22
Net Income	589,138.89
Total Equity	11,782,867.58
TOTAL LIABILITIES & EQUITY	19,447,710.63

Profit & Loss

May 2022

	May 22
Ordinary Income/Expense	
Income	
4001 · Route 1 - Pajaro	22,618.06
4002 · Route 2 - Pajaro	23,044.76
4003 · Route 3 - Commercial	23,570.08
4004 · Route 4 - Trailer Park	1,241.69
4005 · Route 5 - San Juan Rd Apts	1,046.44
4006 · Route 6 - Sunny Mesa	12,517.57
4007 · Route 7 - CSA 73	15,127.62
4008 · Route 8 - Vega	15,266.01
4010 · Route 10 -Springfield	850.00
4011 · Route 11 - Moss Landing	28,714.52
4012 · Route 12 - Blackie Road	4,036.77
4013 · Route 13 - Normco	35,033.42
4014 · Route 14 - Vierra	5,413.15
4015 · Route 15 - Langley/VP	3,480.21
	191,960.30
Total Income	191,960.30
Gross Profit	191,960.30
Expense	
INDIRECT	
5000 · Salaries and Wages	58,930.37
5005 · Administrative Fees	502.23
5030 · Payroll Tax Expense	849.31
5050 · Employee Health Insurance	14,828.95
5070 · Employee Retirement	9,034.69
5090 · Other Employee Expense	3.00
5130 · Utilities - Office	326.62
5140 · Building Repair & Maint	378.60
5145 · District Wide Repair & Maint	1,590.95
5150 · Garbage Service	368.76
5160 · Office Equip Rental	665.16
5165 · Computer Software	3,136.76
5170 · Office Equipment Repair & Maint	229.66
5240 · Office Supplies	46.34
5250 · Legal Expenses	895.00
5256 · Interest Exp-Financed Items	158.17
5270 · Automotive - Repair & Maint	180.49
5280 · Conferences, Meetings, Seminars	14.99
5326 · Licenses and Certifications	325.00
5330 · Telephone	1,498.33
5340 · Burglar Alarm Monitoring	162.00
5370 · Fuel - Trucks	3,550.37
5391 · Credit Card Transaction Fees	884.52
5XXX · Indirect Allocation	0.00
6577 · COP Debt Service - Interest	37,697.50
	136,257.77
Total INDIRECT	136,257.77
5190 · Soil and Water Tests	1,779.30
5220 · Water System - Repair & Maint	7,888.25
5225 · Street Maintenance	312.67
5231 · Pajaro Park Expense	1,928.84
5310 · Utilities - Well Site	13,047.66
5315 · Utilities - Street Lighting	2,337.60
5325 · Permits	18,328.00
5427 · Improvement Project-Springfield	8,566.95
6570 · Bad Debt Expense	-320.00
	190,127.04
Total Expense	190,127.04
Net Ordinary Income	1,833.26
Other Income/Expense	
Other Income	
4100 · Late Payment Penalties	494.27
4110 · Hydrant Sales	863.51

Profit & Loss

May 2022

	<u>May 22</u>
4280 · Pro-Rata Tax Collection Share	55.76
4285 · P.V.W.M.A. Collection Fee	2,443.50
4307 · Returned Check Charges	0.00
4350 · Interest Revenue	72.51
5406 · Generator Project Reimb.	599.35
5796 · Pajaro Park Revenue	<u>5,142.81</u>
Total Other Income	9,671.71
Other Expense	
5438 · LHMP Project- Dist. Wide	<u>9,606.25</u>
Total Other Expense	<u>9,606.25</u>
Net Other Income	65.46
Net Income	<u><u>1,898.72</u></u>

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

	May 22	Budget	% of Budget	Jul '21 - May 22	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense							
Income							
4001 · Route 1 - Pajaro	22,618.06	26,750.00	84.6%	259,070.33	294,250.00	88.0%	321,000.00
4002 · Route 2 - Pajaro	23,044.76	26,250.00	87.8%	255,328.76	288,750.00	88.4%	315,000.00
4003 · Route 3 - Commercial	23,570.08	24,333.33	96.9%	262,074.06	267,666.67	97.9%	292,000.00
4004 · Route 4 - Trailer Park	1,241.69	1,333.33	93.1%	14,015.10	14,666.67	95.6%	16,000.00
4005 · Route 5 - San Juan Rd Apts	1,046.44	1,125.00	93.0%	11,520.46	12,375.00	93.1%	13,500.00
4006 · Route 6 - Sunny Mesa	12,517.57	13,333.33	93.9%	135,529.11	146,666.67	92.4%	160,000.00
4007 · Route 7 - CSA 73	15,127.62	14,416.66	104.9%	154,334.13	158,583.34	97.3%	173,000.00
4008 · Route 8 - Vega	15,266.01	15,166.66	100.7%	159,719.79	166,833.34	95.7%	182,000.00
4010 · Route 10 -Springfield	850.00	850.00	100.0%	9,350.00	9,350.00	100.0%	10,200.00
4011 · Route 11 - Moss Landing	28,714.52	25,833.33	111.2%	282,529.98	284,166.67	99.4%	310,000.00
4012 · Route 12 - Blackie Road	4,036.77	3,350.00	120.5%	40,456.10	36,850.00	109.8%	40,200.00
4013 · Route 13 - Normco	35,033.42	32,583.33	107.5%	353,660.77	358,416.67	98.7%	391,000.00
4014 · Route 14 - Vierra	5,413.15	5,058.33	107.0%	59,333.01	55,641.67	106.6%	60,700.00
4015 · Route 15 - Langley/VP	3,480.21	3,125.00	111.4%	34,465.13	34,375.00	100.3%	37,500.00
Total Income	191,960.30	193,508.30	99.2%	2,031,386.73	2,128,591.70	95.4%	2,322,100.00
Gross Profit	191,960.30	193,508.30	99.2%	2,031,386.73	2,128,591.70	95.4%	2,322,100.00
Expense							
INDIRECT							
5000 · Salaries and Wages	58,930.37	69,166.66	85.2%	747,580.99	760,833.34	98.3%	830,000.00
5005 · Administrative Fees	502.23	500.00	100.4%	5,769.27	5,500.00	104.9%	6,000.00
5030 · Payroll Tax Expense	849.31	1,333.33	63.7%	13,564.77	14,666.67	92.5%	16,000.00
5040 · Worker's Comp Insurance	0.00	1,666.66	0.0%	12,761.98	18,333.34	69.6%	20,000.00
5050 · Employee Health Insurance	14,828.95	15,833.33	93.7%	167,229.25	174,166.67	96.0%	190,000.00
5070 · Employee Retirement	9,034.69	10,000.00	90.3%	104,410.37	110,000.00	94.9%	120,000.00
5090 · Other Employee Expense	3.00	250.00	1.2%	1,078.79	2,750.00	39.2%	3,000.00
5120 · Property Taxes	0.00	125.00	0.0%	1,585.00	1,375.00	115.3%	1,500.00
5130 · Utilities - Office	326.62	333.33	98.0%	3,650.41	3,666.67	99.6%	4,000.00
5140 · Building Repair & Maint	378.60	625.00	60.6%	5,537.81	6,875.00	80.5%	7,500.00
5145 · District Wide Repair & Maint	1,590.95	1,000.00	159.1%	11,118.01	11,000.00	101.1%	12,000.00
5150 · Garbage Service	368.76	350.00	105.4%	3,917.76	3,850.00	101.8%	4,200.00
5160 · Office Equip Rental	665.16	833.33	79.8%	7,402.96	9,166.67	80.8%	10,000.00
5165 · Computer Software	3,136.76	833.33	376.4%	11,942.72	9,166.67	130.3%	10,000.00
5170 · Office Equipment Repair & Maint	229.66	300.00	76.6%	1,621.07	3,300.00	49.1%	3,600.00
5175 · Small Tools - Repair & Maint.	0.00	83.33	0.0%	326.58	916.67	35.6%	1,000.00
5180 · Casualty Ins/Liability Ins	0.00	2,750.00	0.0%	35,111.19	30,250.00	116.1%	33,000.00
5200 · Billing Supplies	0.00	308.33	0.0%	3,613.20	3,391.67	106.5%	3,700.00
5240 · Office Supplies	46.34	316.66	14.6%	2,299.53	3,483.34	66.0%	3,800.00
5245 · Postage	0.00	708.33	0.0%	7,046.96	7,791.67	90.4%	8,500.00
5250 · Legal Expenses	895.00	1,666.66	53.7%	14,090.08	18,333.34	76.9%	20,000.00

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

10:08 AM
 June 15, 2022
 Accrual Basis

	May 22	Budget	% of Budget	Jul '21 - May 22	YTD Budget	% of Budget	Annual Budget
5255 · Interest Expense	0.00	941.66	0.0%	18,127.67	10,358.34	175.0%	11,300.00
5256 · Interest Exp-Financed Items	158.17	333.33	47.5%	3,097.00	3,666.67	84.5%	4,000.00
5260 · Accounting & Bookkeeping	0.00	3,208.33	0.0%	36,425.00	35,291.67	103.2%	38,500.00
5266 · Engineering Svcs-Dist Wide	0.00	3,208.33	0.0%	19,042.35	35,291.67	54.0%	38,500.00
5270 · Automotive - Repair & Maint	180.49	833.33	21.7%	9,165.12	9,166.67	100.0%	10,000.00
5280 · Conferences, Meetings, Seminars	14.99	41.66	36.0%	419.89	458.34	91.6%	500.00
5290 · Travel Expenses	0.00	41.66	0.0%	0.00	458.34	0.0%	500.00
5300 · Books & Subscriptions	0.00	125.00	0.0%	75.00	1,375.00	5.5%	1,500.00
5305 · Water Conservation Program	0.00	250.00	0.0%	641.93	2,750.00	23.3%	3,000.00
5320 · Membership Fees and Dues	0.00	1,666.66	0.0%	18,963.06	18,333.34	103.4%	20,000.00
5326 · Licenses and Certifications	325.00	166.66	195.0%	505.00	1,833.34	27.5%	2,000.00
5330 · Telephone	1,498.33	1,416.66	105.8%	15,590.85	15,583.34	100.0%	17,000.00
5340 · Burglar Alarm Monitoring	162.00	66.66	243.0%	823.00	733.34	112.2%	800.00
5370 · Fuel - Trucks	3,550.37	2,166.66	163.9%	30,816.18	23,833.34	129.3%	26,000.00
5390 · Bank Charges	0.00	25.00	0.0%	1,031.36	275.00	375.0%	300.00
5391 · Credit Card Transaction Fees	884.52	666.66	132.7%	11,210.86	7,333.34	152.9%	8,000.00
5400 · Miscellaneous Expense	0.00	16.66	0.0%	213.80	183.34	116.6%	200.00
6577 · COP Debt Service - Interest	37,697.50	6,283.33	600.0%	75,395.00	69,116.67	109.1%	75,400.00
Total INDIRECT	136,257.77	130,441.53	104.5%	1,403,201.77	1,434,858.47	97.8%	1,565,300.00
5190 · Soil and Water Tests	1,779.30	3,125.00	56.9%	31,507.90	34,375.00	91.7%	37,500.00
5220 · Water System - Repair & Maint	7,888.25	18,750.00	42.1%	196,864.30	206,250.00	95.4%	225,000.00
5265 · Engineering Expenses	0.00	83.33	0.0%	0.00	916.67	0.0%	1,000.00
5310 · Utilities - Well Site	13,047.66	14,166.66	92.1%	148,142.39	155,833.34	95.1%	170,000.00
5325 · Permits	18,328.00	2,500.00	733.1%	29,530.00	27,500.00	107.4%	30,000.00
5360 · Fuel - Generator	0.00	250.00	0.0%	0.00	2,750.00	0.0%	3,000.00
5428 · COP Bond Expense	0.00	291.66	0.0%	3,474.26	3,208.34	108.3%	3,500.00
Total Expense	177,300.98	169,608.18	104.5%	1,812,720.62	1,865,691.82	97.2%	2,035,300.00
Net Ordinary Income	14,659.32	23,900.12	61.3%	218,666.11	262,899.88	83.2%	286,800.00
Other Income/Expense							
Other Income							
4100 · Late Payment Penalties	494.27	416.66	118.6%	4,835.14	4,583.34	105.5%	5,000.00
4101 · Billing Adjustments	0.00	16.66	0.0%	0.00	183.34	0.0%	200.00
4110 · Hydrant Sales	863.51	833.33	103.6%	18,645.91	9,166.67	203.4%	10,000.00
4115 · Testing Fees	0.00	625.00	0.0%	11,800.00	6,875.00	171.6%	7,500.00
4140 · Connection Fees	0.00	616.66	0.0%	16,140.00	6,783.34	237.9%	7,400.00
4141 · Application Fees	0.00	45.83	0.0%	605.00	504.17	120.0%	550.00
4146 · Other Fees	0.00	33.33	0.0%	0.00	366.67	0.0%	400.00
4285 · P.V.W.M.A. Collection Fee	2,443.50	2,416.66	101.1%	25,712.90	26,583.34	96.7%	29,000.00
4300 · Collection of Previous W/O Acct	0.00	20.83	0.0%	0.00	229.17	0.0%	250.00
4305 · Miscellaneous Revenue	0.00	83.33	0.0%	58,295.87	916.67	6,359.5%	1,000.00

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

	May 22	Budget	% of Budget	Jul '21 - May 22	YTD Budget	% of Budget	Annual Budget
4341 · Lighting Admin Reimbursements	0.00	1,000.00	0.0%	12,000.00	11,000.00	109.1%	12,000.00
4346 · District 25% Overhead Fee	0.00	41.66	0.0%	250.00	458.34	54.5%	500.00
4350 · Interest Revenue	72.51	12.50	580.1%	170.76	137.50	124.2%	150.00
4355 · Audit/Bookkeeping Reimbursement	0.00	58.33	0.0%	700.00	641.67	109.1%	700.00
4360 · Legal Counsel Reimbursement	0.00	33.33	0.0%	400.00	366.67	109.1%	400.00
Total Other Income	3,873.79	6,254.11	61.9%	149,555.58	68,795.89	217.4%	75,050.00
Net Other Income	3,873.79	6,254.11	61.9%	149,555.58	68,795.89	217.4%	75,050.00
Net Income	18,533.11	30,154.23	61.5%	368,221.69	331,695.77	111.0%	361,850.00

Aging Report: May 2022

Pajaro/Sunny Mesa/Vega Moss Landing/Prunedale

Pajaro/Sunny Mesa/Vega		Moss Landing/Prunedale			
Balance	Current	30 Days	60 Days	90 Days +	
\$137,098.18	\$114,277.10	\$21,107.20	\$1,627.95	\$85.93	
					Balance
					Current
					30 Days
					60 Days
					90 Days +
					\$94,210.84
					\$68,107.10
					\$10,359.37
					\$654.77
					\$12,089.60

Aging Balances as of 6/01/22

30 Days Total	\$31,466.57
60 Days Total	\$2,282.72
90+ Days Total	\$12,175.53

Notes:

The total 90 day+ balance has increased by \$27.01 compared to the previous month. The Pajaro customer in last month's report has cleared their 60 & 90 day past due balance, however an additional customer has accrued a past due into 90 days. The 90 day balance in Moss Landing/Prunedale is reducing every month. The customer with a high balance from Springfield area, on a payment plan since 2017, has continued making monthly payments of a prearranged amount.

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
June 1 - 20, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	ap	06/03/2022	Mission Uniform Service-Online	1001 · SCCB - Operating Account		-238.80
Bill	51693...	05/02/2022		5140 · Building Repair & Maint	-47.76	47.76
Bill	51698...	05/09/2022		5140 · Building Repair & Maint	-47.76	47.76
Bill	51702...	05/16/2022		5140 · Building Repair & Maint	-47.76	47.76
Bill	51707...	05/23/2022		5140 · Building Repair & Maint	-47.76	47.76
Bill	51711...	05/30/2022		5140 · Building Repair & Maint	-47.76	47.76
TOTAL					-238.80	238.80
Bill Pmt -Check	ap	06/03/2022	Aramark- ACH	1001 · SCCB - Operating Account		-139.80
Bill	51100...	05/06/2022		5140 · Building Repair & Maint	-34.95	34.95
Bill	51100...	05/13/2022		5140 · Building Repair & Maint	-34.95	34.95
Bill	51100...	05/20/2022		5140 · Building Repair & Maint	-34.95	34.95
Bill	51100...	05/27/2022		5140 · Building Repair & Maint	-34.95	34.95
TOTAL					-139.80	139.80
Bill Pmt -Check	AP	06/03/2022	AT&T 5283-Online	1001 · SCCB - Operating Account		-224.90
Bill	5/11/2...	05/11/2022		5310 · Utilities - Well Site	-224.90	224.90
TOTAL					-224.90	224.90
Bill Pmt -Check	AP	06/03/2022	Corbin Willits Systems-Online	1001 · SCCB - Operating Account		-242.17
Bill	000C2...	05/15/2022		5165 · Computer Software	-242.17	242.17
TOTAL					-242.17	242.17
Bill Pmt -Check	AP	06/03/2022	PG&E 1438-Online	1001 · SCCB - Operating Account		-1,853.15
Bill	4/26/2...	05/25/2022		5310 · Utilities - Well Site	-1,853.15	1,853.15
TOTAL					-1,853.15	1,853.15
Bill Pmt -Check	AP	06/03/2022	PG&E 1826-Online	1001 · SCCB - Operating Account		-29.21
Bill	4/19/2...	05/18/2022		5310 · Utilities - Well Site	-29.21	29.21
TOTAL					-29.21	29.21
Bill Pmt -Check	AP	06/03/2022	PG&E 6022-Online	1001 · SCCB - Operating Account		-16.23
Bill	4/21/2...	05/19/2022		5315 · Utilities - Street Lighting	-16.23	16.23
TOTAL					-16.23	16.23
Bill Pmt -Check	AP	06/03/2022	TOTLCOM, Inc.- Online	1001 · SCCB - Operating Account		-600.00
Bill	317395	06/01/2022		5170 · Office Equipment Repair & Maint	-600.00	600.00
TOTAL					-600.00	600.00
Bill Pmt -Check	AP	06/03/2022	USA Blue Book- ONLINE	1001 · SCCB - Operating Account		-87.32
Bill	988257	05/23/2022		5145 · District Wide Repair & Maint	-87.32	87.32
TOTAL					-87.32	87.32
Bill Pmt -Check	AP	06/03/2022	WM / Carmel Marina - Office-Online	1001 · SCCB - Operating Account		-368.76
Bill	97578...	06/01/2022		5150 · Garbage Service	-368.76	368.76
TOTAL					-368.76	368.76
Bill Pmt -Check	AP	06/03/2022	Mid Valley Supply- ACH	1001 · SCCB - Operating Account		-1,448.74
Bill	263928	05/09/2022		5220 · Water System - Repair & Maint	-111.24	111.24
				5220 · Water System - Repair & Maint	-238.69	238.69
Bill	1264089	05/16/2022		5220 · Water System - Repair & Maint	-171.62	179.01

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 June 1 - 20, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
				5220 · Water System - Repair & Maint	-85.31	88.98
				5220 · Water System - Repair & Maint	-42.66	44.49
				5220 · Water System - Repair & Maint	-85.31	88.98
				5220 · Water System - Repair & Maint	-42.66	44.49
				5220 · Water System - Repair & Maint	-42.66	44.49
				5220 · Water System - Repair & Maint	-85.31	88.98
				5220 · Water System - Repair & Maint	-42.71	44.55
Bill	1264198	05/23/2022		5220 · Water System - Repair & Maint	-166.83	166.83
				5220 · Water System - Repair & Maint	-55.61	55.61
				5220 · Water System - Repair & Maint	-111.22	111.22
				5220 · Water System - Repair & Maint	-111.22	111.22
				5220 · Water System - Repair & Maint	-55.69	55.69
TOTAL					-1,448.74	1,474.47
Bill Pmt -Check	AP	06/03/2022	Ace Hardware Prunedale- ACH	1001 · SCCB - Operating Account		-53.31
Bill	05476...	05/02/2022		5145 · District Wide Repair & Maint	-6.02	6.02
Bill	05479...	05/05/2022		5145 · District Wide Repair & Maint	-31.24	31.24
Bill	05497...	05/23/2022		5220 · Water System - Repair & Maint	-5.38	5.38
Bill	05503...	05/31/2022		5220 · Water System - Repair & Maint	-10.67	10.67
TOTAL					-53.31	53.31
Bill Pmt -Check	AP	06/03/2022	Ace Hardware Watsonville- ACH	1001 · SCCB - Operating Account		-36.03
Bill	214816	05/31/2022		5145 · District Wide Repair & Maint	-36.03	36.03
TOTAL					-36.03	36.03
Bill Pmt -Check	AP	06/03/2022	Castroville Ace Hardware-ACH	1001 · SCCB - Operating Account		-20.43
Bill	18456...	05/24/2022		5145 · District Wide Repair & Maint	-20.43	20.43
TOTAL					-20.43	20.43
Bill Pmt -Check	AP	06/03/2022	Green Rubber Kennedy Ag- ACH	1001 · SCCB - Operating Account		-16.84
Bill	w-566...	05/06/2022		5145 · District Wide Repair & Maint	-16.84	16.84
TOTAL					-16.84	16.84
Bill Pmt -Check	AP	06/03/2022	ICONIX Waterworks (US), Inc- ACH	1001 · SCCB - Operating Account		-36.43
Bill	U2216...	05/24/2022		5220 · Water System - Repair & Maint	-36.43	36.43
TOTAL					-36.43	36.43
Bill Pmt -Check	AP	06/03/2022	MBAS- ACH	1001 · SCCB - Operating Account		-1,779.30
Bill	22041...	05/02/2022		5190 · Soil and Water Tests	-46.80	46.80
Bill	22051...	05/12/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22051...	05/12/2022		5190 · Soil and Water Tests	-75.60	75.60
Bill	22051...	05/12/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22051...	05/12/2022		5190 · Soil and Water Tests	-75.60	75.60
Bill	22051...	05/12/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22051...	05/12/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22051...	05/12/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22051...	05/12/2022		5190 · Soil and Water Tests	-75.60	75.60
Bill	22051...	05/12/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22051...	05/12/2022		5190 · Soil and Water Tests	-46.80	46.80
Bill	22050...	05/19/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22051...	05/19/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22051...	05/19/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22051...	05/19/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22051...	05/20/2022		5190 · Soil and Water Tests	-72.00	72.00
Bill	22051...	05/23/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22051...	05/23/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22051...	05/23/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22051...	05/23/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22051...	05/23/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22051...	05/23/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22050...	05/24/2022		5190 · Soil and Water Tests	-93.60	93.60
Bill	22051...	05/24/2022		5190 · Soil and Water Tests	-140.40	140.40
Bill	22051...	05/24/2022		5190 · Soil and Water Tests	-45.00	45.00
Bill	22052...	05/26/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22052...	05/26/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22052...	05/26/2022		5190 · Soil and Water Tests	-25.20	25.20

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
June 1 - 20, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	22052...	05/26/2022		5190 · Soil and Water Tests	-50.40	50.40
Bill	22052...	05/26/2022		5190 · Soil and Water Tests	-25.20	25.20
Bill	22051...	05/26/2022		5190 · Soil and Water Tests	-78.30	78.30
Bill	22051...	05/31/2022		5190 · Soil and Water Tests	-257.40	257.40
Bill	22051...	05/31/2022		5190 · Soil and Water Tests	-117.00	117.00
TOTAL					-1,779.30	1,779.30
Bill Pmt -Check	AP	06/03/2022	PARS- ACH	1001 · SCCB - Operating Account		-502.23
Bill	50514	05/06/2022		5005 · Administrative Fees	-502.23	502.23
TOTAL					-502.23	502.23
Bill Pmt -Check	AP	06/03/2022	Santa Cruz Answering Service-ACH	1001 · SCCB - Operating Account		-131.05
Bill	1009 ...	05/22/2022		5330 · Telephone	-131.05	131.05
TOTAL					-131.05	131.05
Bill Pmt -Check	AP	06/03/2022	Singh Computech- ACH	1001 · SCCB - Operating Account		-255.00
Bill	9279	05/27/2022		5165 · Computer Software	-255.00	255.00
TOTAL					-255.00	255.00
Bill Pmt -Check	AP	06/03/2022	Sturdy Oil Company- ACH	1001 · SCCB - Operating Account		-1,465.57
Bill	CL793...	05/15/2022		5370 · Fuel - Trucks	-1,465.57	1,465.57
TOTAL					-1,465.57	1,465.57
Bill Pmt -Check	AP	06/03/2022	Tom's Site Service- ACH	1001 · SCCB - Operating Account		-208.49
Bill	68515	05/22/2022		5145 · District Wide Repair & Maint	-208.49	208.49
TOTAL					-208.49	208.49
Bill Pmt -Check	AP	06/03/2022	Univar-ACH	1001 · SCCB - Operating Account		-2,232.09
Bill	50245...	05/18/2022		5220 · Water System - Repair & Maint	-2,232.09	2,232.09
TOTAL					-2,232.09	2,232.09
Bill Pmt -Check	AP	06/03/2022	Linde Gas & Equipment Inc.	1001 · SCCB - Operating Account		-24.22
Bill	10405...	05/18/2022		5220 · Water System - Repair & Maint	-24.22	24.22
TOTAL					-24.22	24.22
Check	AP	06/06/2022	FP Mailing Solutions-Online	1001 · SCCB - Operating Account		-1,000.00
				5245 · Postage	-1,000.00	1,000.00
TOTAL					-1,000.00	1,000.00
Check	AP	06/16/2022	FP Mailing Solutions-Online	1001 · SCCB - Operating Account		-400.00
				5245 · Postage	-400.00	400.00
TOTAL					-400.00	400.00
Check	AP	06/19/2022	Santa Cruz County Bank	1001 · SCCB - Operating Account		-623.25
				2256 · Vehicle Loan Payable	-553.62	553.62
				5256 · Interest Exp-Financed Items	-69.63	69.63
TOTAL					-623.25	623.25
Bill Pmt -Check	AP	06/20/2022	ACWA-JPIA (med ins)-ACH	1001 · SCCB - Operating Account		-16,244.41
Bill	06878...	06/02/2022		5050 · Employee Health Insurance	-14,828.95	14,828.95

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
June 1 - 20, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
				2264 · Employee Insurance Payable	-1,415.46	1,415.46
TOTAL					-16,244.41	16,244.41
Bill Pmt -Check	AP	06/20/2022	Core & Main- ACH	1001 · SCCB - Operating Account		-540.21
Bill	Q980...	06/03/2022		5220 · Water System - Repair & Maint	-168.82	168.82
Bill	R0142...	06/13/2022		5220 · Water System - Repair & Maint	-257.80	257.80
				5220 · Water System - Repair & Maint	-113.59	113.59
TOTAL					-540.21	540.21
Bill Pmt -Check	AP	06/20/2022	ICONIX Waterworks (US), Inc- ACH	1001 · SCCB - Operating Account		-2,700.28
Bill	U2216...	05/25/2022		5220 · Water System - Repair & Maint	-2,700.28	2,700.28
TOTAL					-2,700.28	2,700.28
Bill Pmt -Check	AP	06/20/2022	Orkin Pest Control- ACH	1001 · SCCB - Operating Account		-108.00
Bill	376280	06/16/2022		5140 · Building Repair & Maint	-108.00	108.00
TOTAL					-108.00	108.00
Bill Pmt -Check	AP	06/20/2022	Pure Water- ACH	1001 · SCCB - Operating Account		-9,948.45
Bill	398029	06/01/2022	State Water Resources Control Board	5427 · Improvement Project-Springfield	-7,460.25	7,460.25
Bill	398028	06/01/2022	State Water Resources Control Board	5427 · Improvement Project-Springfield	-2,488.20	2,488.20
TOTAL					-9,948.45	9,948.45
Bill Pmt -Check	AP	06/20/2022	Quinn Company- ACH	1001 · SCCB - Operating Account		-793.91
Bill	WON...	05/31/2022		5220 · Water System - Repair & Maint	-793.91	793.91
TOTAL					-793.91	793.91
Bill Pmt -Check	AP	06/20/2022	Sturdy Oil Company- ACH	1001 · SCCB - Operating Account		-1,807.99
Bill	CL799...	05/31/2022		5370 · Fuel - Trucks	-1,807.99	1,807.99
TOTAL					-1,807.99	1,807.99
Bill Pmt -Check	AP	06/20/2022	AT&T 0646-Online	1001 · SCCB - Operating Account		-273.93
Bill	6/5/22...	06/05/2022		5310 · Utilities - Well Site	-273.93	273.93
TOTAL					-273.93	273.93
Bill Pmt -Check	AP	06/20/2022	AT&T 1782-Online	1001 · SCCB - Operating Account		-33.97
Bill	6/7/22...	06/07/2022		5310 · Utilities - Well Site	-33.97	33.97
TOTAL					-33.97	33.97
Bill Pmt -Check	AP	06/20/2022	AT&T 2043-Online	1001 · SCCB - Operating Account		-475.08
Bill	MAY ...	05/26/2022		5330 · Telephone	-475.08	475.08
TOTAL					-475.08	475.08
Bill Pmt -Check	AP	06/20/2022	AT&T 2486-Online	1001 · SCCB - Operating Account		-247.34
Bill	MAY ...	05/26/2022		5310 · Utilities - Well Site	-247.34	247.34
TOTAL					-247.34	247.34
Bill Pmt -Check	AP	06/20/2022	AT&T 2627-Online	1001 · SCCB - Operating Account		-33.97
Bill	6/7-7/...	06/07/2022		5310 · Utilities - Well Site	-33.97	33.97
TOTAL					-33.97	33.97

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 June 1 - 20, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	06/20/2022	AT&T 3439-Online	1001 · SCCB - Operating Account		-33.97
Bill	6/1/22...	06/01/2022		5310 · Utilities - Well Site	-33.97	33.97
TOTAL					-33.97	33.97
Bill Pmt -Check	AP	06/20/2022	AT&T 3912-Online	1001 · SCCB - Operating Account		-497.36
Bill	June ...	06/01/2022		5330 · Telephone	-497.36	497.36
TOTAL					-497.36	497.36
Bill Pmt -Check	AP	06/20/2022	AT&T 6542-Online	1001 · SCCB - Operating Account		-66.51
Bill	6/7/22...	06/07/2022		5310 · Utilities - Well Site	-66.51	66.51
TOTAL					-66.51	66.51
Bill Pmt -Check	AP	06/20/2022	Bianchi Alarm Systems-Online	1001 · SCCB - Operating Account		-84.00
Bill	25225	05/25/2022		5340 · Burglar Alarm Monitoring	-84.00	84.00
TOTAL					-84.00	84.00
Bill Pmt -Check	AP	06/20/2022	Elan-Online	1001 · SCCB - Operating Account		-626.81
Bill	June ...	06/03/2022		2910 · Elan	-626.81	626.81
TOTAL					-626.81	626.81
Bill Pmt -Check	AP	06/20/2022	Monterey One Water- Online	1001 · SCCB - Operating Account		-69.98
Bill	June ...	05/31/2022		5130 · Utilities - Office	-25.73	25.73
Bill	5/1/22...	05/31/2022		5310 · Utilities - Well Site	-44.25	44.25
TOTAL					-69.98	69.98
Bill Pmt -Check	AP	06/20/2022	PG&E 0819-Online	1001 · SCCB - Operating Account		-9,442.80
Bill	5/5/22...	06/06/2022		5310 · Utilities - Well Site	-4,623.14	4,623.14
				5310 · Utilities - Well Site	-2,375.71	2,375.71
				5310 · Utilities - Well Site	-257.88	257.88
				5310 · Utilities - Well Site	-983.95	983.95
				5310 · Utilities - Well Site	-373.22	373.22
				5315 · Utilities - Street Lighting	-95.02	95.02
				5310 · Utilities - Well Site	-733.88	733.88
TOTAL					-9,442.80	9,442.80
Bill Pmt -Check	AP	06/20/2022	PG&E 6857-Online	1001 · SCCB - Operating Account		-5,222.06
Bill	4/27/2...	05/26/2022		5310 · Utilities - Well Site	-1,576.40	1,576.40
				5310 · Utilities - Well Site	-1,130.81	1,130.81
				5130 · Utilities - Office	-213.90	213.90
				5310 · Utilities - Well Site	-75.14	75.14
				5315 · Utilities - Street Lighting	-2,225.81	2,225.81
TOTAL					-5,222.06	5,222.06
Bill Pmt -Check	AP	06/20/2022	Staples Credit Plan-Online	1001 · SCCB - Operating Account		-199.28
Bill	June ...	06/08/2022		5240 · Office Supplies	-199.28	199.28
TOTAL					-199.28	199.28
Bill Pmt -Check	AP	06/20/2022	Tesco Controls- Online	1001 · SCCB - Operating Account		-1,345.00
Bill	00768...	06/06/2022		5220 · Water System - Repair & Maint	-1,345.00	1,345.00
TOTAL					-1,345.00	1,345.00
Bill Pmt -Check	AP	06/20/2022	USA Blue Book- ONLINE	1001 · SCCB - Operating Account		-46.91

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
June 1 - 20, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	004531	06/07/2022		5145 · District Wide Repair & Maint	-46.91	46.91
TOTAL					-46.91	46.91
Bill Pmt -Check	AP	06/20/2022	Wells Fargo- 6120 ONLINE	1001 · SCCB - Operating Account		-148.39
Bill	June ...	06/10/2022		2900 · Wells Fargo- 6120	-148.39	148.39
TOTAL					-148.39	148.39
Bill Pmt -Check	AP	06/20/2022	Wells Fargo 0721-Online	1001 · SCCB - Operating Account		-14.99
Bill	June ...	06/10/2022		2905 · Wells Fargo- 0721	-14.99	14.99
TOTAL					-14.99	14.99
Bill Pmt -Check	AP	06/20/2022	GreatAmerica Financial-Online	1001 · SCCB - Operating Account		-470.76
Bill	31733...	05/30/2022		5160 · Office Equip Rental	-470.76	470.76
TOTAL					-470.76	470.76
Bill Pmt -Check	AP	06/20/2022	TIAA Commercial Finance, Inc.	1001 · SCCB - Operating Account		-194.40
Bill	89678...	06/08/2022		5160 · Office Equip Rental	-194.40	194.40
TOTAL					-194.40	194.40
Bill Pmt -Check	AP	06/20/2022	Valvoline	1001 · SCCB - Operating Account		-118.76
Bill	45842	06/17/2022		5270 · Automotive - Repair & Maint	-118.76	118.76
TOTAL					-118.76	118.76
Check	PARS	06/01/2022	US Bank - PARS #6746022400	1001 · SCCB - Operating Account		-4,588.38
				5070 · Employee Retirement	-4,588.38	4,588.38
TOTAL					-4,588.38	4,588.38
Check	PARS	06/15/2022	US Bank - PARS #6746022400	1001 · SCCB - Operating Account		-4,505.67
				5070 · Employee Retirement	-4,505.67	4,505.67
TOTAL					-4,505.67	4,505.67
Bill Pmt -Check	25091	06/03/2022	El Gabilan Tree Service	1001 · SCCB - Operating Account		-575.00
Bill	Matter...	05/19/2022		5220 · Water System - Repair & Maint	-575.00	575.00
TOTAL					-575.00	575.00
Bill Pmt -Check	25092	06/03/2022	Santa Cruz County Bank	1001 · SCCB - Operating Account		-566.04
Bill	ACCT...	05/22/2022		2256 · Vehicle Loan Payable	-477.53	477.53
				5256 · Interest Exp-Financed Items	-88.51	88.51
TOTAL					-566.04	566.04
Bill Pmt -Check	25102	06/20/2022	American Water Works Association	1001 · SCCB - Operating Account		-473.00
Bill	70020...	06/01/2022		5320 · Membership Fees and Dues	-473.00	473.00
TOTAL					-473.00	473.00
Bill Pmt -Check	25103	06/20/2022	Angelica O. Garcia	1001 · SCCB - Operating Account		-150.00
Bill	Depos...	06/17/2022		2121 · Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
 June 1 - 20, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	25104	06/20/2022	Linde Gas & Equipment Inc.	1001 - SCCB - Operating Account		-35.80
Bill	10613...	05/26/2022		5220 - Water System - Repair & Maint	-35.80	35.80
TOTAL					-35.80	35.80
Bill Pmt -Check	25105	06/20/2022	Maribel N. Leon	1001 - SCCB - Operating Account		-150.00
Bill	Depos...	06/17/2022		2121 - Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	25106	06/20/2022	Miguel A. Gonzalez	1001 - SCCB - Operating Account		-150.00
Bill	Depos...	06/17/2022		2121 - Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	25107	06/20/2022	Mr. Lovesh Puri	1001 - SCCB - Operating Account		-150.00
Bill	Depos...	06/17/2022		2121 - Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	25108	06/20/2022	Mr. Travis Havens	1001 - SCCB - Operating Account		-150.00
Bill	Depos...	06/17/2022		2121 - Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	25109	06/20/2022	Ms. Christy Wilkening	1001 - SCCB - Operating Account		-150.00
Bill	Depos...	06/17/2022		2121 - Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	25110	06/20/2022	SWRCB-DWOCP	1001 - SCCB - Operating Account		-70.00
Bill	Dist. ...	06/14/2022		5326 - Licenses and Certifications	-70.00	70.00
TOTAL					-70.00	70.00

Pajaro/Sunny Mesa Community Services District
Check Detail - Reserve Account
 June 1 - 20, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	06/20/2022	Rincon Consultants, Inc. - ACH	1002 · SCCB Reserve Account		-7,238.75
Bill	inv# 3...	06/13/2022	CA Office of Emergency Services	5438 · LHMP Project- Dist. Wide	-7,238.75	7,238.75
TOTAL					-7,238.75	7,238.75
Bill Pmt -Check	AP	06/20/2022	Thomas E Yeager, P.E.- ACH	1002 · SCCB Reserve Account		-155.00
Bill	Invoic...	06/01/2022	CA Office of Emergency Services	5438 · LHMP Project- Dist. Wide	-155.00	155.00
TOTAL					-155.00	155.00

Pajaro/Sunny Mesa Community Services District
Check Detail - Street Maintenance Account
June 1 - 20, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	06/03/2022	PG&E 9545 Street Maint-Online	1004 · SCCB - Street Maint Acct		-85.86
Bill	4/20/2...	05/19/2022		5225 · Street Maintenance 5310 · Utilities - Well Site	-40.17 -45.69	40.17 45.69
TOTAL					-85.86	85.86
Bill Pmt -Check	AP	06/20/2022	AT&T 5203 Street Maint-Online	1004 · SCCB - Street Maint Acct		-229.47
Bill	6/1/22...	06/01/2022		5225 · Street Maintenance	-229.47	229.47
TOTAL					-229.47	229.47
Bill Pmt -Check	AP	06/20/2022	Oscar Ortiz	1004 · SCCB - Street Maint Acct		-760.00
Bill	INV02...	06/01/2022		5225 · Street Maintenance	-760.00	760.00
TOTAL					-760.00	760.00
Bill Pmt -Check	554	06/03/2022	State Farm Insurance	1004 · SCCB - Street Maint Acct		-823.00
Bill	Stone ...	06/03/2022		5225 · Street Maintenance	-823.00	823.00
TOTAL					-823.00	823.00
Bill Pmt -Check	555	06/03/2022	State Farm Insurance	1004 · SCCB - Street Maint Acct		-500.00
Bill	Stone ...	06/03/2022		5225 · Street Maintenance	-500.00	500.00
TOTAL					-500.00	500.00
Bill Pmt -Check	556	06/20/2022	Pajaro/Sunny Mesa Comm Svcs Dist	1004 · SCCB - Street Maint Acct		-171.04
Bill	MAY ...	06/01/2022		5225 · Street Maintenance	-171.04	171.04
TOTAL					-171.04	171.04

Pajaro/Sunny Mesa Community Services District
Check Detail - Pajaro Park Account
June 1 - 20, 2022

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	06/03/2022	AT&T- 2458 Paj Park Uverse	1036 · PSM Pajaro Park Acct		-56.35
Bill	acct 3...	05/13/2022		5231 · Pajaro Park Expense	-56.35	56.35
TOTAL					-56.35	56.35
Bill Pmt -Check	AP	06/03/2022	AT&T 0577 Pajaro Park-Online	1036 · PSM Pajaro Park Acct		-439.24
Bill	5/13/2...	05/13/2022		5231 · Pajaro Park Expense	-439.24	439.24
TOTAL					-439.24	439.24
Bill Pmt -Check	AP	06/03/2022	PG&E 3540 Pajaro Park-Online	1036 · PSM Pajaro Park Acct		-134.59
Bill	4/20/2...	05/19/2022		5231 · Pajaro Park Expense	-134.59	134.59
TOTAL					-134.59	134.59
Bill Pmt -Check	AP	06/03/2022	Ace Hardware Watsonville- ACH	1036 · PSM Pajaro Park Acct		-152.10
Bill	214380	05/11/2022		5231 · Pajaro Park Expense	-86.25	86.25
Bill	214416	05/12/2022		5231 · Pajaro Park Expense	-14.54	14.54
Bill	214717	05/26/2022		5231 · Pajaro Park Expense	-51.31	51.31
TOTAL					-152.10	152.10
Bill Pmt -Check	AP	06/03/2022	Mid Valley Supply- ACH	1036 · PSM Pajaro Park Acct		-327.80
Bill	l263767	05/12/2022		5231 · Pajaro Park Expense	-83.00	83.00
Bill	l264212	05/23/2022		5231 · Pajaro Park Expense	-241.71	241.71
Bill	l264213	05/23/2022		5231 · Pajaro Park Expense	-3.09	3.09
TOTAL					-327.80	327.80
Bill Pmt -Check	AP	06/03/2022	Panther Protective Services- ACH	1036 · PSM Pajaro Park Acct		-450.00
Bill	005-2...	05/25/2022		5231 · Pajaro Park Expense	-450.00	450.00
TOTAL					-450.00	450.00
Bill Pmt -Check	AP	06/20/2022	Ace Hardware Watsonville- ACH	1036 · PSM Pajaro Park Acct		-41.48
Bill	214980	06/08/2022		5231 · Pajaro Park Expense	-16.37	16.37
Bill	215130	06/15/2022		5231 · Pajaro Park Expense	-16.38	16.38
Bill	215171	06/16/2022		5231 · Pajaro Park Expense	-8.73	8.73
TOTAL					-41.48	41.48
Bill Pmt -Check	AP	06/20/2022	Mid Valley Supply- ACH	1036 · PSM Pajaro Park Acct		-116.16
Bill	l264668	06/16/2022		5231 · Pajaro Park Expense	-116.16	116.16
TOTAL					-116.16	116.16
Bill Pmt -Check	AP	06/20/2022	WM / Carmel Marina - Pajaro Park-Onlin	1036 · PSM Pajaro Park Acct		-368.76
Bill	97586...	06/01/2022		5231 · Pajaro Park Expense	-368.76	368.76
TOTAL					-368.76	368.76

PAJARO STREET LIGHTING ASSESMENT

2022-2023

Final Budget

PAJARO STREET LIGHTING ASSESMENT	2022-2023
REVENUE	
Parcel Assessments	41,100.00
 EXPENSE	
Utilities (PG&E)	27,000.00
Maintenance & Administration	13,000.00
Professional Services (Legal & Accounting)	1,100.00
	<hr/>
	41,100.00
 REVENUE	41,100.00
EXPENSE	41,100.00
	<hr/>
	0

PG&E charge down slightly
M&A Labor increased 8%

**STREET MAINTENANCE / SUBDIVISION MAINTENANCE
 CONTRACT OPERATIONS AND MAINTENANCE FINAL BUDGET
 2022-2023**

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
Fees for service paid to vendors	8,015
Contract fees paid to District	<u>31,650</u>
Total Expense	64,300

	REVENUE	64,300
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	EXPENSE	<u>64,300</u>
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0

Notes: Restricted bank account balance as of 5-2-21 is \$244,092.00

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
2022-2023**

		2022-2023
REVENUE		25,000
(1% Special District Tax-Assessed/ collected by Mo. Co.)		
 EXPENSE		
Tot-Lot (Cayetano Park-Florence @ Cayetano)	1.5 hrs./week	6,000
Berlanga Park (Stender Ave.)	1.00 hrs./week	4,000
Memorial Park (Salinas Rd. @ Stender Ave.)	1.00 hrs./week	4,000
Monument Park (Porter Dr. @ San Juan Rd.)	1.00 hrs./week	4,000
Misc.(Pajaro Sign maintenance, curb painting, graffiti	.25 hrs/week	<u>0</u>
Total Labor	4.75 hrs./week	<u>18,000</u>
(4.75 hrs./week X 40 wks. X \$100./hr)		
Groundskeeping Materials and Supplies		<u>1,000</u>
Total Expense		<u>19,000</u>
 REVENUE		25,000
EXPENSE		<u>19,000</u>
Surplus transferred to Pajaro Park Fund		<u>6,000</u>

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

**Pajaro Park
Final Budget
2022-2023**

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

62,650 Total Park Expense

Revenue

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

25,650 Annual withdrawal from Park Fund

Balance as of 6/30/22 \$55,200

Current funding proposed will carry us through 2023-2024 Fiscal Year

Account No:	Account Name:	Description
Income:		
4001-4015	Water Rate Revenue	2021-2022 (actual thru May)(projected thru June) inclusive of the 13% rate increase
4110	Hydrant Sales	Increased budget amount, based on consistently higher sales
4115	Test Fees(cross. conn.- Annual)	Testing of all assemblies annually(previous years fell short)
4140	Connection Fees	2 possible connections to be added this year
Expenses: Indirect		
5000	Salaries and Wages	Increase represents a wage increase to all employees based on compensation schedule, one-time COLA, overtime and vacation pay-out projections.
5040	Workers Comp Insurance	Decrease due to previous claims dropping off/no new claims added. Also, JPIA is projecting a 15-20% increase.
5050	Employee Health Insurance	Slight decrease expected this year due to one employee's status change
5070	Employee Retirement	Increase aligns with wages. Retirement Contribution = 15%
5165	Computer Software	Increase due to cost of on-line bill pay program
5180	Casualty/Liability Insurance	JPIA has projected a 15-20% increase in premium
5245	Postage	Postal Rates will increase in this fiscal year
5250	Legal Expenses	Budget decrease, returning to normal, general business
5260	Accounting & Bookkeeping	Slight increase to annual audit expected this year
5266	Engineering Expense	Includes Cal OES grant match amount \$19,000
5370	Fuel-Trucks	Fuel prices are up by at least 50%
5391	Credit Card Transaction Fees	Fees now passed thru to ratepayers
6578	2021 Water Bond-Interest	Added to expense budget this year
Expenses:		
Direct		
5190	Soil and Water Testing	Slightly lower sampling quantity due this year
5325	Permits	Anticipation of new generator permits
5360	Fuel-Generator	Fuel for new generators
Debt Service		
	Bond Payments-Generators	\$40,000. Principal only
	All bonds and Re-Org Loan	\$266,150/year, \$22,200/month
Capital Reserve		
	Add to Capital Reserve \$150K	Expenditures- \$25,000
Operating Reserve		
	Add surplus funds, end of year	\$198,150

**2022-2023
Final Budget**

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

**2022-2023
Final Budget**

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

**2022-2023
Final Budget**

Expenses DIRECT			2022-2023
5190		Soil and Water Tests	30,000
5220		Water System - Repair & Maint	225,000
5225		Street Maintenance	32,650
5230		Parks - Repair & Maintenance	1,000
5265		Engineering Expenses	1,000
5310		Utilities - Well Site	170,000
5315		Utilities - Street Lighting	27,000
5325		Permits	36,000
5360		Fuel - Generator	10,000
5426		Vega Assmnt Bond Expense	6,000
5428		2015 COP Bond Expense	3,500
5433		Water Bond Expense - Interest	6,750
6565		2021 Bond Expense	1,500
6575		Vega Debt Service - Interest	131,500
Total Expenses DIRECT			681,900
Total Expenses INDIRECT			1,683,050
Total Expenses			2,364,950
Total Income			3,049,100
Total Expenses			2,364,950
Gross Net			684,150
Debt Service			
		Auto Loan	12,500
		2015 COP Bond (Principal only)	70,000
		Re-Organization Loan (Principal only)	35,000
		Vega Debt Service (Principal only)	150,000
		Meeting Stipend (donated to Pajaro Park)	6,000
		Water Bond (Principal only)	31,000
		2021 Water Rev Bonds(Principal only)	40,000
		Total	344,500
Gross Net			684,150
Debt Service			344,500
Reserve Fund			150,000
Surplus (Remains in operating fund)			189,650
Debt Service Fund	\$22,200 per month=\$266,150/year		
Capital Reserve Fund	\$12,500 per month=\$150,000/year		
Transfer from Reserve	0		
Capital Outlay-Planned	\$25,000		

DISTRICT OPERATIONS REPORT

June 23, 2022

TOPIC	STATUS	DATE OF PLANNED RESPONSE
Grants & Loans Active	<p>IRWMP Grant Pajaro & SRF Planning Grant Springfield.</p> <ul style="list-style-type: none"> Pajaro Grant – Notice of project completion was recorded at Monterey County on May 27, 2021. Recordation confirmed July 16, 2021. Springfield Planning Grant –Staff is reviewing Memorandum of Understanding from CWS for the Technical Assistance to complete Design for the Springfield project. 	<p>No Report</p> <p>June 2022</p>
Pajaro Park	Board and Staff are considering Operations funding.	No Report
Generator Project	Staff has put in place 3 generators awaiting electrician for installation. Generator were placed at Matterhorn well site, Normco booster station and Normco well #1.	June 2022
Hazard Mitigation Plan	Rincon Consultant and Staff continue work for the development of the draft hazard mitigation strategies.	No Report
Multi Community Bottled Water Project	Springfield Water System, Moss Landing Mobile Home Park, Springfield/Bluff/Jensen/Giberson Roads. Three more sign-ups, totaling 205 homes currently receiving bottled water.	No Report
Sunny Mesa Sewer	District is holding monies that is to be refunded to the original Sunny Mesa Sewer customers. Balance Sheet Account #2320-Amount \$29,169.90. Staff is currently reviewing, and has spoken to Bianchi, Kasavan, and Pope for their opinion and assistance if needed.	No Report
Arrowhead Tank Replacement Project	Bid docs prepared by Wy'east Engineering. Documents 100% complete. Project is ready to go out for bid, will need updating. Board has given direction to monitor the integrity of the tanks and report as needed.	No Report
.71 acres Surplus Property	Board of Supervisors approved \$5,000 payment to District from surplus property sale proceeds. President Coplin signed an updated MOU. Board of Supervisors will approve distribution of funds on April 26, 2022. District has received \$5,142.81	June 2022
21-22 Work Plan-Sunny Mesa Well 1 Repair	Awaiting State approval to place well 1 online.	No Report
21-22 Work Plan-Vega Marin Lane Generator	MBARD is not allowing generator to be in use. New generator has been ordered June 2021, generator has arrived in Salinas, Staff is coordinating transportation and installation. Installation completed on March 22, 2022.	Completed in March 2022
21-22 Work Plan-Normco Berta Tank #1	Tank interior rehabilitation completed on June 24, 2021, tank was disinfected per AWWA standards and now online.	Completed in July 2021
21-22 Work Plan-Vierra Celeste Tanks	The Tanks have been offline for over 17 years, property owner is requesting removal. Removal was completed on July 15, 2021.	Completed in July 2021

Usage Comparison in Gallons
2021-2022

Water Systems	May-19	May-20	May-21	May-22
Pajaro	6,081,988	6,598,108	6,746,960	6,363,236
Normco	2,333,760	3,187,976	3,365,252	2,880,548
Sunny Mesa	2,302,344	2,873,068	2,482,612	2,297,856
Moss Landing	2,069,716	2,143,020	3,045,108	2,815,472
Vega	1,035,980	1,464,584	1,141,448	1,211,760
Vierra Estates	329,868	380,732	402,424	320,892
Springfield (pumped)	545,890	560,626	629,068	565,488
Langley/Valle Pacifico	270,776	267,784	252,824	293,964
Blackie	198,968	270,776	240,108	247,588
District Total	15,169,290	17,746,674	18,305,804	16,996,804

Water Systems	May-21	May-22		Percentage
Pajaro	6,746,960	6,363,236	↓	-5.7%
Normco	3,365,252	2,880,548	↓	-14.4%
Sunny Mesa	2,482,612	2,297,856	↓	-7.4%
Moss Landing	3,045,108	2,815,472	↓	-7.5%
Vega	1,141,448	1,211,760	↑	6.2%
Vierra Estates	402,424	320,892	↓	-20.3%
Springfield (pumped)	629,068	565,488	↓	-10.1%
Langley/Valle Pacifico	252,824	293,964	↑	16.3%
Blackie	240,108	247,588	↑	3.1%
District Total	18,305,804	16,996,804	↓	-7.2%