

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

P. 1

AGENDA

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

JUNE 25, 2020
4:30 P.M.

“Notice of Teleconferenced Meeting”

Pursuant to Governor Newsom’s March 17, 2020 Executive Order [N-29-20](#) regarding COVID-19, members of the Pajaro/Sunny Mesa Community Services District Board of Directors and staff may participate in this meeting by teleconference.

To reduce the spread of COVID-19, members of the public may listen to the meeting via teleconference by calling **1-425-436-6355** and entering passcode **407147** and then the pound sign (“#”). There will be no in-person participation in the meeting under the authority of Governor Newsom’s Executive Order [N-29-20](#). You may also submit written comments in writing either at District Offices in person or by email by 2:00 pm on June 25, 2020.

To submit a comment by email, please send to info@pajarosunnymesa.com and write “Public Comment” in the subject line. 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. Those comments received after 2:00 pm will be added to the record of the meeting and shared with Board members at 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) 722-1839 before the meeting to allow the District to make reasonable accomodations.

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL

- o (11/21) President Harry Wiggins _____
- o (11/21) Vice President Sanford Coplin _____
- o (11/23) Secretary Robert Moody _____
- o (11/23) Assistant Secretary Darlene Lamboley _____
- o (11/21) Treasurer Michael Moore _____

ADMINISTRATIVE STAFF: General Manager Don Rosa _____
 Recorder Judy Vazquez-Varela _____
DISTRICT COUNSEL: Attorney Alan Smith _____

3. ADDITIONS TO AGENDA [SUBDIVISION (b), 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 Section 54956.5 exists), (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, determine that there is a need to take immediate action and that the need for action came to the attention of the District after the agenda was being or (3) the item was posted for a prior Board meeting not more than five calendar days before the date action is taken, and at the prior meeting the item was continued to the meeting at which action is taken. Before discussing any item pursuant to this subdivision, the Board will publicly identify the item.

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

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

Any Board member may comment on any item not on the agenda.

ACTION ITEMS

Consent Agenda

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

1. DRAFT MINUTES OF MAY 28, 2020 REGULAR MEETING

Approval of draft minutes for regular meeting on 5/28/2020

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

Roll Call Vote:

- o (11/21) President Harry Wiggins _____
- o (11/21) Vice President Sanford Coplin _____
- o (11/23) Secretary Robert Moody _____
- o (11/23) Assistant Secretary Darlene Lamboley _____
- o (11/21) Treasurer Michael Moore _____

Old Business:

1. NONE

New Business:

1. REVIEW AND MOTION TO APPROVE DRAFT FINANCIAL REPORTS FOR MAY 2020

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve Draft Financial Reports May 2020

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

Roll Call Vote:

- o (11/21) President Harry Wiggins _____
- o (11/21) Vice President Sanford Coplin _____
- o (11/23) Secretary Robert Moody _____
- o (11/23) Assistant Secretary Darlene Lamboley _____
- o (11/21) Treasurer Michael Moore _____

2. REVIEW AND MOTION TO APPROVE CHECKS

1. General Fund 605: Check # _____ through check # _____ for a total of \$ _____
2. Water Account: Check # _____ through check # _____ for a total of \$ _____
3. Holding Acct: Check # _____ through check # _____ for a total of \$ _____
4. Street Maint. Acct: Check # _____ through check # _____ for a total of \$ _____
5. Reorganization Acct: Check # _____ through check # _____ for a total of \$ _____
6. Construction Acct: Check # _____ through check # _____ for a total of \$ _____
7. Acct: Check # _____ through check # _____ for a total of \$ _____

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

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

Roll Call Vote:

- (11/21) President Harry Wiggins _____
- (11/21) Vice President Sanford Coplin _____
- (11/23) Secretary Robert Moody _____
- (11/23) Assistant Secretary Darlene Lamboley _____
- (11/21) Treasurer Michael Moore _____

3. 2020 – 2021 FINAL BUDGETS – NO CHANGES OR EDITS FROM PRELIMINARY BUDGET

- Street lighting
- Street Maintenance
- Parks / Public Areas
- Pajaro Park

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve 2020 – 2021 Final Budgets

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

Roll Call Vote:

- (11/21) President Harry Wiggins _____
- (11/21) Vice President Sanford Coplin _____
- (11/23) Secretary Robert Moody _____
- (11/23) Assistant Secretary Darlene Lamboley _____
- (11/21) Treasurer Michael Moore _____

4. 2020 – 2021 FINAL BUDGET – OPERATING

- Notes to budget
- Copy of final budget

- Clarifying and Technical Questions to Staff
- Public Input
- Motion/Second
- Board Deliberation
- Motion to Approve 2020 – 2021 Final Operating Budget

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

Roll Call Vote:

- o (11/21) President Harry Wiggins _____
- o (11/21) Vice President Sanford Coplin _____
- o (11/23) Secretary Robert Moody _____
- o (11/23) Assistant Secretary Darlene Lamboley _____
- o (11/21) Treasurer Michael Moore _____

5. COMPENSATION SCHEDULE

- Copy of compensation schedule reflecting an 8% increase to all hourly employees, then a 2% increase for the next four years. Scheduled is currently budgeted for over the 5 year period.
- Copy of draft compensation schedule reflecting a median comparison methodology, with a goal of a 10% lag.

-Clarifying and Technical Questions to Staff

-Public Input

-Motion/Second

-Board Deliberation

-Motion to Approve of July 1st, 2020 Compensation schedule and 10% lag methodology schedule for integration into the water rate study

Motioned by: Director _____ Seconded by: Director _____

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

Motion passed: _____ Motion Failed _____ Motion Tabled _____

Roll Call Vote:

- o (11/21) President Harry Wiggins _____
- o (11/21) Vice President Sanford Coplin _____
- o (11/23) Secretary Robert Moody _____
- o (11/23) Assistant Secretary Darlene Lamboley _____
- o (11/21) Treasurer Michael Moore _____

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. Generator Project- District Wide – Update

- Equipment Costs: \$812,000
- Installation Costs: \$512,000
- Ancillary Costs: \$120,000
(Fencing – grading – Access Roads)

Total estimated cost: \$1.44 Million

2. Water Rate Study: Update

- Project is on schedule.
- Regular communication between NBS and District staff.

3. Homeowners Insurance in Rural Areas – Harry Wiggins

- Insurance carriers are discontinuing coverage to some homeowner's in our service area.

4. District Operations Update: changes due to COVID-19 and "Shelter in Place" order

- District office will remain open with strict guidelines
- District Parks have been closed
- Copies of notice at District Office and list of duties for Office
- No vendors or members of public are allowed into Office
- Payments are being received; no change given
- District has a verbal agreement in place for Mutual Aid with both Castroville Community Services District and Aromas Water District. District Counsel is working on a written agreement.
- Staff is currently working with ACWA-JPIA to draft an indemnity agreement for liability
- President Wiggins and Vice President Coplin conducted a conference call with District General Manager and Operations Manager to plan for "worst case scenario"
 - President now has District Office keys and alarm codes and has advised staff to have Operations Manuals, keys to facilities and system maps readily available on the conference room table
 - Contact info for all Board Members, employees and vendors are in the binder
- Notices mailed to customers with May bills indicating that their water is safe and unaffected by COVID-19 (copy included)
- Office remains closed to public; continuing to take payments by phone or drop-off
- Office will be at full staffing beginning July 6, 2020 with physical distancing requirements met and health screening protocols in place; masks or face coverings to be worn at all times while indoors.

5. District Operations Report

6. Usage Comparison Report 2013/2020

CLOSED SESSION:

- A. Public Employee Performance Evaluation. Subd. (b)(1) of (§ 54957)
 ⇒ Title: (General Manager)

MOTION TO ADJOURN

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

Adjournment Time: _____ p.m.

MINUTES

The regular meeting of the Pajaro/Sunny Mesa Community Services District Board of Directors via teleconference was called to order at 4:32 pm on May 28, 2020.

ROLL CALL: President Harry Wiggins
Vice President Sanford Coplin
Secretary Robert Moody
Assistant Secretary Darlene Lamboley
Treasurer Michael Moore joined at 4:51 pm

ADMINISTRATIVE STAFF: General Manager Don Rosa
Recorder Judy Vazquez-Varela

ABSENT DIRECTOR(S) & STAFF: None

DISTRICT COUNSEL: Alan Smith joined at 5:32 pm

ADDITION(S) TO AGENDA: None

PUBLIC IN ATTENDANCE: Robert DeLoach of DeLoach & Assoc, Inc.

PUBLIC COMMENTS:

General Manager Rosa requested to change order of agenda and start with New Business item ten (10) 2020 Compensation Study Update, Board Chair accepted.

Action Items

1. Consider and approve the Minutes of the April 23, 2020 Regular Board Meeting

Motion was made by Director Wiggins and seconded by Director Lamboley to approve the Regular Board Meeting Minutes of April 23, 2020. Motion carried.

Roll Call Vote: Ayes: H. Wiggins; S. Coplin; R. Moody; D. Lamboley; M. Moore
Noes: None
Absent: None
Abstain: None

2. Consider and approve the Minutes of the April 29, 2020 Special Board Meeting

Motion was made by Director Lamboley and seconded by Director Coplin to approve the Special Board Meeting Minutes of April 29, 2020. Motion carried.

Roll Call Vote: Ayes: H. Wiggins; S. Coplin; R. Moody; D. Lamboley; M. Moore
Noes: None
Absent: None
Abstain: None

OLD BUSINESS: None

NEW BUSINESS: (Action Items)

1. Review and consider approving the Financial Reports for April 2020

Motion made by Director Moody and seconded by Director Coplin to approve the April 2020 Financials. Motion carried.

Roll Call Vote: Ayes: H. Wiggins; S. Coplin; R. Moody; D. Lamboley; M. Moore
 Noes: None
 Absent: None
 Abstain: None

MONTHLY EXPENDITURES REPORT FOR REVIEW

APPROVAL OF CHECKS:

2. Review and consider approving of checks

1. General Fund 633: None
2. Operating Account: Check No. 24336 through Check No. 24357 for a total of \$160,199.02
3. Reserve Account: Total of \$870.00
4. Street Maintenance Account: Check No. 517 through Check No. 518 for a total of \$8,471.82
5. Pajaro Park Account: Total of \$966.42
6. COP 2010 Account: Check No. 823 for a total of \$291,355.36
7. Debt Service Reserve Account: None

Motion was made by Director Wiggins, seconded by Director Coplin to approve all accounts for the month of April 2020. Motion carried.

Roll Call Vote: Ayes: H. Wiggins; S. Coplin; R. Moody; D. Lamboley; M. Moore
 Noes: None
 Absent: None
 Abstain: None

3. Review and consider Capital Improvement Plan – 10-year look-ahead

A copy of Staff Report, 2022-2025 Budget Projection, 5 Year Capital Improvement Plan (extended out 5 additional years) 2021-2030 Capital Reserves and Expenses Summary were provided to the Board.

Motion was made by Director Moody, seconded by Director Coplin to approve the Capital Improvement Plan 10-Year look-ahead. Motion carried.

Roll Call Vote: Ayes: H. Wiggins; S. Coplin; R. Moody; D. Lamboley; M. Moore
 Noes: None
 Absent: None
 Abstain: None

4. Review and consider 2020-2021 Pajaro Community Parks/Public Areas Preliminary Comparison Budget

The Board was provided with a copy of the 2020-2021 Pajaro Community Parks/Public Areas Preliminary Comparison Budget.

Motion was made by Director Coplin, seconded by Director Lamboley to approve the Preliminary 2020-2021 Pajaro Community Parks/Public Areas, Pajaro Street Lighting, Street Maintenance/Subdivision Maintenance and Pajaro Park Comparison Budgets and Publications. Motion carried.

Roll Call Vote: Ayes: H. Wiggins; S. Coplin; R. Moody; D. Lamboley; M. Moore
 Noes: None
 Absent: None
 Abstain: None

5. Review and consider 2020-2021 Pajaro Street Lighting Preliminary Comparison Budget

The Board was provided with a copy of the 2020-2021 Preliminary Pajaro Street Lighting Comparison Budget.

Motion was made by Director Coplin, seconded by Director Lamboley to approve the Preliminary 2020-2021 Pajaro Community Parks/Public Areas, Pajaro Street Lighting, Street Maintenance/Subdivision Maintenance and Pajaro Park Comparison Budgets and Publications. Motion carried.

Roll Call Vote: Ayes: H. Wiggins; S. Coplin; R. Moody; D. Lamboley; M. Moore
 Noes: None
 Absent: None
 Abstain: None

6. Review and consider 2020-2021 Street Maintenance/Subdivision Maintenance Budget

The Board was provided with a copy of the 2020-2021 Street Maintenance/Subdivision Maintenance Preliminary Budget.

Motion was made by Director Coplin, seconded by Director Lamboley to approve the Preliminary 2020-2021 Pajaro Community Parks/Public Areas, Pajaro Street Lighting, Street Maintenance/Subdivision Maintenance and Pajaro Park Comparison Budgets and Publications. Motion carried.

Roll Call Vote: Ayes: H. Wiggins; S. Coplin; R. Moody; D. Lamboley; M. Moore
 Noes: None

Absent: None
Abstain: None

7. Review and consider 2020-2021 Preliminary Pajaro Park Comparison Budget

The Board was provided with a copy of the 2020-2021 Preliminary Pajaro Park Comparison Budget.

Motion was made by Director Coplin, seconded by Director Lamboley to approve the Preliminary 2020-2021 Pajaro Community Parks/Public Areas, Pajaro Street Lighting, Street Maintenance/Subdivision Maintenance and Pajaro Park Comparison Budgets and Publications. Motion carried.

Roll Call Vote: Ayes: H. Wiggins; S. Coplin; R. Moody; D. Lamboley; M. Moore
Noes: None
Absent: None
Abstain: None

8. Review and consider 2020-2021 Operating/Water Preliminary Comparison Budget

The Board was provided with a copy of the 2020-2021 Operating/Water Preliminary Comparison Budget.

Motion was made by Director Moody, seconded by Director Moore to approve the Preliminary 2020-2021 Operating/Water Comparison Budget subject to an expected amendment to account 5000 Salaries and Wages and Publication. Motion carried.

Roll Call Vote: Ayes: H. Wiggins; S. Coplin; R. Moody; D. Lamboley; M. Moore
Noes: None
Absent: None
Abstain: None

9. Review and consider Pajaro Generator Replacement

The current generator at the Pajaro Water System facility is 35 years old and is no longer operable, equipment is obsolete; parts and experienced technicians are difficult to locate. The rental of a backup generator is costing the District \$5,000 per month. The cost for replacing and installing of equipment is \$103,000. The Board was provided with a copy of Sourcewell flyer/NJPA contract purchasing program, a copy of Caterpillar Finance Proposal (\$8,000 finance charges) and a copy of Sourcewell Membership agreement.

Motion was made by Director Coplin, seconded by Director Lamboley to approve financing the replacement and installation of the Pajaro Water System Generator. Motion carried.

Roll Call Vote: Ayes: H. Wiggins; S. Coplin; R. Moody; D. Lamboley; M. Moore
Noes: None
Absent: None
Abstain: None

10. 2020 Compensation Study Update

The Board was provided with a copy of the final report from Robert DeLoach. Mr. DeLoach collected data from the 6 selected Agencies, he reviewed, analyzed, and collected salary data to evaluate the effectiveness of the District's current compensation plan. Mr. DeLoach recommended to the Board to elect to lead, lag or match the marked median.

Mr. DeLoach performed an analysis of the job functions performed by District employees. He then was able to match and compare the job functions to the elected agencies. Based on data collected, the Office Staff or any of the Staff was not overpaid but rather underpaid. The District's highest step is that of the 2015 median and the starting step is possibly median of 2011.

The Board can elect to lead, lag or match market median. A schedule representing the Boards election can be created by General Manager Rosa for review. This schedule can be updated annually following the approach by spending a few hours of research performed by General Manager and one Staff member or consultant, per year.

The Board discussed the District financial impact, Staff morale and retention of employees based on the approach of an 8 percent salary increase for all staff excluding the General Manager.

Motion was made by Director Moody, seconded by Director Moore to task the General Manager Rosa to formulate a detailed recommendation to NBS regarding salary schedule for the upcoming five (5) years with a target of 15 percent lag of the 2020 median. Motion carried.

Roll Call Vote:	Ayes:	H. Wiggins; S. Coplin; R. Moody; D. Lamboley; M. Moore
	Noes:	None
	Absent:	None
	Abstain:	None

STAFF/COMMITTEE REPORTS: (Informational Only)

1. Generator Project-District Wide

- Quinn Cat has completed the equipment sizing for all locations.
- Darrel Varni Electric is working on installation cost estimates.
- Tom Yeager-District Engineer is working with staff to create a prioritized purchase and installation schedule, as well as total project costs.

2. Water Rate Study

- Attached in packet is a copy of the Preliminary Data request from NBS.
- Staff has completed request except for the current approved Budget and Capital improvement Plan. Once these two items are approved by the Board, they will be forwarded to NBS.

3. District Operation: changes due to COVID-19 and "Shelter in Place" order

- District office will remain open with strict guidelines.
- District Parks have been closed
- Copies of notice at District office and list of duties for office.
- No Vendors or members of the public are allowed into office.
- Office is staffed daily by General Manager and one administrative employee.
- Payments are being received; no change given.
- District has a verbal agreement in place for Mutual Aid with both Castroville CSD and Aromas WD. District Counsel is working on a written agreement.
- Staff is currently working with ACWA-JPIA to draft an indemnity agreement for liability.
- President Wiggins and Vice President Coplin conducted a conference call with General Manager and Operations Manager to plan for "worst case scenario"
 - President now has District Office keys and alarm codes and has advised Staff to have Operations Manuals, keys to facilities and system maps readily available on the conference room table.
 - Contact information for all Board Members, employees and vendors are available in binder.
- Notices mailed to customers with May bills indicating that their water is safe and unaffected by COVID-19, copy of notice included in packet.
- Office remains closed to public; continuing to take payments by phone or drop-off.

4. District Operations Report

Pajaro Grant

- Tank project is 95 percent complete. The only component left to install the fill/mixing system scheduled to arrive July 1, 2020.

Springfield Planning Grant

- The Cultural and Biological reports have been completed and submitted to the District Engineer for review.

Pajaro Park

- The Pajaro Park remains closed. Staff is working with YMCA in an effort to facilitate the Summer Camp Program and Staff is currently communicating with TIP with regard to the Summer Lunch Program. As of now both programs are on hold, pending Park availability.

5. Usage Comparison Report 2013/2020

- Water usage is down in all systems compared to this month in 2013

Closed Session: None

NEXT BOARD MEETING:

The next Board meeting is to be held on Thursday, June 25, 2020 at 4:30 pm.

There being no further business, the regular Board Meeting of the Pajaro/Sunny Mesa Community Services District was adjourned at 7:20 pm with motion made by Director Wiggins, seconded by Director Lamboley. Motion Carried.

Respectfully submitted by:

Harry Wiggins, President

Sanford Coplin, Vice President

Judith Vazquez-Varela, Recorder

FINANCIAL NOTES - May 2020

Account No:	Account Name:	Increase / Decrease	Description
Income:			
4001-4015	Total Income	+	Increased Customer Usage- warm weather
Expenses: Indirect			
5090	Other Employee Expense	+	Purchase of face masks for Staff
5165	Computer Software	+	Quickbooks- Annual Fee
5266	Engineering Svcs- District Wide	+	Salary Survey
6577	COP Debt Service- Interest	+	Semiannual interest payment - 2015 Water Revenue Refunding Bonds
Expenses: Direct			
5225	Street Maintenance	+	Repairs near retention pond- Paris Court Insurance reimbursement pass through
5325	Permits	+	Annual Health Permit Fees
Other Income:			
4110	Hydrant Sales	+	Continual High Usage- Temporary Hydrant Meters

June 16, 2020

Balance Sheet

Accrual Basis

As of May 31, 2020

	May 31, 20
ASSETS	
Current Assets	
Checking/Savings	
1001 · SCCB - Operating Account	89,205.26
1002 · SCCB Reserve Account	228,491.53
1003 · SCCB - Sick Leave Account	14,451.84
1004 · SCCB - Street Maint Acct	198,413.67
1006 · SCCB-GF 633	289,344.18
1007 · SCCB - Debt Service Reserve	27,458.08
1032 · SCCB-COP Acct (aka Const. Acct)	98,489.88
1036 · PSM Pajaro Park Acct	93,126.51
1050 · Cash in County Treasury - DS	64,845.32
1051 · Cash in County Treasury - GF	100,030.92
1066 · Union Bank Vega 2303	148,007.01
1068 · Union Bank Vega 2301	53.03
1069 · Union Bank Vega-2302	10,528.07
1095 · Union Bank Wtr Bond-Res 2204	147,843.16
2201 · Union Bank-2015 Wtr Rfd Bd 2201	89.55
Total Checking/Savings	<u>1,510,378.01</u>
Accounts Receivable	
1110 · Invoice Accounts Recv	1,715.00
1231 · Grants Receivable-A/R	437,541.26
Total Accounts Receivable	<u>439,256.26</u>
Other Current Assets	
1080 · Petty Cash	400.00
1100 · Water Customer Accounts Recv	221,915.71
1101 · Allowance for Doubtful Accounts	-8,990.09
1115 · Prepaid Expenses	507.31
1153 · Receivable from Monterey County	860.00
1251 · Assess. Rec. - Lighting	949.14
1252 · Assessments Rec. - Street Maint	6,255.76
1253 · Assessments Rec. - Water bond	300,206.00
1253.1 · Assess Rec - Water Bond - Count	116.43
1254 · Advanced Pay - Spec. Asses - WB	-16,561.65
Total Other Current Assets	<u>505,658.61</u>
Total Current Assets	<u>2,455,292.88</u>
Fixed Assets	
1084 · CIP-Springfield/Struve	18,967.36
1500 · Land	139,676.30
1510 · Land Improve (Non-office)	253,942.67
1520 · Land Improve (Office)	66,721.46
1521 · A/D - Land Impr (Off)	-44,861.40
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	134,443.43
1551 · A/D - District Office Building	-123,428.73
1555 · Office Equipment/Furniture	44,041.05
1556 · A/D - Office Equip/Furniture	-43,293.90
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	506,239.21
1571 · A/D - Equipment - Pumping Plant	-453,386.87
1580 · Distribution Mains [P]	1,487,948.01
1581 · A/D - Distribution Mains	-1,063,798.68
1590 · Meters	92,193.13
1591 · A/D - Meters	-84,656.11
1600 · Hydrants	7,422.43

Balance Sheet

As of May 31, 2020

	<u>May 31, 20</u>
1601 · A/D - Hydrants	-4,556.72
1610 · Automotive Equipment	232,300.12
1611 · A/D - Automotive Equipment	-195,223.31
1620 · Utility Trans/Distr Plant	115,702.65
1621 · A/D - Utility T&D Plant	-90,071.77
1622 · A/D - Moss Landing	-157,020.31
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	-15,624.73
1650 · Trans & Distr Plant	81,133.08
1651 · A/D - Trans & Distr Plant	-59,380.30
1670 · Small Tools/Equipment	10,817.67
1671 · A/D - Small Tools/Equipment	-8,096.51
1680 · ALCO Water Project	155,809.38
1681 · A/D - ALCO Water Project	-93,485.45
1804 · CIP-Springfield	328,851.31
1805 · CIP-Vega Imprvtmnt Project	4,604,699.33
1805.1 · A/D - Vega	-1,962,902.90
1806 · Moss Landing Bridge Project	251,233.09
1807 · CIP-Langley/VP	240,496.74
1807.1 · A/D - Langley/VP	-66,136.74
1808 · CIP-Normco	296,974.74
1808.1 · A/D - Normco Tank	-107,839.73
1811 · CIP-Vierra Estate	175,238.16
1811.1 · A/D - Vierra Estates	-38,242.72
1812 · CIP-Moss Landing Water System	297,669.12
1812.1 · A/D - Moss Landing Water	-65,436.55
1814 · CIP-Pajaro	759,737.59
1815 · CIP-Normco Improv Project	3,225.00
1816 · Land - Pajaro Park	781,632.00
1817 · Improvements - Pajaro Park	4,717,110.00
1817.1 · A/D - Improvements -Pajaro Park	-1,092,169.63
1818 · Buildings - Pajaro Park	796,400.00
1818.1 · A/D - Buildings-Pajaro Park	-150,374.26
1819 · Equipment - Pajaro Park	43,381.00
1819.1 · A/D - Equipment-Pajaro Park	-23,136.89
1820 · Normco Treatment Facility	111,943.00
1820.1 · A/D-Normco Treatment Facility	-68,865.85
1821 · CIP-Sunny Mesa	48,044.61
1822 · CIP-Vega	23,643.81
1823 · CIP-Blackie	10,230.04
Total Fixed Assets	11,290,982.23
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	3,873,859.72
1900 · Due From Other Funds	159,690.92
1950 · Deferred amount on refunding	73,213.60
1951 · Deferred Amt of Ref-Vega Bds15	95,017.09
Total Other Assets	4,202,039.18
TOTAL ASSETS	17,948,314.29
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	35,530.38
2500 · Due to Other Funds	159,693.06
Total Accounts Payable	195,223.44

June 16, 2020

Balance Sheet

Accrual Basis

As of May 31, 2020

	May 31, 20
Other Current Liabilities	
2005 · Accrued Liabilities	67,274.00
2100 · Payroll Tax Liabilities	1,045.07
2121 · Customer Security Deposits	16,552.15
2122 · Future Water Conn. Deposits	36,600.00
2123 · Hydrant Meter Deposits	25,050.00
2225 · Accrued Vacation Liability	36,390.39
2230 · Accrued Sick Leave Liability	49,385.37
2263 · 457b EE Plan Payable	2,584.21
2264 · Employee Insurance Payable	-2,199.11
2265 · EE Aflac Insurance Payable	713.39
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.	-23,259.00
	<hr/>
Total Other Current Liabilities	241,654.16
	<hr/>
Total Current Liabilities	436,877.60
	<hr/>
Long Term Liabilities	
2256 · Vehicle Loan Payable	28,850.54
2257 · Reorganization Loan	245,000.00
2267 · Pajaro Tank Loan-0190	429,454.63
2333 · COP Bonds Payable	-255,000.00
2339 · Vega Project Bonds Payable	-72,100.00
2350 · Bonds Payable - Water Bond	224,000.00
2360 · Bonds Payable-2015 COP Wtr Rf	2,200,000.00
2361 · Bonds Payable-2015 Vga Wtr Rf	3,710,083.67
2400 · Unamortized Discount on 2015	-34,205.01
2401 · Unamortized Discount-2015 Vega	-13,986.72
	<hr/>
Total Long Term Liabilities	6,462,097.11
	<hr/>
Total Liabilities	6,898,974.71
	<hr/>
Equity	
3000 · Fund Balance	219,540.85
3001 · Restricted-Street Maintenance	87,655.80
3040 · Contributed Capital	248,000.00
3045 · Restricted for Debt Service	4,575,060.23
3050 · Retained Earnings	5,222,865.76
Net Income	696,216.94
	<hr/>
Total Equity	11,049,339.58
	<hr/>
TOTAL LIABILITIES & EQUITY	17,948,314.29
	<hr/> <hr/>

June 17, 2020

Profit & Loss

Accrual Basis

May 2020

	May 20
Ordinary Income/Expense	
Income	
4001 · Route 1 - Pajaro	22,726.45
4002 · Route 2 - Pajaro	23,590.64
4003 · Route 3 - Commercial	20,268.99
4004 · Route 4 - Trailer Park	1,082.46
4005 · Route 5 - San Juan Rd Apts	1,055.29
4006 · Route 6 - Sunny Mesa	13,053.65
4007 · Route 7 - CSA 73	15,356.97
4008 · Route 8 - Vega	14,947.31
4010 · Route 10 -Springfield	850.00
4011 · Route 11 - Moss Landing	21,588.00
4012 · Route 12 - Blackie Road	3,225.87
4013 · Route 13 - Normco	32,543.65
4014 · Route 14 - Vierra	4,577.80
4015 · Route 15 - Langley/VP	2,866.54
Total Income	177,733.62
Gross Profit	177,733.62
Expense	
INDIRECT	
5000 · Salaries and Wages	52,298.86
5005 · Administrative Fees	478.04
5030 · Payroll Tax Expense	946.49
5050 · Employee Health Insurance	15,683.39
5070 · Employee Retirement	8,237.00
5090 · Other Employee Expense	296.84
5130 · Utilities - Office	343.95
5140 · Building Repair & Maint	290.45
5145 · District Wide Repair & Maint	459.70
5150 · Garbage Service	307.46
5160 · Office Equip Rental	756.46
5165 · Computer Software	3,512.05
5175 · Small Tools - Repair & Maint.	181.25
5240 · Office Supplies	134.40
5250 · Legal Expenses	2,938.74
5255 · Interest Expense	99.52
5260 · Accounting & Bookkeeping	125.00
5266 · Engineering Svcs-Dist Wide	6,335.00
5270 · Automotive - Repair & Maint	307.37
5320 · Membership Fees and Dues	445.00
5330 · Telephone	1,234.78
5370 · Fuel - Trucks	1,660.78
5391 · Credit Card Transaction Fees	481.30
5XXX · Indirect Allocation	0.01
6577 · COP Debt Service - Interest	39,490.00
Total INDIRECT	137,043.84
5190 · Soil and Water Tests	880.00
5220 · Water System - Repair & Maint	20,212.59
5225 · Street Maintenance	8,473.12
5231 · Pajaro Park Expense	448.74
5265 · Engineering Expenses	253.75
5310 · Utilities - Well Site	9,479.22
5315 · Utilities - Street Lighting	2,118.32
5325 · Permits	17,325.00
5427 · Improvement Project-Springfield	9,713.55
Total Expense	205,948.13
Net Ordinary Income	-28,214.51

Profit & Loss

May 2020

	<u>May 20</u>
Other Income/Expense	
Other Income	
4100 · Late Payment Penalties	415.97
4110 · Hydrant Sales	926.00
4115 · Testing Fees	160.00
4280 · Pro-Rata Tax Collection Share	16.83
4285 · P.V.W.M.A. Collection Fee	2,538.20
4307 · Returned Check Charges	0.00
4350 · Interest Revenue	48.89
	<hr/>
Total Other Income	4,105.89
Other Expense	
5435 · Improvement Project-Pajaro	1,977.50
	<hr/>
Total Other Expense	1,977.50
	<hr/>
Net Other Income	2,128.39
	<hr/>
Net Income	<u><u>-26,086.12</u></u>

Pajaro/Sunny Mesa Community Services District Profit & Loss Budget Performance

May 2020

	May 20	Budget	% of Budget	Jul '19 - May 20	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense							
Income							
4001 - Route 1 - Pajaro	22,726.45	23,975.00	94.8%	232,833.90	263,725.00	88.3%	287,700.00
4002 - Route 2 - Pajaro	23,590.84	24,850.00	94.9%	237,450.84	273,350.00	86.9%	298,200.00
4003 - Route 3 - Commercial	20,268.99	22,750.00	89.1%	235,369.59	250,250.00	94.1%	273,000.00
4004 - Route 4 - Trailer Park	1,082.46	1,141.67	94.8%	11,551.53	12,558.33	92.0%	13,700.00
4005 - Route 5 - San Juan Rd Apts	1,055.29	1,225.00	86.1%	11,424.97	13,475.00	84.8%	14,700.00
4006 - Route 6 - Sunny Mesa	13,053.65	10,541.67	123.8%	124,469.50	115,958.33	107.3%	126,500.00
4007 - Route 7 - CSA 73	15,356.97	11,725.00	131.0%	137,980.81	128,975.00	107.0%	140,700.00
4008 - Route 8 - Vega	14,947.31	12,600.00	118.6%	136,176.99	138,600.00	98.3%	151,200.00
4010 - Route 10 - Springfield	850.00	875.00	97.1%	9,350.00	9,625.00	97.1%	10,500.00
4011 - Route 11 - Moss Landing	21,588.00	22,333.34	96.7%	231,495.95	245,666.66	94.2%	268,000.00
4012 - Route 12 - Blackie Road	3,225.87	2,758.34	116.9%	27,827.10	30,341.66	94.2%	33,100.00
4013 - Route 13 - Norrnco	32,543.65	27,125.00	120.0%	300,317.67	298,375.00	100.7%	325,500.00
4014 - Route 14 - Vierra	4,577.80	3,983.34	114.9%	45,414.17	43,816.66	103.6%	47,800.00
4015 - Route 15 - Langley/VP	2,866.54	2,758.34	103.9%	28,323.66	30,341.66	93.3%	33,100.00
Total Income	177,733.62	168,641.70	105.4%	1,769,986.68	1,855,058.30	95.4%	2,023,700.00
Gross Profit	177,733.62	168,641.70	105.4%	1,769,986.68	1,855,058.30	95.4%	2,023,700.00
Expense							
INDIRECT							
5000 - Salaries and Wages	52,298.86	62,750.00	83.3%	645,529.04	690,250.00	93.5%	753,000.00
5005 - Administrative Fees	478.04	475.00	100.6%	5,146.70	5,225.00	98.5%	5,700.00
5030 - Payroll Tax Expense	946.49	1,333.34	71.0%	14,090.31	14,666.66	96.1%	16,000.00
5040 - Worker's Comp Insurance	0.00	1,916.67	0.0%	12,171.78	21,083.33	57.7%	23,000.00
5050 - Employee Health Insurance	15,683.33	15,166.67	103.4%	158,526.99	166,833.33	95.0%	182,000.00
5070 - Employee Retirement	8,237.00	9,416.67	87.5%	96,309.51	103,583.33	93.0%	113,000.00
5090 - Other Employee Expense	296.84	208.34	142.5%	2,678.74	2,291.66	116.9%	2,500.00
5120 - Property Taxes	0.00	125.00	0.0%	1,178.60	1,375.00	85.7%	1,500.00
5130 - Utilities - Office	343.95	333.34	103.2%	2,539.15	3,666.66	69.2%	4,000.00
5140 - Building Repair & Maint	290.45	583.34	49.8%	5,428.53	6,416.66	84.6%	7,000.00
5145 - District Wide Repair & Maint	459.70	1,083.34	42.4%	20,965.28	11,916.66	175.9%	13,000.00
5150 - Garbage Service	307.46	300.00	102.5%	2,935.88	3,300.00	89.0%	3,600.00
5160 - Office Equip Rental	756.46	833.34	90.8%	8,199.98	9,166.66	89.5%	10,000.00
5165 - Computer Software	3,512.05	833.34	421.4%	12,683.53	9,166.66	138.4%	10,000.00
5170 - Office Equipment Repair & Maint	0.00	300.00	0.0%	2,110.14	3,300.00	63.9%	3,600.00
5175 - Small Tools - Repair & Maint.	181.25	83.34	217.5%	1,061.94	916.66	115.8%	1,000.00
5180 - Casualty Ins/Liability Ins	0.00	2,583.34	0.0%	28,401.26	28,416.66	99.9%	31,000.00
5200 - Billing Supplies	0.00	308.34	0.0%	2,291.16	3,391.66	67.6%	3,700.00
5240 - Office Supplies	134.40	291.67	46.1%	2,206.41	3,208.33	68.8%	3,500.00
5245 - Postage	0.00	708.34	0.0%	7,000.00	7,791.66	89.8%	8,500.00
5250 - Legal Expenses	2,938.74	5,416.66	54.3%	61,714.47	59,583.26	103.6%	65,000.00
5255 - Interest Expense	99.52	1,208.34	8.2%	36,918.74	13,291.66	277.8%	14,500.00
5256 - Interest Exp-Financed Items	0.00	66.67	0.0%	245.58	733.33	33.5%	800.00
5260 - Accounting & Bookkeeping	125.00	3,083.34	4.1%	33,557.47	33,916.66	98.9%	37,000.00
5266 - Engineering Svcs-Dist Wide	6,335.00	83.34	7,601.4%	7,320.00	916.66	798.6%	1,000.00
5270 - Automotive - Repair & Maint	307.37	833.34	36.9%	12,773.81	9,166.66	139.4%	10,000.00
5280 - Conferences, Meetings, Seminars	0.00	41.67	0.0%	208.00	458.33	45.4%	500.00
5290 - Travel Expenses	0.00	41.67	0.0%	0.00	458.33	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	125.00	0.0%	0.00	1,375.00	0.0%	1,500.00
5320 - Membership Fees and Dues	445.00	1,583.34	28.1%	18,860.40	17,416.66	108.3%	19,000.00
5326 - Licenses and Certifications	0.00	166.67	0.0%	180.00	1,833.33	9.8%	2,000.00
5330 - Telephone	1,234.78	1,416.67	87.2%	14,669.08	15,583.33	94.1%	17,000.00

Pajaro/Sunny Mesa Community Services District Profit & Loss Budget Performance

May 2020

	May 20	Budget	% of Budget	Jul '19 - May 20	YTD Budget	% of Budget	Annual Budget
5340 · Burglar Alarm Monitoring	0.00	62.50	0.0%	754.00	687.50	109.7%	750.00
5370 · Fuel - Trucks	1,660.78	2,000.00	83.0%	20,733.99	22,000.00	94.2%	24,000.00
5390 · Bank Charges	0.00	16.67	0.0%	350.00	183.33	190.9%	200.00
5391 · Credit Card Transaction Fees	481.30	625.00	77.0%	7,763.39	6,875.00	113.2%	7,500.00
5400 · Miscellaneous Expense	0.00	16.67	0.0%	3,370.84	183.33	1,838.7%	200.00
5XXX · Indirect Allocation	0.01	0.00	0.0%	0.01			
6560 · Payroll Processing Expenses	0.00	50.00	0.0%		550.00	0.0%	600.00
6577 · COP Debt Service - Interest	39,490.00	6,666.67	592.3%	78,980.00	73,333.33	107.7%	80,000.00
Total INDIRECT	137,043.84	123,262.64	111.2%	1,329,949.71	1,355,887.28	98.1%	1,479,150.00
5190 · Soil and Water Tests	880.00	2,833.34	31.1%	23,737.50	31,166.66	76.2%	34,000.00
5210 · Customer Orders	0.00			-4,629.46			
5220 · Water System - Repair & Maint	20,212.59	22,916.66	88.2%	290,854.93	252,083.26	115.4%	275,000.00
5225 · Street Maintenance	8,473.12	2,720.84	311.4%	67,990.06	29,929.16	227.2%	32,650.00
5230 · Park - Repair & Maint	0.00	83.34	0.0%	396.83	916.66	43.3%	1,000.00
5231 · Pajaro Park Expense	448.74			26,533.54	0.00	100.0%	0.00
5265 · Engineering Expenses	253.75	83.34	304.5%	2,516.91	916.66	274.6%	1,000.00
5310 · Utilities - Well Site	9,479.22	14,000.00	67.7%	112,624.11	154,000.00	73.1%	168,000.00
5315 · Utilities - Street Lighting	2,118.32	2,333.34	90.8%	20,780.37	25,666.66	81.0%	28,000.00
5325 · Permits	17,325.00	2,083.34	831.6%	29,434.20	22,916.66	128.4%	25,000.00
5360 · Fuel - Generator	0.00	125.00	0.0%	13,551.50	1,375.00	985.6%	1,500.00
5426 · Vega Assmnt Bond Expense	0.00			6,946.90			
5427 · Improvement Project-Springfield	9,713.55			40,236.10			
5428 · COP Bond Expense	0.00	291.67	0.0%	3,483.31	3,208.33	108.6%	3,500.00
5433 · Pajaro Water Bond Interest Exp	0.00	1,029.17	0.0%	15,204.37	11,320.83	134.3%	12,350.00
6575 · Vega Debt Service-Interest	0.00	12,333.34	0.0%	147,847.50	135,666.66	109.0%	148,000.00
Total Expense	205,948.13	184,096.02	111.9%	2,127,458.48	2,025,053.82	105.1%	2,209,150.00
Net Ordinary Income	-28,214.51	-15,454.32	182.6%	-357,471.80	-169,995.52	210.3%	-185,450.00
Other Income/Expense							
Other Income							
4100 · Late Payment Penalties	415.97	416.67	99.8%	5,227.58	4,583.33	114.1%	5,000.00
4101 · Billing Adjustments	0.00	41.67	0.0%	0.00	458.33	0.0%	500.00
4110 · Hydrant Sales	926.00	333.34	277.8%	13,286.54	3,666.66	362.4%	4,000.00
4115 · Testing Fees	160.00	625.00	25.6%	1,920.00	6,875.00	27.9%	7,500.00
4140 · Connection Fees	0.00	358.34	0.0%	22,283.00	3,941.66	565.3%	4,300.00
4141 · Application Fees	0.00	45.84	0.0%	275.00	504.16	54.5%	550.00
4146 · Other Fees	0.00	33.34	0.0%	0.00	366.66	0.0%	400.00
4200 · Street Maintenance-Reimb	0.00	5,916.67	0.0%	60,624.31	58,483.33	103.7%	63,800.00
4210 · Vega Bond Assessments	0.00	22,750.00	0.0%	282,751.70	250,250.00	113.0%	273,000.00
4280 · Pro-Rata Tax Collection Share	16.83	2,083.34	0.8%	22,914.09	22,916.66	100.0%	25,000.00
4285 · P.V.W.M.A. Collection Fee	2,538.20	2,250.00	112.8%	25,702.66	24,750.00	103.8%	27,000.00
4300 · Collection of Previous W/O Acct	0.00	41.67	0.0%	0.00	458.33	0.0%	500.00
4305 · Miscellaneous Revenue	0.00	125.00	0.0%	3,190.41	1,375.00	232.0%	1,500.00
4307 · Returned Check Charges	0.00			100.00			
4311 · Interest on Pooled Investments	0.00			3,469.79			
4340 · Utility Reimbursements	0.00	2,333.34	0.0%	26,795.06	25,666.66	104.4%	28,000.00
4341 · Lighting Admin Reimbursements	0.00	1,000.00	0.0%	12,000.00	11,000.00	109.1%	12,000.00
4345 · Customer Order Reimbursements	0.00			2,554.21			
4346 · District 25% Overhead Fee	0.00	41.67	0.0%	0.00	458.33	0.0%	500.00
4350 · Interest Revenue	48.89	475.00	10.3%	4,006.66	5,225.00	76.7%	5,700.00
4355 · Audit/Bookkeeping Reimbursement	0.00	58.34	0.0%	700.00	641.66	109.1%	700.00
4360 · Legal Counsel Reimbursement	0.00	33.34	0.0%	400.00	366.66	109.1%	400.00

Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget Performance
 May 2020

10:30 AM
 June 16, 2020
 Accrual Basis

	May 20	Budget	% of Budget	Jul '19 - May 20	YTD Budget	% of Budget	Annual Budget
5408 - Springfield Project-Grant Reimb	0.00			118,412.84			
5409 - Pajaro Improve Proj-Grant Reimb	0.00			368,246.72			
5424 - Springfld Bottled Wtr Gr Reimb	0.00			22,213.24			
5794 - Water Bond Assessments	0.00	3,312.50	0.0%	38,584.33	36,437.50	105.9%	39,750.00
5796 - Pajaro Park Revenue	0.00			27,700.00			
Total Other Income	4,105.89	41,675.07	9.9%	1,063,358.14	458,424.93	232.0%	500,100.00
Other Expense	1,977.50			9,669.40			
5435 - Improvement Project-Pajaro	1,977.50			9,669.40			
Total Other Expense	2,128.39	41,675.07	5.1%	1,053,688.74	458,424.93	229.8%	500,100.00
Net Other Income	-26,086.12	26,220.75	-99.5%	696,216.94	288,429.41	241.4%	314,650.00
Net Income							

Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget vs. Actual
 May 2020

	May 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4001 · Route 1 - Pajaro	22,726.45	23,975.00	-1,248.55	94.79%
4002 · Route 2 - Pajaro	23,590.64	24,850.00	-1,259.36	94.93%
4003 · Route 3 - Commercial	20,268.99	22,750.00	-2,481.01	89.09%
4004 · Route 4 - Trailer Park	1,082.46	1,141.67	-59.21	94.81%
4005 · Route 5 - San Juan Rd Apts	1,055.29	1,225.00	-169.71	86.15%
4006 · Route 6 - Sunny Mesa	13,053.65	10,541.67	2,511.98	123.83%
4007 · Route 7 - CSA 73	15,356.97	11,725.00	3,631.97	130.98%
4008 · Route 8 - Vega	14,947.31	12,600.00	2,347.31	118.63%
4010 · Route 10 - Springfield	850.00	875.00	-25.00	97.14%
4011 · Route 11 - Moss Landing	21,588.00	22,333.34	-745.34	96.66%
4012 · Route 12 - Blackie Road	3,225.87	2,758.34	467.53	116.95%
4013 · Route 13 - Normco	32,543.65	27,125.00	5,418.65	119.98%
4014 · Route 14 - Vierra	4,577.80	3,983.34	594.46	114.92%
4015 · Route 15 - Langley/VP	2,866.54	2,758.34	108.20	103.92%
Total Income	177,733.62	168,641.70	9,091.92	105.39%
Gross Profit	177,733.62	168,641.70	9,091.92	105.39%
Expense				
INDIRECT				
5000 · Salaries and Wages	52,298.86	62,750.00	-10,451.14	83.35%
5005 · Administrative Fees	478.04	475.00	3.04	100.64%
5030 · Payroll Tax Expense	946.49	1,333.34	-386.85	70.99%
5040 · Worker's Comp Insurance	0.00	1,916.67	-1,916.67	0.0%
5050 · Employee Health Insurance	15,683.39	15,166.67	516.72	103.41%
5070 · Employee Retirement	8,237.00	9,416.67	-1,179.67	87.47%
5090 · Other Employee Expense	296.84	208.34	88.50	142.48%
5120 · Property Taxes	0.00	125.00	-125.00	0.0%
5130 · Utilities - Office	343.95	333.34	10.61	103.18%
5140 · Building Repair & Maint	290.45	583.34	-292.89	49.79%
5145 · District Wide Repair & Maint	459.70	1,083.34	-623.64	42.43%
5150 · Garbage Service	307.46	300.00	7.46	102.49%

Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget vs. Actual
May 2020

	May 20	Budget	\$ Over Budget	% of Budget
5160 · Office Equip Rental	756.46	833.34	-76.88	90.77%
5165 · Computer Software	3,512.05	833.34	2,678.71	421.44%
5170 · Office Equipment Repair & Maint	0.00	300.00	-300.00	0.0%
5175 · Small Tools - Repair & Maint.	181.25	83.34	97.91	217.48%
5180 · Casualty Ins/Liability Ins	0.00	2,583.34	-2,583.34	0.0%
5200 · Billing Supplies	0.00	308.34	-308.34	0.0%
5240 · Office Supplies	134.40	291.67	-157.27	46.08%
5245 · Postage	0.00	708.34	-708.34	0.0%
5250 · Legal Expenses	2,938.74	5,416.66	-2,477.92	54.25%
5255 · Interest Expense	99.52	1,208.34	-1,108.82	8.24%
5256 · Interest Exp-Financed Items	0.00	66.67	-66.67	0.0%
5260 · Accounting & Bookkeeping	125.00	3,083.34	-2,958.34	4.05%
5266 · Engineering Svcs-Dist Wide	6,335.00	83.34	6,251.66	7,601.39%
5270 · Automotive - Repair & Maint	307.37	833.34	-525.97	36.88%
5280 · Conferences, Meetings, Seminars	0.00	41.67	-41.67	0.0%
5290 · Travel Expenses	0.00	41.67	-41.67	0.0%
5300 · Books & Subscriptions	0.00	125.00	-125.00	0.0%
5305 · Water Conservation Program	0.00	125.00	-125.00	0.0%
5320 · Membership Fees and Dues	445.00	1,583.34	-1,138.34	28.11%
5326 · Licenses and Certifications	0.00	166.67	-166.67	0.0%
5330 · Telephone	1,234.78	1,416.67	-181.89	87.16%
5340 · Burglar Alarm Monitoring	0.00	62.50	-62.50	0.0%
5370 · Fuel - Trucks	1,660.78	2,000.00	-339.22	83.04%
5390 · Bank Charges	0.00	16.67	-16.67	0.0%
5391 · Credit Card Transaction Fees	481.30	625.00	-143.70	77.01%
5400 · Miscellaneous Expense	0.00	16.67	-16.67	0.0%
6560 · Payroll Processing Expenses	0.00	50.00	-50.00	0.0%
6577 · COP Debt Service - Interest	39,490.00	6,666.67	32,823.33	592.35%
Total INDIRECT	137,043.83	123,262.64	13,781.19	111.18%
5190 · Soil and Water Tests	880.00	2,833.34	-1,953.34	31.06%
5220 · Water System - Repair & Maint	20,212.59	22,916.66	-2,704.07	88.2%
5225 · Street Maintenance	8,473.12	2,720.84	5,752.28	311.42%

Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget vs. Actual
May 2020

	May 20	Budget	\$ Over Budget	% of Budget
5230 · Park - Repair & Maint	0.00	83.34	-83.34	0.0%
5265 · Engineering Expenses	253.75	83.34	170.41	304.48%
5310 · Utilities - Well Site	9,479.22	14,000.00	-4,520.78	67.71%
5315 · Utilities - Street Lighting	2,118.32	2,333.34	-215.02	90.79%
5325 · Permits	17,325.00	2,083.34	15,241.66	831.6%
5360 · Fuel - Generator	0.00	125.00	-125.00	0.0%
5428 · COP Bond Expense	0.00	291.67	-291.67	0.0%
5433 · Pajaro Water Bond Interest Exp	0.00	1,029.17	-1,029.17	0.0%
6575 · Vega Debt Service-Interest	0.00	12,333.34	-12,333.34	0.0%
Total Expense	195,785.83	184,096.02	11,689.81	106.35%
Net Ordinary Income	-18,052.21	-15,454.32	-2,597.89	116.81%
Other Income/Expense				
Other Income				
4100 · Late Payment Penalties	415.97	416.67	-0.70	99.83%
4101 · Billing Adjustments	0.00	41.67	-41.67	0.0%
4110 · Hydrant Sales	926.00	333.34	592.66	277.79%
4115 · Testing Fees	160.00	625.00	-465.00	25.6%
4140 · Connection Fees	0.00	358.34	-358.34	0.0%
4141 · Application Fees	0.00	45.84	-45.84	0.0%
4146 · Other Fees	0.00	33.34	-33.34	0.0%
4200 · Street Maintenance-Reimb	0.00	5,316.67	-5,316.67	0.0%
4210 · Vega Bond Assessments	0.00	22,750.00	-22,750.00	0.0%
4280 · Pro-Rata Tax Collection Share	16.83	2,083.34	-2,066.51	0.81%
4285 · P.V.W.M.A. Collection Fee	2,538.20	2,250.00	288.20	112.81%
4300 · Collection of Previous W/O Acct	0.00	41.67	-41.67	0.0%
4305 · Miscellaneous Revenue	0.00	125.00	-125.00	0.0%
4340 · Utility Reimbursements	0.00	2,333.34	-2,333.34	0.0%
4341 · Lighting Admin Reimbursements	0.00	1,000.00	-1,000.00	0.0%
4346 · District 25% Overhead Fee	0.00	41.67	-41.67	0.0%
4350 · Interest Revenue	48.89	475.00	-426.11	10.29%
4355 · Audit/Bookkeeping Reimbursement	0.00	58.34	-58.34	0.0%
4360 · Legal Counsel Reimbursement	0.00	33.34	-33.34	0.0%

Pajaro/Sunny Mesa Community Services District
Profit & Loss Budget vs. Actual
 May 2020

	May 20	Budget	\$ Over Budget	% of Budget
5794 · Water Bond Assessments	0.00	3,312.50	-3,312.50	0.0%
Total Other Income	4,105.89	41,675.07	-37,569.18	9.85%
Other Expense				
5435 · Improvement Project-Pajaro	1,977.50			
Total Other Expense	1,977.50			
Net Other Income	2,128.39	41,675.07	-39,546.68	5.11%
Net Income	<u>-15,923.82</u>	<u>26,220.75</u>	<u>-42,144.57</u>	<u>-60.73%</u>

Total Income **Total Expense** **Difference**
 \$ 181,839.51 \$ 197,763.33 \$ (15,923.82)

April Cash **May Cash** **Difference**
 \$ 328,678.37 \$ 317,696.79 \$ (10,981.58)

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
June 1 - 19, 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	AP	06/04/2020	Santa Cruz County Bank-0190	1001 · SCCB - Operating Account		-7,469.75
				5255 · Interest Expense	-7,469.75	7,469.75
TOTAL					-7,469.75	7,469.75
Check	AP	06/04/2020	Santa Cruz County Bank-0190	1001 · SCCB - Operating Account		-250.00
				5390 · Bank Charges	-250.00	250.00
TOTAL					-250.00	250.00
Check	AP	06/04/2020	Santa Cruz County Bank-0190	1001 · SCCB - Operating Account		-25.00
				5390 · Bank Charges	-25.00	25.00
TOTAL					-25.00	25.00
Bill Pmt -Check	AP	06/10/2020	PG&E 0819-Online	1001 · SCCB - Operating Account		-6,414.90
Bill	4/6/2...	05/15/2020		5310 · Utilities - Well Site	-756.68	756.68
				5310 · Utilities - Well Site	-1,647.37	1,647.37
				5310 · Utilities - Well Site	-114.26	114.26
				5310 · Utilities - Well Site	-2,053.42	2,053.42
				5310 · Utilities - Well Site	-547.93	547.93
				5315 · Utilities - Street Lighting	-87.34	87.34
Bill	3/6/2...	06/01/2020		5310 · Utilities - Well Site	-229.35	229.35
				5310 · Utilities - Well Site	-978.55	978.55
TOTAL					-6,414.90	6,414.90
Bill Pmt -Check	AP	06/10/2020	PG&E 1438-Online	1001 · SCCB - Operating Account		-1,365.52
Bill	4/26/...	05/27/2020		5310 · Utilities - Well Site	-1,365.52	1,365.52
TOTAL					-1,365.52	1,365.52
Bill Pmt -Check	AP	06/10/2020	PG&E 1826-Online	1001 · SCCB - Operating Account		-52.55
Bill	4/20/...	05/19/2020		5310 · Utilities - Well Site	-52.55	52.55
TOTAL					-52.55	52.55
Bill Pmt -Check	AP	06/10/2020	PG&E 6022-Online	1001 · SCCB - Operating Account		-13.48
Bill	4/22/...	05/20/2020		5315 · Utilities - Street Lighting	-13.48	13.48
TOTAL					-13.48	13.48
Check	AP	06/19/2020	Santa Cruz County Bank	1001 · SCCB - Operating Account		-623.25
				2256 · Vehicle Loan Payable	-523.73	523.73
				5255 · Interest Expense	-99.52	99.52
TOTAL					-623.25	623.25
Bill Pmt -Check	AP	06/19/2020	A. L. Lease Company, Inc.-Online	1001 · SCCB - Operating Account		-67.16
Bill	123577	05/21/2020		5220 · Water System - Repair & Maint	-35.04	35.04
Bill	123647	05/23/2020		5220 · Water System - Repair & Maint	-32.12	32.12
TOTAL					-67.16	67.16
Bill Pmt -Check	AP	06/19/2020	Ace Hardware Watsonville-Online	1001 · SCCB - Operating Account		-436.31
Bill	196286	05/26/2020		5230 · Park - Repair & Maint	-19.60	19.60
Bill	195051	06/01/2020		5145 · District Wide Repair & Maint	-218.49	218.49
Bill	196487	06/01/2020		5220 · Water System - Repair & Maint	-24.47	24.47
Bill	196562	06/03/2020		5145 · District Wide Repair & Maint	-46.96	46.96
Bill	196706	06/08/2020		5220 · Water System - Repair & Maint	-36.03	36.03
Bill	196801	06/11/2020		5145 · District Wide Repair & Maint	-25.29	25.29

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account

June 1 - 19, 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	196886	06/15/2020		5230 · Park - Repair & Maint	-65.47	65.47
TOTAL					-436.31	436.31
Bill Pmt -Check	AP	06/19/2020	ACWA-JPIA (med ins)-Online	1001 · SCCB - Operating Account		-17,078.41
Bill	0648...	06/03/2020		5050 · Employee Health Insurance 2264 · Employee Insurance Payable	-15,683.39 -1,395.02	15,683.39 1,395.02
TOTAL					-17,078.41	17,078.41
Bill Pmt -Check	AP	06/19/2020	Aramark- Online	1001 · SCCB - Operating Account		-99.21
Bill	7608...	05/29/2020		5140 · Building Repair & Maint	-33.07	33.07
Bill	7608...	06/05/2020		5140 · Building Repair & Maint	-33.07	33.07
Bill	7608...	06/12/2020		5140 · Building Repair & Maint	-33.07	33.07
TOTAL					-99.21	99.21
Bill Pmt -Check	AP	06/19/2020	AT&T 0646-Online	1001 · SCCB - Operating Account		-213.53
Bill	6/5/1...	06/05/2020		5310 · Utilities - Well Site	-213.53	213.53
TOTAL					-213.53	213.53
Bill Pmt -Check	AP	06/19/2020	AT&T 1782-Online	1001 · SCCB - Operating Account		-33.03
Bill	6/7/2...	06/07/2020		5310 · Utilities - Well Site	-33.03	33.03
TOTAL					-33.03	33.03
Bill Pmt -Check	AP	06/19/2020	AT&T 2043-Online	1001 · SCCB - Operating Account		-405.74
Bill	MAY ...	05/26/2020		5330 · Telephone	-405.74	405.74
TOTAL					-405.74	405.74
Bill Pmt -Check	AP	06/19/2020	AT&T 2486-Online	1001 · SCCB - Operating Account		-152.26
Bill	MAY ...	05/26/2020		5310 · Utilities - Well Site	-152.26	152.26
TOTAL					-152.26	152.26
Bill Pmt -Check	AP	06/19/2020	AT&T 2627-Online	1001 · SCCB - Operating Account		-33.03
Bill	6/7/2...	06/07/2020		5310 · Utilities - Well Site	-33.03	33.03
TOTAL					-33.03	33.03
Bill Pmt -Check	AP	06/19/2020	AT&T 3439-Online	1001 · SCCB - Operating Account		-33.03
Bill	6/1/2...	06/01/2020		5310 · Utilities - Well Site	-33.03	33.03
TOTAL					-33.03	33.03
Bill Pmt -Check	AP	06/19/2020	AT&T 3912-Online	1001 · SCCB - Operating Account		-1,332.27
Bill	6/1/2...	06/01/2020		5330 · Telephone	-1,332.27	1,332.27
TOTAL					-1,332.27	1,332.27
Bill Pmt -Check	AP	06/19/2020	AT&T 6542-Online	1001 · SCCB - Operating Account		-64.67
Bill	6/7/2...	06/07/2020		5310 · Utilities - Well Site	-64.67	64.67
TOTAL					-64.67	64.67
Bill Pmt -Check	AP	06/19/2020	AT&T 8925-Online	1001 · SCCB - Operating Account		-384.42
Bill	x060...	06/01/2020		5330 · Telephone	-384.42	384.42

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
June 1 - 19, 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-384.42	384.42
Bill Pmt -Check	AP	06/19/2020	Bianchi Alarm Systems-Online	1001 · SCCB - Operating Account		-84.00
Bill	23105	06/03/2020		5340 · Burglar Alarm Monitoring	-84.00	84.00
TOTAL					-84.00	84.00
Bill Pmt -Check	AP	06/19/2020	Bianchi Kasavan & Pope-Online	1001 · SCCB - Operating Account		-125.00
Bill	0110...	05/30/2020		5260 · Accounting & Bookkeeping	-125.00	125.00
TOTAL					-125.00	125.00
Bill Pmt -Check	AP	06/19/2020	C & N Tractors/Rentals- online	1001 · SCCB - Operating Account		-278.20
Bill	88593	05/19/2020		5175 · Small Tools - Repair & Maint.	-181.25	181.25
Bill	378446	06/10/2020		5145 · District Wide Repair & Maint	-96.95	96.95
TOTAL					-278.20	278.20
Bill Pmt -Check	AP	06/19/2020	Coastal Paving & Excavating- Online	1001 · SCCB - Operating Account		-2,080.00
Bill	Inv. 4...	06/17/2020		5220 · Water System - Repair & Maint	-2,080.00	2,080.00
TOTAL					-2,080.00	2,080.00
Bill Pmt -Check	AP	06/19/2020	Corbin Willits Systems-Online	1001 · SCCB - Operating Account		-232.76
Bill	000C...	05/15/2020		5165 · Computer Software	-232.76	232.76
TOTAL					-232.76	232.76
Bill Pmt -Check	AP	06/19/2020	Davis Auto Parts	1001 · SCCB - Operating Account		-37.21
Bill	571838	05/22/2020		5270 · Automotive - Repair & Maint	-10.80	10.80
Bill	572931	06/15/2020		5270 · Automotive - Repair & Maint	-26.41	26.41
TOTAL					-37.21	37.21
Bill Pmt -Check	AP	06/19/2020	Deloach & Associates, Inc	1001 · SCCB - Operating Account		-5,335.00
Bill	1566	05/28/2020		5266 · Engineering Svcs-Dist Wide	-5,335.00	5,335.00
TOTAL					-5,335.00	5,335.00
Bill Pmt -Check	AP	06/19/2020	Elan-Online	1001 · SCCB - Operating Account		-1,729.30
Bill	June ...	06/03/2020		5220 · Water System - Repair & Maint	-648.55	648.55
				5220 · Water System - Repair & Maint	-456.58	456.58
				5370 · Fuel - Trucks	-164.88	164.88
				5220 · Water System - Repair & Maint	-308.47	308.47
				5240 · Office Supplies	-150.82	150.82
TOTAL					-1,729.30	1,729.30
Bill Pmt -Check	AP	06/19/2020	GreatAmerica Financial-Online	1001 · SCCB - Operating Account		-506.43
Bill	2717...	06/04/2020		5160 · Office Equip Rental	-506.43	506.43
TOTAL					-506.43	506.43
Bill Pmt -Check	AP	06/19/2020	Green Rubber Kennedy Ag-Online	1001 · SCCB - Operating Account		-259.25
Bill	W-54...	05/15/2020		5220 · Water System - Repair & Maint	-51.33	51.33
Bill	W54...	05/18/2020		5220 · Water System - Repair & Maint	-125.29	125.29
Bill	w 549...	05/22/2020		5220 · Water System - Repair & Maint	-52.45	52.45
Bill	W54...	05/28/2020		5220 · Water System - Repair & Maint	-30.18	30.18
TOTAL					-259.25	259.25

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
June 1 - 19, 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	06/19/2020	ICONIX Waterworks (US), Inc-Online	1001 - SCCB - Operating Account		-1,076.85
Bill	U201...	06/11/2020		5220 - Water System - Repair & Maint	-1,076.85	1,076.85
TOTAL					-1,076.85	1,076.85
Bill Pmt -Check	AP	06/19/2020	MBAS-Online	1001 - SCCB - Operating Account		-247.50
Bill	2005...	05/22/2020		5190 - Soil and Water Tests	-45.00	45.00
Bill	2005...	05/22/2020		5190 - Soil and Water Tests	-45.00	45.00
Bill	2006...	06/12/2020		5190 - Soil and Water Tests	-45.00	45.00
Bill	2006...	06/12/2020		5190 - Soil and Water Tests	-90.00	90.00
Bill	2006...	06/12/2020		5190 - Soil and Water Tests	-22.50	22.50
TOTAL					-247.50	247.50
Bill Pmt -Check	AP	06/19/2020	Mid Valley Supply-Online	1001 - SCCB - Operating Account		-967.84
Bill	I2462...	05/27/2020		5220 - Water System - Repair & Maint	-86.04	86.04
				5220 - Water System - Repair & Maint	-28.68	28.68
				5220 - Water System - Repair & Maint	-57.36	57.36
				5220 - Water System - Repair & Maint	-28.68	28.68
				5220 - Water System - Repair & Maint	-28.67	28.67
				5220 - Water System - Repair & Maint	-28.67	28.67
Bill	I2464...	06/03/2020		5220 - Water System - Repair & Maint	-86.04	86.04
				5220 - Water System - Repair & Maint	-28.68	28.68
				5220 - Water System - Repair & Maint	-57.36	57.36
				5220 - Water System - Repair & Maint	-28.68	28.68
				5220 - Water System - Repair & Maint	-28.67	28.67
				5220 - Water System - Repair & Maint	-28.67	28.67
Bill	I2465...	06/10/2020		5220 - Water System - Repair & Maint	-120.44	120.44
				5220 - Water System - Repair & Maint	-30.11	30.11
				5220 - Water System - Repair & Maint	-30.11	30.11
				5220 - Water System - Repair & Maint	-30.11	30.11
Bill	I2467...	06/17/2020		5220 - Water System - Repair & Maint	-120.43	120.43
				5220 - Water System - Repair & Maint	-30.11	30.11
				5220 - Water System - Repair & Maint	-30.11	30.11
				5220 - Water System - Repair & Maint	-30.11	30.11
				5220 - Water System - Repair & Maint	-30.11	30.11
TOTAL					-967.84	967.84
Bill Pmt -Check	AP	06/19/2020	Mission Uniform Service-Online	1001 - SCCB - Operating Account		-80.00
Bill	5125...	05/25/2020		5140 - Building Repair & Maint	-40.00	40.00
Bill	5125...	06/01/2020		5140 - Building Repair & Maint	-40.00	40.00
TOTAL					-80.00	80.00
Bill Pmt -Check	AP	06/19/2020	Monterey One Water- Online	1001 - SCCB - Operating Account		-69.98
Bill	5/1/2...	05/31/2020		5310 - Utilities - Well Site	-44.25	44.25
Bill	June ...	05/31/2020		5130 - Utilities - Office	-25.73	25.73
TOTAL					-69.98	69.98
Bill Pmt -Check	AP	06/19/2020	New Pig Corporation-ONLINE	1001 - SCCB - Operating Account		-353.14
Bill	4896...	05/18/2020		5220 - Water System - Repair & Maint	-353.14	353.14
TOTAL					-353.14	353.14
Bill Pmt -Check	AP	06/19/2020	PARS-Online	1001 - SCCB - Operating Account		-478.04
Bill	45649	06/10/2020		5005 - Administrative Fees	-478.04	478.04
TOTAL					-478.04	478.04
Bill Pmt -Check	AP	06/19/2020	PG&E 0819-Online	1001 - SCCB - Operating Account		-7,463.51
Bill	5/6/2...	06/05/2020		5310 - Utilities - Well Site	-3,972.27	3,972.27
				5310 - Utilities - Well Site	-1,639.59	1,639.59
				5310 - Utilities - Well Site	-175.12	175.12
				5310 - Utilities - Well Site	-674.67	674.67

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
June 1 - 19, 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
				5310 · Utilities - Well Site	-272.53	272.53
				5315 · Utilities - Street Lighting	-85.14	85.14
				5310 · Utilities - Well Site	-644.19	644.19
TOTAL					-7,463.51	7,463.51
Bill Pmt -Check	AP	06/19/2020	PG&E 6857-Online	1001 · SCCB - Operating Account		-4,638.32
Bill	4/28/...	06/03/2020		5310 · Utilities - Well Site	-1,462.12	1,462.12
				5310 · Utilities - Well Site	-980.12	980.12
				5130 · Utilities - Office	-200.63	200.63
				5310 · Utilities - Well Site	-69.79	69.79
				5315 · Utilities - Street Lighting	-1,925.66	1,925.66
TOTAL					-4,638.32	4,638.32
Bill Pmt -Check	AP	06/19/2020	Pure Water- online	1001 · SCCB - Operating Account		-8,286.75
Bill	361208	06/01/2020	State Water Resources Control Board	5427 · Improvement Project-Springfield	-1,961.85	1,961.85
Bill	361209	06/01/2020	State Water Resources Control Board	5427 · Improvement Project-Springfield	-6,324.90	6,324.90
TOTAL					-8,286.75	8,286.75
Bill Pmt -Check	AP	06/19/2020	R & B Company- Online	1001 · SCCB - Operating Account		-367.50
Bill	S194...	06/02/2020		5220 · Water System - Repair & Maint	-116.94	116.94
Bill	S194...	06/04/2020		5220 · Water System - Repair & Maint	-176.59	176.59
Bill	S194...	06/09/2020		5220 · Water System - Repair & Maint	-73.97	73.97
TOTAL					-367.50	367.50
Bill Pmt -Check	AP	06/19/2020	Royal Oaks Auto Repair Inc.	1001 · SCCB - Operating Account		-20.00
Bill	29646	06/11/2020		5270 · Automotive - Repair & Maint	-20.00	20.00
TOTAL					-20.00	20.00
Bill Pmt -Check	AP	06/19/2020	Santa Cruz Answering Service-Onl...	1001 · SCCB - Operating Account		-70.36
Bill	1009 ...	05/22/2020		5330 · Telephone	-70.36	70.36
TOTAL					-70.36	70.36
Bill Pmt -Check	AP	06/19/2020	Singh Computech-Online	1001 · SCCB - Operating Account		-280.00
Bill	8289	06/05/2020		5165 · Computer Software	-280.00	280.00
TOTAL					-280.00	280.00
Bill Pmt -Check	AP	06/19/2020	Soil Control Lab-Online	1001 · SCCB - Operating Account		-325.00
Bill	0050...	05/13/2020		5190 · Soil and Water Tests	-50.00	50.00
Bill	0050...	05/13/2020		5190 · Soil and Water Tests	-75.00	75.00
Bill	0050...	05/13/2020		5190 · Soil and Water Tests	-75.00	75.00
Bill	0050...	05/13/2020		5190 · Soil and Water Tests	-50.00	50.00
Bill	0050...	05/15/2020		5190 · Soil and Water Tests	-50.00	50.00
Bill	0050...	05/19/2020		5190 · Soil and Water Tests	-25.00	25.00
TOTAL					-325.00	325.00
Bill Pmt -Check	AP	06/19/2020	Sturdy Oil Company-Online	1001 · SCCB - Operating Account		-662.40
Bill	CL49...	05/31/2020		5370 · Fuel - Trucks	-662.40	662.40
TOTAL					-662.40	662.40
Bill Pmt -Check	AP	06/19/2020	Taylor's Office City- Online	1001 · SCCB - Operating Account		-841.34
Bill	3238...	06/11/2020		5240 · Office Supplies	-163.64	163.64
Bill	2329...	06/17/2020		5240 · Office Supplies	-21.84	21.84
				5200 · Billing Supplies	-655.86	655.86

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account
June 1 - 19, 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-841.34	841.34
Bill Pmt -Check	AP	06/19/2020	Thomas E Yeager, P.E.-Online	1001 · SCCB - Operating Account		-108.75
Bill	Invoic...	06/01/2020		5435 · Improvement Project-Pajaro 5265 · Engineering Expenses	-96.67 -12.08	870.00 108.75
TOTAL					-108.75	978.75
Bill Pmt -Check	AP	06/19/2020	TIAA Commercial Finance, Inc.	1001 · SCCB - Operating Account		-231.91
Bill	7271...	06/08/2020		5160 · Office Equip Rental	-231.91	231.91
TOTAL					-231.91	231.91
Bill Pmt -Check	AP	06/19/2020	Univar-Online	1001 · SCCB - Operating Account		-1,652.02
Bill	4859...	06/18/2020		5220 · Water System - Repair & Maint	-1,652.02	1,652.02
TOTAL					-1,652.02	1,652.02
Bill Pmt -Check	AP	06/19/2020	USA Blue Book- ONLINE	1001 · SCCB - Operating Account		-152.98
Bill	241694	05/19/2020		5145 · District Wide Repair & Maint	-152.98	152.98
TOTAL					-152.98	152.98
Bill Pmt -Check	AP	06/19/2020	Valvoline	1001 · SCCB - Operating Account		-74.34
Bill	8578	05/22/2020		5270 · Automotive - Repair & Maint	-74.34	74.34
TOTAL					-74.34	74.34
Bill Pmt -Check	AP	06/19/2020	Wells Fargo- 6120 ONLINE	1001 · SCCB - Operating Account		-116.99
Bill	May ...	06/10/2020		5165 · Computer Software 5165 · Computer Software	-107.00 -9.99	107.00 9.99
TOTAL					-116.99	116.99
Bill Pmt -Check	AP	06/19/2020	WM / Carmel Marina - Office-Online	1001 · SCCB - Operating Account		-307.46
Bill	9456...	06/01/2020		5150 · Garbage Service	-307.46	307.46
TOTAL					-307.46	307.46
Bill Pmt -Check	AP	06/19/2020	Tom's Site Service-Online	1001 · SCCB - Operating Account		-166.43
Bill	46753	05/31/2020		5145 · District Wide Repair & Maint	-166.43	166.43
TOTAL					-166.43	166.43
Check	PARS	06/03/2020	US Bank - PARS #6746022400	1001 · SCCB - Operating Account		-4,055.27
				5070 · Employee Retirement	-4,055.27	4,055.27
TOTAL					-4,055.27	4,055.27
Check	PARS	06/17/2020	US Bank - PARS #6746022400	1001 · SCCB - Operating Account		-4,061.74
				5070 · Employee Retirement	-4,061.74	4,061.74
TOTAL					-4,061.74	4,061.74
Bill Pmt -Check	24385	06/19/2020	American Water Works Association	1001 · SCCB - Operating Account		-445.00
Bill	7001...	05/01/2020		5320 · Membership Fees and Dues	-445.00	445.00
TOTAL					-445.00	445.00

Pajaro/Sunny Mesa Community Services District
Check Detail - Operating Account

June 1 - 19, 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	24386	06/19/2020	Anthony Nicola	1001 · SCCB - Operating Account		-150.00
Bill	Dep r...	06/04/2020		2121 · Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	24387	06/19/2020	Aramark- Online	1001 · SCCB - Operating Account		-437.31
Bill	2241...	05/17/2020		5090 · Other Employee Expense	-144.92	144.92
Bill	2245...	06/06/2020		5240 · Office Supplies	-292.39	292.39
TOTAL					-437.31	437.31
Bill Pmt -Check	24388	06/19/2020	Erica Mejia Zambrano	1001 · SCCB - Operating Account		-150.00
Bill	Dep. ...	06/04/2020		2121 · Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	24389	06/19/2020	Melissa Mendoza	1001 · SCCB - Operating Account		-150.00
Bill	Dep. ...	06/04/2020		2121 · Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	24390	06/19/2020	Monterey County Environmental H...	1001 · SCCB - Operating Account		-17,325.00
Bill	IN100...	05/19/2020		5325 · Permits	-695.00	695.00
Bill	IN100...	05/19/2020		5325 · Permits	-2,424.00	2,424.00
Bill	IN100...	05/19/2020		5325 · Permits	-3,101.00	3,101.00
Bill	IN100...	05/19/2020		5325 · Permits	-3,099.00	3,099.00
Bill	IN100...	05/19/2020		5325 · Permits	-2,195.00	2,195.00
Bill	IN100...	05/19/2020		5325 · Permits	-3,101.00	3,101.00
Bill	IN100...	05/19/2020		5325 · Permits	-2,710.00	2,710.00
TOTAL					-17,325.00	17,325.00
Bill Pmt -Check	24391	06/19/2020	Mr. Francisco Reyes	1001 · SCCB - Operating Account		-150.00
Bill	Dep r...	06/04/2020		2121 · Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	24392	06/19/2020	Phil Vanderhorst	1001 · SCCB - Operating Account		-100.00
Bill	Reim...	06/12/2020		5090 · Other Employee Expense	-100.00	100.00
TOTAL					-100.00	100.00
Bill Pmt -Check	24393	06/19/2020	Santa Cruz County Bank-0190	1001 · SCCB - Operating Account		-3,849.19
Bill	Intere...	06/08/2020		5255 · Interest Expense	-3,849.19	3,849.19
TOTAL					-3,849.19	3,849.19
Bill Pmt -Check	24394	06/19/2020	Sharon Antonelli	1001 · SCCB - Operating Account		-150.00
Bill	Dep. ...	06/04/2020		2121 · Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	24395	06/19/2020	WINNIE YUK	1001 · SCCB - Operating Account		-150.00
Bill	Dep r...	06/04/2020		2121 · Customer Security Deposits	-150.00	150.00
TOTAL					-150.00	150.00

Pajaro/Sunny Mesa Community Services District
Check Detail - Reserve Account
June 1 - 19, 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	06/19/2020	NBS-Online	1002 · SCCB Reserve Account		-92.00
Bill	5200...	06/12/2020		5426 · Vega Assmnt Bond Expense	-92.00	92.00
TOTAL					-92.00	92.00

Pajaro/Sunny Mesa Community Services District
Check Detail - Pajaro Park Account

June 1 - 19, 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	06/10/2020	PG&E 3540 Pajaro Park-Online	1036 · PSM Pajaro Park Acct		-99.36
Bill	4/21/...	05/20/2020		5231 · Pajaro Park Expense	-99.36	99.36
TOTAL					-99.36	99.36
Bill Pmt -Check	AP	06/19/2020	Ace Hardware Watsonville-Online	1036 · PSM Pajaro Park Acct		-49.14
Bill	196721	06/09/2020		5231 · Pajaro Park Expense	-49.14	49.14
TOTAL					-49.14	49.14
Bill Pmt -Check	AP	06/19/2020	Panther Protective Services- Online	1036 · PSM Pajaro Park Acct		-450.00
Bill	006-2...	06/09/2020		5231 · Pajaro Park Expense	-450.00	450.00
TOTAL					-450.00	450.00

Pajaro/Sunny Mesa Community Services District
Check Detail - Street Maintenance Account

June 1 - 19, 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	06/10/2020	PG&E 9545 Street Maint-Online	1004 - SCCB - Street Maint Acct		-1.30
Bill	3/21/...	05/20/2020		5225 - Street Maintenance	-1.30	1.30
TOTAL					-1.30	1.30
Bill Pmt -Check	AP	06/19/2020	AT&T 5203 Street Maint-Online	1004 - SCCB - Street Maint Acct		-191.86
Bill	6/1/2...	06/01/2020		5225 - Street Maintenance	-191.86	191.86
TOTAL					-191.86	191.86
Bill Pmt -Check	519	06/19/2020	Pajaro/Sunny Mesa Comm Svcs Dist	1004 - SCCB - Street Maint Acct		-31.03
Bill	May. ...	06/01/2020		5225 - Street Maintenance	-31.03	31.03
TOTAL					-31.03	31.03
Bill Pmt -Check	520	06/19/2020	Tony Maciel	1004 - SCCB - Street Maint Acct		-760.00
Bill	APR ...	06/05/2020		5225 - Street Maintenance	-760.00	760.00
TOTAL					-760.00	760.00

Pajaro/Sunny Mesa Community Services District
Check Detail - COP 2010 Account

June 1 - 19, 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	AP	06/05/2020	MNS Engineers Inc-Online	1032 · SCCB-COP Acct (aka Const....		-33,177.93
Bill	75119	06/04/2020		1814 · CIP-Pajaro	-33,177.93	33,177.93
TOTAL					-33,177.93	33,177.93
Bill Pmt -Check	AP	06/19/2020	Contractor Compliance& Monitorin...	1032 · SCCB-COP Acct (aka Const....		-332.50
Bill	Inv. 1...	05/29/2020		5435 · Improvement Project-Pajaro	-332.50	332.50
TOTAL					-332.50	332.50
Bill Pmt -Check	AP	06/19/2020	NBS-Online	1032 · SCCB-COP Acct (aka Const....		-1,000.00
Bill	5200...	05/31/2020		5266 · Engineering Svcs-Dist Wide	-1,000.00	1,000.00
TOTAL					-1,000.00	1,000.00
Bill Pmt -Check	AP	06/19/2020	Quinn Company-Online	1032 · SCCB-COP Acct (aka Const....		-4,935.35
Bill	E241...	06/01/2020		5220 · Water System - Repair & Maint	-4,935.35	4,935.35
TOTAL					-4,935.35	4,935.35
Bill Pmt -Check	AP	06/19/2020	Thomas E Yeager, P.E.-Online	1032 · SCCB-COP Acct (aka Const....		-870.00
Bill	Invoic...	06/01/2020		5435 · Improvement Project-Pajaro	-773.33	870.00
				5265 · Engineering Expenses	-96.67	108.75
TOTAL					-870.00	978.75
Bill Pmt -Check	824	06/04/2020	Anderson Pacific Engineering Con...	1032 · SCCB-COP Acct (aka Const....		-788,970.25
Bill	App #5	06/04/2020		1814 · CIP-Pajaro	-14,250.00	14,250.00
Bill	App #...	06/04/2020		1814 · CIP-Pajaro	-75,915.45	75,915.45
Bill	App # 7	06/04/2020		1814 · CIP-Pajaro	-125,508.30	125,508.30
Bill	App # 8	06/04/2020		1814 · CIP-Pajaro	-573,296.50	573,296.50
TOTAL					-788,970.25	788,970.25
Bill Pmt -Check	825	06/19/2020	360PSM	1032 · SCCB-COP Acct (aka Const....		-2,000.00
Bill	1004	05/01/2020		5435 · Improvement Project-Pajaro	-500.00	500.00
Bill	1005	05/06/2020		5435 · Improvement Project-Pajaro	-500.00	500.00
Bill	1006	05/06/2020		5435 · Improvement Project-Pajaro	-500.00	500.00
Bill	1007	06/15/2020		5435 · Improvement Project-Pajaro	-500.00	500.00
TOTAL					-2,000.00	2,000.00

PAJARO STREET LIGHTING ASSESMENT

2020-2021

Final Budget

	2020-2021
REVENUE	
Parcel Assessments	41,100.00
 EXPENSE	
Utilities (PG&E)	28,000.00
Maintenance & Administration	12,000.00
Professional Services (Legal & Accounting)	1,100.00
	<hr/> 41,100.00
 REVENUE	 41,100.00
EXPENSE	 41,100.00
	<hr/> 0

No Change to budget this year.

**STREET MAINTENANCE / SUBDIVISION MAINTENANCE
 CONTRACT OPERATIONS AND MAINTENANCE BUDGET
 2020-2021**

REVENUE

Parcel Assessments through Monterey County Tax Roll	63,800
-----------------------------------------------------	--------

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>31,150</u>
Total Expense	63,800

REVENUE	63,800
EXPENSE	<u>63,800</u>
	0

Notes: Restricted bank account balance as of 5-1-20 is \$198,636.56

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 \$31,150 to perform these services.

Roads sealed in all 7 subdivisions in the fall of 2019 using Type 2 Slurry.

Cost was \$53,000, paid out of Street Maintenance bank account/reserve.

**PAJARO COMMUNITY PARKS/PUBLIC AREAS
OPERATIONS AND MAINTENANCE BUDGET
Final Budget
2020-2021**

		2020-2021
REVENUE		25,000
(1% Special District Tax-Assessed/ collected by Mo. Co.)		
 EXPENSE		
Tot-Lot (Cayetano Park-Florence @ Cayetano)	2.0 hrs./week	8,000
Berlanga Park (Stender Ave.)	1.25 hrs./week	5,000
Memorial Park (Salinas Rd. @ Stender Ave.)	1.25 hrs./week	5,000
Monument Park (Porter Dr. @ San Juan Rd.)	1.25 hrs./week	5,000
Misc.(Pajaro Sign maintenance, curb painting, graffiti	.25 hrs/week	<u>1,000</u>
Total Labor	4.75 hrs./week	<u>24,000</u>
(4.75 hrs./week X 40 wks. X \$100./hr)		
Groundskeeping Materials and Supplies		<u>1,000</u>
Total Expense		<u>25,000</u>
 REVENUE		25,000
EXPENSE		<u>25,000</u>
		0

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

	2020-2021
Personnel Costs	
Management & Administration	\$ 3,250
Park Labor	30,600
TOTAL PERSONNEL:	<u>31,650</u>
Operating Costs	
Sewer	360
Garbage Service	3,700
Electricity - Lights/Special Events - Phone	4,500
Alarm Service	350
Janitorial Supplies	3,700
Office Supplies	360
Building & Grounds Materials	1,500
Other Supplies & Materials	-
Pajaro Water Bond and Property Tax	2,600
Gate closing (Security Patrol)	5,700
TOTAL OPERATING:	<u>22,770</u>
Reserve	<u>-</u>
ANNUAL OPERATIONS & MAINTENANCE	<u><u>\$ 54,420</u></u>

Account No:	Account Name:	Description
Income:		
4001-4015	Water Services Revenue	1.7% net increase over 2019-2020 actual revenue. 2019-2020 projected budget shortfall is 3%-3.3%. Then add 2020 5% rate increase.
4110	Hydrant Sales	25% increase due to higher demand.
4140	Connection Fees	2 New Connections @ \$2152.00 each.(projection)
4210	Vega Bond Assessment	Pass-thru
4340-4341	Utility Reimbursements	Lighting Assessment will remain relatively unchanged for this fiscal year.
Expenses: Indirect		
5000	Salaries/Wages	Slight decrease, due to (2) Operators and Accountant, leaving, and replaced with lower paid employees. Vacation pay-outs should remain constant. All 10 employees scheduled for a step increase, or a cost of living increase, (+/- 2.5 %) if already at top step. The proposed salary increase/raises, total \$ 25,000. Increased by
5010	Contract Labor	Staff is proposing/considering adding (2) contract employees for meter reading and meter maintenance, 4-5 days each month, up to 40 hours each. This would allow for Maintenance Operators (4) to be working on water sytem repair and maintenance tasks, and readily available for emergency response, at all times.
5040	Workers Comp Insurance	Decrease due to past claims having been satisfied.
5050	Health Insurance	Revised actual current cost + projected increase of 2.5%
5070	Retirement	Increased due to increase in salary & wages.
5140	Building Repair and Maint.	Office Building exterior painting. \$10,000
5145	Dist. Wide Repair and Maint.	Office Parking Lot Pavement Re-hab. \$11,000
5180	Casualty Insurance	Allowance for 10% increase over 2020-2021
5250	Legal Fees	2019-2020 Initial budget \$140,000. Ammended to \$65,000 in April, 2020. 2020-2021 General Matters expense projected at \$18,000. Budget reflects an additional 50%, for Prop. 218, Public Contracting Code, unexpected issues, etc.
5265	Interest Expense/Financed Items	Interest on (2) new District vehicles.
5260	Accounting and Bookeeping	Will remain steady this year.
5266	Engineering Dist. Wide	Water Rate Study \$40,000 NBS.

Expenses: Direct		
5190	Soil and Water Tests	Annual sampling quantity lower this year.
5220	Water System Repair and Maint.	Initial 2019-2020 budget \$200,00, amended April, 2020 to \$275,000 due to unexpected, and non-reoccurring expenses. 2020-2021 budgeted amount, \$225,0000, reflects a 12.5% increase over 2019-2020 budget.
Debt Service		
	Auto Loan(s)	Increase in budgeted amount represents costs associated with the purchase of new District vehicle.
Capital Reserve		
		\$50,000 added to Capital Reserve.
Operating Reserve		
		\$24,200 to remain in operating reserve

**2020-2021
Final Budget**

Income			2020-2021
4001	Route 1	Pajaro	271,000
4002	Route 2	Pajaro	276,000
4003	Route 3	Commercial (Pajaro)	277,000
4004	Route 4	Trailer Park (Pajaro)	13,500
4005	Route 5	San Juan Apts	13,400
4006	Route 6	Sunny Mesa	143,700
4007	Route 7	C.S.A. 73 Hillcrest/Bay Farms	158,000
4008	Route 8	Vega/Vista Verde	156,300
4010	Route 10	Springfield	10,500
4011	Route 11	Moss Landing	271,000
4012	Route 12	Blackie Road	31,700
4013	Route 13	Normco	345,000
4014	Route 14	Vierra Estates	52,600
4015	Route 15	Langley/Valle Pacifico	32,900
		Water Services SubTotal	2,052,600
4100		Late Payment Penalties	5,000
4101		Billing Adjustments	500
4110		Hydrant Sales	5,000
4115		Test Fees (Cross Conn-Yearly-Pajaro)	7,500
4140		Connection Fees/Capacity Fees	4,300
4141		Application Fees	550
4146		Other Fees	400
4200		Street Maintenance-Reimbursement	63,800
4210		Vega Bond Assessments	278,000
4280		Pro Rata Tax Collection	25,000
4285		PVWMA Collection Fee	27,000
4300		Collection Previous w/o account	500
4305		Miscellaneous Revenue	1,500
4340		Utility Reimbursement	28,000
4341		Lighting Admin Reimbursement	12,000
4345		Customer Reimbursements	
4346		District 25% Overhead Fee	500
4350		Interest Revenue	5,700
4355		Audit/Bookkeeping Re-imburement	700
4360		Legal Counsel Reimbursement	400
5794		Pajaro Water Bond	40,500
		Other Subtotal	506,850
		Total Income	2,559,450

**2020-2021
Final Budget**

Expenses INDIRECT			2020-2021
5000	Salaries and Wages		762,000
5005	Administrative Fees		6,000
5010	Contract Labor		24,000
5030	Payroll Tax Expense		16,000
5040	Workers Comp Insurance		20,000
5050	Employee Health Insurance		188,000
5070	Employee Retirement		114,300
5090	Other Employee Expense		2,500
5120	Property Taxes		1,500
5130	Utilities - Office		4,000
5140	Building Repair & Maintenance		15,000
5145	District Wide Repair & Maint		16,000
5150	Garbage Service		3,700
5160	Office Equipment Rental		10,000
5165	Computer Software		10,000
5170	Office Equipment Repair & Maint		3,600
5175	Small Tools - Repair & Maint.		1,000
5180	Casulty Insurance/Liability Insurance		31,000
5200	Billing Supplies		3,700
5240	Office Supplies		3,500
5245	Postage		8,500
5250	Legal Expenses		27,000
5255	Interest Expense Re Org Loan		13,000
5256	Interest Exp-Financed Items		2,400
5260	Accounting & Bookkeeping		37,000
5266	Engineering Expense District Wide		41,000
5270	Automotive - Repair & Maint		10,000
5280	Seminars & Conferences		500
5290	Travel Expenses		500
5300	Books & Subscriptions		1,500
5305	Water Conservation Program		1,500
5320	Membership Fees & Dues		20,000
5326	Licenses and Certifications		2,000
5330	Telephone		17,000
5340	Burglar Alarm Monitoring		800
5350	Cash Over/Short		
5370	Fuel - Trucks		24,000
5390	Bank Charges		200
5391	Credit Card Transaction Fees		6,000
5400	Miscellaneous Expense		200
6560	Payroll Processing Expenses		600
6577	COP Debt Service - Interest		78,000
Total Expenses INDIRECT			1,527,500

**2020-2021
Final Budget**

Expenses DIRECT			2020-2021
5190		Soil and Water Tests	32,000
5220		Water System - Repair & Maint	225,000
5225		Street Maintenance	32,650
5230		Parks - Repair & Maintenance	1,000
5265		Engineering Expenses	2,000
5310		Utilities - Well Site	170,000
5315		Utilities - Street Lighting	28,000
5325		Permits	25,000
5360		Fuel - Generator	1,500
5426		Vega Assmnt Bond Expense	
5428		COP Bond Expense	3,500
5433		Water Bond Expense - Interest	10,600
5660		Freight & Delivery	
6575		Vega Debt Service - Interest	143,000
Total Expenses DIRECT			674,250
Total Expenses INDIRECT			1,527,500
Total Expenses			2,201,750
Total Income			2,559,450
Total Expenses			2,201,750
Gross Net			357,700
Debt Service			
		Auto Loan	12,500
		2010 COP (Principal only)	70,000
		Re-Organization Loan (Principal only)	30,000
		Vega Debt Service (Principal only)	135,000
		Meeting Stipend (donated to Pajaro Park)	6,000
		Water Bond (Principal only)	30,000
Total			283,500
Gross Net			357,700
Debt Service			283,500
Reserve Fund			50,000
Surplus (Remains in operating fund)			24,200
Debt Service Fund \$15,900 per month=\$191,000/year			
Capital Reserve Fund \$4167 per month=\$50,000/year			
Transfer from Reserve 0			-
Capital Outlay-Planned			

Compensation Schedule
-10% 2020 Median Salary

	Step A	Step B	Step C	Step D	Step E	2020 Median Comparison
	Yearly	Yearly	Yearly	Yearly	Yearly	Hourly
General Manager	164,000	168,100	172,302	176,610	n/a	(-7%)
Operations Manager	120,609	123,021	125,481	127,990	130,550	62.76 (-2%)
Senior Maint. Operator	91,945	93,784	95,659	97,572	99,524	47.84 (+7%)
Full-Charge Bookkeeper	79,971	81,570	83,201	84,865	87,861	42.24 (-10%)
Customer Service Rep.	58,339	59,505	60,695	61,909	65,358	31.42 (-10%)
Maint. Operator II	54,003	58,593	63,573	68,977	74,840	35.98 (-10%)
Maint. Operator I (x2) (Certified/Experienced)	51,308	55,669	60,401	65,535	71,105	34.18 (-10%)
Maint. Operator I (Entry Level)	43,985	44,864	45,761	46,676	47,609	22.88 (-64%)
Maint. Operator (Part-Time)	8736	9360	9984	10,608	11,232	18.00 N/A

Annual Increase **21,000** **25,967** **27,323** **28,819** **29,517**

SITE	#: of PUMP:	HP of EACH	GENERATOR SIZE (kW)	Budget Price
Well #1 Pajaro Office	3	5-50, 1-100	C9 250kW	110k
Andreas Tank	1	60	D125-8	59k
Convenant BP	2	5	D100-8	52k
Kari Lane	1	2.5	D40-2LC	38k
Sunny Mesa Tank	1	5	D40-2LC	38k
Sunny Mesa Well	4	2-15, 1-5, 1-50	D125-8	59k
Langley Canyon Lower	2	1-50, 1-25	D100-8	52k
Langley Canyon Upper	2	5	D40-2LC	38k
Matehorn Well	2	20	D80-8	48k
Claghorn Well	2	1-5, 1-10	D40-2LC	38k
Normco Tank BP	1	5	D40-2LC	38k
Berta Well #1	2	5	D40-2LC	38k
Manzanita	1	30	D80-8	48k
Blackie	1	125	D125-8	59k
Moss Landing*	3	1-7.5, 1-3, 1-5	D40-2LC	38k
	2	50	D125-8	59k

Equipment Total \$ 812,000

DISTRICT OPERATIONS REPORT

June 25, 2020

TOPIC	STATUS	DATE OF PLANNED RESPONSE
Arrowhead Tank Replacement Project	Bid docs prepared by Wyeast 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
Grants & Loans Active	<p>A. SRF Planning Grant Springfield & IRWMP Grant Pajaro.</p> <ul style="list-style-type: none"> • Pajaro Grant – The mixing system should arrive by the 6th of July; completion goal is July 31. Three crews are proposed – Mixing system install, piping system completion and electrical group. If the three groups work in parallel project we will be completed by the end of July. • Springfield Planning Grant – District Engineer has reviewed and approved Cultural and Biological reports. Monthly conference call scheduled on June 24, 2020. 	<p>June 2020</p> <p>June 2020</p>
Pajaro Park	<p>Pajaro Park remains closed.</p> <p>Summer Lunch Program, drive thru and walk-up, is taking place at the Pajaro Park. The Park is closed for all other use.</p>	June 2020
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
Emergency Generators	District Engineer, Tom Yeager and Staff are working together in an alternative plan due to no interest in the RFP in February 2020.	On Agenda
Hazard Mitigation Plan	<p>Generate a Disaster Mitigation Plan for submission to Monterey County and FEMA.</p> <ul style="list-style-type: none"> • Pre-Disaster Hazard Mitigation Plan Application for assistance has been determined ineligible by Cal OES. 	No Report
Water Rate Study	Discuss the Water Rate Study	On Agenda
Compensation Plan Review	Discuss the Compensation Plan Review	On Agenda
Multi Community Bottled Water Project	Springfield Water System, Moss Landing Mobile Home Park, Springfield/Bluff/Jensen/Giberson Roads. 189 homes are currently receiving bottled water. One more sign-up, total 190.	June 2020

Usage Comparison in Gallons 2013-2020

Water Systems	May-17	May-18	May-19	May-20
Pajaro	8,268,392	9,317,836	6,081,988	6,598,108
Normco	2,679,336	3,308,404	2,333,760	3,187,976
Sunny Mesa	2,058,496	2,640,440	2,302,344	2,873,068
Moss Landing	2,481,864	3,077,272	2,069,716	2,143,020
Vega	1,191,564	1,626,152	1,035,980	1,464,584
Vierra Estates	335,104	495,176	329,868	380,732
Springfield (pumped)	706,112	664,972	545,890	560,626
Langley/Valle Pacifico	252,076	414,392	270,776	267,784
Blackie	249,084	331,364	198,968	270,776
District Total	18,222,028	21,876,008	15,169,290	17,746,674

Water Systems	May-13	May-20	Percentage	
Pajaro	7,704,512	6,598,108	↓	-14.4%
Normco	3,889,600	3,187,976	↓	-18.0%
Sunny Mesa	3,348,257	2,873,068	↓	-14.2%
Moss Landing	1,996,412	2,143,020	↑	7.3%
Vega	2,090,660	1,464,584	↓	-29.9%
Vierra Estates	522,104	380,732	↓	-27.1%
Springfield (pumped)	673,948	560,626	↓	-16.8%
Langley/Valle Pacifico	354,552	267,784	↓	-24.5%
Blackie	290,224	270,776	↓	-6.7%
District Total	20,870,269	17,746,674	↓	-15.0%

