



CASTROVILLE COMMUNITY SERVICES DISTRICT

P.O. BOX 1065

OFFICE: 11499 GEIL STREET

CASTROVILLE, CA 95012

FAX (831) 633-3103

President – Cosme Padilla
Vice President – Ron Stefani
Director – Glenn Oania
Director – James R. Cochran
Director – Greg MacMillan

24-HOUR TELEPHONE: (831) 633-2560

General Manager – Eric Tynan
Board Secretary – Lidia Santos

Website: CastrovilleCSD.org

AGENDA REGULAR MEETING OF THE BOARD OF DIRECTORS TUESDAY, MAY 21, 2024 – 4:30 P.M. DISTRICT BOARD ROOM – 11499 GEIL STREET

In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in the Board meeting, please contact Lidia Santos, Board Secretary during regular business hours at (831) 633-2560. Notification received 48 hours before the meeting will enable the District to make reasonable accommodations.

CALL MEETING TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

ADDITIONS OR CORRECTIONS TO THE AGENDA

PUBLIC COMMENTS – (Limited to three minutes per speaker within the jurisdiction of items not on the agenda. The public will have the opportunity to ask questions or make statements as the Board addresses each agenda item.)

CONSENT CALENDAR:

1. Approve the Draft Minutes of the Regular Board Meeting, April 16, 2024 – **motion item**

CORRESPONDENCE:

1. Email to General Manager Eric Tynan from Monterey County's Department of Emergency Management announcing the implementation of a cutting-edge Alter and Warning System designed to ensure the safety and well-being of all residents.

INFORMATIONAL ITEMS:

1. *SDLF* – Federal Legislation Would Open Funding Opportunities for Special Districts Providing Essential Services to Nearly All of California's 39 Million Residents
2. *ACWA News* – EPA Announces National Regulations for PFAS MCL
3. Monterey County Elections Department Calendar, November 5, 2024, General Election Key dates
4. Receive Update on Regional Government Services (RGS) a public agency serving the consulting, administrative and project management needs of local government – Eric Tynan, General Manager

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CASTROVILLE COMMUNITY SERVICES DISTRICT

PRESENTATION:

1. Monterey One Water (M1W) is moving its billing for wastewater service to the County of Monterey Property Tax Bill and will acquaint the Board and public with the procedure necessary for the Castroville Community Services District (District) to accomplish the transfer of Wastewater (Sewer) charges for the community of Moss Landing to the County Property Tax Bill and assist the District with the process. M1W to provide a community presentation and feedback – Mike McCullough, Director of External Affairs

NEW BUSINESS:

1. Authorize General Manager J. Eric Tynan to send a letter to Monterey One Water affirming the District's intent to move the District's billing for Wastewater (Sewer) charges to the County of Monterey property tax bill, prepare Annual Rate Report and set a public hearing for June 18, 2024 for the community of Moss Landing – **motion item**
2. Consider and Approve Resolution No. 24-02 Ordering an Election, Requesting the County Elections Department to Conduct the Election, and Requesting Consolidation of the Election – **motion item**
3. Consider and Approve Service Agreement for the Provision of Election Services Between Castroville Community Services District and County of Monterey Department of Elections, November 5, 2024 – **motion item**
4. Receive North County Recreation and Park District request for funding, "Extended Recreation Services" for fiscal year 2024/2025 – Eric Tynan, General Manager
5. Receive Preliminary 2024-25 Operating Budgets for Water (Castroville Zone 1), Sewer and Governmental (Castroville Zone 1), Sewer and Governmental (Moro Cojo, NMCHS, & Monte Del Lago Mobile Home Park Zone 2) and Sewer (Moss Landing Zone 3) – Budget & Personnel Committee: Directors Ron Stefani and Greg MacMillan
6. Discussion on the celebration of the community mural on the Castroville Pedestrian Crosswalk by artist Guillermo Aranda – Eric Tynan, General Manager
7. Consider and Adopt Castroville Community Services District, Workplace Violence Prevention Plan
8. Consider and Approve Resolution to approve proposal from Teichert Construction for water line replacement, not to exceed \$135,230 – **motion item**

UNFINISHED BUSINESS:

1. Update on Well levels – Eric Tynan, General Manager
2. Update on status of grant/projects for Moss Landing-Sewer Zone 3 (Professional Engineering Services for Moss Landing Wastewater System Rehabilitation Project – Eric Tynan, General Manager
3. Update on status of putting well out to bid and grant/projects for Castroville-Water Zone 1 (Emergency Deep Aquifer Supply and Storage Tank Project, Well No. 6) for system upgrades and improvements – Eric Tynan, General Manager
4. Update on status of grant/projects for Castroville-Sewer Zone 1 (Washington Sewer Trunk Line Bypass) – Eric Tynan, General Manager
5. Update on status of grant/projects for Castroville Landmark Sign at Highway 183 – Eric Tynan, General Manager
6. Update on the State of California Department of Transportation (Caltrans) projects: (1) Caltrans Merritt Street Beautification Project, (2) Pedestrian Bridge Enhancement/Improvement Project, – Eric Tynan, General Manager

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May 21, 2024

CASTROVILLE COMMUNITY SERVICES DISTRICT

CLOSED SESSION:

CONFERENCE WITH REAL PROPERTY NEGOTIATORS pursuant to Government Code Section 54956.8

Property Location: APN: 030-141-022-000 and 030-141-023-000, Southwest corner of Merritt Street and Washington Street, Castroville, CA

Negotiating Parties: Castroville CSD and Salvador Alvarez and Hermilinda Alvarez
Property Owner: Salvador Alvarez and Hermilinda Alvarez
Under Negotiation: Property Negotiations

Property Location: APN: 133-143-016-000, Highway 1 at Washington Road, Castroville, CA

Negotiating Parties: Castroville CSD and Vegetable Ranches, LLC

Under Negotiation: Property Negotiations

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION pursuant to Government Code Section 54956.9(d)(1)

Name of case: *David Lewis Schartow v. County of Monterey, et al.* , Superior Court of Monterey County, Case no. 20CV001881.

ANNOUNCEMENT OF CLOSED SESSION ITEM: (if applicable):

The board will reconvene into an open session prior to adjournment and shall announce any action taken during the closed session.

BOARD OF DIRECTORS COMMUNICATION: When needed, this time is reserved for the Board of Directors to communicate activity, educational classes, and/or Committee reports.

1. Update on Monterey One Water board meeting – Ron Stefani, Director
2. Update on the Salinas Valley Basin Groundwater Sustainability Agency – Ron Stefani, Director
3. Update on other meetings/educational classes attended by Castroville CSD Directors

GENERAL OPERATIONS:

1. **General Manager's Report** – Compliance Update, Current Projects Update, Seminars Update, Staff Update, Suggestive Projects Discussions
2. **Operations Report**
 - a) Water – Pumpage & Usage Update, Water Testing Update, Current Installation
 - b) Status Update, Current Contractor Work Update, Maintenance/Repair Update, Customer Service Update, Safety Issues
 - c) Sewer & Storm Drain – Jetting, Current Installation Status Update, Current Contractor Work Update, Maintenance/Repair Update, Customer Service Update, Safety Issues
3. **Customer/Billing Reports** – A/R Update, Water Sales, Water Usage
4. **Financial Reports** – Quarterly Financial Statements, * Treasures Report-L.A.I.F., Internal Report and Administration Update

CHECK REGISTER – Receive and file the Check Register for the month of April 2024 – **motion item**

ITEMS FOR NEXT MONTHS AGENDA: Tuesday, June 18, 2024, at 4:30 p.m.

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CLOSE:


Adjournment to the next regular scheduled Board Meeting – **motion item**

All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. Such records shall be available at the District office located at 11499 Geil Street, Castroville, California.

Certification of Posting

I certify that on May 17, 2024, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of the Castroville Community Services District, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2).

Executed at Castroville, California, on May 17, 2024.



Lidia Santos, Board Secretary

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF
CASTROVILLE COMMUNITY SERVICES DISTRICT
April 16, 2024

DRAFT

President Cosme Padilla called the meeting to order at 4:30 p.m.

ROLL CALL:

Directors Present: President Cosme Padilla, Vice President Ron Stefani, Director James Cochran, Director Glenn Oania, and Director Greg MacMillan

Absent:

General Manager: Eric Tynan

Secretary to the Board: Lidia Santos

Staff Present:

Guest: Marilyn Vierra, Chief of Staff, Office of Supervisor Glenn Church and Heidi Quinn, District Legal Counsel

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Director Greg MacMillan at the request of President Cosme Padilla.

ADDITIONS OR CORRECTIONS TO THE AGENDA

PUBLIC COMMENTS

1. None

CONSENT CALENDAR

1. A motion was made by Greg MacMillan and seconded by James Cochran to approve the minutes of the March 19, 2024, Regularly Scheduled Board Meeting. The motion carried by the following roll call votes:

AYES:	5	Directors:	Stefani, MacMillan, Cochran, Oania and Padilla
NOES:	0	Directors:	
ABSENT/NOT			
PARTICIPATING:	0	Directors:	

Consent Calendar accepted as presented

CORRESPONDENCE:

1. Letter from Rincon to the California Department of Fish and Wildlife regarding Lake or Streambed Alteration Notification for the Washington Street Trunk Line Bypass Project

Correspondence Calendar accepted as presented

INFORMATIONAL ITEMS:

1. The Northern Salinas Valley Watershed Restoration Plan (1007)
2. Monterey Bay Water Works Association, April 18, 2024, Training (Quality Control for Field Measurements) Hartnell College, Castroville Campus
3. North Monterey County Middle School is hosting its annual Career Day, April 18, 2024
4. North County Recreation & Park District hosting Castroville Community cleanup on Earth Day, Saturday, April 20, 2024, and Castroville in the Plaza, Saturday, May 18, 2024
5. Caltrans District 4 invites you to attend: The Moss Landing CAPM Project, Open House, Wednesday, April 17, 2024, Moss Landing Marine Labs 5:30 p.m.-7:00 p.m.

Informational items accepted as presented

PRESENTATIONS:

1. None

NEW BUSINESS:

1. Deceased individual found at Well Site #4, April 1, 2024 – General Manager Eric Tynan informed the Board that a deceased individual was found at Well Site #4 on the morning of April 1, 2024, by Operator II Orozco, CCSD district employee as he was doing the well site rounds. A “No Trespassing” sign is posted at this location. Mr. Orozco called him and informed him that the individual was unresponsive as he called out to him. 911 was immediately called by General Manager Eric Tynan and the first responders oversaw the unfortunate incident. A deputy took a statement from Mr. Orozco as he was the first person to discover the individual. Vice President Ron Stefani asked if Mr. Orozco and General Manager Eric Tynan completed an incident report and if not, one needs to be completed. District Legal Counsel Heidi Quinn can provide a confidential brief on this matter in a memo to the Board.
2. The Caltrans, Pedestrian Bridge Enhancement/Improvement Project at Salinas Street has started as of April 10, 2024 – General Manager Eric Tynan reported to the Board that he was just made aware that Caltrans has started the Pedestrian Bridge Enhancement/Improvement Project. Caltrans contracted with Hoseley Corporation and First Night Monterey to do the murals. The murals are being painted on the west side and east side pedestrian bridge and can be viewed on pages 21-22 of this board packet. President Cosme Padilla was disappointed CCSD did not provide input on the murals but is pleased this project is moving forward and does not want to hold it up. Vice President Ron Stefani stated that the murals look much more beautiful on the computer and the paper copies do not do these murals justice. General Manager Eric Tynan stated CCSD will continue to be responsible for the maintenance of the pedestrian bridge and North County Recreation and Park District has agreed to maintain the parklets that will be placed at each end of the pedestrian bridge.
3. The California State Water Resource Control Board 2023 Electronic Annual Report (eAR) to the Division of Drinking Water for the year ending December 31, 2023 has been approved for the Castroville CSD – General Manager Eric Tynan let the Board know that he has submitted the 2023 Electronic Annual Report (eAR) for Castroville CSD to the Division of Drinking Water for the year ending December 31, 2023, which has been accepted and approved by them. This report can be viewed on pages 23-44 of this board packet and is required to be submitted annually.
4. Resolution No. 24-01, Resolution Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges and Agreement for Collection of Special Taxes, Fees, and Assessments between the County of Monterey and the Castroville Community Services District – After some discussion, a motion is made by Glenn Oania and seconded by Ron Stefani to approve Resolution No. 24-01, Resolution Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges. The motion carried by the following roll call votes:

AYES: 5 Directors: Stefani, MacMillan, Cochran, Oania and Padilla
NOES: 0 Directors:
ABSENT/NOT
PARTICIPATING: 0 Directors:
5. Select Annual Budget & Personnel Committee (two directors) – General Manager Eric Tynan let the Board know it is time again for the Annual Budget & Personnel Committee to meet. Last year it was Directors Stefani and MacMillan. After some discussion, a motion was made by James Cochran and seconded by Glenn Oania to select once more Directors Ron Stefani and Greg MacMillan as the

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Annual Budget & Personnel Committee for 2024/2025. The motion carried by the following roll call votes:

AYES:	5	Directors:	Stefani, MacMillan, Cochran, Oania and Padilla
NOES:	0	Directors:	
ABSENT/NOT			
PARTICIPATING:	0	Directors:	

UNFINISHED BUSINESS:

1. A report to the Board from the Ad Hoc Community Outreach Committee (Directors: Cosme Padila and Ron Stefani) – Vice President Ron Stefani reported to the Board that the Ad Hoc Community Outreach Committee met and discussed public outreach for CCSD and how to accomplish it; in particular reaching out to the schools and the community to inform them about the District. The committee concluded that CCSD needs to hire personnel to provide the services the District is looking for. He would like Regional Government Services (RGS) to assist the District with these services, which is a public agency serving the consulting, administrative and project management needs of local governments. RGS can also assist with investments, developing rate payer assistance programs, finance, and project management consultation. The District has had two grant failures with MNS. Hiring this person as a consultant would not require the District to pay for employee benefits. Per President Cosme Padilla this person will not take away from the General Manager, Office Manager, and field services. This is only a proposal for now, baby steps as a job description still needs to be created. The current staff has a full load and for this reason the committee is looking at how to provide community outreach. In addition, he would want CCSD District Attorneys Kemp and Quinn to make sure that all is done legally and correctly if this path is taken. The Ad Hoc Committee recommended having RGS provide a presentation to the Board on their services at the next regularly scheduled board meeting, 18th of June. General Manager Eric Tynan stated that he will request RGS to attend the next board meeting.
2. Update on Well levels – General Manager Eric Tynan reported to the Board that the well levels graph from January 2018 to present can be viewed on page 50 and the Total Dissolved Solids (TDS) Chloride Levels can be viewed on page 51 of this board packet. The good news is that the well levels came up quite a bit, including Well #5 and continue to rise. Vice President Ron Stefani stated he would like to see a ten-year average of the well level graph report. As mentioned before, the bubblers give a direct calculation of well levels. The District continues to monitor the chloride levels of all the wells. Well #3 is not pumping and the motor is not hooked up. A desalter is being considered for Well #3.
3. Update on the status of the **Moss Landing Wastewater System Rehabilitation Project** – General Manager Eric Tynan stated the current project status can be viewed on pages 52-53 of this board packet. MNS submitted a construction grant application to CWSRF for project funding. Ackel Engineering is working to provide a fiscal sustainability plan. The 24/25 budget will need to be submitted as well. Also, MNS/Rincon submitted the Coastal Development Permit Application. This process is anticipated to be completed by August 2024. In other news, final reimbursement from the Clean Water Small Communities Planning Grant in the amount of \$118,456 has been requested and approved for reimbursement to CCSD. Also discussed prior, the current project status is 60% Design is complete, CDP permit is pending County concurrence and Easement Acquisition. The State Water Resource Control Board CWSRF is the construction funding source for this project. The funding application has been submitted and additional information has been requested. The next target milestone is to complete the funding applications and CDP application. LAFCO approved the annexation of Finepro, LLC Property APN: 413-012-014 to the Castroville Community Services with Resolution No. 23-10. This land acquisition is for Lift Station 1. Ortega (FINEPRO, LLC (seller) approved the sale for the easement for \$10,000 in Moss Landing, which was completed February 2024. Upon completion of the land acquisition, the coastal development permit application will be submitted for approval. Construction Grant Application for CWSRF is part of the grant. Grant application in process and MNS to research if current costs over the planning grant amount can be reimbursed by the CWSRF grant. Furthermore, California Coastal

Commission is requiring a jurisdictional delineation and Lake and Streambed Alteration (LSA) notification for work on the Elkhorn Slough Bridge, which MNS/Rincon are preparing an amendment to add this work to the Project Scope. General Manager Eric Tynan reported to the Board that the pipeline under the bridge is still under the mitigated negative declaration and without the bike bridge being built by the County, Castroville CSD will have to do it on their own and build under the existing structure a 4" pipeline, which is right over the Elkhorn Slough, Marine Sanctuary and Harbor. For this project, MNS is to prepare a construction application following the 60% completion. The Board had approved a proposal with MNS Engineers to provide professional engineering services for the Moss Landing Wastewater System Rehabilitation Project \$462,722 in 2021. General Manager Eric Tynan had previously approved Amendment No.1 for this project for an additional \$14,520 for the arborist and at the December 19, 2023, board meeting the Board approved Amendment No. 2 for \$59,104 as costs have increased due to plans specifications changing due to the County not building the bridge noted above.

4. Update on the status of the **Emergency Deep Aquifer Supply and Storage Tank Project** – General Manager Eric Tynan stated that the current project status can be viewed on pages 52-53 of this board packet. The application for construction to the Bureau of Reclamation WaterSMART Drought Resiliency Projects Grant Program was submitted fall 2023. The project scope of the Emergency Deep Aquifer Deep Well No. 6 was too large for the grant to fund. The project scope needs to be narrowed to correspond to a project cost less than \$10 million to compete for the grant. The project scope can be narrowed by the District proceeding with drilling of the well and leaving the remaining scope to be funded by the grant. The grant application can be resubmitted in Fall 2024 to the Bureau of Reclamation at no additional cost to the District; anticipated grant request amount to be approximately \$9.6 million. If a construction contract is awarded, it will be funded using reserves and construction funds from the current grant and the grant application will be resubmitted. He is also considering working with the grant writer used by Monterey One Water to assist with this grant. Discussed prior, MNS is not doing the design of Well #6, Pueblo is doing the design. The Board approved grant writing services, fee proposal from MNS Engineers for Bureau of Reclamation WaterSMART: Drought Resiliency Projects, not to exceed \$29,415. Construction funding is pending to move the project forward. The hydrogeologic approach was discussed with Mike Burke the hydrologist with Pueblo who will advance the well contract documents to nearly bid ready, to be finalized. In addition, MNS has substantial funds remaining in the budget (\$60k), which MNS will review if these remaining funds can be used for applying for construction funding for the project. The 30% design has been completed as of May 2022. The 60% design has been completed on the application for the construction. The District is still working on getting grant funds for the construction of the deep well and CEQA is complete.
5. Update on status of the **Castroville-Sewer Zone 1 (Washington Sewer Trunk Line Bypass Project)** – General Manager Eric Tynan stated the current project status for this project can be viewed on pages 52-53 of this board packet. MNS/Rincon are working on submittal of jurisdictional permits for the agricultural ditch crossing. Submittal of Coastal Development Permit is pending easement acquisition. The District is working to negotiate easement purchase. Construction grant award is pending coastal development permit completion. Discussed prior, the 60% Design is completed, the CDP permit is pending Caltrans encroachment, County concurrence, and Easement Acquisition. The jurisdiction permitting is in progress. The State Water Resource Control Board CWSRF is the construction funding source for this project. The funding is obtained but the final information submittal is required to secure the construction funding. Although there is no written agreement yet, the State has assured him that Castroville CSD will receive the \$3.5 million grant once the environmental review is completed. MNS Engineers is managing the environmental review and permitting for this project. At a prior meeting, per Nick Panofsky, P.E. with MNS Engineers, stated once environmental and land acquisition is completed, MNS Engineers will complete the application for the next phase and will also update the engineering report submitted with the grant application. CEQA compliance is complete. Permits are required due to jurisdictional wetlands in agricultural ditches. Two permits are required from Federal Agencies. MNS is coordinating with Rincon to obtain these permits. MNS Engineers sent a letter along with the encroachment permit application to Caltrans regarding notification to perform construction for a new 24" sewer bypass in the community of Castroville in unincorporated Monterey County, California– Washington Sewer Trunk Line Bypass Project. Castroville CSD will construct approximately 1,350 linear

feet of 24" trunk sewer bypass from the intersection of Washington St. and Merritt St., then across the undeveloped areas and beneath Route 1 to the Monterey One Water station pump located at the south end of Watsonville Road. Approximately 450 feet of the proposed sewer line will be in the Caltrans right-of-way. Castroville CSD applied for the \$3.5 million grant for this project and the State is saying Castroville CSD is good to go for this grant once the environmental review is completed. Castroville CSD approved the environmental proposal from MNS Engineers for this project, which is complete. State Water Resources Control Board, CWSRF set aside for small, disadvantaged communities, "The Small Community Clean Water Wastewater Funding Program." The proposal for Professional Engineering and Construction Management Services-Washington Sewer Trunk Line Bypass Final Design and Construction (not to exceed \$498,141) is contingent on award of grant to Castroville CSD. The Board approved at the December 19, 2023, board meeting MNS Engineers proposals for Professional Engineering Services-Washington Sewer Trunk Line Bypass Regulatory Permitting Support (\$19,622) and Washington Sewer Trunk Line Bypass Right-of-Way Acquisition (\$81,610) total \$101,232.

6. Update on the status of grant/projects for **Castroville Landmark Sign at Highway 183 Project**: Per General Manager Eric Tynan he stated the current project status for this project can be viewed on pages 52-53 of this board packet. MNS coordinated with Caltrans to submit a reimbursement request on behalf of CCSD for this project for \$6,422. Foundation testing was completed, and the next steps are for the Project structural engineer to confirm the design for sign supports, which he believes has been done. He is pushing for this project to be completed by the 4th of July and to have a ribbon cutting ceremony to invite the public and political representatives. President Comse Padilla had stressed to Corby with Caltrans that he was very unhappy on how long this project has been delayed. The design is complete. Construction funding source is Caltrans. The concrete/foundation testing to confirm structural design has been completed by the Penhall Company, a nationwide leader in concrete solutions and the engineers have signed off on it. At the January 16, 2024, board meeting, the Castroville CSD Board of Directors reviewed and submitted the signed Amended Cooperative Agreement to Caltrans. The delay for this project again has been the foundation. The Board concurred that Castroville CSD needs to keep putting pressure on Caltrans to complete this project. This project was started in 2019 and it was to be completed by July 2023. The Board approved the Cooperative Agreement and Maintenance Agreement with Caltrans for the Overhead Sign in October 2022. The State has also requested a traffic control plan and a storm water control plan which was prepared by MNS Engineers and sent to the state. MNS will be managing the administration for this project. Resolution No.2022-14, Engaging Signs By Van for the Design, Fabrication, and Installation of the Castroville Landmark Sign was approved. MNS to continue working with Signs By Van and draft the Project Management Professional (PMP), contract, encroachment permit. Castroville CSD received a check from Caltrans in the amount of \$127,955.28 February 2, 2023, a check for \$17,580 May 24, 2023, and a check for \$9,461.25 September 12, 2023. The original placement of the post will remain in the same spot as long as YJ Engineers say it is safe.

Current grants awarded are the Clean Water Small Communities Planning Grant (\$500,000) with State Waterboards for administration, preliminary engineering report, plans, and specs for sewer in Moss Landing, project assigned to MNS Engineers. The IRWM Implementation Grant (\$395,000) is with DWR for the Deep Well (Well #6) and the use will be specified in the DWR/MCRWA agreement. The DAC Involvement Programs amount \$61,807 with DWR is for the design of the Washington Sewer Bypass for Castroville sewer is also assigned to MNS Engineers. Current funding efforts: Moss Landing sewer system improvements, Castroville emergency well replacement, Castroville water supply improvements and Castroville wastewater improvements.

CLOSED SESSION: At 5.27 p.m. the Board went into Closed Session.

CONFERENCE WITH REAL PROPERTY NEGOTIATOR pursuant to Government Code Section 54956.8

Property Location: APN: 030-141-022-000 and 030-141-023-000, Southwest corner of Merritt Street and Washington Street, Castroville, CA

Negotiating Parties: Castroville CSD and Salvador Alvarez and Hermilinda Alvarez

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Property Owner: Salvador Alvarez and Hermilinda Alvarez
Under Negotiation: Property Negotiations

Property Location: APN: 133-143-016-000, Highway 1 at Washington Road, Castroville, CA

Negotiating Parties: Castroville CSD and Vegetable Ranches, LLC
Property Owner: Vegetable Ranches, LLC
Under Negotiation: Property Negotiations

ANNOUNCEMENT OF CLOSED SESSION ITEM: (if applicable): The board will reconvene into open session prior to adjournment and shall announce any action taken during the closed session. At 5:35 p.m. the Board returned to Open Session. There was no action taken as General Manager Eric Tynan continues to discuss property easement negotiation on the two above listed property locations on behalf of Castroville CSD.

BOARD OF DIRECTORS COMMUNICATION: When needed, this time is reserved for the Board of Directors to communicate activity, educational classes, and/or Committee reports.

1. Update on Monterey One Water (M1W) board meeting – Vice President Ron Stefani stated that the biggest issue right now are contract negotiations for employees. M1W is also taking a big hit with social media for putting rate payer fee charges on the property tax bill in 2024/2025. As mentioned prior, effective July 1, 2024, customers will no longer receive a direct bill for wastewater service from M1W and instead the bill will be replaced by an annual fee included on the parcel's property tax bill. The County of Monterey mails property tax bills in mid-October and payments may be made in two installments. The County of Monterey and the Treasurer-Tax Collector have also authorized Easy Smart Pay, a third-party vendor, to provide a monthly payment option for the payment of property taxes. Interested property owners can work directly with Easy Smart Pay to set up payments via ACH or credit card. There are also programs that can assist the ratepayers with their bills that M1W refers them to.
2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) meeting – Vice President Ron Stefani reported that the SVBGSA is rolling out one of their biggest programs, Demand Management. The GSA Workshop recently done by SVBGSA on the 9th of May at the North County Recreation & Park District was geared more towards farmers and big landowners. Cal Am also presented to show that urban users have done all they can to conserve. General Manager Eric Tynan stated he would have liked to also have presented, given the opportunity.
3. Update on meetings or educational classes attended by the Directors – President Cosme Padilla informed the Board that he, Vice President Ron Stefani, Director Greg MacMillan, and General Manager Eric Tynan all attended the SVBGSA Workshop held in Castroville, 9th of May. Most of them thought the workshop was going to focus on Castroville, instead it had mostly to do with farmers and big landowners, but it was still interesting. Another meeting attend by President Cosme Padilla and General Manager Eric Tynan was the North Monterey County Alliance meeting.

GENERAL OPERATIONS

1. General Manager's Report – Compliance update, current projects update, meetings/seminars update, staff update, suggestive projects discussions
2. Operation's Report
 - a) Water – Pumpage & Usage Update, Water Testing Update, Current Installation
 - b) Water -Status Update, Current Contractor Work Update, Maintenance/Repair Update, Customer Service Update, Safety Issue
 - c) Sewer & Storm Drain – Jetting, Current Installation Status Update, Current Contractor Work Update, Maintenance/Repair Update, Customer Service Update, Safety Issues

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3. Customer /Billing Reports – Water Sales, Water Usage, A/R Update, Customer Service Update
4. Financial Reports – Treasures L.A.I.F. Report, Internal Report, Administration Update

General Operations Reports were accepted as presented

CHECK LIST – March 2024. A motion was made by Glenn Oania and seconded by James Cochran to pay all bills presented. The motion carried by the following roll call votes:

AYES:	5	Directors:	Stefani, MacMillan, Cochran, Oania and Padilla
NOES:	0	Directors:	
ABSENT/NOT			
PARTICIPATING:	0	Directors:	

There being no further business, a motion was made by James Cochran and seconded by Glenn Oania to adjourn to the next scheduled Board meeting; the motion carried by the following roll call votes:

AYES:	5	Directors:	Stefani, MacMillan, Cochran, Oania and Padilla
NOES:	0	Directors:	
ABSENT/NOT			
PARTICIPATING:	0	Directors:	

The meeting was adjourned at 6:10 p.m.

Respectfully submitted by,

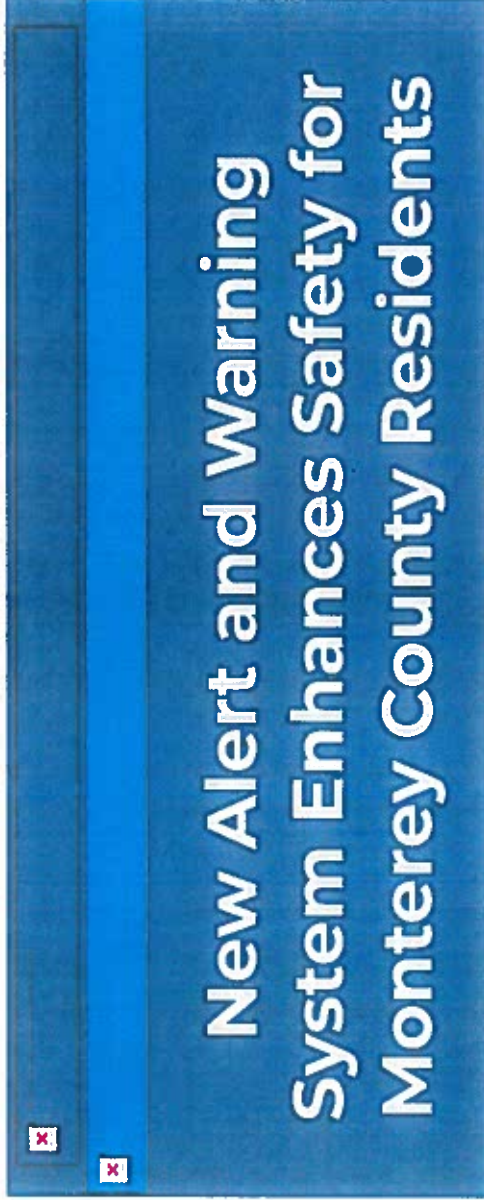
Approved by,

Lidia Santos
Secretary to the Board

Cosme Padilla
President

Eric Tynan

From: Nicholas Pasculli <pr+co.monterey.ca.us@icontactmail6.com>
Sent: Wednesday, March 13, 2024 10:41 AM
To: eric@castrovillecsd.org
Subject: New Alert and Warning System



Monterey County, California – March 8, 2024

Monterey County's Department of Emergency Management is proud to announce the implementation of a cutting-edge Alert and Warning System designed to ensure the safety and well-being of all residents. This collaborative project started in 2022 and brings together dozens of emergency response agencies and has undergone extensive testing to reach all corners of the county. Public Alerting will transition to the new

platform beginning at 8:00 am on March 8th, 2024, with a full transition at 5:00 pm on April 7, 2024. The new system will offer enhanced public safety and emergency preparedness.

The new Alert and Warning System represents a significant step forward in ensuring the safety of Monterey County residents. This system, with support from various emergency response agencies, is designed to provide timely and critical information during emergencies, natural disasters, and other critical events. This smooth transition is the result of a cooperative effort among multiple agencies working together to make Monterey County a safer and more prepared community.



Key features and phases of the new Alert and Warning System implementation:

1. Testing and Reach: Multiple tests have been conducted across various regions of Monterey County to ensure maximum reach. An Alert and Warning Exercise was conducted between November 27- December 7, 2023. Testing was completed in December 2023 to ensure effectiveness during real emergencies.

2. Alert Monterey County Registration: Members of the public that have enrolled in Alert Monterey County via the current platform's web portal or Nixle have been transitioned over to the new platform. Residents can update their accounts starting on March 8, 2024 by visiting alertmontereycounty.org.

3. Public Outreach and Rebranding: A public outreach campaign has been initiated to encourage all residents to sign up for this life-saving warning system. As part of the rollout, the system has undergone rebranding to make it more accessible and recognizable to the community. In addition, members of the public that enrolled in the previous system will receive an alert at noon.

4. Dual System Operation: The County will continue to operate the existing system through April 7th, 2024 alongside the new one. This dual operation will help residents transition to the new system seamlessly. Cities will transition their systems between March 8th and April 7th, 2024.

5. Website Upgrade: In conjunction with the Alert and Warning System, the Department of Emergency Management is launching a new bilingual website readymontereycounty.org. This website will provide residents and stakeholders with timely information on preparedness, emergency response, and recovery resources. It will also serve

as a platform for residents and businesses to sign up for Alert Monterey County.



The Department of Emergency Management remains committed to the County's Mission, which is to excel at providing quality service for the benefit of all Monterey County residents. By developing, maintaining, and enhancing the resources of the area, these improvements aim to make Monterey County a safer and more resilient community.

[Click here to sign up for the Alert and Warning System](#)

For more information and to sign up for Alert Monterey County, please visit:

www.readymontereycounty.org

Alert and Warning questions can be sent to:
alertmontereycounty@co.monterey.ca.us.

Media Contact:

US House Passes Historic Legislation Defining Special Districts in Federal Law

Federal Legislation Would Open Funding Opportunities for Special Districts Providing Essential Services to Nearly All of California's 39 Million Residents

Yesterday, in a major victory for special districts and the National Special Districts Coalition (NSDC), the U.S. House of Representatives overwhelmingly passed the *Special District Grant Accessibility Act (H.R. 7525)*, legislation that would codify a first-ever definition of “special district” in federal law. Additionally, the bill would direct the White House Office of Management and Budget to require federal agencies to ensure that special districts are eligible for all appropriate forms of federal assistance.

The bipartisan legislation, which cleared the House on an overwhelming 352-27 vote, is authored by Representatives Pat Fallon (R-TX) and Brittany Pettersen (D-CO) and was cosponsored by 14 Members of the California Congressional Delegation from both sides of the aisle. Action now turns to the Senate, where NSDC is working with key Members in an effort to advance a companion measure.

Over 250 special districts and other organizations sent letters or signed CSDA's [April 9 Coalition letter](#) to California's Congressional Delegation in support of H.R. 7525. Special districts and other organizations not listed on the April 9 letter are encouraged to [sign-on using this online form](#) to be added to an updated letter CSDA will soon send to California's United States Senators.

The Special District Grant Accessibility Act is the top priority of NSDC, of which CSDA is a founding member. Last week, CSDA Chief Executive Officer Neil McCormick and Chief Advocacy and External Affairs Officer Kyle Packham traveled to Washington D.C. together with special district representatives from eight other states. The contingent met with the White House Office of Intergovernmental Affairs and over 20 legislative offices including the offices of California's Senator Alex Padilla and Senator Laphonza Butler.

While in Washington, CSDA was honored to join the coalition in meeting with the sponsor and original cosponsor of the Special District Grant Accessibility Act. Representatives Fallon and Pettersen both spoke on the House Floor in support of H.R. 7525:

Following passage of the legislation, the sponsor and original co-sponsor released the following quotes respectively in a nationwide press release:

“The consequence of current law is some communities served by special districts cannot access certain federal funding opportunities, which has a huge impact on the ability of special districts to provide vital services and meet community needs,” Congressman Fallon said. “H.R. 7525 re-sets the board and ensures special districts have the resources, autonomy, and flexibility to address the unique challenges and opportunities facing their communities.”

“There are 3,500 special districts in Colorado alone, which are responsible for critical services for our communities ranging from drinking water and wastewater management, to health care, transit, and natural resource conservation,” said Congresswoman Pettersen. “Unfortunately, special districts have not had a specific definition under federal law, meaning Coloradans in these areas are missing out on federal funding opportunities that help other communities with reliable ambulance service, wildfire protections and firefighters, pandemic response services, and more. I’m proud to work on this bipartisan bill with Congressman Fallon to help us better adapt to the complexity of local governments and ensure Coloradans and people across the country have access to the support they need.”

H.R. 7525 would require the White House Office of Management and Budget to issue guidance to federal agencies requiring special districts to be recognized as local governments for the purpose of federal financial assistance determinations. Specifically, H.R. 7525 would establish the following definition in Federal law (Title 13 of US Code):

“The term ‘special district’ means a political subdivision of a State, with specified boundaries and significant budgetary autonomy or control, created by or pursuant to the laws of the State, for the purpose of performing limited and specific governmental or proprietary functions that distinguish it as a significantly separate entity from the administrative governance structure of any other form of local government unit within a State.”

“Since the formation of California’s first special district in 1887, the now 2,000 independent special districts in our state have confronted some of our nation’s biggest challenges at the local level, be they drought, flood, fire, and more,” said Neil McCormick, Chief Executive Officer of the California Special Districts Association and Immediate Past Chair of NSDC. “Passage of H.R. 7525, the Special District Grant Accessibility Act, by the United States House of Representatives is a historic moment in recognizing the value of special districts to the communities they serve and improving intergovernmental partnership as we confront the many challenges ahead.”

“We’re extremely grateful to Representatives Fallon and Pettersen for their strong leadership on behalf of special districts and for marshaling this historic bill through the House,” said Ann Terry, Chair of the National Special Districts Coalition (NSDC).

“We hope today’s overwhelming vote in the House sets the stage for timely action in the Senate and will carry H.R. 7525 through to the President’s desk, where it will be signed into law.”

According to NSDC, there are more than 35,000 special districts in the U.S. providing a range of infrastructure and essential community programs across the country including parks, water, sanitation, fire protection, ports, cemeteries, healthcare, electricity, pest control, and libraries.

For more information on H.R. 7525, visit [Special District Grant Accessibility Act - California Special Districts Association \(csda.net\)](#).

ACWA-Sponsored Proposition 218 Reform Bill Moving in Legislature

ACWA advocates are engaging on several issues in the California Legislature and with the Newsom Administration, including the state budget and on the possibility of a climate resilience bond on the November ballot.

Below are summaries and updates on two of multiple bills on which ACWA staff is engaged.

Proposition 218 Reform

Sponsored by ACWA and introduced by Assemblymember Lori Wilson (D-Suisun City), AB 2257 would aid public agencies in defending against Proposition 218 lawsuits by requiring litigants to participate and raise specific objections during the public administrative process. It would also limit the administrative record to evidence presented to the agency during the ratemaking process. ACWA is leading a coalition to support the legislation.

A rise in Proposition 218 litigation is making it increasingly difficult to ensure agencies can pass fair and reasonable rates to cover the costs of operations and investments. Oftentimes, these suits are filed without litigants first having raised alleged violations with the public agency during the public notice-and-comment process leading up to the adoption of rates.

If passed, AB 2257 would bolster the financial stability of public water and sewer agencies by creating a robust public process that facilitates dialogue, transparency, and the opportunity to resolve issues and avoid costly litigation. This bill is scheduled to be heard in the Assembly Local Government Committee on May 1.

Groundwater

In early March, the Department of Water Resources released a report that summarizes various approaches local agencies took to comply with two Executive Orders and provides analysis in

addition to policy recommendations that could be used to develop future solutions to align land use planning, well permitting, and groundwater management and use.

On March 21, Assemblymember Steve Bennett (D-Ventura) amended a spot bill, AB 2079, to include many of the recommendations in the report. The major provisions of AB 2079 include: requiring public disclosures to increase collaboration and transparency; setting minimum standards for local enforcement agencies to permit new wells; exempting certain types of wells and procedures; and imposing a ban on approval of applications for all wells not intended for domestic and public water supply purposes in certain regions of the state.

ACWA has adopted an oppose-unless-amended position on the bill and it is scheduled to be heard in the Assembly Water, Parks and Wildlife Committee on April 23. ♣

EPA Announces National Regulation for PFAS MCL

The U.S. Environmental Protection Agency has announced a new national maximum contaminant level (MCL) of 4.0 parts per trillion (ppt) for PFOA and PFOS as individual contaminants and a standard of 10 ppt for three other chemicals — PFNA, PFHxS, and HFPO-DA (commonly referred to as GenXChemicals). In addition, EPA will utilize a hazard index to regulate mixtures of PFHxS, PFNA, HFPO-DC and PFBS.

This enforceable rule requires public water systems to monitor for these PFAS, notify the public of the levels of these PFAS and reduce the levels of these PFAS in drinking water if they exceed the MCL. Utilities will have five years to come into compliance with the rule.

ACWA previously supported EPA's efforts to address PFAS contamination and protect public health through setting drinking water standards that are based on sound science and robust analysis. Unfortunately, the MCL is not feasible because the anticipated costs of complying are not adequately captured under EPA's cost assessment.

ACWA member agencies affected by PFAS include the Orange County Water District (OCWD), which swiftly responded to the EPA's announcement with a news release. The news release also put into perspective how parts per trillion is an extremely minute measurement, detectable only recently with advanced lab equipment. One ppt is equivalent to a drop of water in

20 Olympic-size pools or one second in 30,000 years.

"Despite bearing no responsibility for the release of PFAS into the environment, we are doing everything we can to remove them from groundwater supplies," stated OCWD President Cathy Green, who also serves as ACWA President, in the district's news release. "We've already achieved significant milestones—from launching the nation's largest PFAS Treatment Pilot Project to being the first public agency in California certified to detect PFOA and PFOS to investing millions in building PFAS treatment plants," she added. ♣

MONTEREY COUNTY ELECTIONS DEPARTMENT

November 5, 2024 GENERAL ELECTION

OS General Election Key Dates: <https://www.sos.ca.gov/elections/upcoming-elections/general-election-nov-5-2024/key-dates-deadlines>

ACTION ITEM	APPLIES TO	DATES	
<p>Amended Candidate Intention Statement - Deadline Last day to file an amended Candidate Intention Statement (Form 501) to accept the voluntary expenditure limit for the general election if the voluntary expenditure ceiling was rejected in the primary election, but not exceeded during the election. The filing of an amended Form 501 allows State Senator and Member of the Assembly candidates to qualify to purchase space for a 250-word candidate statement in the official voter information guide of the county or counties in their jurisdiction. CV §§85200, 85400, 85401, 85600, 85601</p>	Candidates running for State Senate or State Assembly	March 19, 2024	
<p>State President: Nomination Paper period for Independent Presidential Elector Candidates LEC §8403(a)(2)</p>		April 26, 2024	August 9, 2024
<p>County Holiday – Office Closed Memorial Day</p>		May 27, 2024	
<p>County Holiday – Office Closed June nineteenth</p>		June 19, 2024	
<p>State Initiative and Legislative Measure Qualification Deadline LEC §§9033, 9040; Cal. Const. art. II, §8(c)</p>	Last day for an initiative measure and for the Legislature to adopt a constitutional amendment, bond measure or other legislative measure to qualify for the ballot.	June 27, 2024	
<p>School or Special District Vacancy Last day for the governing body of the local jurisdiction to call an election to fill a vacancy. CV §1780; EDC §5091</p>	School or Special Districts	June 28, 2024	
<p>Consolidation of School Elections County Superintendent of Schools shall notify the governing boards of all school districts under his/her jurisdiction that a consolidated election is required to be held. DU §§5340, 5342</p>	County Superintendent of Schools	June 28, 2024	
<p>Cities to publish election notice, if any city is consolidating an election LEC §§12101, 12111</p>	Cities	July 1, 2024	July 15, 2024
<p>Last day for the remaining council to call an election to fill a vacancy. City Clerk shall immediately publish Notice of Election. LEC §§12101-02; GOV §36512</p>	Cities	July 1, 2024	July 15, 2024
<p>Statement of Election Facts, Notice of Election, and District maps LEC §§10509, 10522, 10524</p>	All Cities and Special Districts	July 3, 2024	
<p>County Holiday –Office Closed Independence Day (Observed)</p>		July 4, 2024	
<p>Adopted school resolutions due to Superintendent DU §5322</p>	School Districts	July 5, 2024	
<p>County Superintendent to deliver resolutions to call an election to county elections DU §§5324-5325</p>	County Superintendent	July 8, 2024	
<p>Publication of Notice of Election LEC §§12109, 12112; GOV §6061; EDU §5363 (include date of election, offices to be filled, where nomination papers are available, and deadline for filing forms)</p>	County Elections Department	July 8, 2024	August 7, 2024

Filing Period of Declaration of Candidacy/Nomination Papers *Candidate Statement of Qualifications due at the time of filing ELEC §§13, 100, 104, 333, 8020, 8024, 8028, 8040, 8041, 8061, 8067, 10220, 10224-10227, 10407, 10510-10516, 10602, 10705, 13107, 13307-13308; CCP §2015.5, GOV §§87200-87201	All Offices	July 15, 2024	August 9, 2024
Candidate Statements in the County Voter Information Guide ELEC §§13307.5, 13307.7; GOV §85601(c) *Candidates for State Assembly must agree to accept the voluntary expenditure limits on their Candidate Intention Statement (Form 501)	Top-two candidates for voter-nominated offices and local run-off candidates for general election.	July 15, 2024	August 9, 2024
Candidate Statement Deadline for State Voter Information Guide. (Date designated by SOS) ELEC §9084(i)	U.S. Senator Candidates	July 17, 2024	
Last day to request a different ballot designation than the one used for the Primary Election CA CCR., Title 2 §20711(e); ELEC §13107(h)	Top-two candidates for voter-nominated offices and local run-off candidates for general election.	July 30, 2024	
Semi-Annual Campaign Statement GOV §§84200(a), 84200.5, 84218 (Period: * -- 06/30/24)	All Committees	July 31, 2024	
497 24-hour Contribution Report	Filed by state and local committees making or receiving contributions of \$1,000 or more 90 days before election.	August 7, 2024	November 5, 2024
24-hour Late Contribution/Independent Expenditure Report GOV §§8203.3, 82036, 82036.5, 84101, 84108, 84203, 84204	All Committees	August 7, 2024	November 5, 2024
Last day for run-off candidates to file and pay for Candidate Statement of Qualifications ELEC §13307.5, 13307.7; GOV §85601(c)	Top-two candidates for voter-nominated offices and local run-off candidates for general election.	August 9, 2024	
Last day to file a Local Measure ELEC §10403	Local Jurisdictions	August 9, 2024	
Last day to file a Tax Rate Statement for Bond Measures ELEC §9400-9401	Local Jurisdictions	August 9, 2024	
Elections official will designate letters for local measures after 5:00 p.m. ELEC §13116	County Elections Department	August 9, 2024	
Extended Candidate Filing Period ELEC §§8022, 8024, 10516	Offices for which no eligible incumbent files nomination papers by August 9.	August 10, 2024	August 14, 2024
Period to file Primary Arguments in favor of or against local ballot measures. ELEC §§9162-9164, 9281-9283, 9286, 9315-9316, 9501-9502, 9600-9601	Local Jurisdictions (not to exceed 300 words)	August 10, 2024	August 15, 2024
10-day public review period of local measure on the ballot ELEC §§9190, 9295, 9380, 9509, 13313	All Jurisdictions	August 10, 2024	August 19, 2024
Public review period of Candidate Statement of Qualifications ELEC §§9190, 9295, 9380, 9509, 13313	All Candidates	August 10, 2024	August 19, 2024
Last day to withdraw "Candidate Statement of Qualifications" for offices that closed on the 88th day ELEC §13307(a)(3)	All Candidates	August 12, 2024	
Last day to file a Write-In Candidacy Against Incumbent Judge Running Unopposed ELEC §§8203, 8600-8605	Judicial Write-In Candidates	August 14, 2024	
Last day to file a petition forcing a contest on the general election ballot ELEC §10515, EDU §5326	Applies only to contests with insufficient candidates	August 14, 2024	
Last day for local jurisdiction to withdraw ballot measure. ELEC §§9604-05	Local Jurisdictions	August 14, 2024	

<p>ast day to submit party endorsements for voter-nominated offices to be published in voter information guide LEC §13302(b)</p>	<p>Applies only to qualified political parties</p>	<p>August 14, 2024</p>	
<p>ublic review period of Candidate Statement of Qualifications for offices that closed on 83rd day LEC §§9190, 9295, 9380, 9509, 13313</p>	<p>Candidate Statements of Qualifications filed during the extended period.</p>	<p>August 15, 2024</p>	<p>August 24, 2024</p>
<p>ast day to withdraw "Candidate Statement of Qualifications" for offices that closed on the 83rd day. LEC §13307(a)(3)</p>	<p>Candidates who filed during the extended filing period</p>	<p>August 15, 2024</p>	
<p>andomized alphabet drawing for ballot placement (order of names on the ballot) LEC §§13111-13113</p>	<p>Secretary of State/County Elections Department</p>	<p>August 15, 2024</p>	
<p>ast day to file <u>Impartial Analysis</u> regarding local ballot measures LEC §§9160, 9163, 9203, 9280, 9313, 9314, 9500</p>	<p>County Counsel and/or City Attorneys (not to exceed 500 words)</p>	<p>August 15, 2024</p>	
<p>eriod to file <u>Rebuttal Arguments</u> in favor of or against local ballot measures LEC §§9163-9164, 9167, 9281-9286, 9316-9317, 9502, 9504, 9600-9601</p>	<p>Local Jurisdictions (not to exceed 250 words)</p>	<p>August 16, 2024</p>	<p>August 22, 2024</p>
<p>3-day public review period for primary arguments LEC §§9190, 9295, 9380, 9509, 13313</p>	<p>All Jurisdictions</p>	<p>August 16, 2024</p>	<p>August 26, 2024</p>
<p>3-day public review period for rebuttal arguments LEC §§9190, 9295, 9380, 9509, 13313</p>	<p>All Jurisdictions</p>	<p>August 23, 2024</p>	<p>September 3, 2024</p>
<p>office to Candidates (Presidential and Voter-Nominated Candidates) LEC §8147.5</p>	<p>Secretary of State</p>	<p>August 24, 2024</p>	
<p>ertified List of Candidates for Voter-Nominated Offices LEC §§8148, 8149, 13111</p>	<p>Secretary of State</p>	<p>August 29, 2024</p>	
<p>residential Candidate Statements on the Secretary of State's Website - Deadline LEC §9084(k)</p>	<p>Presidential Candidates</p>	<p>August 29, 2024</p>	
<p>ounty Holiday –Office Closed Labor Day</p>		<p>September 2, 2024</p>	
<p>ate Voter Information Guide: Online Version available</p>		<p>September 6, 2024</p>	
<p>Write-In Candidacy" Filing Period LEC §§8600-8606, 8650-8653</p>	<p>Any qualified person (not applicable to Voter-Nominated Offices and local run-off elections)</p>	<p>September 9, 2024</p>	<p>October 22, 2024</p>
<p>st Pre-Election Statement OV §§84200.5, 84200.8, 84218 Period 07/01/24 - 09/21/24)</p>	<p>Each candidate listed on the ballot must file either Form 460 or Form 470</p>	<p>September 26, 2024</p>	
<p>ounties may begin to mail county voter information guide LEC §§13303-13304</p>	<p>County Elections Department *Please contact Elections Department for exact date</p>	<p>October 7, 2024</p>	
<p>allots mailed to each voter. LEC §§3000.5, 3001</p>	<p>Any registered voter may obtain a ballot by mail.</p>	<p>October 7, 2024</p>	<p>October 29, 2024</p>
<p>ate Contribution/Independent Expenditure Report OV §§84101, 84108, 84203-84204</p>	<p>All Committees</p>	<p>October 20, 2024</p>	<p>November 5, 2024</p>
<p>ast day to <u>Register to Vote</u> 2 U.S.C §§20301, 20501; ELEC §§300, 321, 2102, 2170, 3102</p>	<p>Any eligible citizen</p>	<p>October 21, 2024</p>	
<p>onditional Voter Registration Period LEC §§2170-2173; CCR 2 §20021(b)(1)</p>	<p>Any citizen or registrant eligible to register to vote (at Elections Office only)</p>	<p>October 22, 2024</p>	<p>November 5, 2024</p>
<p>ew Citizen Registration Period LEC §§331, 3500, 3501</p>	<p>New Citizens (registration at the Elections office only)</p>	<p>October 22, 2024</p>	<p>November 5, 2024</p>
<p>nd Pre-Election Statement OV §§84200.5, 84200.8, 84218 Period 09/22/24 - 10/19/24)</p>	<p>All candidates and committees must file this report</p>	<p>October 24, 2024</p>	
<p>ertified List of Presidential Write-In Candidates (Date designated by SOS)</p>	<p>Secretary of State</p>	<p>October 25, 2024</p>	

Last day to receive written request/application for a ballot via mail. After this date, any registered voter may pick one up in-person until election day. ELEC §3001	Any registered voter may obtain a ballot by mail.	October 29, 2024	
FINAL DAY TO VOTE ELEC §§1000, 1001, 1100, 1200, 2170, 14212; CCR 2 §20021(b)(1)	Voters may vote in person at the County Elections Department from 7:00am to 8:00pm	November 5, 2024	
County Holiday – Office Closed Veterans Day		November 11, 2024	
Last day for county elections office to receive ballots in the mail that are postmarked no later than the election date. ELEC §§3017, 3020	County Elections Department	November 12, 2024	
County Holiday – Office Closed Thanksgiving Day		November 28, 2024	
County Holiday – Office Closed Day After Thanksgiving		November 29, 2024	
US President: Counties to send Statement of Results to Secretary of State ELEC §15375(d)		December 3, 2024	



REGIONAL GOVERNMENT SERVICES

SERVING PUBLIC AGENCIES SINCE 2002

Our mission is to provide quality, innovative, cost-effective services to public agencies.



Regional Government Services (RGS) is a Joint Powers Authority that began serving California cities, special districts, counties, and other governmental entities in 2002. We work with public agencies, providing ready source of consultative expertise and project delivery to meet the needs of our partner agencies in a broad range of service areas.

RGS offers expertise in human resources, communications, planning, finance, and employee benefits administration as well as project management and support services at all levels. We also offer a complete suite of training services for employees and management teams including team building retreats and strategic planning sessions.

Our team of Senior Advisors, supported by over 100 team members, has worked with more than 300 agencies throughout the state (and other states) from small municipalities to large metropolitan planning organizations. We don't have clients; we have partners who benefit from our low-cost delivery model and open source access to tools created to improve internal efficiencies and the delivery of services to the public.

We are evolving as our partners' needs are growing, offering more advisors for existing services and new services and solutions to agencies facing increasingly obligated revenues and increasing demands. We exist for one purpose: to help our partners succeed.

CURRENT MEMBER AGENCIES

- Citrus Heights Water District
- City of Dublin
- City of Larkspur
- City of Napa
- City of Soledad
- City of Walnut Creek
- Town of Yountville

BOARD OF DIRECTORS

- Hilary Straus**
General Manager
- Dan Buckshi**
City Manager
- Linda Smith**
City Manager
- Brent Slama**
Interim City Manager
- Liz Habkirk**
Deputy City Manager
- Steve Rogers**
Town Manager
- Dan Schwarz**
City Manager

HUMAN RESOURCES SERVICES

RGS provides a complete array of human resource (HR) management services to partner agencies, from strategic resources and policy planning, to operational and transactional activities such as recruitment, classification and compensation analysis (including FLSA compliance), benefits administration, employee relations case management, workplace investigations and disability management services. Our HR partnerships begin with a complete assessment of current operations, identifying critical needs and organizational priorities. Ongoing services and projects focus on developing and implementing effective administrative systems and HR best practices; and supporting agency managers' use of these practices to obtain outstanding staff performance, achieve compliance and meet organizational goals.



EMPLOYEE BENEFITS PROGRAMS

The RGS team has established and cooperatively maintains benefit programs with and for public agencies. We have created and facilitated pools with other agencies to share costs or gain cost efficiencies to provide greater employee value for medical, dental, 401(a) and 457(b) plans. For more details, visit our Pooled Programs website page: www.rgsca.gov/services/pooled-programs/

PROJECT MANAGEMENT & WORKLOAD SUPPORT

RGS provides both short- and long-term solutions at all levels. Our team provides skilled, experienced personnel to assess and strengthen organizational infrastructure, support organizational transitions, ensure project deliverables and outcomes are achieved, and mentor and coach staff as needed. In addition to services detailed in this brochure, additional areas of expertise include:

- Risk Management Assessment and Program Development
- Workplace Safety Assessment and Program Development
- Procurement Programs
- CIP Program Coordination and Project Services
- Elections Process Coordination
- Public Records Act and Records Management
- Public Safety Administration Assessment and Program Development



EMERGENCY MANAGEMENT SERVICES

RGS provides comprehensive emergency and disaster management program support to local government agencies. The RGS team has developed and implemented a broad range of emergency management programs, projects, and services for cities, counties, and special districts throughout California. The RGS team has experience in all phases of emergency management, including preparedness, response, cost recovery, and mitigation. We have in-depth knowledge of local emergency management programs and systems specific to emergency operations center (EOC) functionality and development, EOC training & exercising, response system functions, FEMA compliant records & claims management, and overall emergency management program design and effectiveness.

REGIONAL PLANNING & COMMUNICATIONS SERVICES

RGS offers regional planning and strategic communications services to both regional and local agencies. We have developed and implemented a broad range of planning/communications plans



and specialize in helping public agencies use data, studies, and innovative research/engagement tools to communicate complex information to a wide variety of audiences. With a focus on working with small to mid-sized agencies, we provide the value-added synergies across multiple disciplines needed to deliver work products infused with not only subject matter expertise, but also adapted for each agency's work culture for ease of implementation with limited staffing and budget.

LOCAL LAND USE PLANNING SERVICES

The RGS Planning team offers a wide range of land use planning services to support public agencies in managing fluctuating workloads; preparing and processing General Plan elements, updates and amendments; Local Coastal Programs and Plans; Specific Plans, municipal code revisions to improve zoning and subdivision regulations; and the processing of commercial, industrial, residential, and mixed-use urban development projects through a variety of regulatory agencies and procedures. Our experience encompasses the preparation of complex reports and studies on such issues as growth management, coastal development, design review, and development policy evaluation. We can also assist agencies with the preparation of CEQA documents and related technical studies, plan checking for regulatory compliance and mitigation monitoring.



GOVERNMENT FINANCE

RGS provides comprehensive financial consulting services to partner agencies, delivering director-level strategic and policy planning, as well as operational analysis, and project delivery. Our finance partnerships begin with a complete assessment of current operations, identifying critical compliance issues and organizational priorities. RGS can also provide ongoing services that include the development and implementation of an array of administrative systems, support and staff development to achieve compliance and meet organizational goals.

TRAINING AND TEAM BUILDING PROGRAMS

RGS is a resource for a range of staff development services, specializing in supervisory and management skill-building academies, management coaching and team building retreats. Programs include:

- **Supervisor/Manager Training Academy**
- **Lead/Sr. Worker Training Academy**
- **Board/Council Retreats and Team Building**
- **Employee Team Building**
- **Customized Individual Executive Coaching**





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Contact us today to learn more about our services and partnership opportunities at 844.587.7300

STRATEGIC PLANNING SERVICES

RGS supports cities, metropolitan planning organizations, special districts and other local governments in their efforts to create sustainable communities. Our consultants have direct experience resolving the unique challenges inherent in delivering consistent, high quality services in a cost-effective manner. RGS consultants also have experience incorporating considerations for establishing an economic base that supports local jobs and revenue generation. Strategic Plans help agencies prioritize their efforts, allocating both fiscal and human resources to achieve their mission, vision and goals. A Strategic Plan can build on past efforts and position agencies for future success; enabling all departments to have a clear understanding of their role in addressing short-term challenges and long-term needs. RGS offers a complete range of strategic planning options from those with community-wide involvement to more scaled down options for elected and/or appointed officials and staff. Our programs can also be adapted to include implementation plans for individual departments.

ECONOMIC DEVELOPMENT

The RGS Economic Development Team provides a broad range of economic development services for cities, counties, universities and special districts throughout the West. The RGS Team has extensive experience in all aspects of economic development focused on setting the stage for business and revenue growth, enhancing community development priorities, strategic planning, scenario analysis, coordination and implementation.

The RGS Economic Development Team leverages modern data analytic tools to deliver meaningful insights for its client agency decision-makers. Our focus is advising clients on opportunities to initiate or enhance business and revenues, increase community vitality, strengthen local and regional economies, and set the stage for equitable and inclusive expansion. The RGS team is particularly attuned to the current challenges facing our communities including COVID and disaster recovery planning and implementation. As a full-service agency, RGS is also well positioned to provide comprehensive program implementation for select clients.

FOR INQUIRIES

Chris Paxton
Client Service Requests
650.587.7300 x38
cpaxton@rgs.ca.gov

MANAGEMENT TEAM

Richard Averett
Executive Director/CFO
831.308.1508
raverett@rgs.ca.gov

Sophia Selivanoff
Deputy Executive Director
Client Services
650.587.7315
sselivanoff@rgs.ca.gov

TO: Castroville CSD Board of Directors
FROM: J. Eric Tynan, General Manager
MEETING DATE: May 21, 2024
SUBJECT: Authorize the General Manager to send a letter to Monterey One Water affirming the Castroville Community Services District's intent to move the District's Billing for Wastewater (Sewer) charges to the County of Monterey Property tax bill.
CEQA: Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

Direct the General Manager to send a letter to Monterey One Water confirming the District's intent to move the District's charges for wastewater collection for the community of Moss Landing to the County of Monterey's property tax bill and authorize him to carry out the tasks to accomplish the transfer by July 1, 2024.

DISCUSSION

The purpose of this item is to discuss the District's willingness to transfer the collection of its wastewater fees for the community of Moss Landing to the County of Monterey ("County").

Wastewater (sewer) services are provided by two agencies: the Castroville CSD ("District") and Monterey One Water ("MIW").

The District is responsible for maintaining and improving the wastewater collection system for the community of Moss Landing. Untreated wastewater is collected in this system and sent to MIW's regional conveyance system where it is pumped to MIW's facility for treatment before safely being reintroduced into the environment. The District charges customers for collecting wastewater in accordance with service rates approved by the Monterey County Board of Supervisors for the Moss Landing County Sanitation District ("MLCSD"). When MLCSD was dissolved, the wastewater collections services provided by MLCSD were consolidated into the District.

MIW charges for its conveyance and treatment service in accordance with rates approved by its Board of Directors. For years, MIW has collected the District's charges on the District's behalf along with MIW's conveyance/treatment costs every two months. Recently, MIW decided to move the collection of their charges to Monterey County ("County") to be collected along with property tax.

At its District board meeting held on June 20, 2023, the District received a presentation from MIW regarding its intent to change their billing to an annual fee to be included on a parcel's property tax bill. On October 30, 2023, the MIW Board of Directors voted to change the billing process from bi-monthly direct billing to property tax billing within the MIW service area, citing the following advantages:

- Shifting from the current billing process to the County property tax bill would eliminate the need to address limitations in MIW's accounting software. The software used to maintain MIW's billing will be replaced, and eliminating the need to handle billing will increase their efficiency.

- Shifting from direct billing to property tax billing would likely reduce the number of late and delinquent accounts.
- M1W will save approximately \$400,000 resulting from this change, e.g., decrease in third party vendor expenses and an increase in revenue collections.

With M1W moving its billing for wastewater service to the County, it is worthwhile for the District to consider doing the same for the Moss Landing community. A few of the reasons for consideration:

- It would resolve a potential issue of customers in Moss Landing receiving two separate billings for sewer service, one on the tax bill and one from the District.
- In the event the District decides not to transfer the billing to the County, the District would have to implement a separate system to collect billing which would add costs, which have not been estimated at this point.
- The District's share of the billing would remain the same. A Proposition 218 process adopting the current rate structure was conducted by the County in 2006 and current customers/property owners in Moss Landing would not see an increase in their District sewer fee resulting from this transfer.
- For those customers wishing to pay sewer-related costs on a more frequent basis, the County has contracted with a third-party vendor, Easy Smart Pay, to pay a parcel's property tax bill, and any subsequent fees like wastewater, on a monthly basis through ACH or credit card.

During the May 21, 2024 District Board meeting, representatives from M1W will provide a presentation to acquaint the Board and the public with the procedure necessary to accomplish the transfer. It is staff's understanding that this process is governed through the California Health and Safety Code. To effectuate the transfer, the District Board would need to direct staff to prepare a written report containing a description of each parcel receiving service in Moss Landing and the amount of sewer charge for each year ("Annual Rate Report"). It is my understanding that M1W would assist with this report, and noticing of the public hearing, which will need to be held June 18, 2024. At the public hearing, the Board will consider any protests or objections to the Annual Rate Report and adoption of a resolution approving the Annual Rate Report and directing collection of the District's sewer service charges for the community of Moss Landing on the County tax roll. In accordance with the Health and Safety Code, adoption must occur annually and with a 2/3 vote of the Board. In addition, a revised collection agreement with M1W and possibly a separate agreement with the County would come before the Board for approval. Staff is suggesting the following order for this item:

1. Receive Staff Report
2. Receive M1W Presentation
3. District Board questions of Staff and M1W
4. Public Comment
5. Directors' deliberation and direction.

OPTIONS

The District Board could decide to retain the responsibility for billing and collection.

The District Board could provide staff with additional direction.

FINANCIAL IMPACT:

The impact of providing this direction at this time would have limited fiscal impact. Should the Board determine to retain the billing and collection responsibility, additional costs would be incurred, but have not been estimated.



**CASTROVILLE
COMMUNITY
SERVICES DISTRICT**

P.O. BOX 1065
OFFICE: 11499 GEIL STREET
CASTROVILLE, CA 95012
FAX (831) 633-3103

24-HOUR TELEPHONE: (831) 633-2560

DRAFT

May 21, 2024

Fred Marsh
Chief Financial Officer
Monterey One Water
5 Harris Court
Monterey, CA 93940

Subject: Transition of Wastewater (Sewer) Fee Collection to Monterey County Tax Bill

Dear Mr. Marsh,

The Castroville Community Services District (“District”) intends to move the District’s wastewater (sewer) fee for collection services for the community of Moss Landing to the Monterey County (“County”) Property Tax Bill. This change is in conjunction with Monterey One Water (“M1W”) moving its wastewater service fee to the property tax bill, effective July 1, 2024.

The District manages and maintains the wastewater collection system for the residents and businesses in the community of Moss Landing. The District understands there is an annual process to place the fee for its wastewater collection service on the property tax bill and will work with M1W Staff regarding the required approvals for the transfer.

We look forward to working with your staff to formalize this process and implement the change. Sincerely,

J Eric Tynan
General Manager

Cc: Mike McCullough Director of External Affairs, Monterey One Water

MONTEREY COUNTY ELECTIONS



1441 Schilling Place-North Building
Salinas, CA 93901

PO Box 4400
Salinas, CA 93912

831-796-1499 Phone
831-755-5485 Fax

MontereyCountyElections.us

elections@countyofmonterey.gov

Gina Martinez
Registrar of Voters

Jessica Cedillo
Assistant Registrar of Voters

April 24, 2024

Castroville Community Services District
Attention: Lidia Santos, Office Manager
P.O. Box 1065
Castroville, CA 95012

RE: DOCUMENTS REQUIRED FOR NOVEMBER 5, 2024 – GENERAL ELECTION

In preparation for the November 5, 2024 General Election, please review the information below in completing and submitting required documents:

Required documents:

Deadline	Document	Notes
July 3, 2024 (125 days before the election)	Notice of Election	EC §§10509, 10522, 10524
July 3, 2024 (125 days before the election)	Statement of Election Facts	Form enclosed
July 3, 2024 (125 days before the election)	District map showing boundaries and, if applicable, divisions	EC §10522 A map is required even if no changes have been made
August 9, 2024 (88 days before the election)	Adopted Resolution and Service Agreement	Resolution checklist enclosed

*Any city, school or special district that submits a measure or other contest for inclusion on a ballot at an election will include a current map of the territory subject to election. A rebuttable presumption exists that failure to submit a new current map will indicate that the boundaries used in the previous election for said jurisdiction (or specified jurisdiction) will be used for future elections.

Estimated Costs

To help your district budget for this election, the estimated cost for the November General Election is \$7.00 to \$10.00 per registered voter. Per Elections Code §10002, the district shall reimburse the county in full for the election services performed.

According to our records, the offices up for election include:

- (3) Directors - 4 year term
- (1) Director - 2 year term

Please feel free to contact me for more information at CabaccangG@countyofmonterey.gov or (831) 796-1486.

Sincerely,

Genesis Cabaccang
Elections Program Manager
Enclosures

Resolution No. 2024-02

RESOLUTION ORDERING AN ELECTION, REQUESTING THE COUNTY ELECTIONS DEPARTMENT TO CONDUCT THE ELECTION, AND REQUESTING CONSOLIDATION OF THE ELECTION

CASTROVILLE COMMUNITY SERVICES DISTRICT

WHEREAS, pursuant to Elections Code Section 10002, the governing body of any city or district may by resolution request the Board of Supervisors of the county to permit the county elections official to render specified services to the city or district relating to the conduct of an election; and

WHEREAS, the resolution of the governing body of the city or district shall specify the services requested; and

WHEREAS, pursuant to Elections Code Section 10002, the city or district shall reimburse the county in full for the services performed upon presentation of a bill to the city or district; and

WHEREAS, pursuant to Elections Code Section 10400, whenever two or more elections, including bond elections, of any legislative or congressional district, public district, city, county or other political subdivision are called to be held on the same day, in the same territory, or in territory that is in part the same, they may be consolidated upon the order of the governing body or bodies or officer or officers calling the elections; and

WHEREAS, pursuant to Elections Code Section 10400, such election for cities and special districts may be either completely or partially consolidated; and

WHEREAS, pursuant to Elections Code Section 10403, whenever an election called by a district, city or other political subdivision for the submission of any question, proposition, or office to be filled is to be consolidated with a statewide election, and the question, proposition, or office to be filled is to appear upon the same ballot as that provided for that statewide election, the district, city or other political subdivision shall, at least 88 days prior to the date of the election, file with the board of supervisors, and a copy with the elections official, a resolution of its governing board requesting the consolidation, and setting forth the exact form of any question, proposition, or office to be voted upon at the election, as it is to appear on the ballot. Upon such request, the Board of Supervisors may order the consolidation; and

WHEREAS, pursuant to Elections Code Section 13307, whenever an election called by a district, city, or other political subdivision has offices to be filled, it is required to fix and determine the number of words that a candidate may submit on the candidate's statement to be either 200 or 400 words and to determine if the candidate and or the political subdivision will pay the cost of the statement; and

WHEREAS, Elections Code Section 15651 requires the city or district to determine the means and manner in which a tie vote is to be resolved in the event that two or more persons receive an equal number of votes and the highest number of votes ("tie votes") for an office to be voted upon; and

WHEREAS, the resolution requesting the consolidation shall be adopted and filed at the same time as the adoption of the ordinance, resolution, or order calling the election; and

WHEREAS, various district, county, state and other political subdivision elections may be or have been called to be held on a **November 5, 2024**;

NOW THEREFORE, BE IT RESOLVED AND ORDERED that the governing body of the

CASTROVILLE COMMUNITY SERVICES DISTRICT

hereby orders an election be called and consolidated with any and all elections also called to be held on **November 5, 2024** insofar as said elections are to be held in the same territory or in territory that is in part the same as the territory of the **Castroville Community Services District** requests the Board of Supervisors of the County of Monterey to order such consolidation under Elections Code Section 10401 and 10403.

BE IT FURTHER RESOLVED AND ORDERED that said governing body hereby requests the Board of Supervisors to permit the Monterey County Elections Department to provide any and all services necessary for conducting the election and agrees to pay for said services, and

BE IT FURTHER RESOLVED AND ORDERED that the Monterey County Elections Department conduct the election for the purpose of electing four Members to this Governing Board on the **November 5, 2024 ballot**:

SEATS OPEN	OFFICE	TERM	DIST/DIV (if applicable)
3	Board of Directors	4 year	
1	Board of Directors	2 year	

BE IT FURTHER RESOLVED AND ORDERED that pursuant to Election Code Section 13307 the **Castroville Community Services District** has resolved that all costs of the Candidate's statement be paid by the **Candidate** and that no candidate may submit a statement of over **200** words.

BE IT FURTHER RESOLVED AND ORDERED that pursuant to code **15651 and 10551**, a tie vote shall be resolved by **lot**.

BE IT FURTHER RESOLVED AND ORDERED that tie votes shall be determined by **the District**.

PASSED AND ADOPTED by the **Castroville Community Services District** on this **21st** day of **May 2024** by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

SIGNED: _____
Chairperson of said Governing Board

ATTEST: _____
Secretary

STATEMENT OF ELECTION FACTS

FULL LEGAL NAME OF DISTRICT AS IT SHOULD APPEAR ON ALL ELECTION DOCUMENTS:

Castroville Community Services District

MAIL SHOULD BE ADDRESSED TO: Lidia Santos TITLE: Office Manager/Secretary

MAILING ADDRESS: P.O. Box 1065, Castroville, CA 95012 TELEPHONE: (831) 633-2560

FAX: NA E-MAIL: lidia@castrovillecsd.org WEBSITE: Castrovillecsd.org

MEMBERS OF THE GOVERNING BOARD

NAME	ADDRESS	DISTRICT WARD OR TRUSTEE (If applicable)	Member was elected by:	YEAR Term ends	Full-term = 4yrs OR Short-term = 2yrs	IF THE MEMBER WAS APPOINTED BY THE BOARD TO FILL A VACANCY, WHO DID THIS MEMBER REPLACE?
			1) ELECTED/AIL* OR 2) APPOINTED TO FILL A VACANCY			
Ronald J. Stefani	11499 Geil Street Castroville, CA 95012	-	1	2024	4yrs	-
Glenn Oania	11499 Geil Street Castroville, CA 95012	-	1	2024	4yrs	-
James R. Cochran	11499 Geil Street Castroville, CA 95012	-	1	2024	4yrs	-
Gregory MacMillan	11499 Geil Street Castroville, CA 95012	-	2	2024	2yrs	-
Cosme Padilla	11499 Geil Street Castroville, CA 95012	-	1	2026	4yrs	-
		(See attached)				

*AIL= Appointed-in-lieu of Election (filed for office and didn't go on the ballot)

Name of the Presiding Officer: Cosme Padilla
Print Name

Name of the Secretary: Lidia Santos
Print Name

Check the box which applies to your district:

- The District boundaries have changed since the last election. Enclosed is a new map to reflect those changes.
- I declare that there have been no boundary changes since the November 8, 2022 election.
Election Date

The limitation on the number of words in a candidate statement will be: 200 words 400 words

The entity charged for the candidate statement sent to each voter will be the: District Candidate

In case of a tie vote, the winner will be determined by: Lot Runoff election

Signature of Presiding Officer _____

Date _____

MONTEREY COUNTY ELECTIONS

1441 Schilling Place-North Building
Salinas, CA 93901

PO Box 4400
Salinas, CA 93912

831-796-1499 Phone
831-755-5485 Fax

www.MontereyCountyElections.us

elections@co.monterey.ca.us

Gina Martinez
Registrar of Voters

Jessica Cedillo
Assistant Registrar of Voters



STATEMENT OF FACTS 2022 ANNUAL ROSTER UPDATE OF DISTRICT

INSTRUCTIONS:

Complete, sign and mail to: Monterey County Elections – Candidate Services
1441 Schilling Place – North Building
Salinas, CA 93901

Please enter the current information for the district below:

- 1) Enter the district's full legal name: Castroville Community Services District
- 2) Enter the district's physical address: 11499 Geil Street, Castroville, CA 95012
- 3) Enter the district's mailing address:
(if different than physical address) PO Box 1065, Castroville, CA 95012
- 4) Enter the district's phone number: 831-633-2560
- 5) Enter the district's email: lidia@castrovillecsd.org

- 6) Enter the names of each elected/appointed member of the district and the date (month, day and year) each member is up for election.

Name: <u>Ronald J. Stefani</u>	Date Up for Election: <u>November 2024</u>
Name: <u>Glenn Oania</u>	Date Up for Election: <u>November 2024</u>
Name: <u>Gregory MacMillan</u>	Date Up for Election: <u>November 2024</u>
Name: <u>James R. Cochran</u>	Date Up for Election: <u>November 2024</u>
Name: <u>Cosme Padilla</u>	Date Up for Election: <u>November 2026</u>
Name: _____	Date Up for Election: _____
Name: _____	Date Up for Election: _____
Name: _____	Date Up for Election: _____

- 7) Who is the contact person to communicate election information for the district?

Name: Lidia Santos Telephone: 831-633-2560 ext 11

Title: Office Manager/Secretary Email: lidia@castrovillecsd.org

Date: January 19, 2023


Signature of Authorizing Authority

J. Eric Tynan, General Manager

Printed Name and Title

SERVICE AGREEMENT FOR THE PROVISION OF ELECTION
SERVICES BETWEEN CASTROVILLE COMMUNITY SERVICES DISTRICT AND
COUNTY OF MONTEREY DEPARTMENT OF ELECTIONS

NOVEMBER 5, 2024

This Agreement, entered into this 21st day of May 2024, by and between Castroville Community Services District and County of Monterey Department of Elections (hereinafter referred to as the Department);

WHEREAS, it is necessary and desirable that the Department be retained for the purpose of conducting an election hereinafter described for the Castroville Community Services District (hereinafter referred to as the District);

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:

SERVICES TO BE PERFORMED BY THE DISTRICT:

- 1) No later than the 123rd day prior to the election the District shall submit a board approved resolution which requests the County of Monterey Department of Elections to conduct an election for the District on **NOVEMBER 5, 2024** and requesting election related services of the Department.
- 2) The District shall submit to the Department in writing the exact number of offices to be voted on and/or the exact ballot wording to be voted by no later than the 88th day prior to the election, or by the 83rd day prior to the election if Elections Code §§ 10510, 10515, and 10516 are applicable.
- 3) The District shall prepare and deliver to the Department the Voter Guide information containing, as applicable, the ballot measure and tax rate statements. The last day for the submission of primary arguments (300 words) and impartial analysis shall be no later than **AUGUST 15, 2024**. The last day for the submission of rebuttal arguments (250 words) is **AUGUST 22, 2024**.

- 4) The District shall be responsible for reviewing and approving the language of the sample ballot and official ballot wording for candidates and measures.

SERVICES TO BE PERFORMED BY THE DEPARTMENT:

- 1) The Department shall publish the Notice of Election and the Notice to File Declarations of Candidacy for the District offices to be voted on, and/or the Notice to File Arguments for or against any measure.
- 2) The Department shall select and contract with the sample and official ballot printer(s) on behalf of the District.
- 3) The Department shall prepare and deliver to the printer the official ballot information.
- 4) The Department shall issue, receive, and process all ballots on behalf of the District matters.
- 5) The Department shall procure all necessary and appropriate polling place locations, hire polling place workers, and conduct the election in accordance with all applicable state, federal and local laws.
- 6) The Department shall prepare a Canvass of Votes Cast and submit a Certificate of Registrar of Voters to the District regarding the District matters.
- 7) The Department shall conduct other various and miscellaneous election activities as required including but not limited to all those required as the District's Election Official other than those described under "Services to be Performed by the District".

TERMS:

This Agreement shall be in effect for the performance of all services incident to the preparation and conduct of the election to be held on **NOVEMBER 5, 2024**.

The parties will use best efforts to perform services herein. However, in the event the Department is unable to perform services required under this Agreement that are beyond their control, including an employee strike, vendor conditions, natural disasters, war, or other similar conditions, the Department will be relieved of all obligations under this Agreement. The Department will provide reasonable notice, if practical, of any conditions beyond their control, including notice at least 60 days prior to **NOVEMBER 5, 2024** of vendor conditions affecting the election services. In the event a vendor does not perform, the Department will attempt to obtain substitute services.

CONSIDERATION:

In consideration of the performance of services and supplies provided by the Department, the District shall pay to the Department a sum equal to the actual cost of such services, expenses, and supplies related to the work performed on behalf of District. In the event that this Agreement is terminated prematurely, the District shall pay to the Department a sum equal to the actual cost of such services performed or supplies/expenses incurred as of the effective date of the termination.

The District shall make payment within 30 days of receipt of invoice from the Department.

DISTRICT:

Signature: _____ Date: _____

Print Name: _____

Title: _____

COUNTY:

Signature:  Date: 04/23/2024

Print Name: Gina Martinez

Title: County of Monterey, Registrar of Voters



NORTH COUNTY RECREATION & PARK DISTRICT

May 3, 2024

Dear Castroville Community Services District Board,

The North County Recreation and Park District (NCRPD) is seeking funding for the fiscal year 2024-2025, totaling **\$124,000**. NCRPD wishes to continue partnering with CCSD to offer community programs. NCRPD requests Extended Recreation Services funding for the 2024/2025 fiscal year amounting to \$114,000—a 3.6% increase from last year (in line with CPI of 3.9%). In addition, NCRPD is requesting \$10,000 for funding the maintenance of Caltran's Clean California Project: Pedestrian Overcrossing landscape features.

Our collaborative Extended Recreation Services program with CCSD delivers critical value to the Castroville community. Youth Programs such as, Junior Warriors, SF 49ers Flag Football, Track and Field, Surfing, Archery, Family Movie Nights, and Summer Day Camps provide essential outlets for our youth. In addition, our Easter Egg Hunt, Party in the Plaza, Halloween Fun Nite, and Snow Day foster community connection and celebration. While our senior center provides fresh meals and a welcoming gathering space to enhance the well-being of our senior citizens.

NCRPD and CCSD's role in the community extends to services not provided by the County. As part of the Caltran's Clean California Project: Pedestrian Overcrossing, NCRPD has agreed to take on the maintenance services of the new landscape features proposed for both ends of the HWY 183 pedestrian overcross. The maintenance entails watering and fertilizing the landscape features; pruning trees and shrubs for safety and appearance; replacing dead or unhealthy plants quickly; repairing or removing unsafe or unsightly landscaping features; weed abatement to a level the State approves; and keeping the landscaped area clean and free of debris. With CCSD's backing NCRPD can ensure that Castroville looks its best.

This funding will not only sustain our current programs but also empower NCRPD to explore new opportunities to serve Castroville alongside CCSD. We envision expanding our community offerings and ensuring our shared spaces remain a point of pride. Your support is pivotal to realizing this vision. Thank you for your continued support. We are confident that this investment will yield significant returns for the Castroville community.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Alex Lopez', written over a horizontal line.

Alex López
General Manager

DRAFT

Castroville Community Services District

Water

Five Year Capital Improvement and Operational Planning 2024

Fiscal Year Ending	Jun-24	Jun-25	Jun-26	Jun-27	Jun-28	TOTALS
	Year 1	Year 2	Year 3	Year 4	Year 5	
Sources of Funds						
Operating Revenues						
Water Revenue	\$ 1,362,000	\$ 1,362,000	\$ 1,368,810	\$ 1,375,654	\$ 1,382,532	
New connections	\$ 15,237	\$ 10,158	\$ 15,237	\$ 15,237	\$ 15,237	
Hydrant water sales	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	
Backflow Revenue	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000	
Misc. Revenue	\$ 21,300	\$ 7,800	\$ 7,800	\$ 7,800	\$ 7,800	
LAIIF-Water-Well #6		\$ 2,000,000				
Non-Operating Revenues						
Deep Well-DWR IRWM Grant	\$ 30,000	\$ 30,000				
Tank & System Fill Grant			\$ 4,000,000			
Water Interest Earned	\$ 240,000	\$ 240,000	\$ 200,000	\$ 200,000	\$ 200,000	
Total Revenue	\$ 1,688,037	\$ 3,669,458	\$ 5,611,347	\$ 1,618,191	\$ 1,625,069	\$ 14,212,102
Application of Funds						
Operating Expenses						
General Operation Expenses	\$ 707,509	\$ 708,768	\$ 730,031	\$ 751,932	\$ 774,490	
Administration Expenses	\$ 521,382	\$ 559,112	\$ 575,885	\$ 593,162	\$ 610,957	
Total Application of Funds	\$ 1,228,891	\$ 1,267,880	\$ 1,305,916	\$ 1,345,094	\$ 1,385,447	\$ 6,533,228
Capital Improvement Projects						
New Trucks	\$ 45,000	\$ -			\$ 20,000	
Lateral Replacement	\$ 187,200	\$ 120,000	\$ 5,000	\$ 20,000	\$ 20,000	
Valve & Main Replacements	\$ 133,136	\$ 27,000	\$ 20,000	\$ 10,000	\$ 10,000	
Chlorine generators			\$ 15,000	\$ 21,000		
Well Motors & Pumping Equipment			\$ 95,000	\$ 5,000	\$ 7,000	
SCADA Upgrades			\$ 1,000			
Bobcat Loader- 50% water	\$ 20,000	\$ 21,000				
Meters	\$ 5,000	\$ 20,000	\$ 5,000	\$ 5,000	\$ 5,000	
New Furnace-District Office	\$ 5,000					
Hwy 1-CCSD Entry sSign Upgrade	\$ 2,500					
Tank #2 Recoating	\$ 14,850					
Deep Well-DWR IRWM Grant	\$ 30,000					
Well Site #4 Tank & System Fill	\$ -		\$ 4,000,000			
New Copier	\$ -	\$ 7,500				
New Well 6 - Construction		\$ 2,200,000				
Total CIP	\$ 442,686	\$ 2,395,500	\$ 4,141,000	\$ 61,000	\$ 62,000	\$ 7,102,186
Total Revenue Requirements	\$ 1,671,577	\$ 3,663,380	\$ 5,446,916	\$ 1,406,094	\$ 1,447,447	\$ 13,635,414
Surplus / (Deficit)	16,460	6,078	164,431	212,097	177,623	NET \$ 576,688
						\$ -

**Castroville Community Services District
Draft Water Income and Expense Budget
July 2024 through June 2025**

DRAFT

	Amended 2023/2024	2024/2025
Income		
4010 · Metered Water Sales	\$ 1,362,000	\$ 1,362,000
4020 · Hydrant Water Sales	\$ 6,500	\$ 6,500
4030 · New Service Installation	\$ 15,237	\$ 10,158
4040 · Backflow Revenue	\$ 13,000	\$ 13,000
Misc. Revenue		
4050 · Misc. Revenue-Other	\$ 17,000	\$ 3,500
4053 · Reconnect Charges	500	500
4054 · NSF Charges	300	300
4057 · Trip Fee Charges	3,500	3,500
Total Misc. Revenue	\$ 21,300	\$ 7,800
4060 · Interest Earned	\$ 240,000	\$ 240,000
4062 · Deep Well-DWR IRWM Grant	\$ 30,000	\$ 30,000
Total Income	\$ 1,688,037	\$ 1,669,458

Expense

WATER OPERATIONS EXPENSE

General Operations Expense

5110 · Shop Supplies	\$ 1,000	\$ 1,000
5115 · Tools & Equipment	3,000	3,000
5120 · Operators Uniforms	2,000	2,000
5125 · Cellular Phones	1,000	1,000
5130 · Operators Certifications	800	800
5135 · Water Testing Fees	8,500	8,500
5136 · Backflow Testing	1,000	1,000
5138 · Water System Fees	9,800	9,800
Total General Operations Expense	\$ 27,100	\$ 27,100

Well Sites Expense

5155 · Utilities - P G & E	\$ 148,000	\$ 152,000
5165 · Pump Repair/Maintenance	4,000	4,000
5170 · Supplies for Pumps & Well Sites	8,000	9,000
5178 · Generators Repairs/Maintenance	2,000	2,000
5180 · Tank Repair/Maintenance	1,000	1,000
5185 · Building Repair/Maintenance	1,000	1,000
5190 · Chlorine/Softener Repair/Maintenance	4,000	4,000
5195 · Well Sites - Other Expense	5,000	5,000
Total Well Sites Expense	\$ 173,000	\$ 178,000

**Castroville Community Services District
Draft Water Income and Expense Budget
July 2024 through June 2025**

	Amended 2023/2024	2024/2025
Valve Expense		
5210 · Valve - Supplies	500	500
5230 · Valve - Repair/Maintenance	3,000	3,000
Total Valve Expense	\$ 3,500	\$ 3,500
Meter Expense		
5260 · Meter - Supplies	\$ 10,000	\$ 10,000
5270 · Meter - Repair/Maintenance	7,000	5,000
Total Meter Expense	\$ 17,000	\$ 15,000
Hydrant Expense		
5310 · Hydrant - Supplies	\$ 2,500	\$ 2,500
5330 · Hydrant - Repair Maintenance	10,000	5,000
Total Hydrant Expense	\$ 12,500	\$ 7,500
Water Lines Expense		
5355 · Water Lines - Supplies	\$ 4,000	\$ 4,000
5365 · Water Lines - Repair/Maintenance	10,000	10,000
Total Water Lines Expense	\$ 14,000	\$ 14,000
5400 · Water Depreciation Expense	\$ 338,000	\$ 338,000
Automobile Expense		
5451 · Fuel	\$ 4,500	\$ 4,500
5452 · Repair/Maintenance	\$ 2,000	\$ 2,000
5453 · Other-Auto Expense	1,500	1,500
Total Automobile Expense	\$ 8,000	\$ 8,000
Payroll Expense Water Operation		
5520 · Operators Water Wages	\$ 114,409	\$ 117,668
Total Payroll Expense-Operations	\$ 114,409	\$ 117,668
TOTAL OPERATIONS EXPENSE	\$ 707,509	\$ 708,768
ADMINISTRATIVE EXPENSE		
Billing Expense		
5565 · Postage	\$ 10,300	\$ 10,300
5570 · Billing Supplies	1,000	8,000
5580 · Toilet Rebate	225	225
5590 · Other Billing Expense	6,200	6,200
Total Billing Expense	\$ 18,225	\$ 25,225

**Castroville Community Services District
Draft Water Income and Expense Budget
July 2024 through June 2025**

	Amended	
	2023/2024	2024/2025
Utilities Expense		
5611 · Utilities - P G & E	\$ 1,900	\$ 1,900
5612 · Utilities - Telephones	2,700	2,700
5613 · Utilities - Disposal	400	400
5650 · Utilities - M 1W	282	282
Total Utilities Expense	\$ 5,282	\$ 5,282
Insurance Expense		
5621 · Insurance - Auto & General	\$ 26,810	\$ 27,614
Total Insurance Expense	\$ 26,810	\$ 27,614
Office Expense		
5710 · Office Supplies	\$ 2,500	\$ 2,500
5715 · Office Equipment	2,000	2,000
5720 · Misc Office Expense	3,500	3,500
5725 · Community Outreach	2,000	2,000
5730 · Alarm Monitoring Service	800	800
5735 · Property Taxes	2,000	2,000
5740 · Computer Programs/Upgrades	13,000	13,000
5745 · Bank Fees	1,100	1,100
5750 · Seminars/Training/Staff	6,000	6,000
5752 · Seminar/Training/Directors	8,000	8,000
5760 · Membership Dues	11,500	12,000
5765 · Office Repairs/Maintenance	2,600	2,600
5770 · Building Maintenance	3,000	3,000
Total Office Expense	\$ 58,000	\$ 58,500
Payroll Expenses		
5810 · Wages Water- General Manager	\$ 79,365	\$ 82,540
5820 · Wages - Administrative	85,524	88,733
5865 · Insurance - Workers Comp	5,670	6,840
5875 · Employee Health Benefits	100,228	107,206
5880 · PERS Retirement Benefits-Employer Co	28,800	29,952
5880-A · Pension Exp PERS Retirement Benef	1	5,298
5882 · Employee Life Insurance	616	616
5885 · FICA Expense	21,740	22,610
5895 · Retired Employee Benefits	50	50
5896 · Other Post Employment Benefits	19,871	19,871
Total Payroll Expenses	\$ 341,865	\$ 363,716

**Castroville Community Services District
Draft Water Income and Expense Budget
July 2024 through June 2025**

	Amended		2024/2025
	2023/2024		
Consulting Expense			
5910 · Legal Fees	\$ 4,000	\$	4,000
5920 · Engineering Fees	7,000		7,000
5930 · Director Fees	2,700		9,450
5940 · Accounting Fees	7,500		8,325
5960 · Other Consulting Fees	50,000		50,000
Total Consulting Expense	<u>\$ 71,200</u>	<u>\$</u>	<u>78,775</u>
TOTAL ADMINISTRATIVE EXPENSE	<u>\$ 521,382</u>	<u>\$</u>	<u>559,112</u>
TOTAL COMBINED EXPENSES	<u>\$ 1,228,891</u>	<u>\$</u>	<u>1,267,880</u>
Net Income or Loss	<u>\$ 459,146</u>	<u>\$</u>	<u>401,578</u>
*Less Capital Expenditures:	<u>\$ 442,686</u>	<u>\$</u>	<u>2,395,500</u>
Meters	\$ 5,000	\$	20,000
Valve Replacement	\$ 133,136	\$	27,000
Lateral Replacement	\$ 187,200	\$	120,000
Bobcat Loader 50% to Zone 1	\$ 20,000	\$	21,000
Office Cannon Copier	\$	\$	7,500
Emergency Deep Well #6		\$	2,200,000
Truck	\$ 45,000	\$	-
Tank 2 Recoating	\$ 14,850	\$	-
New Furnance-District Office	\$ 5,000	\$	-
Hwy 1-CCSD Entry Sign Upgrade	\$ 2,500	\$	-
Deep Well-DWR IRWM Grant	\$ 30,000	\$	-
LAIF-Water Funding Source-Well #6		\$	2,000,000
Net Income or Loss	<u>16,460</u>		<u>6,078</u>

*Capital Expenditures will be booked as an asset

*Depreciation Expense is reflected

Castroville Community Services District

ZONE 1 Sewer & Storm Drain

DRAFT

Five Year Capital Improvement and Operational Planning 2024

Fiscal Year Ending	Jun-24	Jun-25	Jun-26	Jun-27	Jun-28	TOTALS
	Year 1	Year 2	Year 3	Year 4	Year 5	
Sources of Funds						
Operating Revenues						
User Fees #75301	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	
Property Tax	\$ 900,000	\$ 1,012,500	\$ 1,027,688	\$ 1,043,103	\$ 1,058,749	
Grant- Washington Bypass-Construction	\$ -	\$ -				
New Service and Connection Fees	\$ 6,336	\$ 6,336	\$ 6,338	\$ 6,338	\$ 6,338	
Interest Revenue	\$ 342,000	\$ 342,000	\$ 347,130	\$ 352,337	\$ 342,000	
Misc Revenue	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	
Total Revenue	\$ 1,314,336	\$ 1,426,836	\$ 1,447,156	\$ 1,467,778	\$ 1,473,087	\$ 7,129,193
Application of Funds						
Operating Expense						
General Operation Expenses	\$ 217,405	\$ 211,050	\$ 216,537	\$ 222,167	\$ 227,944	
Administration Expense	\$ 392,347	\$ 402,082	\$ 412,536	\$ 423,262	\$ 434,267	
NCRPD Transfer Out to Zone 1 Gov	\$ 110,000	\$ 124,000	\$ 124,000	\$ 124,000	\$ 124,000	
Street Lighting Transfer out Zone 1 Gov	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	
Total Application of Funds	\$ 719,752	\$ 747,132	\$ 753,073	\$ 769,429	\$ 786,211	\$ 3,775,597
Capital Improvement Projects						
Lift Station Pumps	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	
New Vehicle	\$ 45,000	\$ 45,000				
Washington Bypass Line						
New Generator @ Via Linda	\$ 37,000					
Laterals & Sewer Mains	\$ 50,000	\$ 50,000	\$ 50,000	\$ 15,000	\$ 20,000	
Hwy 1-CCSD Entry Sign Upgrade	\$ 2,500					
Sewer Equipment	\$ 2,500					
Bobcat Loader 50%		\$ 21,000				
Total Capital Improvement Projects	\$ 147,000	\$ 126,000	\$ 60,000	\$ 25,000	\$ 30,000	\$ 388,000
Total Revenue Requirements	\$ 866,752	\$ 873,132	\$ 813,073	\$ 794,429	\$ 816,211	\$ 4,163,597
						NET
Surplus / (Deficit)	\$ 447,584	\$ 553,704	\$ 634,082	\$ 673,348	\$ 656,877	\$ 2,965,595

Castroville Community Services District
Draft Castroville (Zone 1) Sewer Income and Expense Budget
July 2024 through June 2025

DRAFT

	Amended 2023/2024	2024/2025
Income		
ZONE 1 (CASTROVILLE) REVENUE		
4105 · User fees - Storm Drain #75301	\$ 65,000	\$ 65,000
4115 · Property Taxes-70%	900,000	1,012,500
4125 · Sewer Connection Fees	6,336	6,336
4130 · Misc Revenue	1,000	1,000
4135 · Zone 1 Interest Earned	342,000	342,000
Total Income	\$ 1,314,336	\$ 1,426,836
 Zone 1 OPERATION EXPENSE		
General Operation Expense		
7005 · Shop Supplies	\$ 1,200	\$ 1,200
7010 · Small Tools	1,500	1,500
7015 · Operators Uniforms	2,000	2,000
7018 · Operators Certifications	500	500
7020 · Cellular Phones	800	800
Total General Operation Expense	\$ 6,000	\$ 6,000
 Lift Station Expense		
7105 · Sewer Utilities PG & E	\$ 6,000	\$ 6,200
7115 · Lift Station Repair/Maintenance	5,000	5,000
7120 · Supplies for Pump Station	1,200	1,200
7122 · Permit Fee for Generators	510	530
7125 · Building Repair & Maintenance	1,000	1,000
Total Lift Station Expense	\$ 13,710	\$ 13,930
 7200 · Sewer (Zone 1) Depreciaton Expense	 65,000	 65,000
 Automobile Expense		
7305 · Fuel for Trucks	\$ 3,000	\$ 3,000
7310 · Repair/Maintenance	2,000	2,000
7315 · Other Auto Expense	1,500	1,500
Total Automobile Expense	\$ 6,500	\$ 6,500
 Payroll Expense-Operation		
7405 · Operators Zone 1 Wages	\$ 89,095	\$ 91,520
Total Payroll Expense	\$ 89,095	\$ 91,520

Castroville Community Services District
Draft Castroville (Zone 1) Sewer Income and Expense Budget
July 2024 through June 2025

	Amended	
	2023/2024	2024/2025
Sewer Line Expense		
7465 · Sewer Line-Repair/Maintenance	\$ 10,000	\$ 10,000
Total Sewer Line Expense	\$ 10,000	\$ 10,000
Storm drain Expense		
7475 · Storm Drain-Supplies	\$ 1,000	\$ 1,000
7485 · Storm Drain-Repair/Maintenance	25,000	16,000
7492 · Storm Drain-Fuel for Trucks	1,100	1,100
Total Storm Drain Expense	\$ 27,100	\$ 18,100
TOTAL OPERATION EXPENSE	217,405	211,050
ZONE 1 ADMINSTRATIVE EXPENSE		
Office Expense		
7505 · Office Supplies	\$ 2,200	\$ 2,200
7510 · Office Equipment	1,500	1,500
7515 · Misc. Office Expense	1,600	1,600
7520 · Computer Program/Upgrade	4,000	4,000
7525 · Office Repair/Maintenance	1,950	1,950
7530 · Alarm Monitoring Service	500	500
7535 · Property Taxes	600	600
7540 · Seminars/Training/Staff	4,000	4,000
7545 · Seminar/Training/Directors	6,000	6,000
7555 · Membership Dues	9,000	11,000
7560 · Building Maintenance	2,000	2,000
7586 · Bad Debt Write-Offs	500	500
Total Office Expense	\$ 33,850	\$ 35,850
Payroll Expense Admin		
7605 · Wages Zone 1 GM	\$ 61,728	\$ 64,197
7620 · Wages Zone 1 Admin	66,448	69,014
7625 · Insurance -Workers Comp	4,410	5,320
7630 · Employee Health Benefits	77,955	83,382
7632 · FICA Expense	16,171	16,818
7635 · PERS Retirement Benefits Employer Contribut	22,380	23,275
7635-A · Pension Exp PERS Retirement Benefits UAL	1	4,121
7636 · Other Post Employment Benefits	15,455	15,455
7640 · Employee Life Insurance	480	480
Total Payroll Expense	\$ 265,028	\$ 282,062

Castroville Community Services District
Draft Castroville (Zone 1) Sewer Income and Expense Budget
July 2024 through June 2025

	Amended	
	2023/2024	2024/2025
Utilities Expense		
7655 · Utilities - PG &E	\$ 1,700	\$ 1,700
7660 · Utilities-Telephones	2,300	2,300
7665 · Utilities - Disposal	320	350
7670 · Utilities - M1W	110	126
Total Utilities Expense	\$ 4,430	\$ 4,476
Sewer Consulting Expense		
7705 · Sewer Legal Fees	\$ 5,000	\$ 5,000
7710 · Sewer Engineer Fees	6,000	6,000
7715 · Sewer Accounting Fees	5,700	6,475
7720 · Sewer Other Consulting Fees	23,000	15,000
7725 · Director Fees	2,100	7,350
Total Consulting Expense	\$ 41,800	\$ 39,825
Insurance Expense		
7755 · Insurance - Auto & General	\$ 21,000	\$ 21,630
Total Insurance Expense	\$ 21,000	\$ 21,630
Bond, Loan, & Certif. Expense		
7772 · Investment Advisory Services	\$ 50	\$ 50
7774 · CSA 14/CCSD Organizational Cost	3,589	3,589
7775 · Willdan Tax Code-Admin Fee	600	600
7776 · Unrealized/Gain-Loss of Investment	20,000	12,000
Total Bond, Loan & Certif. Expense	\$ 24,239	\$ 16,239
Storm Drain Consulting Expense		
7805 · Storm Drain Legal Fees	\$ 500	\$ 500
7810 · Storm Drain Engineer Fees	1,000	1,000
7815 · Storm Drain Other Consulting Fee	500	500
Total Consulting Expense	\$ 2,000	\$ 2,000
TOTAL ADMINISTRATIVE EXPENSE	\$ 392,347	\$ 402,082
TOTAL COMBINED EXPENSES	\$ 609,752	\$ 613,132
NET INCOME OR LOSS	\$ 704,584	\$ 813,704

**Castroville Community Services District
Draft Castroville (Zone 1) Sewer Income and Expense Budget
July 2024 through June 2025**

	Amended 2023/2024	2024/2025
*Less Capital Expenditures:	147,000	126,000
Lift Stations-2 Lift Pumps	\$ 10,000	\$ 10,000
New Laterals & Sewer Mains	\$ 50,000	\$ 50,000
Truck	\$ 45,000	\$ 45,000
Bobcat Loader 50% of Water	\$ -	\$ 21,000
Hwy 1-CCSD Entry Sign Upgrade	\$ 2,500	\$ -
Sewer Equipment-Hose	\$ 2,500	\$ -
Generator-Via Linda	\$ 37,000	\$ -
Transfer Out- Property Taxes to Zone 1 Gov		
NCRPD Extended Recreational Services	\$ 110,000	\$ 124,000
NCRPD Capital Projects balance forward from previous years 95K still in Zone 1 Gov Fund	\$ -	\$ -
Street Lighting for Zone 1 Gov	\$	\$ 10,000
Net Income or Loss	447,584	553,704

*Capital Expenditures will be booked as an asset

*Depreciation Expense is reflected

**Castroville Community Services District
Draft Castroville (Zone 1) Governmental Activities
Income and Expense Budget
July 2024 through June 2025**

DRAFT

	Amended 2023/2024	2024/2025
Income		
ZONE 1 (CASTROVILLE) REVENUE		
4107 · User fees - Street Lights #75301	\$ 33,000	\$ 33,000
4050 · Misc. Revenue-Other	\$ 11,546	\$ -
4108 · CalTrans Grant-Overhead Sign	316,522	310,080
4135 · Zone 1 Interest Earned	2,500	2,500
Total Income	\$ 363,568	\$ 345,580
 ZONE 1 OTHER OPER & MAINT EXPENSE		
7825 · Street Light Utility Cost	\$ 45,000	\$ 37,000
7830 · Castroville Sign Maintenance	2,000	2,000
7835 · Pedestrian Over Cross Maintenance	1,000	3,000
7902 · Government (Zone1) Depreciation Expense	757	757
Total Zone1 Other Oper & Maint Expense	\$ 48,757	\$ 42,757
 TOTAL OTHER OPERATION EXPENSE	 48,757	 42,757
 ZONE 1 RECREATIONAL EXPENSE		
7850 · No. Co. Rec & Park District		
NCRPD Extended Recreational Services	110,000	124,000
NCRPD Capital Projects	-	-
Total Zone 1 Recreational Expense	\$ 110,000	\$ 124,000
 TOTAL RECREATIONAL EXPENSE	 \$ 110,000	 \$ 124,000
 TOTAL COMBINED EXPENSES	 \$ 158,757	 \$ 166,757
 NET INCOME OR LOSS	 \$204,811	 \$178,823
 Transfer In- Property Taxes to Zone 1 Gov		
Street Lighting	\$	\$ 10,000
NCRPD Extended Recreational Services	\$ 110,000	\$ 124,000
Previous years; 95K not used still in Zone 1 Gov Fun	\$	\$ 95,000
NCRPD Capital Projects-balance forward		
	\$ 110,000	\$ 229,000
 *Less Capital Expenditures:		
CalTrans Grant-Overhead Sign	\$ 316,522	\$ 310,080
Net Income or Loss	(\$1,711)	\$2,743

*Capital Expenditures will be booked as an asset

*Depreciation Expense to be reflected

Castroville Community Services District
ZONE 2 Sewer & Storm Drain

DRAFT

Five Year Capital Improvement and Operational Planning 2024

Fiscal Year Ending	Jun-24	Jun-25	Jun-26	Jun-27	Jun-28	
	Year 1	Year 2	Year 3	Year 4	Year 5	
Sources of Funds						
Operating Revenues						
User Fees Moro Cojo Sewer & SD	\$70,285	\$70,254	\$70,254	\$70,254	\$70,254	
Zone 2 Interest Earned	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	
User Fees NMCHS & Mobile #74701	\$93,314	\$93,314	\$93,314	\$93,314	\$93,314	
Property Taxes	\$100,000	\$149,000	\$153,470	\$158,074	\$162,816	
Total Revenue	\$265,099	\$314,068	\$318,538	\$323,142	\$327,884	\$1,548,731
Application of Funds						
Operating Expenses						
General Operation Expenses	\$72,275	\$73,349	\$75,256	\$77,213	\$79,220	
Administration Expenses	\$120,169	\$121,349	\$124,504	\$127,741	\$131,062	
Total Application of Funds	\$192,444	\$194,698	\$199,760	\$204,954	\$210,283	\$699,454
Capital Improvement Projects						
Lift Station Pumps-Impellers	\$15,000	\$15,000	\$5,000	\$10,000	\$5,000	
New Truck						
New Generator @ Moro Cojo				\$45,000		
Street Recoat			\$110,000			
New Generator @ Castroville Blvd	\$37,000					
Total Capital Improvement Projects	\$52,000	\$15,000	\$115,000	\$55,000	\$5,000	\$242,000
Total Revenue Requirements	\$244,444	\$209,698	\$314,760	\$259,954	\$215,283	\$1,244,139
						NET
Surplus / (Deficit)	\$20,655	\$104,370	\$3,778	\$63,188	\$112,602	\$304,593
						\$ -

**Castroville Community Services District
Draft Sewer Zone 2 Income and Expense Budget
July 2024 through June 2025**

DRAFT

	Amended 2023/2024	2024/2025
Income		
ZONE 2 (MORO COJO) REVENUE		
4205 · Userfees MC-Sewer & Storm Drain #73701	\$ 70,254	\$ 70,254
4210 · Zone 2 Interest Earned	1,500	1,500
4212 · Property Taxes-10%	\$ 100,000	\$ 149,000
4215 · Userfees NMCHS & Mobile Park	93,314	93,314
Total Income	\$ 265,068	\$ 314,068
 ZONE 2 OPERATION EXPENSE		
General Operation Expense		
8030 · Shop Supplies	\$ 500	\$ 500
8035 · Small Tools	\$ 500	\$ 500
8037 · Operators Uniforms	\$ 450	\$ 450
8038 · Operators Certification	\$ 350	\$ 350
8039 · Operators Cellular Phones	250	250
Total General Operation Expense	\$ 2,050	\$ 2,050
Lift Station Expense		
8055 · Utilities	\$ 11,500	\$ 11,850
8065 · Lift Station Repair/Maintenance	5,000	5,000
8070 · Supplies for Pump Station	1,000	1,000
8080 · Building Repair & Maintenance	500	500
Total Lift Station Expense	\$ 18,000	\$ 18,350
8082 · Sewer (Zone 2) Depreciaton Expense	\$ 19,100	\$ 19,100
Automobile Expense		
8090 · Fuel for Trucks	\$ 1,200	\$ 1,200
8095 · Auto-Repair/Maintenance	2,500	2,500
8100 · Other Auto Expense	500	500
Total Automobile Expense	\$ 4,200	\$ 4,200
Payroll Expense-Operations		
8110 · Operator Zone 2 Wages	\$ 25,425	\$ 26,149
Total Payroll Expenses-Operations	\$ 25,425	\$ 26,149
Sewer Line Expense		
8135 · Sewer Line-Repair/Maintenance	\$ 2,000	\$ 2,000
Total Sewer Line Expense	\$ 2,000	\$ 2,000
Storm Drain Expense		
8145 · Storm drain-Supplies	\$ 500	\$ 500
8155 · Storm drain-Repair/Maintenance	1,000	1,000
Total Storm Drain Expense	\$ 1,500	\$ 1,500

Castroville Community Services District
Draft Sewer Zone 2 Income and Expense Budget
July 2024 through June 2025

Amended
2023/2024 2024/2025

TOTAL OPERATION EXPENSE

72,275 73,349

ZONE 2 ADMINISTRATIVE EXPENSE

Office Expense

8178 · Seminar/Training/Directors	\$ 2,500	\$ 2,500	
8179 · Membership Dues	3,500	3,500	
8181 · Office Supplies	600	600	
8182 · Office Equipment	500	500	
8183 · Misc. Office Expense	500	500	
8184 · Building Maintenance	1,000	1,000	
8185 · Computer Program/Upgrade	2,000	2,000	
8186 · Office Repair/Maintenance	700	700	
8187 · Alarm Monitoring Service	200	200	
8188 · Property Taxes	310	310	
8189 · Seminars/Training/Staff	2,000	2,000	
Total Office Expense	<u>\$ 13,810</u>	<u>\$ 13,810</u>	

Payroll Expense Administration

8191 · Wages- Zone 2 GM	17,637	18,342	
8195 · Wages-Zone 2 Admin	19,266	19,718	
8200 · Insurance-Workers Comp	1,260	1,520	
8205 · Employee Health Benefits	22,300	23,824	
8210 · PERS Retirement Benefits Employer Contribution	6,394	6,650	
8210-A · Pension Exp PERS Retirement Benefits UAL	1	1,178	
8212 · Employee Life Insurance	140	140	
8213 · Other Post Retirement Benefits	4,416	4,416	
8214 · FICA Expense	5,460	5,678	
Total Payroll Expense Administration	<u>\$ 76,874</u>	<u>\$ 81,466</u>	

Utilities Expense

8221 · Utilities - PG &E	\$ 600	\$ 625	
8222 · Utilities-Telephones	625	625	
8223 · Utilities - Disposal	100	100	
8224 · Utilities - M1W	40	40	
Total Utilities Expense	<u>\$ 1,365</u>	<u>\$ 1,390</u>	

Consulting Expense

8216 · Sewer Consulting Fees	14,000	9,000	
8217 · Sewer Engineer Fees	4,000	4,000	
8218 · Sewer Accounting Fees	2,027	1,850	

**Castroville Community Services District
Draft Sewer Zone 2 Income and Expense Budget
July 2024 through June 2025**

	Amended	
	2023/2024	2024/2025
8219 · Sewer Legal Fees	1,000	1,000
8226 · Director Fees	600	2,100
8229 · Moro Cojo Annexation Amorization	\$ 533	\$ 533
	<u>\$ 22,160</u>	<u>\$ 18,483</u>
 Insurance Expense		
8230 · Insurance-Auto & General	\$ 5,960	\$ 6,200
Total insurance Expense	<u>\$ 5,960</u>	<u>\$ 6,200</u>
 TOTAL ADMINISTRATIVE EXPENSE	<u>\$ 120,169</u>	<u>\$ 121,349</u>
 TOTAL COMBINED EXPENSES	<u>\$ 192,444</u>	<u>\$ 194,698</u>
 NET INCOME OR LOSS	<u>\$ 72,624</u>	<u>\$ 119,370</u>
 LESS CAPITAL EXPENDITURES:	\$ 52,000	\$ 15,000
 Impellers/Pumps	\$ 15,000	\$ 15,000
Generator-Castroville Blvd	\$ 37,000	\$ -
 Net income or Loss	<u>\$ 20,624</u>	<u>\$ 104,370</u>

*Capital Expenditures will be booked as an asset

*Depreciation Expense is reflected

Castroville Community Services District

ZONE 2 GOVERNMENTAL

Five Year Capital Improvement and Operational Planning 2024

DRAFT

Fiscal Year Ending	Jun-24	Jun-25	Jun-26	Jun-27	Jun-28	
	Year 1	Year 2	Year 3	Year 4	Year 5	
Sources of Funds						
User Fees-Street, Open Sp & Street Lights #73701	\$ 33,600	\$ 33,600	\$ 33,600	\$ 33,600	\$ 33,600	
Interest Revenue	\$ 12,000	\$ 12,000	\$ 12,240	\$ 12,485	\$ 12,734	
LAIF-Gov Zone 1			\$ 51,200			
Total Revenue	\$ 45,600	\$ 45,600	\$ 97,040	\$ 46,085	\$ 46,334	\$ 280,659
Application of Funds						
Other Operation & Maintenance						
Open Space Maintenance	\$ 4,000	\$ 5,000	\$ 5,150	\$ 5,305	\$ 5,464	
Street Light Utility	\$ 4,000	\$ 4,200	\$ 4,326	\$ 4,456	\$ 4,589	
Road Repair	\$ 5,000	\$ 10,000			\$ 1,500	
Street Signage	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	
Total Application of Funds	\$ 13,500	\$ 19,700	\$ 9,976	\$ 10,260	\$ 12,053	\$ 65,489
Capital Improvement Projects						
Road Recoat			\$ 87,000.00			
Total Capital Improvement Projects	\$ -	\$ -	\$ 87,000.00	\$ -	\$ -	\$ 87,000
Total Revenue Requirements	\$ 13,500	\$ 19,700	\$ 96,976	\$ 10,260	\$ 12,053	\$ 152,489
						NET
Surplus / (Deficit)	\$ 32,100	\$ 25,900	\$ 64	\$ 35,825	\$ 34,281	\$ 128,170
						\$ -

**Castroville Community Services District
 Draft Zone 2 Governmental Activities
 Income and Expense Budget
 July 2024 through June 2025**

DRAFT

	Amended	
	2023/2024	2024/2025
Income		
4207 · Userfees MC-Street, Open Sp, Street Lights #73701	\$ 33,600	\$ 33,600
4210 · Zone 2 Interest Earned	12,000	12,000
Total Income	\$ 45,600	\$ 45,600
 ZONE 2 OTHER OPER & MAINT EXPENSE		
8245 · Open Space Maint-Outside Service	\$ 4,000	\$ 5,000
8250 · Street Light Utility Cost	4,000	4,200
8255 · Road Repair	5,000	10,000
8260 · Street Signage	500	500
Total Zone 2 Other Operation & Maint Expense	\$ 13,500	\$ 19,700
 NET INCOME OR LOSS	\$ 32,100	\$ 25,900

Castroville Community Services District

ZONE 3 Sewer

DRAFT

Five Year Capital Improvement and Operational Planning 2024

Fiscal Year Ending	Jun-24	Jun-25	Jun-26	Jun-27	Jun-28	TOTALS
	Year 1	Year 2	Year 3	Year 4	Year 5	
Sources of Funds						
Operating Revenues						
Property Tax	\$ 175,000	\$ 299,000	\$ 303,000	\$ 310,000	\$ 300,000	
New Sewer Connection Fees	\$ 3,168	\$ 3,168	\$ 3,168	\$ 3,168	\$ 3,168	
Sanitation Fees Collected by M1W	\$ 192,000	\$ 192,000	\$ 192,000	\$ 192,000	\$ 192,000	
Interest Revenue	\$ 50,000	\$ 50,000	\$ 37,000	\$ 37,000	\$ 37,000	
Clean Water Planing Grant	\$ 118,456					
Clean Water Construction Grant						
Misc Revenue	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	
Total Revenue	\$ 539,124	\$ 544,668	\$ 535,668	\$ 542,668	\$ 532,668	\$2,694,796
Application of Funds						
Operating Expense						
General Operation Expense	\$ 94,175	\$ 92,399	\$ 94,801	\$ 97,266	\$ 99,795	
Administration Expense	\$ 137,526	\$ 132,681	\$ 136,131	\$ 139,670	\$ 143,302	
Total Application of Funds	\$ 231,701	\$ 225,080	\$ 230,932	\$ 236,936	\$ 243,097	\$1,167,746
Capital Improvement Projects						
Lift Statons-Pumps	\$ 10,000	\$ 10,000				
Generator Station #2		\$ 45,000				
New Truck					\$ 45,000	
Sewer Main/ Manhole Rehabilitation		\$ 23,000		\$ 5,000	\$ 5,000	
Wastewater System Rehab-Grant Plan	\$ 118,456					
Lift Stations Relocation-easment	\$ 10,000					
Wastewater System Rehab-Grant						
Pipeline under Hwy 1 bridge						
Total Capital Improvement Projects	\$ 138,456	\$ 78,000	\$ -	\$ 5,000	\$ 50,000	\$271,456
Total Revenue Requirements	\$ 370,157	\$ 303,080	\$ 230,932	\$ 241,936	\$ 293,097	\$1,439,202
						NET
Surplus / (Deficit)	\$ 168,967	\$ 241,588	\$ 304,736	\$ 300,732	\$ 239,571	\$1,255,594

Castroville Community Services District
Draft Moss Landing (Zone 3) Sewer Income and Expense Budget
July 2024 through June 2025

DRAFT

	Amended 2023/2024	2024/2025
Income		
Zone 3 (Moss Landing) REVENUE		
4305 · Property Taxes-20%	175,000	299,000
4306 · Sewer Connection Fees	3,168	3,168
4307 · Sanitation Fees	192,000	192,000
4308 · Interest Earned	50,000	50,000
4309 · Misc Revenue	500	500
4310 · Clean Water Small Communities Planning Grant	118,456	-
Total Income	\$ 539,124	\$ 544,668
 Zone 3 OPERATION EXPENSE		
General Operation Expense		
9005 · Shop Supplies	\$ 500	\$ 500
9010 · Small Tools	500	500
9015 · Operators Uniforms	450	450
9018 · Operators Certifications	350	350
9020 · Cellular Phones	250	250
Total General Operation Expense	\$ 2,050	\$ 2,050
 Lift Station Expense		
9105 · Sewer Utilities PG & E	\$ 12,500	\$ 13,000
9115 · Lift Station Repair/Maintenance	6,000	8,000
9120 · Supplies for Pump Station	1,000	1,000
Total Lift Station Expense	\$ 19,500	\$ 22,000
 9200 · Sewer (Zone 3) Depreciation Expense		
	\$ 36,000	\$ 31,000
 Automobile Expense		
9305 · Fuel for Trucks	\$ 1,200	\$ 1,200
9310 · Repair/Maintenance	2,500	2,500
9315 · Other Auto Expense	500	500
Total Automobile Expense	\$ 4,200	\$ 4,200
 Payroll Expense-Operation		
9405 · Operators Zone 3 Wages	\$ 25,425	\$ 26,149
Total Payroll Expense	\$ 25,425	\$ 26,149
 Sewer Line Expense		
9465 · Sewer Line-Repair/Maintenance	\$ 7,000	\$ 7,000
Total Sewer Line Expense	\$ 7,000	\$ 7,000
TOTAL OPERATION EXPENSE	94,175	92,399

Castroville Community Services District
Draft Moss Landing (Zone 3) Sewer Income and Expense Budget
July 2024 through June 2025

	Amended		2024/2025
	2023/2024		
Zone 3 ADMINISTRATIVE EXPENSE			
Office Expense			
9505 · Office Supplies	\$ 600	\$	600
9510 · Office Equipment	500		500
9515 · Misc. Office Expense	500		500
9520 · Computer Program/Upgrade	2,000		2,000
9525 · Office Repair/Maintenance	700		700
9530 · Alarm Monitoring Service	200		200
9535 · Property Taxes	200		200
9540 · Seminars/Training/Staff	2,000		2,000
9545 · Seminar/Training/Directors	2,500		2,500
9555 · Membership Dues	3,500		3,500
9560 · Building Maintenance	1,000		1,000
Total Office Expense	<u>\$ 13,700</u>	\$	<u>13,700</u>
Payroll Expense Admin			
9605 · Wages Zone 3 GM	\$ 17,637	\$	18,342
9620 · Wages Zone 3 Admin	19,266		19,718
9625 · Insurance -Workers Comp	1,260		1,520
9630 · Employee Health Benefits	22,300		23,824
9632 · FICA Expense	5,460		5,678
9635 · PERS Retirement Benefits Employer Contribut	6,394		6,650
9636-A · Pension Exp PERS Retirement Benefits UAL	1		1,178
9636 · Other Post Employment Benefits	4,416		4,416
9640 · Employee Life Insurance	140		140
Total Payroll Expense	<u>\$ 76,874</u>	\$	<u>81,466</u>
Utilities Expense			
9655 · Utilities - PG &E	\$ 600	\$	600
9660 · Utilities-Telephones	625		625
9665 · Utilities - Disposal	100		100
9670 · Utilities - M1W	40		40
Total Utilities Expense	<u>\$ 1,365</u>	\$	<u>1,365</u>
Sewer Consulting Expense			
9705 · Sewer Legal Fees	\$ 11,000	\$	11,000
9710 · Sewer Engineer Fees	5,000		5,000
9715 · Sewer Accounting Fees	2,027		1,850
9720 · Sewer Other Consulting Fees	21,000		10,000
9725 · Director Fees	600		2,100
Total Consulting Expense	<u>\$ 39,627</u>	\$	<u>29,950</u>

Castroville Community Services District
Draft Moss Landing (Zone 3) Sewer Income and Expense Budget
July 2024 through June 2025

	Amended	
	2023/2024	2024/2025
Insurance Expense		
9755 - Insurance - Auto & General	\$ 5,960	\$ 6,200
Total Insurance Expense	<u>\$ 5,960</u>	<u>\$ 6,200</u>
TOTAL ADMINISTRATIVE EXPENSE	<u><u>\$ 137,526</u></u>	<u><u>\$ 132,681</u></u>
TOTAL COMBINED EXPENSES	<u><u>\$ 231,701</u></u>	<u><u>\$ 225,080</u></u>
NET INCOME OR LOSS	<u><u>\$ 307,423</u></u>	<u><u>\$ 319,588</u></u>
*Less Capital Expenditures:	<u><u>138,456</u></u>	<u><u>78,000</u></u>
Lift Stations-Pumps	\$ 10,000	\$ 10,000
Manholes	\$ -	\$ 23,000
Generator-Lift Station 2	\$ -	\$ 45,000
FINEPRO Easment APN: 413-012-014	\$ 10,000	\$ -
Clean Water Small Communities Planning Grant	\$ 118,456	\$ -
	\$ -	\$ -
NET INCOME OR LOSS	<u><u>\$ 168,967</u></u>	<u><u>\$ 241,588</u></u>

*Capital Expenditures will be booked as an asset

*Depreciation Expense is reflected



**CASTROVILLE COMMUNITY
SERVICES DISTRICT**

From the desk of
Eric Tynan – General Manager
Phone (831) 633-2560
FAX (831) 633-3103

TO: CCSD Board of Directors

DATE: May 14, 2024

RE: Employee Performance Evaluation and Proposed Hourly Pay

Below I have listed option 1 for staff. Please note On-Call Pay is an estimate based on each operator rotating every two weeks. On-Call pay is 6 hours overtime weekly (as long as criteria is met) and does not include call-out/overtime pay. Thank you for your suggestions and support in this important matter. As General Manager, my recommendations are as follows:

STAFF & POSITION	CURRENT HOURLY WAGE	PROPOSED HOURLY WAGE	HOURLY DIFFERENCE	YEARLY DIFFERENCE	YEARLY ON-CALL PAY Estimate	%
Operator II	\$31.00	\$32.00	\$1.00	\$2,080.00	\$5,184.00	3.2%
Operator II	\$33.00	\$34.00	\$1.00	\$2,080.00	\$5,202.00	3.0%
Lead Operator II	\$48.47	\$49.92	\$1.45	\$3,016.00	\$7,637.76	3.0%
Customer Service Representative	\$31.87	\$33.87	\$2.00	\$4,160.00		6.2%
Office Manager	\$59.29	\$61.07	\$1.78	\$3,702.40		3.0%
Daily hourly pay	\$203.63	\$210.86	\$7.23	\$15,038.40		3.0%
Total Yearly On-Call Pay					\$17,723.76	



**CASTROVILLE COMMUNITY
SERVICES DISTRICT**

From the desk of
Eric Tynan – General Manager
Phone (831) 633-2560
FAX (831) 633-3103

TO: CCSD Board of Directors

DATE: May 14, 2024

RE: Employee Performance Evaluation and Proposed Hourly Pay

Below I have listed option 2 for staff. Please note On-Call Pay is an estimate based on each operator rotating every two weeks. On-Call pay is 6 hours overtime weekly (as long as criteria is met) and does not include call-out/overtime pay. Thank you for your suggestions and support in this important matter. As General Manager, my recommendations are as follows:

STAFF & POSITION	CURRENT HOURLY WAGE	PROPOSED HOURLY WAGE	HOURLY DIFFERENCE	YEARLY DIFFERENCE	YEARLY ON-CALL PAY Estimate	%
Operator II	\$31.00	\$32.24	\$1.24	\$2,579.20	\$5,222.88	4%
Operator II	\$33.00	\$34.32	\$1.32	\$2,745.60	\$5,250.96	4%
Lead Operator II	\$48.47	\$50.41	\$1.94	\$4,035.20	\$7,712.73	4%
Customer Service Representative	\$31.87	\$33.87	\$2.00	\$4,160.00		6.2%
Office Manager	\$59.29	\$61.66	\$2.37	\$4,929.60		4%
Daily hourly pay	\$203.63	\$212.50	\$8.87	\$18,449.61		4%
Total Yearly On-Call Pay					\$18,186.57	



CASTROVILLE COMMUNITY SERVICES DISTRICT

Wage Step Program-Board Approved October 2018



OFFICE MANAGER/BOOKKEEPER/SECRETARY

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Hourly	\$ 50.14	\$ 51.64	\$ 53.19	\$ 54.79	\$ 56.43	\$ 58.13	\$ 59.87
Bi-Weekly	\$ 4,011.20	\$ 4,131.20	\$ 4,255.20	\$ 4,383.20	\$ 4,514.40	\$ 4,650.40	\$ 4,789.60
Monthly	\$ 8,690.93	\$ 8,950.93	\$ 9,219.60	\$ 9,496.93	\$ 9,781.20	\$ 10,075.87	\$ 10,377.47
Yearly	\$ 104,291.20	\$ 107,411.20	\$ 110,635.20	\$ 113,963.20	\$ 117,374.40	\$ 120,910.40	\$ 124,529.60

CUSTOMER SERVICE - ACCOUNTS RECEIVABLE

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Hourly	\$ 26.89	\$ 27.70	\$ 28.53	\$ 29.38	\$ 30.26	\$ 31.17	\$ 32.11
Bi-Weekly	\$ 2,151.20	\$ 2,216.00	\$ 2,282.40	\$ 2,350.40	\$ 2,420.80	\$ 2,493.60	\$ 2,568.80
Monthly	\$ 4,660.93	\$ 4,801.33	\$ 4,945.20	\$ 5,092.53	\$ 5,245.07	\$ 5,402.80	\$ 5,565.73
Yearly	\$ 55,931.20	\$ 57,616.00	\$ 59,342.40	\$ 61,110.40	\$ 62,940.80	\$ 64,833.60	\$ 66,788.80

LEAD OPERATOR-Treatment 2 & Distribution 2 + Backflow Certificaton + Class B

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Hourly	\$ 40.59	\$ 41.81	\$ 43.06	\$ 44.35	\$ 45.68	\$ 47.05	\$ 48.47
Bi-Weekly	\$ 3,247.20	\$ 3,344.80	\$ 3,444.80	\$ 3,548.00	\$ 3,654.40	\$ 3,764.00	\$ 3,877.60
Monthly	\$ 7,035.60	\$ 7,247.07	\$ 7,464.48	\$ 7,687.33	\$ 7,917.87	\$ 8,155.33	\$ 8,401.47
Yearly	\$ 84,427.20	\$ 86,964.80	\$ 89,564.80	\$ 92,248.00	\$ 95,014.40	\$ 97,864.00	\$ 100,817.80

OPERATOR 2 - Treatment 2 & Distribution 2 = Backflow Certification + Class B

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Hourly	\$ 29.00	\$ 30.00	\$ 31.00	\$ 32.00	\$ 33.00	\$ 34.00	\$ 35.00
Bi-Weekly	\$ 2,320.00	\$ 2,400.00	\$ 2,480.00	\$ 2,560.00	\$ 2,640.00	\$ 2,720.00	\$ 2,800.00
Monthly	\$ 5,026.67	\$ 5,200.00	\$ 5,373.33	\$ 5,546.67	\$ 5,720.00	\$ 5,893.33	\$ 6,066.67
Yearly	\$ 60,320.00	\$ 62,400.00	\$ 64,480.00	\$ 66,560.00	\$ 68,640.00	\$ 70,720.00	\$ 72,800.00

OPERATOR 1 - Treatment 1 & Distribution 1 = Backflow Certification + Class B

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Hourly	\$ 22.00	\$ 23.00	\$ 24.00	\$ 25.00	\$ 26.00	\$ 27.00	\$ 28.00
Bi-Weekly	\$ 1,760.00	\$ 1,840.00	\$ 1,920.00	\$ 2,000.00	\$ 2,080.00	\$ 2,160.00	\$ 2,240.00
Monthly	\$ 3,813.33	\$ 3,986.67	\$ 4,160.00	\$ 4,333.33	\$ 4,506.67	\$ 4,680.00	\$ 4,853.33
Yearly	\$ 45,760.00	\$ 47,840.00	\$ 49,920.00	\$ 52,000.00	\$ 54,080.00	\$ 56,160.00	\$ 58,240.00

Chart 2. 12-month percent change in CPI for All Urban Consumers (CPI-U), not seasonally adjusted, Mar. 2023 - Mar. 2024
Percent change



Table A. Percent changes in CPI for All Urban Consumers (CPI-U): U.S. city average

	Seasonally adjusted changes from preceding month							Un- adjusted 12-mos ended Mar. 2024
	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan. 2024	Feb. 2024	Mar 2024	
All items	04	01	02	02	03	04	04	35
Food	02	03	02	02	04	00	01	22
Food at home	01	03	00	01	04	00	00	12
Food away from home ¹	04	04	04	03	05	01	03	42
Energy	12	-21	-16	-02	-09	23	11	21
Energy commodities	18	-43	-38	07	-32	36	15	09
Gasoline (all types)	16	-43	-40	-06	-33	38	17	13
Fuel oil	64	-64	-11	-33	-45	11	-13	-37
Energy services	03	04	10	03	14	08	07	31
Electricity	08	04	10	06	12	03	09	50
Utility (piped) gas service	-14	03	12	-06	20	23	00	-32
All items less food and energy	03	02	03	03	04	04	04	38
Commodities less food and energy commodities	-02	00	-02	-01	-03	01	-02	-07
New vehicles	02	-01	00	02	00	-01	-02	-01
Used cars and trucks	-18	-04	14	06	-34	05	-11	-22
Apparel	-03	00	-06	00	-07	06	07	04
Medical care commodities ¹	03	04	05	-01	-06	01	02	25
Services less energy services	05	03	05	04	07	05	05	54
Shelter	06	03	04	04	06	04	04	57
Transportation services ¹	07	09	10	01	10	14	15	107
Medical care services	02	02	05	05	07	-01	06	21

¹ Not seasonally adjusted

CalPERS 2024 Regional Health Premiums (Actives and Annuitants)

Effective Date: January 1, 2024

Region 1*

Alameda, Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Glenn, Humboldt, Lake, Lassen, Marin, Mariposa, Mendocino, Merced, Modoc, Mono, Monterey, Napa, Nevada, Placer, Plumas, Sacramento, San Benito, San Francisco, San Joaquin, San Mateo, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Trinity, Tuolumne, Yolo, Yuba

Basic Monthly Premiums (B)

Plan	Subscriber	Plan Code	Party Code	Party Rate	Subscriber & 1 Dependent	Plan Code	Party Code	Party Rate	Subscriber & 2+ Dependents	Plan Code	Party Code	Party Rate
Anthem Blue Cross Del Norte EPO	\$1,314.27	504	1	1	\$2,628.54	504	2	2	\$3,417.10	504	3	3
Anthem Blue Cross Select HMO	1,138.86	506	1	1	2,277.72	506	2	2	2,981.04	506	3	3
Anthem Blue Cross Traditional HMO	1,339.70	509	1	1	2,679.40	509	2	2	3,483.22	509	3	3
Blue Shield Access+ HMO	1,076.84	525	1	1	2,153.68	525	2	2	2,799.76	525	3	3
Blue Shield Access+ EPO	1,076.84	524	1	1	2,153.68	524	2	2	2,799.76	524	3	3
Blue Shield Trio HMO	946.84	451	1	1	1,893.68	451	2	2	2,481.78	451	3	3
Kaiser Permanente	1,021.41	533	1	1	2,042.82	533	2	2	2,655.67	533	3	3
Peace Officers Research Assoc of CA	931.00	592	1	1	2,117.00	592	2	2	2,851.00	592	3	3
PERS Gold	814.82	613	1	1	1,629.64	613	2	2	2,378.53	613	3	3
PERS Platinum	1,314.27	601	1	1	2,628.54	601	2	2	3,417.10	601	3	3
UnitedHealthcare SignatureValue Alliance	1,091.13	576	1	1	2,182.26	576	2	2	2,836.84	576	3	3
UnitedHealthcare SignatureValue Harmony	937.39	495	1	1	1,874.78	495	2	2	2,437.21	495	3	3
Western Health Advantage HMO	807.23	591	1	1	1,614.46	591	2	2	2,098.80	591	3	3

Supplement/Managed Medicare Monthly Premiums (M)

Plan	Subscriber	Plan Code	Party Code	Party Rate	Subscriber & 1 Dependent	Plan Code	Party Code	Party Rate	Subscriber & 2+ Dependents	Plan Code	Party Code	Party Rate
Anthem Select Medicare Preferred PPO	\$405.83	455	1	4	\$811.66	455	2	5	\$1,217.49	455	3	6
Anthem Select Medicare Preferred PPO with Dental/Vision ¹	405.83	459	1	4	811.66	459	2	5	1,217.49	459	3	6
Anthem Medicare Preferred PPO	405.83	515	1	4	811.66	515	2	5	1,217.49	515	3	6
Anthem Medicare Preferred PPO with Dental/Vision ¹	405.83	512	1	4	811.66	512	2	5	1,217.49	512	3	6
Blue Shield Medicare PPO	392.68	011	1	4	785.36	011	2	5	1,178.04	011	3	6
Blue Shield Medicare PPO with Dental/Vision ²	392.68	016	1	4	785.36	016	2	5	1,178.04	016	3	6
Kaiser Permanente Senior Advantage	324.79	536	1	4	649.58	536	2	5	974.37	536	3	6
Kaiser Permanente Senior Advantage with Dental ²	324.79	542	1	4	649.58	542	2	5	974.37	542	3	6
Kaiser Permanente Senior Advantage Summit	386.55	630	1	4	773.10	630	2	5	1,159.65	630	3	6
Kaiser Permanente Senior Advantage Summit with Dental ³	386.55	636	1	4	773.10	636	2	5	1,159.65	636	3	6
Peace Officers Research Assoc of CA Medicare Supplement	465.00	595	1	4	1,030.00	595	2	5	1,395.00	595	3	6
PERS Gold Medicare Supplement	406.60	616	1	4	813.20	616	2	5	1,219.80	616	3	6
PERS Platinum Medicare Supplement	448.15	605	1	4	896.30	605	2	5	1,344.45	605	3	6
UnitedHealthcare Group Medicare Advantage PPO	341.72	579	1	4	683.44	579	2	5	1,025.16	579	3	6
UnitedHealthcare Group Medicare Advantage Edge PPO	388.01	476	1	4	773.02	476	2	5	1,098.03	476	3	6
UnitedHealthcare Group Medicare Advantage PPO with Dental/Vision ⁴	341.72	585	1	4	683.44	585	2	5	1,025.16	585	3	6
Western Health Advantage MyCare Select HMO	266.62	035	1	4	533.24	035	2	5	805.86	035	3	6

*For health plan availability by county, please refer to the 2024 Health Benefit Summary or myCalPERS.

¹Dental and Vision coverage is an additional \$38.00 per member per month premium. You will be billed directly for this amount.

²Dental and Vision coverage is an additional \$39.14 per member per month premium. You will be billed directly for this amount.

³Dental benefit is an additional \$15.66 per member per month premium. You will be billed directly for this amount.

⁴Dental and Vision coverage is an additional \$27.04 per member per month premium. You will be billed directly for this amount.

WORKPLACE VIOLENCE PREVENTION PLAN GENERAL INDUSTRY

Date: March 8, 2024

Instructions

Senate Bill ([SB553](#)) was signed into law on September 20, 2023. This Plan template is provided to assist with the development and implementation of the new workplace violence prevention requirements for general industry, which are effective on **July 1, 2024**.

The [Cal/OSHA model Plan](#) was used as a starting point. We have added several sample processes and procedures for your convenience; however, a thorough review is recommended along with modifications where warranted. Highlighted content indicates customization is needed.

The following employers, employees, and places of employment are exempt from these requirements:

- Those who are required to comply with [CCR 3342](#), Violence Prevention in Healthcare. This includes firefighters and other emergency responders when providing emergency medical services and medical transport.
- POST participating law enforcement agencies and the Department of Corrections.
- Employers with less than 10 employees and no public access.
- Employees teleworking from a location of the employee's choice, which is not under the control of the employer.

Resources:

SDRMA [MemberPlus](#) Risk Control Page

- Manager's Advisory
- Workplace Violence Prevention Plan Template
- Incident Log
- Hazard Assessment & Correction form

Cal/OSHA

- [Workplace Violence FAQs](#)
- WPV [Employer Factsheet](#)
- WPV [Worker Factsheet](#)
- All Cal/OSHA [Publications](#)

Questions? Contact Henri Castro, SDRMA Risk Control Manager, at hcastro@sdrma.org or Eric Lucero, Sr. Risk Control Specialist, at elucero@sdrma.org.

Please remove this page when developing your Plan.

DRAFT

Castroville Community Services District Workplace Violence Prevention Plan

May 21, 2024

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- A. Workplace Violent Incident Log
- B. Workplace Violence Prevention Hazard Assessment & Correction Form
- C. Workplace Violence Emergency Response Scenarios & Procedures
 - Workplace Violence Act or Threats
 - Active Shooter
 - Bomb Threat
 - Civil Unrest
 - Medical Emergencies
 - Suspicious Package

Policy

Castroville Community Services District is committed to providing a work environment that is free of disruptive, threatening, or violent behavior involving any employee, appointed or elected official, volunteer, contractor, client, or visitor. Our policy is to establish, implement, and maintain an effective Workplace Violence Prevention Plan (Plan) that addresses the hazards known to be associated with four types of workplace violence as defined by Labor Code Section 6501.9. Our written Plan is located at 11499 Geil Street, District Office.

Definitions

Emergency: Unanticipated circumstances that can be life threatening or pose a risk of significant injuries to employees or other persons.

Engineering Controls: An aspect of the built space or a device that removes a hazard from the workplace or creates a barrier between the employee and the hazard.

Log: The violent incident log required (Appendix A).

Plan: The workplace violence prevention Plan.

Serious Injury or Illness: Any injury or illness occurring in a place of employment or in connection with any employment that requires inpatient hospitalization for other than medical observation or diagnostic testing, or in which an employee suffers an amputation, the loss of an eye, or any serious degree of permanent disfigurement, but does not include any injury or illness or death caused by an accident on a public street or highway, unless the accident occurred in a construction zone.

Threat of Violence: Any verbal or written statement, including, but not limited to, texts, electronic messages, social media messages, or other online posts, or any behavioral or physical conduct, that conveys an intent, or that is reasonably perceived to convey an intent, to cause physical harm or to place someone in fear of physical harm, and that serves no legitimate purpose.

Work Practice Controls: Procedures and rules which are used to effectively reduce workplace violence hazards.

Workplace Violence: Any act of violence or threat of violence that occurs in a place of employment. Includes, but is not limited to the following:

- The threat or use of physical force against an employee that results in, or has a high likelihood of resulting in, injury, psychological trauma, or stress, regardless of whether the employee sustains an injury.
- An incident involving a threat or use of a firearm or other dangerous weapon, including the use of common objects as weapons, regardless of whether the employee sustains an injury.
- The following four workplace violence types:
 - **Type 1 violence** - Workplace violence committed by a person who has no legitimate business at the worksite and includes violent acts by anyone who enters the workplace or approaches employees with the intent to commit a crime.
 - **Type 2 violence** - Workplace violence directed at employees by customers, clients, patients, students, inmates, or visitors.
 - **Type 3 violence** - Workplace violence against an employee by a present or former employee, supervisor, or manager.
 - **Type 4 violence** - Workplace violence committed in the workplace by a person who does not work there but has or is known to have had a personal relationship with an employee.
 - Workplace violence does not include lawful acts of self-defense or defense of others.

Responsibility and Authority

Workplace Violence Prevention Plan Administrator

The General Manager, is the designated Workplace Violence Plan Administrator and has the authority and responsibility for developing, implementing, and maintaining this Plan.

Managers and Supervisors

Responsibilities include:

- Implementing the Plan in their respective work areas.
- Providing input to the Administrator regarding the Plan.
- Participating in investigations of workplace violence reports.
- Answering employee questions concerning this Plan.

Employees

Responsibilities include:

- Complying with the Plan.
- Maintaining a violence-free work environment.
- Attending all training.
- Following all directives, policies, and procedures.
- Reporting suspicious persons in the area and alerting the proper authorities when necessary.

Employee Active Involvement

The District ensures the following policies and procedures to obtain the active involvement of employees and authorized employee representatives in developing and implementing the Plan.

- Management will work with and allow employees and authorized employee representatives to participate in:
 - Identifying, evaluating, and determining corrective measures to prevent workplace violence. This includes, but is not limited to, periodic safety meetings with employees and their representatives to discuss the identification of workplace violence related concerns and hazards, and to evaluate the concerns to identify corrective action.
 - Designing and implementing training by encouraging employees to provide feedback and suggestions to help customize the training materials and sessions.
 - Reporting and potentially assisting in the investigating of workplace violence incidents.
- Management will ensure that all workplace violence policies and procedures within this Plan are clearly communicated and understood by all employees. Managers and supervisors will enforce the rules fairly and uniformly.
- All employees will follow all directives, policies, and procedures, as outlined in this Plan, and assist in maintaining a safe work environment.
- The Plan shall be in effect at all times and in all work areas and be specific to the hazards and corrective measures for each work area and operation.

Compliance

The Administrator is responsible for ensuring the Plan is clearly communicated and understood by all employees. The following techniques are used to ensure all employees understand and comply with the Plan:

- Informing all employees of the Plan during new employee safety orientation training and ongoing workplace violence prevention training.

- Providing comprehensive workplace violence prevention training to managers and supervisors concerning their roles and responsibilities for Plan implementation.
- Evaluating employees to ensure their compliance with the Plan, and recognizing employees who demonstrate safe work practices that promote the elements of the Plan.
- Disciplining employees for failure to comply with the Plan in accordance with the compliance requirements outlined in our District's Injury & Illness Prevention Program.

Communication

We recognize that open, two-way communication between our management team, staff, and other employers, about workplace violence issues is essential to a safe and productive workplace. The following communication system is designed to facilitate a continuous flow of workplace violence prevention information between management and staff in a form that is readily understandable by all employees, and consists of the following:

- New employee orientation includes workplace violence prevention policies and procedures.
- Workplace violence prevention training, at least annually.
- Regularly scheduled meetings that address security issues and potential workplace violence hazards.
- Effective communication between employees and supervisors about workplace violence prevention and concerns.
- Posted or distributed workplace violence prevention information.
- Encouraging employees to inform their supervisors about any threats of violence or workplace violence. Employees may use the Workplace Violent Incident Log (Appendix A) to assist in their reporting of incidents. No employee will be disciplined for reporting any threats of violence or workplace violence.
- Employees will not be prevented from accessing their mobile or other communication devices to seek emergency assistance, assess the safety of a situation, or communicate with a person to verify their safety. Employees' concerns will be investigated in a timely manner and they will be informed of the results of the investigation and any corrective actions to be taken.

Coordination with Other Employers

The District will implement the following effective procedures to coordinate implementation of our Plan with other employers to ensure those employers and their employees understand their respective roles:

- All employees will be trained in workplace violence prevention.
- Workplace violence incidents involving any employee are reported, investigated, and recorded.

- At a multiemployer worksite, the District will ensure that if our employees experience a workplace violence incident, we will record the information in the Violent Incident Log and provide a copy to the controlling employer.

Workplace Violence Incident Reporting Procedures

Employees should report all threats or acts of workplace violence to their supervisor or manager. The supervisor or manager will be required to inform the Administrator. In the event a supervisor or manager is not available, the employee can report an incident directly to the Administrator or Human Resources. A strict non-retaliation policy is in place.

Emergency Response Procedures

In the event of an actual or potential workplace violence emergency, the employee should determine the best immediate reporting option based on the situation and circumstances. The methods of reporting emergencies include, but are not limited to:

- Dialing 911.
- Immediately notifying the manager, supervisor, Administrator, or Human Resources.

Upon being notified of a workplace violence emergency, the Administrator or designated "person-in-charge" will determine if emergency procedures should be activated and if evacuation or shelter-in-place procedures should be implemented.

Refer to Appendix C for procedures on how to respond to specific workplace violence emergency scenarios.

Workplace Violence Hazard Assessment

A Workplace hazard assessment will be conducted by the Administrator, and other selected employees, utilizing the Workplace Violence Prevention Hazard Assessment & Correction Form (Appendix B). An annual review of the past year's workplace violence incidents will be conducted.

Inspections are performed according to the following schedule:

- When the Plan is first established.
- Annually.
- When new, previously unidentified workplace violence/security hazards are recognized.
- After each workplace violence incident or threats occur.

Workplace Violence Hazard Correction

Workplace violence hazards will be evaluated and corrected in a timely manner. The Administrator will implement the following procedures to correct the identified workplace violence hazards:

- If an imminent workplace violence hazard exists that cannot be immediately abated without endangering employee(s), all exposed employee(s) will be removed from the situation except those necessary to correct the existing condition. Employees necessary to correct the hazardous condition will be provided with the necessary protection, depending on the exposure.
- All corrective actions taken will be documented and dated on the appropriate forms. Such as the Workplace Violence Hazard Assessment and Correction form (Appendix C), or other tracking measures.

Post Incident Response and Investigation

After a workplace incident, the Administrator or their designee will implement the following post-incident procedures:

- Visit the scene of an incident as soon as safe and practicable.
- Interview involved parties, such as employees, witnesses, law enforcement, and/or security personnel.
- Review security footage of existing security cameras if applicable.
- Examine the workplace for security risk factors associated with the incident, including any previous reports of inappropriate behavior by the perpetrator.
- Determine the cause of the incident.
- Take corrective action to prevent similar incidents from occurring.
- Complete the Violent Incident log (see Appendix A) for every workplace violence incident and ensure corrective actions are taken.
- Obtain any reports completed by law enforcement.

Training & Instruction

All employees, including managers and supervisors, will have training and instruction on general and job-specific workplace violence practices.

Training will occur:

- When the Plan is first established.
- When hired.
- Annually to ensure all employees understand and comply with the Plan.
- When a new or previously unrecognized workplace violence hazard has been identified.

Employee training on workplace violence will include:

- A review of the Plan, how to obtain a copy of the Plan, and how to participate in the development and implementation of the Plan.
- How to report workplace violence incidents or concerns to the District or law

enforcement, without fear of reprisal.

- Workplace violence risks that employees may encounter in their jobs.
- How to recognize the potential for violence and escalating behavior.
- General and personal safety measures.
- Strategies to de-escalate behaviors and to avoid physical harm.
- The District's alerts, alarms, or systems that are in place to warn of emergencies.
- Information about the District's Employee Assistance Program.
- Information about the Violent Incident Log and how to obtain copies of records pertaining to completed logs, hazard identification, evaluation and correction, and training records.

Employees will always have opportunities for interactive questions and answers with the Administrator or a person knowledgeable about the District's Plan.

Recordkeeping

Records of violent incidents (Violent Incident Log), workplace violence hazard identification, evaluation and correction, and incident investigations will be maintained for (5) five years. No records shall contain medical information.

Training for each employee, including the employee's name, training dates, type of training, and training provider will be maintained for a minimum of (3) years.

Cal/OSHA Reporting of Work Related Fatalities and Serious Injuries

The District will immediately, but no later than 8 hours after awareness, report to Cal/OSHA any work-related death or serious injury or illness, including any due to workplace violence, of an employee occurring at the workplace or in connection with any employment.

A serious injury or illness (CCR330) is defined as:

- Any inpatient hospitalization for more than observation
- Amputation
- Loss of an eye
- Serious degree of permanent disfigurement.

It does not include any injury or illness or death caused by an accident on a public street or highway unless the accident occurred in a construction zone.

Annual Review

The District's Workplace Violence Prevention Plan will be reviewed for effectiveness:

- At least annually.
- When a deficiency is observed or become apparent.

- After a workplace violence incident.
- As needed.

Review of the Plan will include measures outlined in the Employee Active Involvement section as well as the following:

- A review of the incident investigations and violent incident log.
- Assessment of the effectiveness of security systems, including alarms, emergency response, and available security personnel, if applicable.
- Review if violence risks are being properly identified, evaluated, and corrected.
- Any revisions should be made promptly and communicated to all employees.

Appendix A

WORKPLACE VIOLENT INCIDENT LOG

This form must be completed for every record of violence in the workplace.

Incident ID # *:	Date and Time of Incident:	Department:
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* Do not identify employee by name, employee #, or SSI. The Incident ID must not reflect the employee's identity.

Describe Incident (provide detailed description and information on the violence incident type. Include additional pages if needed):

Specific Location(s) of Incident & Workplace Violence Type (see definitions, enter 1, 2, 3 or 4)

	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4

Where Incident Occurred:

<input type="checkbox"/> Workplace	<input type="checkbox"/> Parking lot	<input type="checkbox"/> Outside of Building	<input type="checkbox"/> Outside of workplace
------------------------------------	--------------------------------------	--	---

Type of Incident (check as many apply):

<input type="checkbox"/> Robbery	<input type="checkbox"/> Grabbed	<input type="checkbox"/> Pushed
<input type="checkbox"/> Verbal threat/harassment	<input type="checkbox"/> Kicked	<input type="checkbox"/> Scratched
<input type="checkbox"/> Sexual threat/harassment/assault	<input type="checkbox"/> Hit with an object	<input type="checkbox"/> Bitten
<input type="checkbox"/> Animal attack	<input type="checkbox"/> Shot (or attempted)	<input type="checkbox"/> Slapped
<input type="checkbox"/> Threat of physical force	<input type="checkbox"/> Bomb threat	<input type="checkbox"/> Hit with fist
<input type="checkbox"/> Threat of use of weapon or object	<input type="checkbox"/> Vandalism (of victim's property)	<input type="checkbox"/> Knifed (or attempted)
<input type="checkbox"/> Assault with a weapon or object	<input type="checkbox"/> Vandalism (of employer's property)	<input type="checkbox"/> Arson
<input type="checkbox"/> Robbery	<input type="checkbox"/> Other:	

Workplace violence committed by:

<input type="checkbox"/> Family or friend	<input type="checkbox"/> Client	<input type="checkbox"/> Coworker
<input type="checkbox"/> Partner/Spouse	<input type="checkbox"/> Family or friend of client	<input type="checkbox"/> Manager/Supervisor
<input type="checkbox"/> Former Partner/Spouse	<input type="checkbox"/> Customer	<input type="checkbox"/> Stranger w/criminal intent
<input type="checkbox"/> Parent/Relative	<input type="checkbox"/> Family or friend of customer	<input type="checkbox"/> Other:

Circumstances at time of incident:

<input type="checkbox"/> Employee performing normal duties	<input type="checkbox"/> Working in poor lighting	<input type="checkbox"/> Employee rushed
<input type="checkbox"/> Employee isolated or alone	<input type="checkbox"/> Unable to get help or assistance	<input type="checkbox"/> Working during low staffing levels
<input type="checkbox"/> Working in a community setting	<input type="checkbox"/> Working in unfamiliar/new location	<input type="checkbox"/> Other:

Consequences of incident:

Law enforcement/Security called? <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, explain:
Were actions taken to protect employees from continuing threat or other hazards? <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, explain:
Any injuries? <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, explain:
Emergency medical responders contacted, including on-site First Aid/CPR? <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, explain:
Did severity of injuries require reporting to Cal/OSHA? <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, enter date, time, and representative contacted:

Completed by:

Name:	Title:
Date:	Signature

Appendix B

**WORKPLACE VIOLENCE PREVENTION
HAZARD ASSESSMENT & CORRECTION FORM**

Assessed by:	Title:
Location(s) Assessed:	

This checklist is designed to evaluate the workplace and job tasks to help identify situations that may place employees at risk of workplace violence.

Step 1: Identify risk factors that may increase the District's vulnerability to workplace violence events.

Step 2: Conduct a workplace assessment to identify physical and process vulnerabilities.

Step 3: Develop a corrective action Plan with measurable goals and target dates.

STEP 1: IDENTIFY RISK FACTORS

Yes	No	Risk Factors	Comments:
		Does staff have contact with the public?	
		Does staff exchange money with the public?	
		Does staff work alone?	
		Is the workplace often understaffed?	
		Is the workplace located in an area with a high crime rate?	
		Does staff enter areas with high crime rates?	
		Does staff have mobile workplaces?	
		Does staff perform public safety functions that might put them in conflict with others?	
		Does staff perform duties that may upset people?	
		Does staff work with people known or suspected to have a history of violence?	
		Do any employees have a history of threats of violence?	

STEP 2: CONDUCT ASSESSMENT

Yes	No	Building Interior	Comments:
		Are employee ID badges required?	
		Are employees notified of past workplace violence events?	
		Are trained security personnel or staff accessible to employees?	
		Are bullet resistant windows or similar barriers used when money is exchanged with the public?	
		Are areas where money is exchanged visible to others?	
		Is a limited amount of cash kept on hand with appropriate signage?	
		Could someone hear an employee who called for help?	
		Do employees have a clear line of sight of visitors in waiting areas?	
		Do areas used for client or visitor interviews allow co-employees to observe problems?	
		Are waiting and work areas free of objects that could be used as weapons?	
		Is furniture in waiting and work areas arranged to prevent employee entrapment?	
		Are clients and visitors clearly informed how to use the department services so they will not become frustrated?	
		Are private, locked restrooms available for employees?	
		Do employees have a secure place to store personal belonging?	

Yes	No	Security Measures	Comments:
		Is there a response Plan for workplace violence emergencies?	
		Are there physical barriers? (between staff and clients)	
		Are there security cameras?	
		Are there panic buttons?	
		Are there alarm systems?	
		Are there metal detectors?	
		Are there X-ray machines?	
		Do doors lock?	
		Does internal telephone system activate emergency assistance?	
		Are telephones with an outside line programed for 911?	
		Are there two-way radios, pagers, or cell phones?	
		Are there security mirrors?	
		Is there a secured entry?	
		Are there personal alarm devices?	
		Are there "drop safes" to limit available cash?	
		Are pharmaceuticals secured?	
		Is there a system to alert staff of the presence, location, and nature of a security threat?	
		Is there a system in place for testing security measures?	

WORKPLACE VIOLENCE EMERGENCY RESPONSE SCENARIOS & PROCEDURES

WORKPLACE VIOLENCE ACTS OR THREATS

Workplace violence is any act or threat of violence that occurs at the workplace. These incidents can include acts or threats of physical violence, intimidation, or harassment. Verbal abuse, physical assault, and homicide are all examples of workplace violence. We have zero tolerance toward all forms of violence.

FOUR TYPES OF WORKPLACE VIOLENCE

- **Type 1 violence** - Workplace violence committed by a person who has no legitimate business at the worksite and includes violent acts by anyone who enters the workplace or approaches employees with the intent to commit a crime.
- **Type 2 violence** - Workplace violence directed at employees by customers, clients, patients, students, inmates, or visitors.
- **Type 3 violence** - Workplace violence against an employee by a present or former employee, supervisor, or manager.
- **Type 4 violence** - Workplace violence committed in the workplace by a person who does not work there but has or is known to have had a personal relationship with an employee.

Workplace violence does not include lawful acts of self-defense or defense of others.

EMPLOYEE WARNING SIGNS

Often, warning signs are observed in employees, customers, and others who may behave violently on a work site. These behaviors may include:

- Intimidation.
- Rude behavior toward fellow employees.
- Frequent arguments with co-workers or clients.
- General aggressive behavior like hitting or kicking objects, breaking things, or screaming.
- Acts of revenge like stealing or property damage.
- Verbal wishes to harm other workers.

While there is no perfect way to predict violence will occur, any combination of these behaviors may be a signal. Employees are encouraged to report these actions to the General Manager to prevent further escalation of any type of violent situation.

WARNING SIGNS FROM CUSTOMERS

- The person is not satisfied with any solutions you offer.
- Unreasonably agitated.
- Physical posturing (clenched fists).

If the verbal confrontation starts to escalate, remain calm, courteous, and stay neutral. Let them know you are contacting a manager to further assist them. Trust your intuition to determine if help is needed.

WHEN HELP IS NEEDED

- Continue to try and help the person by listening and providing feedback until law enforcement has arrived.
- If at any time you believe you are potentially in physical danger, yell for Help!
- If you are being assaulted:
 - Yell for help.
 - Look for a way to escape.
 - Act with aggression.

PERSONAL SAFETY

- When leaving the building:
 - Be alert to your surroundings and look around the area outside before exiting the building. Do not use or look at your phone.
 - Attackers expect passive victims, so walk with a steady pace, appear purposeful, and project confidence.
- While in your vehicle:
 - Have your keys in your hand as you approach your vehicle so that you do not have to search for them.
 - Before entering your vehicle quickly check the back seat and around the vehicle for anything unusual.
 - Always lock your car doors as soon as you enter the vehicle.

ACTIVE SHOOTER

The three most common response options for an active shooter event are evacuate, hide out, or take action. During an active shooter event, employees need to be able to determine their best course of action for the situation they are facing.

CHARACTERISTICS OF AN ACTIVE SHOOTER SITUATION

An active shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated areas, typically through the use of firearms. Victims are typically selected at random. The event is unpredictable and evolves quickly. Law enforcement is usually required to end an active shooter situation.

HOW TO RESPOND

- 1. EVACUATE**
 - Have an escape route in mind.
 - Leave immediately.
 - Keep hands visible.
- 2. HIDE OUT**
 - Hide in an area out of the shooter's view.
 - Block the entry to your hiding place and lock doors, if possible.
 - Silence your cell phone.
- 3. TAKE ACTION**
 - Last resort when your life is in imminent danger.
 - Attempt to incapacitate the shooter.
 - Act with physical aggression and throw items at shooter.
 - Have an escape route in mind.

CALL 911 WHEN IT IS SAFE TO DO SO

When law enforcement arrives remain calm and follow all instructions.

- Put down any items in your hands (i.e., bags, jackets).
- Raise hands and spread fingers.
- Always keep your hands visible.
- Avoid quick movements toward officers.
- Avoid pointing, screaming or yelling.
- Do not stop to ask officers for help or direction when evacuating.

Information to provide law enforcement when asked:

- Location of the active shooter.
- Number of shooters.
- Physical description of shooters.
- Type of weapons if known.

Training resource:

- [Department of Homeland Security](#)
- [DHS Active Shooter Preparedness Video](#)

BOMB THREAT

Most bomb threats are false and primarily intended to elicit a response from building occupants. However, no bomb threat should be assumed fake. If a potentially harmful device is found, call 911 for assistance.

PHONE THREAT

- Remain calm.
- Immediately use the Bomb Threat Checklist for guidance and to document the call.
- After the caller has ended the call, notify the Administrator.
- If the threat was left on your voicemail, do not erase and immediately notify the Administrator.

WRITTEN THREAT

- Handle the document as little as possible and immediately notify the Administrator.
- If the threat should come via e-mail, save the information.

POSSIBLE EVACUATION

- The Administrator will call law enforcement and follow their instructions.
- The decision to evacuate is handled on a case-by-case basis on instructions given by law enforcement.

BOMB THREAT CHECKLIST

REMAIN CALM			
Time call received:	Time call ended:		
Document any information from the phone display window:			
Engage caller as long as possible and document their words:			
Attempt to obtain information about the device:			
When will the device detonate or activate?			
Where is the device located?			
What kind of device is it?			
What does the device look like?			
Voice Description			
<input type="checkbox"/> Male	<input type="checkbox"/> Young	<input type="checkbox"/> Calm	Accent? <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Female	<input type="checkbox"/> Adult	<input type="checkbox"/> Nervous	Describe:
	<input type="checkbox"/> Senior		
<i>Did you recognize the voice? Who?</i>			
<i>Did caller have knowledge of building?</i>			
<i>Unusual phrases:</i>			
<i>Any background noise or distinctive sounds?</i>			
Name of person received call			

CIVIL UNREST

Civil unrest events are often associated with riots, looting, or protests. In these instances, sheltering-in-place is an action taken to protect the building occupants from external hazards, minimizing the chance of injury and/or providing the time necessary to allow for a safe evacuation.

SHELTER IN PLACE

If there is a need to shelter-in-place the Administrator or person-in-charge will advise employees and guests of the emergency. Please note employees and guests cannot be forced to shelter-in-place.

- The person-in-charge will collect the names of everyone in the shelter area.
- If possible, the business voicemail recording will be updated to indicate the building is closed due to the emergency.
- If the civil unrest includes hazardous chemicals, the HVAC systems may be shut off.
- If in danger of broken glass, window shades will be closed.
- Emergency supplies will be moved to the shelter area.
- The District will listen/read available mediums (radio, internet) for further instructions until we are told all is safe or to evacuate.

MEDICAL EMERGENCY

CPR/AED

NON-Trained Responder:

- Call 911 and designate a person to direct EMS personnel as they arrive.
- Do not move person unless absolutely necessary.

Trained and Certified CPR Responder Only:

- Designate someone to call 911 and direct EMS when they arrive.
- Check the person for responsiveness.
- Conduct a primary assessment (breathing) while checking responsiveness.
- Initiate CPR and/or AED if necessary.

FIRST AID ONLY

Non-Trained First Aid Responder:

- Call 911 and designate a person to direct EMS as they arrive.
- Do not move person unless absolutely necessary.
- Use universal precautions, such as disposable gloves, face mask if comforting person while waiting.

Trained First Aid Responder Only:

- Designate someone to call 911 (if necessary) and direct EMS as they arrive.
- Do not move the person unless absolutely necessary.
- Use universal precautions, such as disposable gloves, face mask.
- Follow any directions provided by the 911 operator.
- Designate a person to direct EMS personnel as they arrive.
- Provide person information to the EMS personnel.

SUSPICIOUS PACKAGE

Explosives or other life-threatening items can be enclosed in either a parcel or an envelope, and its outward appearance is limited only by the imagination of the sender. However, suspicious packages have exhibited some unique characteristics that might assist you. To apply these factors, it is important to know the type of mail normally received.

CHARACTERISTICS TO LOOK FOR IN A SUSPICIOUS PACKAGE OR LETTER

- Restricted endorsements such as "personal" or "private." This is important when the addressee does not normally receive personal mail at the office.
- The addressee's name and/ title might be inaccurate.
- Distorted handwriting, or the name and address might be prepared with homemade labels or cut-and-paste lettering.
- Protruding wires, aluminum foil or oil stains visible.
- Emit a peculiar odor.
- Envelope might feel rigid or appear uneven or lopsided.
- Unprofessionally wrapped with several combinations of tape. Might be endorsed "Fragile-Handle With Care" or "Rush-Do Not Delay."
- Making a buzzing or ticking noise or sloshing sound.

IF YOU SUSPECT A SUSPICIOUS PACKAGE OR LETTER

- Do not take a chance. Immediately call 911.
- Do not move, alter, open, examine, or disturb the article.
- Do not put in water or a confined space such as a desk drawer or filing cabinet.
- Isolate the suspicious package or article and clear the immediate area until law enforcement arrives.



Wednesday, May 15, 2024

Eric Tynan
Castroville Community Services District

Re: Castroville Water Service Relocation
Bid Proposal

Thank you for giving Teichert Construction the opportunity to provide our services. Our price is based on the following information:

- ❖ Map of Water Service Locations Dated 4/22/24
- ❖ CCSD Details W-1 and W-10
- ❖ Teichert Contractor's license is #8
- ❖ Teichert DIR # is 1000002575
- ❖ Bond is included

Please see the attached UNIT PRICE schedule (PROPOSAL) for items of work and total bid amount. The following information will further clarify our scope of work.

Bid Item 1: Mobilization

1. **One Mobilization is included in this proposal.**
 - i. Work to be completed before October 2024.
 - b. Additional Move-Ins will be billed at \$10,000.00 Each.

Bid Item 2: Traffic Control

2. **Traffic Control for Teichert Work Only**
 - a. Inclusions
 - i. Teichert will Place a "Road Closed to Through Traffic" Sign mounted on a Type 3 Barricade at each End of Work Zone at Start of Shift. Road to be opened to Traffic at End of Work Shift.
 - ii. Work Hours to be 8:00 AM to 5:00 PM.
 - b. Exclusion
 - i. Temporary striping, Permanent Striping, Temporary Crosswalks, Temporary parking.
 - ii. Traffic Detours around work zone and Associated Signage.

Bid Item 3: Pothole Existing Utilities

3. **Subsurface Utility Exploration for Teichert Operations**
 - a. Inclusions:
 - i. Potholing for Teichert Work.
 - ii. Potholing to be completed with Teichert's work and during the first mobilization.
 - b. Exclusion
 - i. Pothole for any other operations.
 - ii. Recording of existing utilities that are potholed, by Surveyor.

Bid Item 4 and 5: ¾" and 1" Water Services

4. **Trenching, Installation and Backfill of New Water Service**
 - a. Inclusions
 - i. Service pipe material Quoted is Type K Soft Copper.
 - ii. Trench to be backfilled after each shift and patched with 0.10' of Asphalt Concrete.
 - iii. Pipe Zone and Pipe Bedding material to be sand as defined in CCSD Detail W-10
 - iv. Trench Zone and Street Zone to be Class 2 AB as defined in CCSD Detail W-10.
 - v. Connection of new Service pipe to existing Corporation Stop and Angle/Meter Stop or Curb Stop.
 - vi. Off Haul of Trenching Spoils.
 - b. Exclusions
 - i. Compaction testing.
 - ii. Tee Cut or Final Pavement Restoration/Patching.

- iii. Matching existing Pavement Thickness.
- iv. Purchase or Installation of New Saddles and Corporation Stops.
- v. Purchase or Installation of New Angle Meter Stops or Curb Stops.
- vi. Pressure Testing, Chlorination and Bacteriological Testing.
- vii. Staking and Surveying
- viii. Off haul, handling or disposal of hazardous materials, Soils or asbestos pipe.
- ix. Dewatering
- x. Curb Markings
- xi. Night or Weekend Work

EXCLUSIONS

- 5. Yard Rental, equipment to be parking in the street.
- 6. Permits, third party agreements, insurances, and any associated fees other than what is directly listed below.
 - a. Traffic Control Fees to Close Roadway
 - b. Builders Risk Insurance for Teichert Work Only.
- 7. Furnishing or placing any landscape soils, sod, or erosion control.
- 8. Electrical work including traffic loops.
- 9. Exercise of valves by others.
- 10. Existing utility adjustment, relocation, removal and backfill other than the 20 Water Services included in this proposal. Delays associated with utility relocation will be billed as additional work and shall include demobilization, changed conditions, and remobilization as applicable.
- 11. Removal of hazardous, contaminated, or buried materials. Including asbestos pipe. A hazardous material clearance report will be required prior to start of work.
- 12. Fencing or fencing of environmentally sensitive areas.
- 13. Over-excavation, re-compaction, removal, replacement, or processing of soil that is loose, oversaturated, contaminated or otherwise unsuitable for compaction.
- 14. Sub-excavation that may be required due to differential settlement or removal of unsuitable soils as directed by the soils engineer including subsurface obstructions encountered below subgrade.
- 15. Based on working in soils with existing moisture content near optimum or drier. No handling of wet or unsuitable soils except as otherwise provided. Dewatering is not included.
- 16. Handling, removal, and disposal of oversized material including any rocks, or boulders that are too large to be incorporated into trench backfills.
- 17. Fog seal, seal coat (including Caltrans Type II), slurry seal, prime coat, and soil sterilization.
- 18. Geotextile fabric in pipe zone or under structures.
- 19. Storm water pollution prevention plan (SWPPP) development, winter maintenance, installation, maintenance, or removal of erosion control Best Management Practices (BMP) and other work required by SWPPP unless noted otherwise above.
- 20. Filing Notice of Intent (NOI), maintenance, monitoring, sampling, and record keeping unless noted otherwise above.
- 21. Dust control measures over and above industry standard, or while Teichert crews are not working.
- 22. Storm water pumping or handling of wet or unsuitable soils.
- 23. Teichert will work to meet District's schedule. Teichert has no control over current market conditions and the current shortage of pipe and pipe materials.
- 24. Fences and walls, including grading, excavation or backfill.
- 25. Preparation of any as-built drawings other than what is needed for Teichert Construction.
- 26. Design or installation of cathodic protection system.
- 27. Biological, nesting or bird survey.
- 28. Settlement or settlement monitoring plans.
- 29. CCTV existing utilities.
- 30. Additional trucking costs due to implementation of California Assembly Bill 5, which affects employment status and wage requirements for truck owner-operators.

MATERIAL PRICING AND FUEL RATE CLARIFICATION

31. This bid is based upon current prices for fuel and for construction materials such as asphalt, cement, Ductile Iron Pipe, PVC, plastic, and steel. Prices for these and other items have been subject to substantial, rapid, and unanticipated price increases. Additionally, recently enacted and proposed federal tariffs are currently causing rapid price changes to waterworks fitting prices. Teichert reserves the right to adjust its bid and to adjust any agreed contract price arising from its bid (or specific unit prices if this is a unit price bid) in an amount or amounts sufficient to cover increased costs incurred or to be incurred by Teichert for any such items. Additionally, Teichert's time for performance will be extended to account for any schedule delays caused by shortages or lack of availability of fuel or construction materials.
32. Due to the rapid escalation of Pipe materials and recent shortages of same, this quote is only valid for 30 days. If this proposal is accepted beyond the 30-day period, we cannot guarantee that our suppliers and subcontractors will honor original pricing. Additionally, delivery of ductile iron and plastic pipe must be taken within 30 days of acceptance to honor the quoted prices. Price escalations beyond the 10-day acceptance period will be the responsibility of the Owner/General Contractor.

EXTRA WORK

33. In the event the Owner/General Contractor requests that extra work be performed, the work will be performed at an agreed to lump-sum price or on a time and material basis.
34. Teichert to submit daily time and material extra work reports for approval and signature, the day after the work is performed. The Owner/General Contractor will convert any time and material extra work performed into a change order within 30 days of the work being performed so that the work can be billed. Should the work span more than 30 days, Teichert will progress bill in 30-day increments. Teichert reserves the right to stop all contract work if the change order has not been received as noted above.
35. Payment for time & material extra work to be made in the same time frame as prescribed in the contract for contract work.

ADDITIONAL CLARIFICATIONS & QUALIFICATIONS:

36. Prices may need to be revised to reflect any changes shown on the final approved plans.
37. Quantities furnished by the Engineer as shown on the included drawings used to prepare proposals. Final prices to be determined by actual quantities constructed. Should any item quantity vary significantly from that shown on our proposal or be eliminated in its entirety, we reserve the right to adjust our unit price appropriately to cover the cost of overhead.
38. Project schedule based on a mutually agreeable start date.
39. Our price is based on the award of all items of work listed in this proposal.
40. If adverse ground conditions or adverse weather affect working conditions, construction activities will not be commenced, or continued, unless additional compensation and/or time for completion is agreed upon by all parties, and the contract adjusted accordingly.
41. The Owner shall indemnify Teichert to the fullest extent permitted by law from and against all claims from blasting operations performed by or for Teichert as a part of the construction project described in this proposal.
42. Naturally Occurring Asbestos (NOA): Teichert shall not be required to indemnify Owner or Indemnified Parties for any claims caused by NOA unless they arise from Contractor's failure to comply with the OSHA Plan, the AQMD-approved Asbestos Dust Mitigation Plan, or any other legal requirements applicable to the NOA.

PAYMENT/LEGAL CLARIFICATIONS AND INFORMATION

- This proposal is contingent upon written confirmation of funds committed and available to cover said work and execution of a mutually agreeable contract. The contract shall include the following:
- Monthly progress payments to be paid on a percent performed basis with a maximum of 5% held as retention. Final bill to be submitted upon completion of work and due in 30 days with no retention held.

- Right to stop work with three days written notice if payments are past due by more than 10 days.
- Attachment of this proposal letter to contract. In the event there is a discrepancy between the terms of the contract and Teichert's proposal, the terms of Teichert's proposal shall apply.
- Indemnification provided to your firm by Teichert for personal injury or property damages claims will be comparative negligence. We exclude providing Type I indemnity to others and indemnity to your firm for your firm's own negligence.
- Attorney's fees clause for prevailing party to recover costs.
- Interest provision for unpaid billings. Interest to be charges at 18% per annum on billings not received within 60 days.
- Any work not specifically shown in the attached scope shall be considered Extra Work.

Thank you for the opportunity to provide our quotation for this project.

Sincerely,

Andrew Fairfield, EIT
Project Engineer - Estimating
M: 925-523-9611
AFairfield@teichert.com



Teichert Construction
5200 Franklin Drive, STE. 115
Pleasanton, CA 94588
O: 925-621-5700
F: 925-621-5799
Teichert.com

BUILDING. TRUST. TRADITION.

05/15/2024
24-0725
*** Andrew Fairfield

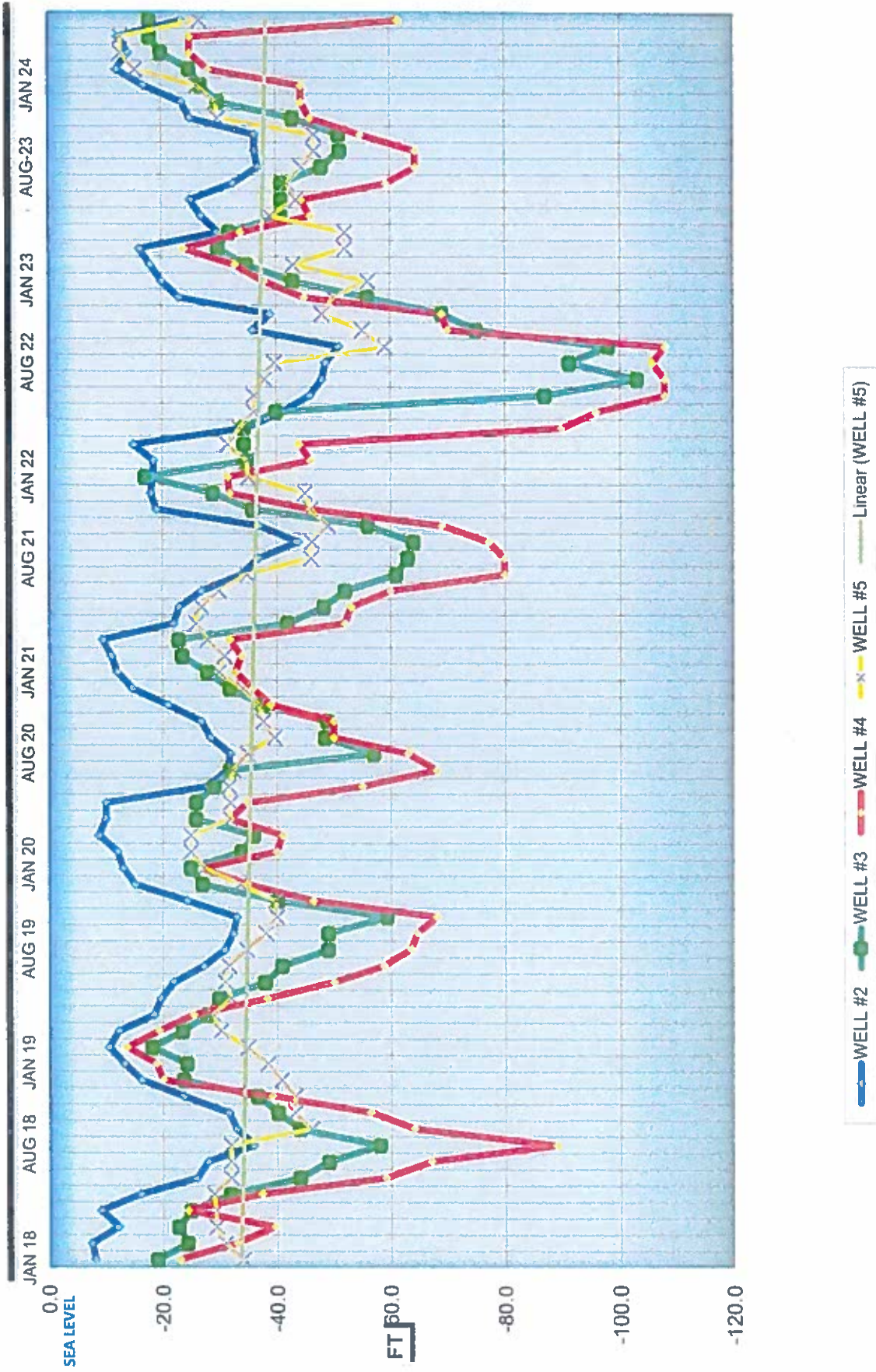
10:08
Castroville Water Service Relocation

BID TOTALS

<u>Biditem</u>	<u>Description</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Price</u>	<u>Bid Total</u>
1	Mobilization	1.000	LS	15,000.00	15,000.00
2	Traffic Control	1.000	LS	7,180.00	7,180.00
3	Pothole Existing Utilities	20.000	EA	920.00	18,400.00
4	Install 1" Type K Copper Water Service	3.000	EA	4,350.00	13,050.00
5	Install 3/4" Type K Copper Water Service	17.000	EA	4,800.00	81,600.00

Bid Total =====> \$135,230.00

CASTROVILLE WELL LEVELS 2018-2024



Items which have been updated from last month are shown in **bold**.

Moss Landing Wastewater Rehabilitation Project:

- MNS submitted a construction grant application to CWSRF for project funding. We are continuing to work with Matt Chambers to respond to RFIs.
- Due to budget constraints, MNS has not billed the District for the grant work. Continuing follow-up work on this grant will be billed to our general support services contract.
- We requested final reimbursement from the grant. No amendments will be permitted.
- District is working to provide a fiscal sustainability plan and 24/25 budget when available.
- MNS/Rincon submitted Coastal Development Permit Application. This process is anticipated to be completed by August 2024.
- **MNS/Rincon will submit a Lake and Streambed Alternation Agreement (LSAA) with a reimbursable fee.**

Emergency Well No. 6:

- Application to the Bureau of Reclamation WaterSMART Drought Resiliency Projects Grant Program was submitted Fall 2023.
- The project scope of Emergency Deep Well No. 6 was too large for the grant to fund.
- The project scope needs to be narrowed to correspond to a project cost less than \$10M to compete for the grant.
- The project scope can be narrowed by the District proceeding with drilling of the well and leaving the remaining scope to be funded by the grant.
- The grant application will be resubmitted in Fall 2024 to the Bureau of Reclamation at no additional cost to the District.
- Anticipated grant request amount to be approximately \$9.6 million.
- The District is advancing bidding for drilling the well. If a construction contract is awarded, it will be funded using reserves and construction funds from the current grant.
- If the construction contract is awarded, the grant application will be resubmitted.
- **MNS and Pueblo are working to develop final bid documents for Well No. 6.**
- **MNS provided template front end documents, published by EJCDC, for District legal review. MNS recommends these documents be used rather than the District's template as it is current with respect to public contract code and is more comprehensive.**

Washington Sewer Bypass Project:

- MNS/Rincon are working on submittal of jurisdictional permits for the agricultural ditch crossing.
- Submittal of Coastal Development Permit is pending easement acquisition.
- The District is working to negotiate easement purchase. One property owner is requesting the limits of the easement be staked. MNS needs budget authorization from the District to stake easement.
- Construction grant award is pending coastal development permit completion.
- Request District board approval of MNS proposal to prepare a SWPPP and stake easement. The SWPPP is the last required element of the Caltrans encroachment permit process.

Castroville Sign Project:

- MNS coordinated with Caltrans to submit a reimbursement request.
- Foundation testing was completed. I believe next steps are for the Project structural engineer to confirm the design for sign supports.

Thanks!

Nick Panofsky, PE

Vice President - Water Resources





CASTROVILLE COMMUNITY SERVICES DISTRICT

GENERAL MANAGER'S REPORT

MAY 21, 2024

❖ Regulatory Compliance

- ❑ Last SWRCB-DDW inspection of water system April 2021
- ❑ Completed MCWRA annual Conservation & Extraction Report
- ❑ Submitted State mandated Drought Resiliency Program for February
- ❑ Initiated EPA mandated Lead pipe inventory & Replacement (LPIR)
- ❑ Completed certification of State mandated Continuation of Existing Regulatory Coverage Statewide Sanitary Sewer Systems General Order 2022-0103-DWQ
- ❑ All routine samples coliform samples negative for April 2024
- ❑ Well #3 future desalter use under investigation
- ❑ Completed Bacteriological sampling plan for 2024
- ❑ Submitted water reports to 7 large Water system customers 4/8/2024
- ❑ Regulatory documentation for Castroville, Moss Landing & Moro Cojo– "No Spill Report" to SWRCB for April 2024

❖ Current Projects

- ❑ Institute Community outreach with School District and other organizations
- ❑ Researching De-Salter feasibility for Well #3 as brackish water supply well
- ❑ Secure \$3.5million in funding for construction of Washington sewer by-pass line
- ❑ Review/replace/relocate or abandon District assets for CalTrans improvements on Merritt St
- ❑ Collaborate with the SVGWBGSA on developing a long-term water supply
- ❑ Oversee grant funding, permits and design of new Overhead sign from CalTrans
- ❑ Grant proposal to SWRCB for new Castroville water supply for \$7.2 million Submitted 11/10/2023- Denied March 2024
- ❑ Obtain CalTrans encroachment permits for annual/routine repair & Maintenance
- ❑ Zone 1-Castroville Sewer Operations, Zone 2-Moro Cojo Sewer Operations, Zone 3- Moss Landing Sewer Operations, see report in Board packet

❖ Completed Projects

- ❑ 60% draft design completed for Washington BP
- ❑ 60% Design for Moss Landing Sewer Rehab
- ❑ 30% Planning for Well site #4 modifications for filling storage tanks from distribution system & additional 600,000-gallon water tank- Design Build will take it to 100%
- ❑ Operators saved District funds by investigating and repairing Jetter/Combo truck
- ❑ Roberto Galvez initiating truck inspections in-house
- ❑ Lidia located Moss Landing Ord -fees allowing billing to go thru tax collector
- ❑ Review proposals for new/existing projects in 2023/2024
- ❑ Consider projects for CIP 2024/2029
- ❑ Met with Supervisor Church re: resolve flooding and I & I issues on Struve Rd
- ❑ Met with MCPW to resolve deteriorated fencing on Overpass
- ❑ Located old water connections for replacement before CalTrans Merritt St work
- ❑ Review/amend/Approve CalTrans Co-op agreement for Historical Overhead Sign
- ❑ Located old water connections for replacement before County proceeds with street rehab on south side of town

Upcoming Projects

- ❑ Coordinate with MCPW lateral & saddle replacement@ south side of town
- ❑ Water lateral Replacement/ Abandonment with CalTrans on Merritt/HWY 183
- ❑ Tie-in to MPWSP Desal water line(research)
- ❑ Follow up with Supervisor Church to resolve flooding and I / I issues on Struve
- ❑ Work with County to install Stop signs on Wood, Geil & Castro Streets(and others)
- ❑ Follow-up with Supervisor Church re: resolve deteriorated fencing on Overpass
- ❑ Need to stop Illegal semi truckers from using local streets as truck stops
- ❑ Meet with M1W Source control re: illegal connections in Castroville
- ❑ Initiate community collaboration with NMCUSD & Student Ambassadors
- ❑ Review proposals for new projects in 2023/2024 & 2024/2025 budget
- ❑ Design, secure, Bid funding for New Deep Well#6
- ❑ investigate depressions in street for sewer repair

❖ Meetings/Seminars (attended)

- ❑ Community Water Center re; Grant assistance
- ❑ Met with Rob Johnson, Aromas Water District GM re: common concerns and solutions
- ❑ Paul Tran re: consider providing contracted Services for Castroville Oaks
- ❑ Met with Seema Chavan of Brown and Caldwell to assist in grant submission
- ❑ Jose Garcia MCPW regarding upcoming street repairs
- ❑ Cal Trans-Multiple meetings/ conversations re:
 1. Replace Castroville Overhead Sign,
 2. Improve/enhance Pedestrian Over-pass
 3. Merritt Street Improvement & overlay

❖ **Meetings/Seminars (upcoming)**

- ❑ Monterey Bay Water Works Association training & Board meeting
- ❑ Water Solutions Group
- ❑ NMCUSD & Community engagement
- ❑ Moss Landing Community Plan Update
- ❑ Castroville Community Plan Update
- ❑ Monterey 1 Water- Grant assistance
- ❑ Monterey 1 Water Community Outreach assistance
- ❑ 180'-400 Aquifer- Advisory Committee
- ❑ Quarterly Water Managers meeting
- ❑ Quarterly Special District Managers meeting

❖ **Improvements/Ideas/Suggestions**

- ❑ Install "For fire use only- all others will be fined" on all fire hydrants
- ❑ Design & find funding for new sewer mains to replace Cypress Alley sewer main



CASTROVILLE COMMUNITY SERVICES DISTRICT

OPERATIONS REPORT April 2024

Emergencies:

Via Linda Power Outage – Bad Breaker.

Leak on 11521 Speegle St.

Leak on 11664 Cypress St.

Maintenance:

- Station 1 – Pump # 2 was Pulled.
- Jetting Truck – Lead Hose was Replaced.
- Station 1 – Check Valve Stuck on Open Position.
- Castroville Blvd. – Assist Conte with Generator's Installation.
- Well # 2 – Chlorine Injector was Replaced.
- Well # 4 – Cells were Cleaned.
- Well # 5 – Tank "A" and "B" backwashed.
- Well # 2 and # 5 – Storage Tanks Inspected.
- Sewer Laterals Project Inspections.
- Via Linda and Moro Cojo – Scrape Walls.
- Ocean Mist and Sea Garden Apartments Meters Programed.

Weekly

- Well sites (Check water softeners, Chlorine Generator, tanks, pumps, etc.)
- Water Valve Boxes – Inspect and Clean Using Vac. Trailer.
- Exercise Valves.
- Respond to e-mails.
- Rounds - Lift stations (Check fluids, oil, alarms, floats, etc.)
- Jetting. (Castroville, Moro Cojo, Moss Landing).
- Water samples (Bacteria).
- Mapping reports.
- Office grounds keeping.
- Wash and clean trucks.
- Lift stations grounds keeping.
- Maintain Cartegraph records updated.
- Take Garbage and recycle out.
- Take Deposits to Bank.
- Inspect Meter Boxes - 63

Monthly

- Run Generators.
- Water Loss Report.
- Read and re-read meters.
- Deliver 72 hrs. notices.
- Replace registers.
- Reset logs for Lift Stations and Well sites.
- Fire Hydrants readings.
- Troubleshoot computers, printer, Internet.

Work Orders:

- a) 7 Day Disconnect Notice – 18
- b) Replace Meter Box - 1
- c) Final Bill Read Meter - 3
- d) Investigate - 2
- e) Install/Change Meter - 1
- f) Reconnect - 1
- g) Reg - 3
- h) Sht – 1

TOTAL WORK ORDERS - 30

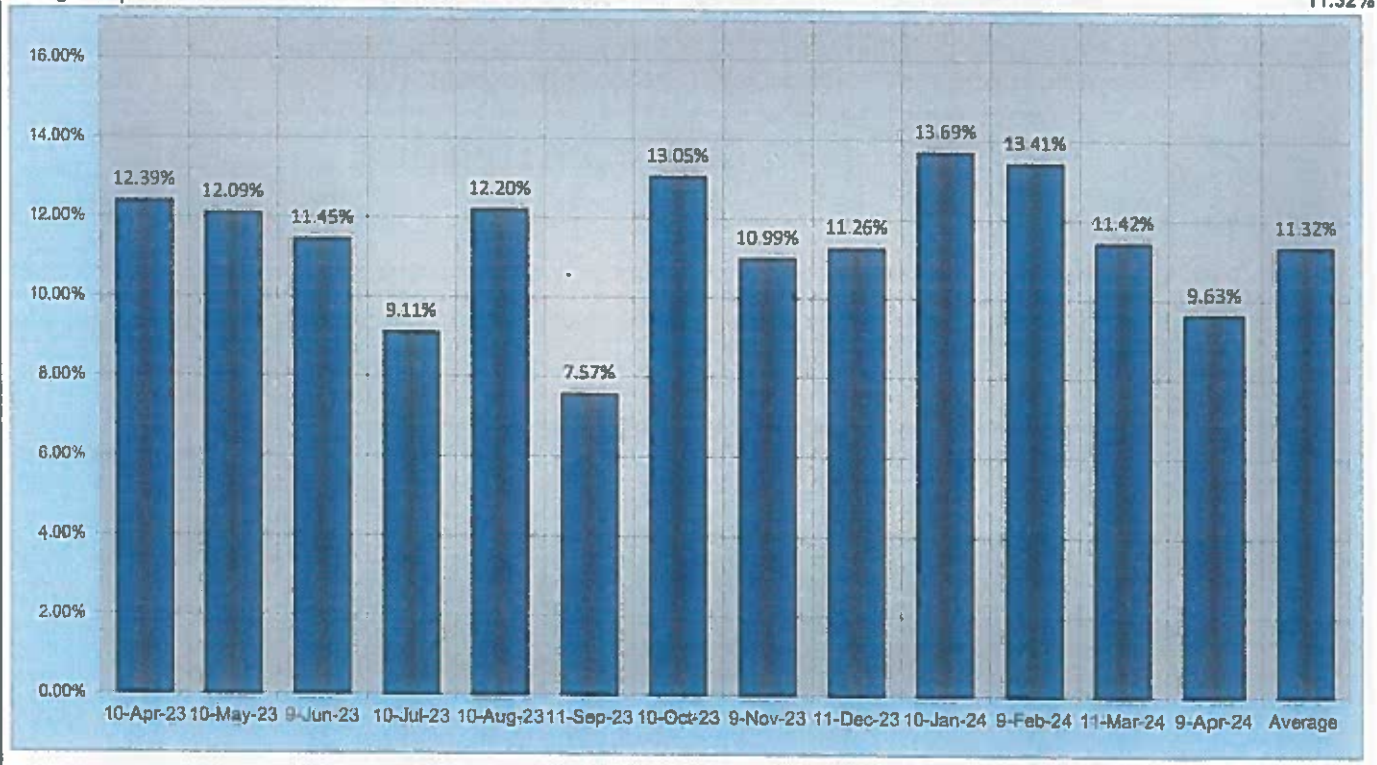


Castroville Community Services District



Percent Water Loss Monthly & Yearly

Month	Well #5 Gal.	Site 2 Well Gal.	Site 3 Well Gal.	Site 4 Well Gal.	Totals		miscellaneous	Unaccounted Water %
					Water Pumped	Water Sold		
10-Apr-23	4628641	4716000	0	8025000	17369641	15068094	Hydrant meters 67K Jetting & Flushing 23k Leaks Hydrant 54k FD 2k Softner 2k 149245	12.39%
10-May-23	4965248	4931000	0	9502000	19398248	16871088	Hydrant meters 148K Jetting & Flushing 41k Leaks Hydrant 54k FD 2k Softner 2k 181234	12.09%
9-Jun-23	4406928	4343000	0	13558000	22307928	19418671	Hydrant meters 228K Jetting & Flushing 41k Leaks Hydrant 102k FD 2k Softner 2k 335664	11.45%
10-Jul-23	4820471	4531000	0	13970000	23321471	20524468	Hydrant meters 102K Jetting & Flushing 14k Leaks Hydrant 432k FD 2k Softner 2k 672380	9.11%
10-Aug-23	4819912	5168000	0	15081000	25068912	21745961	Hydrant meters 102K Jetting & Flushing 10k Leaks Hydrant 42k FD 2k Softner 2k 265213	12.20%
11-Sep-23	4234326	4392000	0	15081000	23707326	21619564	Hydrant meters 67K Jetting & Flushing 15k Leaks Hydrant 105k FD 2k Softner 2k 292970	7.57%
10-Oct-23	3239607	3891000	0	15451000	22581607	19453385	Hydrant meters 102K Jetting & Flushing 15k Leaks Hydrant 102k FD 2k Softner 2k 181655	13.05%
9-Nov-23	3931482	4014000	0	14286000	22231482	19549855	Hydrant meters 102K Jetting & Flushing 31k Leaks Hydrant 82k FD 2k Softner 2k 238000	10.99%
11-Dec-23	3975125	3983000	0	12256000	20214125	17837399	Hydrant meters 22k Jetting & Flushing 32k Leaks Hydrant 85k FD 2k Softner 2k 100000	11.26%
10-Jan-24	3446900	3432000	0	9525000	16403900	14105926	Hydrant meters 22K Jetting & Flushing 14k Leaks Hydrant 104k FD 2k Softner 2k 52236	13.69%
9-Feb-24	3413503	3377000	0	8875000	15665503	13503592	Hydrant meters 5K Jetting & Flushing 14k Leaks Hydrant 104k FD 2k Softner 2k 60452	13.41%
11-Mar-24	3208928	3286000	0	9749000	16243928	14057276	Hydrant meters 22K Jetting & Flushing 18k Leaks Hydrant 104k FD 2k Softner 2k 331428	11.42%
9-Apr-24	3627567	3584000	0	9327000	16538567	14723310	Hydrant meters 20K Jetting & Flushing 28k Leaks Hydrant 112k FD 2k Softner 2k 222820	9.63%
Average								11.32%



CASTROVILLE COMMUNITY SERVICES DISTRICT



CASTROVILLE - ZONE 1 MONTHLY O&M REPORT APRIL 2024

❖ LIFT STATION #5 Del Monte

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/2/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/9/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/16/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/23/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/30/2024

❖ LIFT STATION #6 @ Sea Garden

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/2/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/9/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/16/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/23/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/30/2024

❖ **LIFT STATION #7 @ Via Linda**

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/2/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/9/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/16/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/23/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/30/2024

❖ **JETTING ACTIVITIES**

- ❑ Total jetted approx. 6,204 feet

❖ **OTHER MATTERS**

- ❑ Responded to 14 Underground Alert marking requests
- ❑ Submitted "no-spill" report to SWRCB on 5/2/2024
- ❑ Cleaning and inspecting storm drains on going before & after rains

❖ **Improvements/CIP/Suggestions**

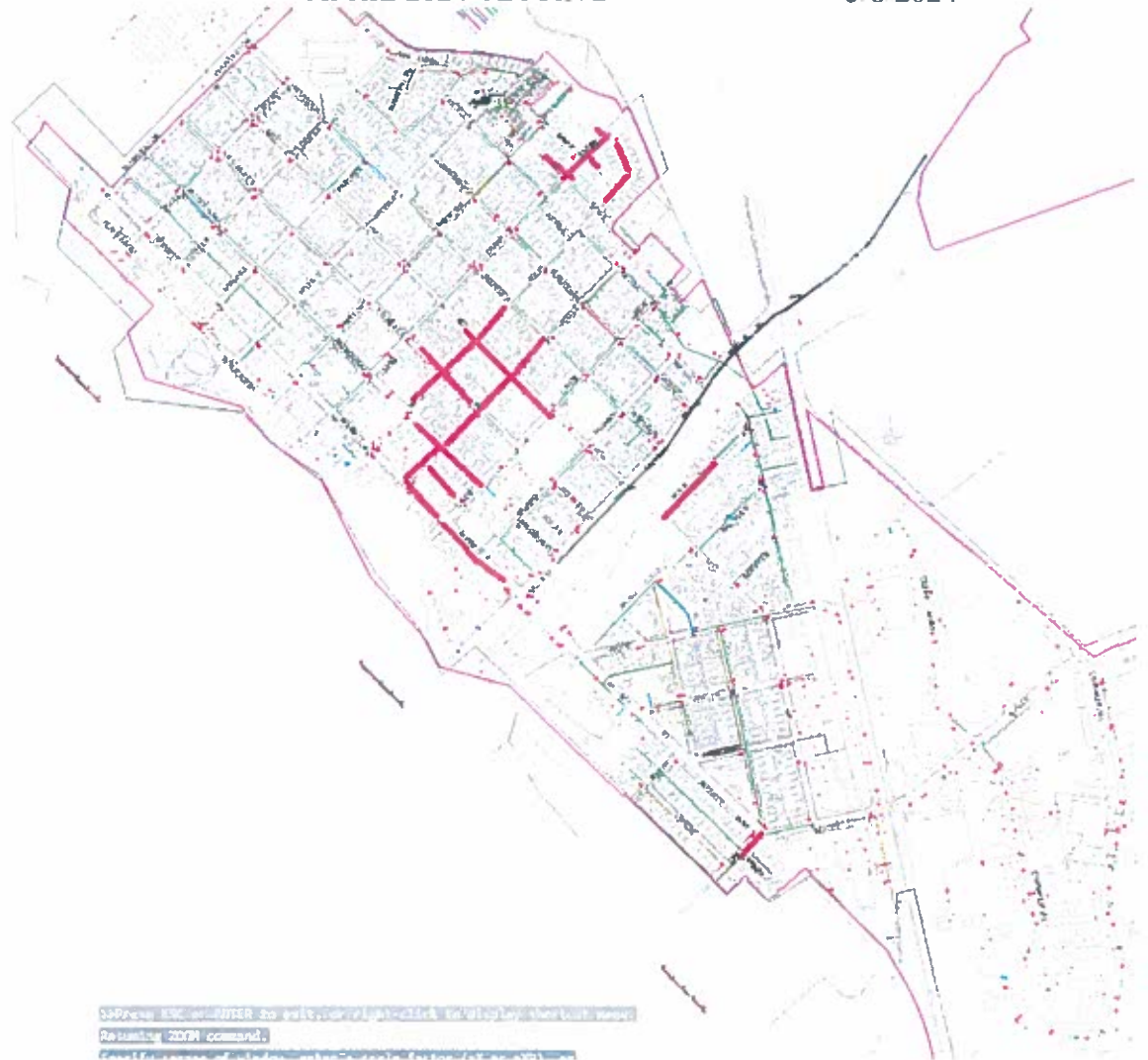
- ❑ Confirm that storm drain drainage ditches are clear & free of debris
- ❑ Confirm that storm drain interceptors are clear & free of debris



Castroville

APRIL 2024 JETTING

5/8/2024



SRP uses ESC and JETTER to edit, color, and click to display the last view.
 Re-run the 2024 command.
 Great for users of Esri software to Castroville (5/8/2024)

ID	Material	Length	Street	Downstream MH	Upstream MH
10800Pomber	6" Clay	176	Pomber St.	MH 16.1	CO 16.6
10900Geil	18" PVC	354	Geil St.	MH 16	MH 17
10900McDougall	6" Clay	235	McDougall St.	MH 16.3	CO 16.11
10900Oak	6" Clay	123	OAK St.	MH 29	MH 30
10900Pomber	6" Clay	365	Pomber St.	MH 16.1	MH 16.2
11000 Poole	6" Clay	182	Poole St.	MH 16.3	MH 16.4
11000Geil	18" PVC	361	Geil St.	MH 17	MH 18
11000McDougall	6" Clay	325	McDougall St.	MH 16.3	MH 16.8
11000Pomber	6" Clay	242	Pomber St.	MH 16.2	CO 16.7
11100Poole	6" Clay	369	Poole St.	MH 16.2	MH 16.3
11100Rico	6" Clay	280	Rico St.	MH 16.1	CO 16.12
11200Poole	6" Clay	352	Poole St.	MH 17	MH 16.2
11200Rico	6" Clay	351	Rico St.	MH 16	MH 16.1
11300Main MH21<21.1	6" Clay	400	Main St.	MH 21	MH 21.1
11300Pool	SDR35 6"	339	Poole St.	MH 17	MH 17.1
11300Rico	SDR35 6"	339	Rico St.	MH 16	MH 16.13
11600Crane/Alley	6" Clay	230	Crane St.	MH 15.51	CO 15.50
11700Crane	6" Clay	195	Crane St.	MH 15.74	MH 15.75
11700Crane/Alley	6" Clay	145	Crane St.	MH 15.75	CO 22.4
11700Rico	SDR35 6"	292	Rico St.	MH 15.78	MH 15.79
11750Crane	6" Clay	220	Crane St.	MH 15.75	MH 15.76
11800Rico	SDR35 8"	232	Rico St.	MH 15.77	MH 15.78
11900Rico	SDR35 8"	97	Rico St.	MH 15.76	MH 15.77

TOTAL 6204

CASTROVILLE COMMUNITY SERVICES DISTRICT



MORO COJO - ZONE 2 MONTHLY O&M REPORT APRIL 2024

❖ LIFT STATION @ CASTROVILLE BLVD

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/2/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/9/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/16/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/23/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/30/2024

❖ LIFT STATION @ COMPO DE CASA

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/2/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/9/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/16/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/23/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/30/2024

❖ **JETTING ACTIVITIES**

- ❑ Jetted sewer lines btwn MH #61 to-MH #62
- ❑ Jetted sewer lines btwn MH #61 to-MH #60
- ❑ Jetted sewer lines btwn MH #70 to-MH #71
- ❑ Jetted sewer lines btwn MH #69 to-MH #70

- ❑ Total jetted approx. 1,068 feet

❖ **OTHER MATTERS**

- ❑ Responded to 0 Underground Alert marking requests
- ❑ Cleaned lift station and weed-whacked site
- ❑ SWRCB-Reported "no-spill" 5/2/2024
- ❑ Need NCP&R to Clean EQ Basins
- ❑ Performed inspection of all storm drains in November 2024
- ❑ Open Space mowing done March/April 2024

❖ **Improvements/CIP/Suggestions**

- ❑ Confirm that storm drain interceptors are clear
- ❑ Detention ponds are clean & fence secured

❖ **Improvements/CIP/Suggestions**

- Video sewer line on causeway next to Whole Enchilada
- Consider options for Elkhorn Bridge Force Main replacement
- Schedule pigging of Station #1 & Station #2 force mains



Moro Cojo APRIL 2024 JETTING



ID	Material	Length	Street	Downstream MH	Upstream M
Liftstation/Los Arboles	8" PVC	50	Los Arboles Cir.		MH 61
Los Arboles Cir	8" PVC	530	Los Arboles Cir.	MH 61	CO 61.2
Los Arboles Cir.	8" PVC	248	Los Arboles Cir.	MH 61	MH 60
Moro Cojo/field	8" PVC	52	Los Arboles Cir.		MH 69
Viva Ln/4	8" PVC	80	Viva Ln	MH 70	MH 71
Viva Ln/5	8" PVC	108	Viva Ln	MH 69	MH 70
	TOTAL	1068			

CASTROVILLE COMMUNITY SERVICES DISTRICT



MOSS LANDING-ZONE 3 MONTHLY O&M REPORT

APRIL 2024

❖ LIFT STATION # 1 (Struve Rd)

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/2/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/9/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/16/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/23/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/30/2024

❖ LIFT STATION #2 (Hwy 1 @ Pottery barn)

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/2/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/9/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/16/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/23/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/30/2024

❖ **LIFT STATION #3 (on Sandholt Rd)**

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/2/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/9/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/16/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/23/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/30/2024

❖ **LIFT STATION #4 (Potrero Rd)**

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/2/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/9/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/16/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/23/2024
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 4/30/2024

❖ **JETTING ACTIVITIES**

- ❑ Jetted sewer lines btwn MH #26 to-MH #27
- ❑ Jetted sewer lines btwn MH #27 to-MH #28
- ❑ Jetted sewer lines btwn MH #28 to-MH #29
- ❑ Jetted sewer lines btwn MH #29 to-MH #30

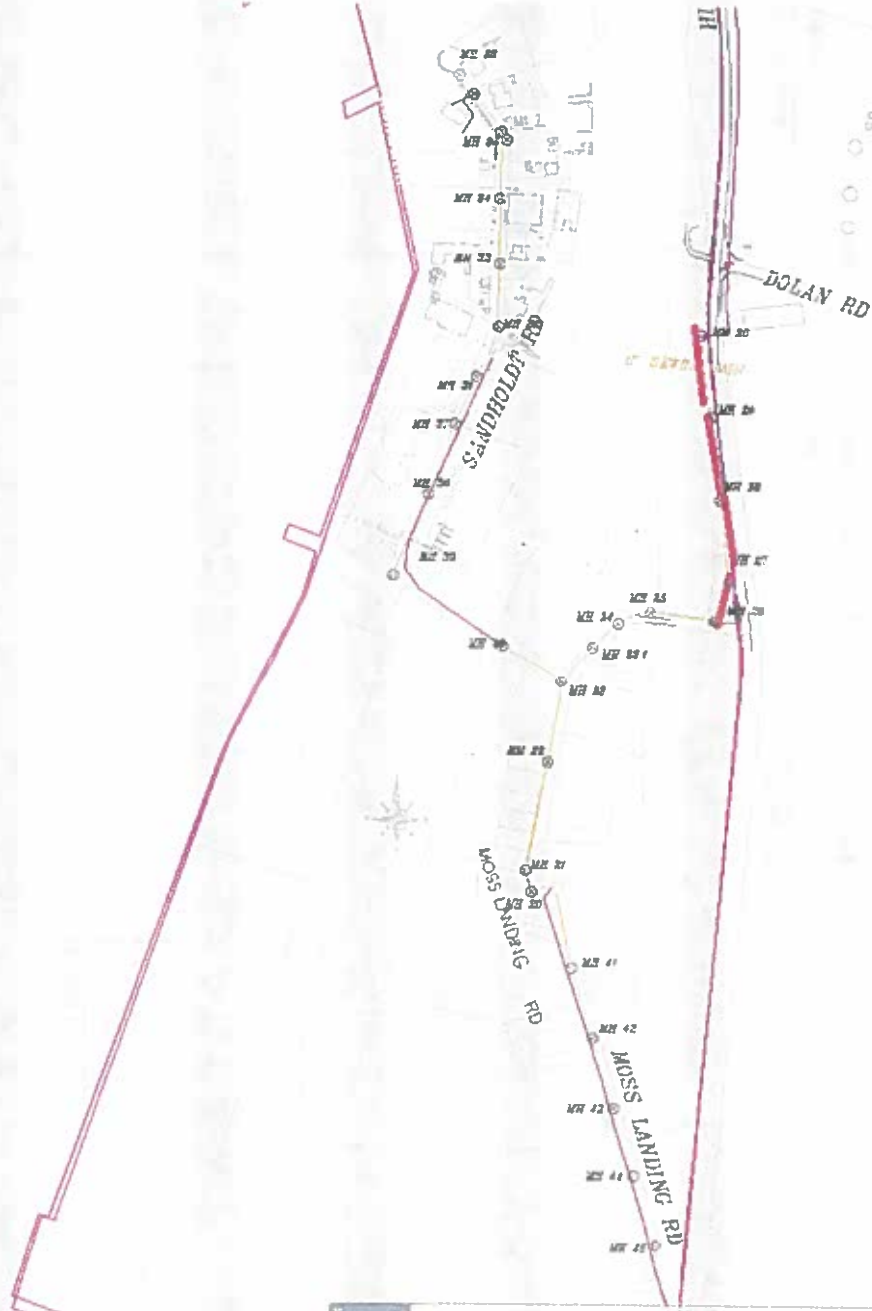
- ❑ Total jetted approx. 1,132 feet

❖ **OTHER MATTERS**

- ❑ Replaced traffic plates on Station 4 & station 1 due to severe damage
- ❑ Finalizing construction grant application for \$7.5 Million for upgrades and repair of sewer system
- ❑ Performed Bi-annual inspection of grease traps at various facilities in and March 2024 and November 2023
- ❑ Submitted "no spill" to CIWQS 5-2-2024
- ❑ Need to replace manholes on Sandholdt and Jetty Road
- ❑ Manhole at Jetty Rd scheduled to be sealed-leaking approx. 3,480 gal/day



Moss Landing APRIL 2024 JETTING



ID	Material	Length	Street	Downstream MH	Upstream MH
MH27>MH26	PSM SDR35 8"	164	Soundholt Rd.	MH26 ML	MH27 ML
MH28>MH27	PSM SDR35 8"	320	Soundholt Rd.	MH27 ML	MH28 ML
MH29>MH28	PSM SDR35 8"	321	Soundholt Rd.	MH28 ML	MH29 ML
MH30>MH29	PSM SDR35 8"	327	Soundholt Rd.	MH29 ML	MH30 ML
	TOTAL	1132			

Accounts Receivable - Summary

From: 4/1/2024 Through: 4/30/2024

Limited to :

Balance
\$56,332.68

Charge	Minimum	Coverage	Consumption	Bills	Total
FIRELINE Charge	\$6,171.37	\$28.25	1,296.00 Cubic Ft	73	\$6,199.62
SURCHARGE Charge	\$11,507.93	\$0.00	0.00	135	\$11,507.93
WATER Charge	\$42,366.61	\$42,821.41	1,964,280.00 Cubic Ft	1,428	\$85,188.02
WATER CMPND Charge	\$0.00	\$60.63	2,781.00 Cubic Ft	1	\$60.63
Total Charge	\$60,045.91	\$42,910.29			\$102,956.20

Delinquency	Amount
FIRELINE Penalty	\$0.00
WATER Penalty	\$0.00
Total Delinquency	\$0.00

Deposit Applied	Amount
WATER Charge	(\$60.00)
Total Deposit Applied	(\$60.00)

Open Applied	Amount
WATER Payment Open Credit	\$3,575.18
Total Open Applied	\$3,575.18

Open Payment	Amount
FIRELINE Charge(Payment Open Credit)	(\$55.39)
SURCHARGE Charge(Payment Open Credit)	(\$42.93)
WATER Charge(Payment Open Credit)	(\$3,476.86)
Total Open Payment	(\$3,575.18)

Payment	Amount
FIRELINE Charge	(\$6,371.16)
SURCHARGE Charge	(\$13,187.56)
WATER Charge	(\$77,311.88)
WATER CMPND Charge	(\$64.72)
WATER Open Credit	(\$3,212.86)

WATER Service Order Fee
Total Payment

(32/9.18)
(\$100,427.36)

Service Order Fee	Amount
WATER Service Order Fee	\$210.00
Total Service Order Fee	\$210.00

\$59,011.52

\$59,011.52

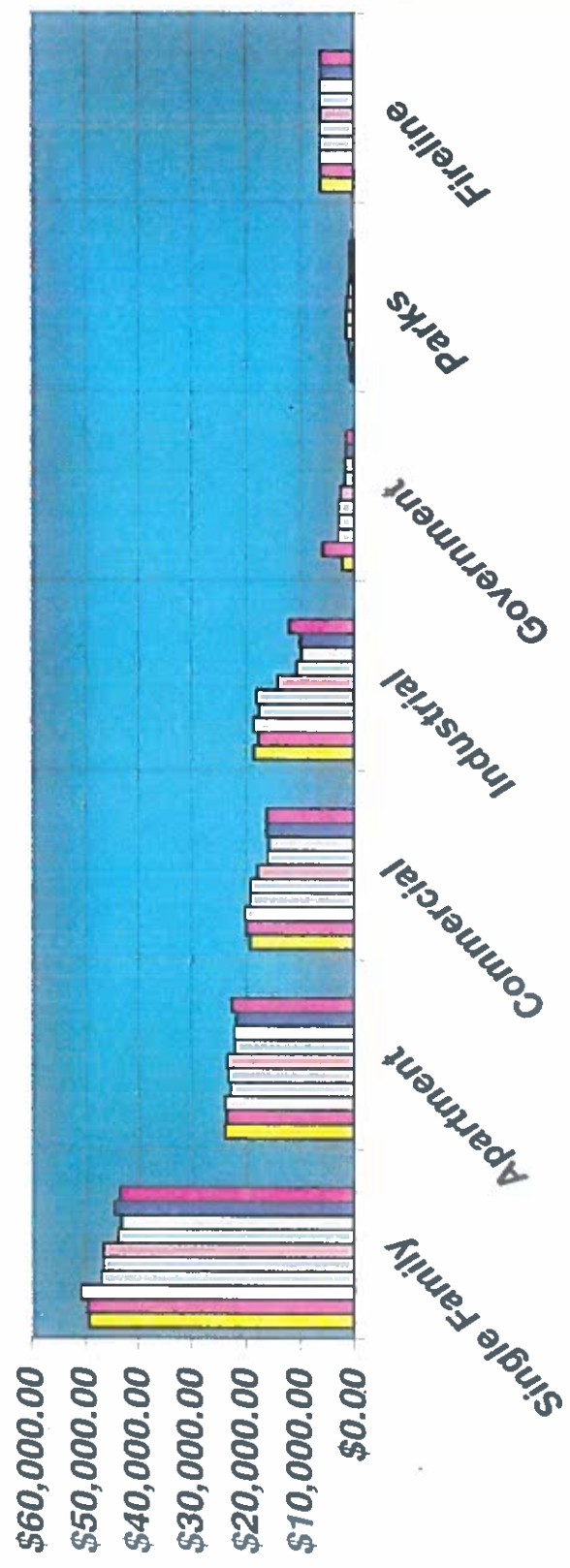
Closing Balance:

117

	Single Family	Apartment	Commercial	Industrial	Government	Parks	Fireline	Totals
Jul	\$49,270.55	\$23,806.00	\$19,259.56	\$18,529.58	\$2,178.79	\$638.03	\$6,194.66	\$119,877.17
Aug	\$49,415.81	\$23,518.98	\$19,898.15	\$17,761.75	\$5,869.68	\$708.68	\$6,195.34	\$123,368.39
Sep	\$50,671.34	\$23,791.79	\$20,102.89	\$18,560.20	\$2,850.18	\$869.29	\$6,195.54	\$123,041.23
Oct	\$46,937.62	\$22,709.78	\$19,136.98	\$17,516.54	\$2,771.26	\$1,459.77	\$6,200.55	\$116,732.50
Nov	\$46,455.83	\$23,132.59	\$19,055.13	\$18,014.04	\$2,764.27	\$1,433.13	\$6,201.70	\$117,056.69
Dec	\$46,627.91	\$23,331.46	\$17,920.04	\$14,160.26	\$2,516.88	\$1,280.31	\$6,201.35	\$112,038.21
Jan	\$43,690.78	\$21,899.43	\$16,038.17	\$10,706.61	\$1,676.67	\$1,018.49	\$6,201.06	\$101,231.21
Feb	\$43,137.56	\$22,056.14	\$15,853.68	\$9,858.32	\$1,559.10	\$732.91	\$6,202.24	\$99,399.95
Mar	\$44,436.61	\$21,721.18	\$16,341.81	\$10,073.40	\$1,515.29	\$745.37	\$6,144.16	\$100,977.82
Apr	\$43,499.99	\$22,545.08	\$16,267.31	\$12,087.15	\$1,527.35	\$829.70	\$6,199.62	\$102,956.20
May								
Jun								
Totals	\$464,144.00	\$228,512.43	\$179,873.72	\$147,267.85	\$25,229.47	\$9,715.68	\$61,936.22	\$1,116,679.37

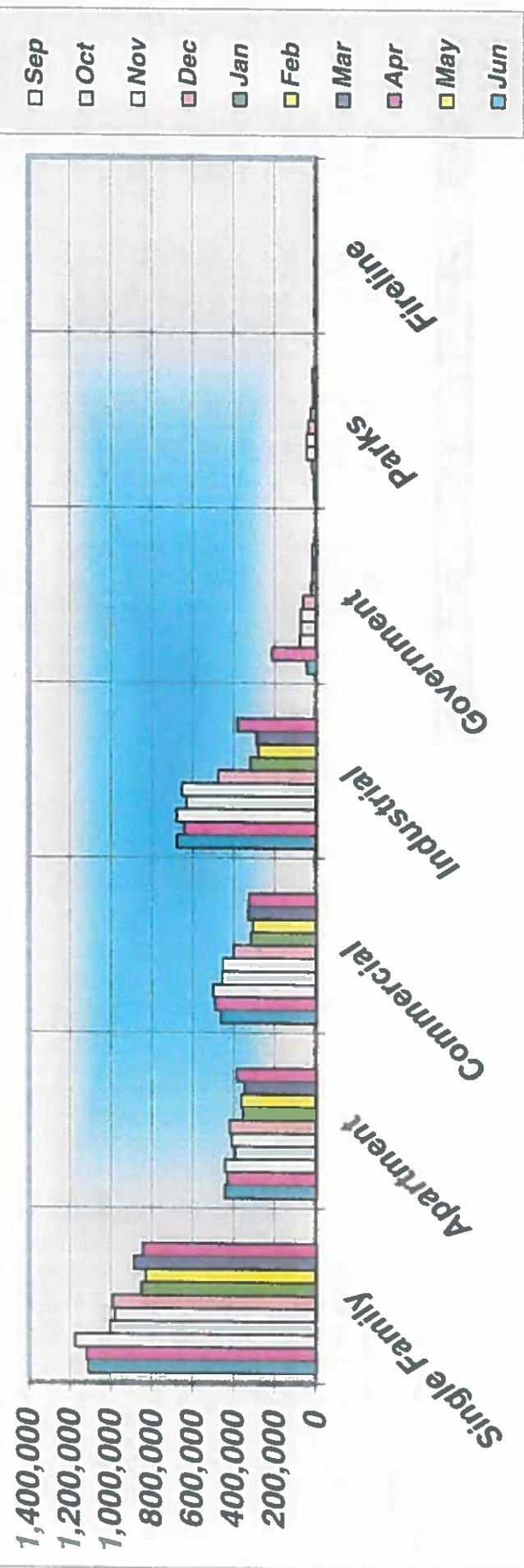
REVENUE

- Jul
- Aug
- Sep
- Oct
- Nov
- Dec
- Jan
- Feb
- Mar
- Apr
- May
- Jun



	Single Family	Apartment	Commercial	Industrial	Government	Parks	Fireline	Totals
Jul	1,108,450	442,777	462,132	677,207	45,601	6,878	868	2,743,913
Aug	1,117,411	430,466	491,425	641,986	214,908	10,118	900	2,907,214
Sep	1,174,256	441,840	500,815	678,612	76,399	17,486	908	2,890,316
Oct	1,002,993	391,992	456,509	630,736	72,779	44,572	1,139	2,600,720
Nov	980,442	410,447	452,169	653,559	72,459	43,350	1,191	2,613,617
Dec	988,533	419,575	401,166	476,779	61,110	36,340	1,176	2,384,679
Jan	851,761	353,280	314,363	318,355	22,568	24,330	1,162	1,885,819
Feb	829,001	361,328	305,899	279,443	17,176	11,230	1,216	1,805,293
Mar	887,284	346,028	328,278	289,309	15,166	11,801	1,449	1,879,315
Apr	845,157	383,855	324,977	381,683	15,719	15,670	1,296	1,968,357
May								
Jun								
Totals	9,785,288	3,981,588	4,037,733	5,027,669	613,885	221,775	11,305	23,679,243

CUBIC USAGE



Profit & Loss Budget vs. Actual

July 1, 2023 through March 29, 2024

	Jul 1, '23 - Mar 29, 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Metered Water Sales	1,013,786.33	1,014,177.42	-391.09	99.96%
Temporary Hydrant Service	5,411.89	4,840.08	571.81	111.81%
New Service Installation	5,079.43	11,345.83	-6,266.40	44.77%
Backflow Revenue	12,584.00	9,680.08	2,903.92	130.0%
Misc. Revenue				
Reconnect Charges	270.00	372.34	-102.34	72.51%
NSF Charges	112.00	223.39	-111.39	50.14%
Trip Fee Charges	2,150.00	2,606.21	-456.21	82.5%
Misc. Revenue - Other	27,011.22	21,256.09	5,755.13	127.08%
Total Misc. Revenue	29,543.22	24,458.03	5,085.19	120.79%
Water Interest-Investment Earned	163,564.24	178,709.68	-15,145.44	91.53%
DWR IRWM Prop 1A Grant	7,952.50	22,338.71	-14,386.21	35.6%
Zone 1 (Castroville) Revenue				
User fees Storm Drain #75301	38,152.88	48,400.57	-10,247.69	78.83%
User fees Street Lights #75301	19,219.87	24,572.58	-5,352.71	78.22%
Caltrans Grant-Overhead Sign	6,442.00	235,689.74	-229,247.74	2.73%
Ad Valorem Property Tax	618,977.00	670,161.29	-51,184.29	92.36%
Sewer Connection Fees	0.00	4,717.94	-4,717.94	0.0%
Misc. Revenue	0.00	744.59	-744.59	0.0%
Interest Earned	248,909.79	256,522.82	-7,613.03	97.03%
Total Zone 1 (Castroville) Revenue	931,701.54	1,240,809.53	-309,107.99	75.09%
ZONE 2 (MORO COJO) REVENUE				
User fees Storm Drain & Sewer #73701	37,239.89	52,312.79	-15,072.90	71.19%
Open Space-Street-Street Lights #73701	18,000.00	25,019.35	-7,019.35	71.94%
Zone 2 Interest Earned	11,679.02	10,052.42	1,626.60	116.18%
Property Taxes-Ad Valorem	88,425.00	74,462.34	13,962.66	118.75%
Total ZONE 2 (MORO COJO) REVENUE	155,343.91	161,846.90	-6,502.99	95.98%
User fees NMCHS & Mobil Park 74701	46,539.90	69,483.84	-22,943.94	66.98%
Sewer (Moss Landing) REVENUE				
Property Taxes	176,850.73	130,309.11	46,541.62	135.72%
Sewer Connection Fees Zone 3	0.00	2,358.97	-2,358.97	0.0%
M1W Sanitation Fees	99,094.93	142,967.74	-43,872.81	69.31%
Zone 3 Interest Earned	38,585.37	37,231.21	1,354.16	103.64%
Misc. Revenue-Sewer Zone 3	0.00	372.34	-372.34	0.0%
Clean Water Small Communities Planning Grant	0.00	88,205.11	-88,205.11	0.0%

Profit & Loss Budget vs. Actual

July 1, 2023 through March 29, 2024

	Jul 1, '23 - Mar 29, 24	Budget	\$ Over Budget	% of Budget
Total Sewer (Moss Landing) REVENUE	314,531.03	401,444.48	-86,913.45	78.35%
Total Income	2,686,037.99	3,139,134.58	-453,096.59	85.57%
Expense				
Water Operation Expense				
General Operations Expense				
Shop Supplies	647.97	744.59	-96.62	87.02%
Small Tools	549.36	2,233.87	-1,684.51	24.59%
Operators Uniforms	1,251.45	1,489.28	-237.83	84.03%
Cellular Phones	800.04	744.59	55.45	107.45%
Operators Certifications	435.00	595.73	-160.73	73.02%
Water Testing Fees	4,032.00	6,329.27	-2,297.27	63.7%
Backflow Testing	22.58	744.59	-722.01	3.03%
Water System Fees	7,789.28	7,297.34	491.94	106.74%
Total General Operations Expense	15,527.68	20,179.26	-4,651.58	76.95%
Well Sites Expense				
Utilities - P G & E	101,803.77	110,204.27	-8,400.50	92.38%
Pump Repair/Maintenance	641.12	2,978.46	-2,337.34	21.53%
Supplies for Pumps & Well Sites	6,329.87	5,957.02	372.85	106.26%
Generators Repairs/Maintenance	1,132.71	1,489.28	-356.57	76.06%
Tank Repair/Maintenance	42.65	744.59	-701.94	5.73%
Building Repair/Maintenance	0.00	744.59	-744.59	0.0%
Chlorine/Softener Repair/Main	747.03	2,978.46	-2,231.43	25.08%
Well Sites - Other Expense	11.59	3,723.15	-3,711.56	0.31%
Total Well Sites Expense	110,708.74	128,819.82	-18,111.08	85.94%
Valve Expense				
Valve - Supplies	0.00	372.34	-372.34	0.0%
Valve - Repair/Maintenance	0.00	2,233.87	-2,233.87	0.0%
Total Valve Expense	0.00	2,606.21	-2,606.21	0.0%
Meter Expense				
Meter - Supplies	10,170.89	7,446.21	2,724.68	136.59%
Meter - Repair/Maintenance	5,678.44	5,212.34	466.10	108.94%
Total Meter Expense	15,849.33	12,658.55	3,190.78	125.21%
Hydrant Expense				
Hydrant - Supplies	2,102.09	1,861.53	240.56	112.92%
Hydrant - Repair Maintenance	9,628.97	7,446.21	2,182.76	129.31%
Total Hydrant Expense	11,731.06	9,307.74	2,423.32	126.04%
Water Lines Expense				

Profit & Loss Budget vs. Actual

July 1, 2023 through March 29, 2024

	Jul 1, '23 - Mar 29, 24	Budget	\$ Over Budget	% of Budget
Water Lines - Supplies	1,459.41	2,978.46	-1,519.05	49.0%
Water Lines - Repair/Main	81.70	7,446.21	-7,364.51	1.1%
Total Water Lines Expense	1,541.11	10,424.67	-8,883.56	14.78%
Depreciation Expense				
Depreciation Expense - Other	247,964.22	251,682.83	-3,718.61	98.52%
Total Depreciation Expense	247,964.22	251,682.83	-3,718.61	98.52%
Automobile Expense				
Fuel	1,989.96	3,350.81	-1,360.85	59.39%
Auto - Repair/Maintenance	1,505.50	1,489.28	16.22	101.09%
Other Auto Expense	0.00	1,116.94	-1,116.94	0.0%
Total Automobile Expense	3,495.46	5,957.03	-2,461.57	58.68%
Payroll Expense Water Operations				
Operators Water Wages	83,962.27	85,191.62	-1,229.35	98.56%
Total Payroll Expense Water Operation	83,962.27	85,191.62	-1,229.35	98.56%
Water Operation Expense - Other	0.00	0.00	0.00	0.0%
Total Water Operation Expense	490,779.87	526,827.73	-36,047.86	93.16%
Water Administrative Expense				
Billing Expense				
Postage	10,178.75	7,669.59	2,509.16	132.72%
Billing Supplies	0.00	744.59	-744.59	0.0%
Toilet Rebate	150.00	167.54	-17.54	89.53%
Other Billing Expense	4,792.84	4,616.70	176.14	103.82%
Total Billing Expense	15,121.59	13,198.42	1,923.17	114.57%
Utilities Expense				
Utilities - P G & E	1,197.16	1,414.76	-217.60	84.62%
Utilities - Telephones	1,713.02	2,010.48	-297.46	85.21%
Utilities - Disposal	293.88	297.82	-3.94	98.68%
Utilities - M1Water	99.92	209.98	-110.06	47.59%
Total Utilities Expense	3,303.98	3,933.04	-629.06	84.01%
Insurance Expense				
Insurance - Auto & General	19,710.87	19,963.30	-252.43	98.74%
Total Insurance Expense	19,710.87	19,963.30	-252.43	98.74%
Office Expense				
Office Supplies	1,184.48	1,861.53	-677.05	63.63%
Office Equipment	695.65	1,489.28	-793.63	46.71%
Misc. Office Expense	344.65	2,606.21	-2,261.56	13.22%
Community Outreach	0.00	1,489.28	-1,489.28	0.0%

Profit & Loss Budget vs. Actual

July 1, 2023 through March 29, 2024

	Jul 1, '23 - Mar 29, 24	Budget	\$ Over Budget	% of Budget
Alarm Monitoring Service	339.75	595.73	-255.98	57.03%
Property Taxes	1,025.08	1,489.28	-464.20	68.83%
Computer Programs/Upgrades	11,000.94	9,680.08	1,320.86	113.65%
Bank Fees	851.25	819.12	32.13	103.92%
Seminars/Training/Staff	994.25	4,467.74	-3,473.49	22.25%
Seminar/Training/Directors	503.60	5,957.02	-5,453.42	8.45%
Membership Dues	11,420.54	8,563.14	2,857.40	133.37%
Office Repairs/Maintenance	1,558.03	1,936.05	-378.02	80.48%
Building Maintenance	0.00	2,233.87	-2,233.87	0.0%
Total Office Expense	29,918.22	43,188.33	-13,270.11	69.27%
Payroll Expenses				
Wages - General Manager	58,066.04	59,097.06	-1,031.02	98.26%
Wages - Administrative	62,249.98	63,683.19	-1,433.21	97.75%
Insurance - Workers Comp	5,812.69	4,222.02	1,590.67	137.68%
Employee Health Benefits	76,336.47	74,632.11	1,704.36	102.28%
PERS Retirement Benefits Employer	21,014.63	21,445.16	-430.53	97.99%
Pension Expense UAL Employer	0.00	0.71	-0.71	0.0%
Employee Life Insurance	434.79	458.66	-23.87	94.8%
FICA Expense	15,369.91	16,188.15	-818.24	94.95%
Retired Employee Benefits	0.00	37.26	-37.26	0.0%
OPEB-Water Post Employment Medical Expense	19,870.65	14,796.45	5,074.20	134.29%
Total Payroll Expense	259,155.16	254,560.77	4,594.39	101.81%
Consulting Expense				
Legal Fees	1,852.88	2,978.46	-1,125.58	62.21%
Engineering Fees	0.00	5,212.34	-5,212.34	0.0%
Director Fees	1,530.00	2,010.48	-480.48	76.1%
Accounting Fees	7,226.10	5,584.68	1,641.42	129.39%
Other Consulting Fees	31,280.00	37,231.21	-5,951.21	84.02%
Total Consulting Expense	41,888.98	53,017.17	-11,128.19	79.01%
Total Water Administrative Expense	369,098.80	387,861.03	-18,762.23	95.16%
Zone 1 Operation Expense				
General Operation Expen				
Shop Supplies	583.07	893.55	-310.48	65.25%
Small Tools & Equipment	335.89	1,116.94	-781.05	30.07%
Operators Uniforms	973.30	1,489.28	-515.98	65.35%
Operators Certifications	226.68	372.34	-145.66	60.88%
Cellular Phones	622.25	595.73	26.52	104.45%

Profit & Loss Budget vs. Actual

July 1, 2023 through March 29, 2024

	Jul 1, '23 - Mar 29, 24	Budget	\$ Over Budget	% of Budget
Total General Operation Expen	2,741.19	4,467.84	-1,726.65	61.35%
Lift Station Expense				
Sewer Utilities PG & E	4,411.02	4,467.74	-56.72	98.73%
Lift Station Repair/Maintenance	3,375.94	3,723.15	-347.21	90.67%
Supplies for Pump Station	788.57	893.55	-104.98	88.25%
Permit Fee for Generators	518.00	379.76	138.24	136.4%
Building Repair/Maintenance	0.00	744.59	-744.59	0.0%
Total Lift Station Expense	9,093.53	10,208.79	-1,115.26	89.08%
Sewer Depreciation Expense	38,691.00	48,400.57	-9,709.57	79.94%
Automobile Expense				
Fuel for Trucks	1,553.07	2,233.87	-680.80	69.52%
Auto- Repair/Maintenance	1,497.79	1,489.28	8.51	100.57%
Other Auto Expense	335.31	1,116.94	-781.63	30.02%
Total Automobile Expense	3,386.17	4,840.09	-1,453.92	69.96%
Payroll Expense-Operation				
Operators Zone 1 Wages	64,115.72	66,342.21	-2,226.49	96.64%
Total Payroll Expense-Operation	64,115.72	66,342.21	-2,226.49	96.64%
Sewer Line Expense				
Sewer Line-Repair/Maintenance	713.55	7,446.21	-6,732.66	9.58%
Total Sewer Line Expense	713.55	7,446.21	-6,732.66	9.58%
Storm drain Expense				
Storm drain-Supplies	0.00	744.59	-744.59	0.0%
Storm drain-Repair/Maintenance	19,704.31	18,750.00	954.31	105.09%
Total Storm drain Expense	19,704.31	19,494.59	209.72	101.08%
Storm drain Automobile Expense				
Storm drain Fuel for Trucks	444.79	819.12	-374.33	54.3%
Total Storm drain Automobile Expense	444.79	819.12	-374.33	54.3%
Total Zone 1 Operation Expense	138,890.26	162,019.42	-23,129.16	85.72%
Zone 1 Administrative Expense				
Office Expense				
Office Supplies	627.97	1,638.14	-1,010.17	38.33%
Office Equipment	537.67	1,116.94	-579.27	48.14%
Misc. Office Expense	105.68	1,191.37	-1,085.69	8.87%
Computer Program/Upgrade	2,235.46	2,978.46	-743.00	75.05%
Office Repair/Maintenance	1,242.50	1,452.02	-209.52	85.57%
Alarm Monitoring Service	264.25	372.34	-108.09	70.97%
Property Taxes	543.76	446.77	96.99	121.71%

Profit & Loss Budget vs. Actual

July 1, 2023 through March 29, 2024

	Jul 1, '23 - Mar 29, 24	Budget	\$ Over Budget	% of Budget
Seminars/Training/Staff	710.53	2,978.46	-2,267.93	23.86%
Seminar/Training/Directors	372.24	4,467.74	-4,095.50	8.33%
Membership Dues	9,905.03	6,701.61	3,203.42	147.8%
Building Maintenance	0.00	1,489.28	-1,489.28	0.0%
Bad Debt Write Offs-Sewer Fund	0.00	372.34	-372.34	0.0%
Total Office Expense	16,545.09	25,205.47	-8,660.38	65.64%
Payroll Expense Admin				
Wages Zone 1 GM	45,017.92	45,964.13	-946.21	97.94%
Wages Zone 1 Admin	48,420.69	49,478.72	-1,058.03	97.86%
Insurance - Workers Comp	4,520.98	3,283.79	1,237.19	137.68%
Employee Health Benefits	59,372.82	58,047.14	1,325.68	102.28%
FICA Expense	11,833.25	12,041.28	-208.03	98.27%
PERS Retirement Benefits Employer Contributions Payroll Biweekly	16,344.73	16,664.68	-319.95	98.08%
Pension Expense UALEmployer	0.00	0.71	-0.71	0.0%
OPEB-Sewer Post Employment Cost	15,454.95	11,508.19	3,946.76	134.3%
Employee Life Insurance	338.13	357.42	-19.29	94.6%
Total Payroll Expense Admin	201,303.47	197,346.06	3,957.41	102.01%
Utilities Expense				
Utilities - PG&E	973.54	1,265.89	-292.35	76.91%
Utilities - Telephones	1,332.33	1,712.66	-380.33	77.79%
Utilities - Disposal	228.57	238.31	-9.74	95.91%
Utilities - M1Water	77.72	81.94	-4.22	94.85%
Total Utilities Expense	2,612.16	3,298.80	-686.64	79.19%
Sewer Consulting Expense				
Sewer Legal Fees	1,781.12	3,723.15	-1,942.03	47.84%
Sewer Engineer Fees	0.00	4,467.74	-4,467.74	0.0%
Sewer Accounting Fees	5,620.30	4,244.35	1,375.95	132.42%
Sewer Other Consulting Fees	1,288.45	17,126.28	-15,837.83	7.52%
Director Fees	1,190.00	1,563.71	-373.71	76.1%
Total Sewer Consulting Expense	9,879.87	31,125.23	-21,245.36	31.74%
Insurance Expense				
Insurance- Auto & General	15,330.70	15,637.10	-306.40	98.04%
Total Insurance Expense	15,330.70	15,637.10	-306.40	98.04%
Bond, Loan & Certif. Expense				
Investment Expense/Services	0.00	37.26	-37.26	0.0%
CSA 14-CCSD Amortization Expense	0.00	2,672.42	-2,672.42	0.0%
Willdan CSA 14 Assessment Admin Fee	375.00	446.77	-71.77	83.94%

Profit & Loss Budget vs. Actual

July 1, 2023 through March 29, 2024

	Jul 1, '23 - Mar 29, 24	Budget	\$ Over Budget	% of Budget
Unrealized Gain/Loss Investment	-20,694.57	14,892.50	-35,587.07	-138.96%
Total Bond, Loan & Certif. Expense	-20,319.57	18,048.95	-38,368.52	-112.58%
Storm drain Consulting Expense				
Storm drain Legal Fees	0.00	372.34	-372.34	0.0%
Stormdrain Engineer Fees	0.00	744.59	-744.59	0.0%
Storm drain Other Consulting F	0.00	372.34	-372.34	0.0%
Total Storm drain Consulting Expense	0.00	1,489.27	-1,489.27	0.0%
Total Zone 1 Administrative Expense	225,351.72	292,150.88	-66,799.16	77.14%
Zone 1 Other Operation & Maint Expense				
Street Light Utility Cost				
Castroville Overhead Sign	34,903.72	33,508.06	1,395.66	104.17%
Pedestrian Over Cross Maintenance	1,356.23	1,489.28	-133.05	91.07%
Gov Zone 1 Depreciation Expense	0.00	744.59	-744.59	0.0%
Total Zone 1 Other Operation & Maint Expense	972.72	563.65	409.07	172.58%
Zone 1 Recreational Expense	37,232.67	36,305.58	927.09	102.55%
No. Co. Rec & Park District	82,500.00	81,908.63	591.37	100.72%
Total Zone 1 Recreational Expense	82,500.00	81,908.63	591.37	100.72%
Zone 2 Operation Expense				
General Operation Expense				
Shop Supplies	101.33	372.34	-271.01	27.21%
Small Tools & Equipment	85.21	372.34	-287.13	22.89%
Operators Uniforms	278.14	335.08	-56.94	83.01%
Operators Certifications	125.51	260.65	-135.14	48.15%
Cellular Phones	177.79	186.13	-8.34	95.52%
Total General Operation Expense	767.98	1,526.54	-758.56	50.31%
Lift Station Expense				
Utilities	7,325.37	8,563.14	-1,237.77	85.55%
Lift Station Repair/Maintenance	1,280.12	3,723.15	-2,443.03	34.38%
Supplies for Pump Station	141.10	744.59	-603.49	18.95%
Building Repair/Maintenance	0.00	372.34	-372.34	0.0%
Total Lift Station Expense	8,746.59	13,403.22	-4,656.63	65.26%
Sewer Depreciation Expense	12,870.72	14,222.34	-1,351.62	90.5%
Automobile Expense				
Fuel for Trucks	654.64	893.55	-238.91	73.26%
Auto-Repair/Maintenance	509.91	1,861.53	-1,351.62	27.39%
Other Auto Expense	154.07	372.34	-218.27	41.38%
Total Automobile Expense	1,318.62	3,127.42	-1,808.80	42.16%

Profit & Loss Budget vs. Actual

July 1, 2023 through March 29, 2024

	Jul 1, '23 - Mar 29, 24	Budget	\$ Over Budget	% of Budget
Payroll Expense-Operations				
Operator Zone 2 Wages	18,478.86	18,932.06	-453.20	97.61%
Total Payroll Expense-Operations	18,478.86	18,932.06	-453.20	97.61%
Sewer Line Expense				
Sewer Line-Repair/Maintenance	11.70	1,489.28	-1,477.58	0.79%
Total Sewer Line Expense	11.70	1,489.28	-1,477.58	0.79%
Storm Drain Expense				
Storm drain-Supplies	0.00	372.34	-372.34	0.0%
Storm drain-Repair/Maintenance	0.00	744.59	-744.59	0.0%
Total Storm Drain Expense	0.00	1,116.93	-1,116.93	0.0%
Total Zone 2 Operation Expense	42,194.47	53,817.79	-11,623.32	78.4%
Zone 2 Administrative Expense				
Office Expense				
Seminar/Training/Directors	106.35	1,861.53	-1,755.18	5.71%
Membership Dues	3,252.60	2,606.21	646.39	124.8%
Office Supplies	315.18	446.77	-131.59	70.55%
Office Equipment	13.15	372.34	-359.19	3.53%
Misc. Office Expense	30.19	372.34	-342.15	8.11%
Building Maintenance	0.00	744.59	-744.59	0.0%
Computer Program/Upgrade	638.70	1,489.28	-850.58	42.89%
Office Repair/Maintenance	355.13	521.21	-166.08	68.14%
Alarm Monitoring Services	75.50	148.95	-73.45	50.69%
Property Taxes	210.96	230.80	-19.84	91.4%
Seminars/Training/Staff	238.72	1,489.28	-1,250.56	16.03%
Total Office Expense	5,236.48	10,283.30	-5,046.82	50.92%
Payroll Expense Administration				
Wages- Zone 2 GM	12,868.32	13,132.93	-264.61	97.99%
Wages-Zone 2 Admin	13,834.48	14,345.92	-511.44	96.44%
Insurance Workers Comp	1,291.71	938.23	353.48	137.68%
Employee Health Benefits	16,963.62	16,605.08	358.54	102.16%
PERS Retirement Benefits Employer Contribution Biweekly Payroll	4,669.90	4,761.09	-91.19	98.09%
Pension Expense UAL Employer	0.00	0.71	-0.71	0.0%
Employee Life Insurance	96.66	104.28	-7.62	92.69%
Other Post Retirement Benefits	4,415.70	3,288.26	1,127.44	134.29%
FICA Expense	3,419.40	4,065.65	-646.25	84.11%
Total Payroll Expense Administration	57,559.79	57,242.15	317.64	100.56%

Profit & Loss Budget vs. Actual

July 1, 2023 through March 29, 2024

	Jul 1, '23 - Mar 29, 24	Budget	\$ Over Budget	% of Budget
Consulting Expense	1,128.45	10,424.76	-9,296.31	10.83%
Consulting Fees	0.00	2,978.46	-2,978.46	0.0%
Sewer Engineer Fees	1,605.80	1,509.38	96.42	106.39%
Sewer Accounting Fees	456.63	744.59	-287.96	61.33%
Director Fees	340.00	446.77	-106.77	76.1%
Moro Cojo Annexation Amortization Expense	0.00	396.91	-396.91	0.0%
Total Consulting Expense	3,530.88	16,500.87	-12,969.99	21.4%
Utilities Expense				
Utilities-PG&E	308.44	446.77	-138.33	69.04%
Utilities-Telephone	380.70	465.36	-84.66	81.81%
Utilities-Disposal	65.31	74.43	-9.12	87.75%
Utilities-M1Water	22.20	29.76	-7.56	74.6%
Total Utilities Expense	776.65	1,016.32	-239.67	76.42%
Insurance Expense				
Insurance-Auto & General	4,380.17	4,437.99	-57.82	98.7%
Total Insurance Expense	4,380.17	4,437.99	-57.82	98.7%
Total Zone 2 Administrative Expense	71,483.97	89,480.63	-17,996.66	79.89%
Zone 2 Other Oper & Main Expense				
Open Space Main-Outside Services	0.00	2,978.46	-2,978.46	0.0%
Street Light Utility Cost	2,902.87	2,978.46	-75.59	97.46%
Road Repair	0.00	3,723.15	-3,723.15	0.0%
Street Signage	0.00	372.34	-372.34	0.0%
Total Zone 2 Other Oper & Main Expense	2,902.87	10,052.41	-7,149.54	28.88%
Sewer Zone 3 Operation & Maint Expense				
General Operation Expense				
Shop Supplies	74.80	372.34	-297.54	20.09%
Small Tools & Equipment	69.15	372.34	-303.19	18.57%
Operators Uniforms	277.92	335.08	-57.16	82.94%
Operators Certifications	199.14	260.65	-61.51	76.4%
Cellular Phones	177.79	186.13	-8.34	95.52%
Total General Operation Expense	798.80	1,526.54	-727.74	52.33%
Lift Station Expense				
Sewer Utilities PG&E	9,376.48	9,307.83	68.65	100.74%
Lift Station Repair/Maintenance	4,560.93	4,467.74	93.19	102.09%
Supplies for Pump Station	141.10	744.59	-603.49	18.95%

Profit & Loss Budget vs. Actual

July 1, 2023 through March 29, 2024

	Jul 1, '23 - Mar 29, 24	Budget	\$ Over Budget	% of Budget
Lift Station Expense - Other	0.00	0.00	0.00	0.0%
Total Lift Station Expense	14,078.51	14,520.16	-441.65	96.96%
Sewer (Moss Landing) Zone 3 Depreciation Expense	23,066.31	26,806.45	-3,740.14	86.05%
Automobile Expense				
Fuel for Trucks	654.54	893.55	-239.01	73.25%
Repair/Maintenance	509.89	1,861.53	-1,351.64	27.39%
Other Auto Expense	154.06	372.34	-218.28	41.38%
Total Automobile Expense	1,318.49	3,127.42	-1,808.93	42.16%
Payroll Expense-Operations				
Operators-Moss Landing Wages Zone 3	18,732.96	18,932.06	-199.10	98.95%
Total Payroll Expense-Operations	18,732.96	18,932.06	-199.10	98.95%
Sewer Line Expense				
Sewer Line-Repair Maintenance	11.70	5,212.34	-5,200.64	0.22%
Total Sewer Line Expense	11.70	5,212.34	-5,200.64	0.22%
Sewer Zone 3 Operation & Maint Expense - Other	0.00	0.00	0.00	0.0%
Total Sewer Zone 3 Operation & Maint Expense	58,006.77	70,124.97	-12,118.20	82.72%
Zone 3 Administrative Expense				
Office Expense				
Office Supplies	174.66	446.77	-272.11	39.09%
Office Equipment	153.60	372.34	-218.74	41.25%
Misc. Office Expense	30.20	372.34	-342.14	8.11%
computer Programs/Upgrade	638.69	1,489.28	-850.59	42.89%
Office Repair/Maintenance	354.79	521.21	-166.42	68.07%
alarm Monitoring Service	75.50	148.95	-73.45	50.69%
Property Taxes	175.93	148.95	26.98	118.11%
Seminars/Training/Staff	238.72	1,489.28	-1,250.56	16.03%
Seminars/Training/Directors	106.36	1,861.53	-1,755.17	5.71%
Membership Dues	3,332.58	2,606.21	726.37	127.87%
Building Maintenance	0.00	744.59	-744.59	0.0%
Total Office Expense	5,281.03	10,201.45	-4,920.42	51.77%
Payroll Expense Administration				
Wages Zone 3 GM	12,868.32	13,132.93	-264.61	97.99%
Wages Zone 3 Admin	13,834.48	14,345.92	-511.44	96.44%
Insurance-Workers Comp	1,291.72	938.23	353.49	137.68%
Employee Health Benefits	16,963.64	16,605.08	358.56	102.16%
FICA Expense	3,419.40	4,065.65	-646.25	84.11%
PERS Retirement Benefits Employer Contributions Biweekly Payroll	4,669.71	4,761.09	-91.38	98.08%

Profit & Loss Budget vs. Actual

July 1, 2023 through March 29, 2024

	Jul 1, '23 - Mar 29, 24	Budget	\$ Over Budget	% of Budget
Pension Expense UAL Employer	0.00	0.71	-0.71	0.0%
Other Post Employment Benefits	4,415.70	3,288.26	1,127.44	134.29%
Employee Life Insurance	96.57	104.28	-7.71	92.61%
Total Payroll Expense Administration	57,559.54	57,242.15	317.39	100.55%
Utilities Expense				
Utilities-PG&E	308.45	446.77	-138.32	69.04%
Utilities-Telephone	380.54	465.36	-84.82	81.77%
Utilities-Disposal	65.28	74.43	-9.15	87.71%
Utilities-M1 Water	22.16	29.76	-7.60	74.46%
Total Utilities Expense	776.43	1,016.32	-239.89	76.4%
Sewer Consulting Expense				
Sewer Legal Fees	11,100.87	8,190.89	2,909.98	135.53%
Sewer Engineer Fees	0.00	3,723.15	-3,723.15	0.0%
Sewer Accounting Fees	1,605.80	1,509.38	96.42	106.39%
Sewer Other Consulting Fees	2,258.20	15,637.10	-13,378.90	14.44%
Director Fees	340.00	446.77	-106.77	76.1%
Total Sewer Consulting Expense	15,304.87	29,507.29	-14,202.42	51.87%
Insurance Expense				
Insurance-Auto & General	4,380.18	4,437.99	-57.81	98.7%
Total Insurance Expense	4,380.18	4,437.99	-57.81	98.7%
Total Zone 3 Administrative Expense	83,302.05	102,405.20	-19,103.15	81.35%
Total Expense	1,601,743.45	1,812,954.27	-211,210.82	88.35%
Net Ordinary Income	1,084,294.54	1,326,180.31	-241,885.77	81.76%
Other Income/Expense				
Other Expense				
Clearing Account	0.00	0.00	0.00	0.0%
Total Other Expense	0.00	0.00	0.00	0.0%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	1,084,294.54	1,326,180.31	-241,885.77	81.76%

Balance Sheet by Class

As of March 29, 2024

	Sewer Fund Zone 1	Sewer Fund Zone 2	Sewer Fund Moss Landing Zone 3	Water Fund Castroville Zone 1	Gov Fund Castroville Zone 1	Gov Fund Zone 2	Total
ASSETS							
Current Assets							
Checking/Savings							
Chase General Fund-Checking	27,824.98		145,159.15	250,339.82	208,990.47	86,946.52	719,260.94
Chase Customer Deposit Fund-Water & Sewer	0.00	0.00	0.00	66,299.57	0.00	0.00	66,299.57
LAIF - Water Reserve Fund	0.00	0.00	0.00	1,896,422.85	0.00	0.00	1,896,422.85
LAIF - Water Capital Imprv Fund	0.00	0.00	0.00	1,110,826.13	0.00	0.00	1,110,826.13
CAMP-Sewer- 1 Capital Impr Fund	3,152,238.41		0.00	0.00	0.00	0.00	3,152,238.41
CAMP-Sewer- 1 Reserve Fund	259,321.81		0.00	0.00	0.00	0.00	259,321.81
CAMP-Sewer Moss Landing Capital Improvements	0.00	0.00	983,445.14	0.00	0.00	0.00	983,445.14
CAMP-Zone 1 Governmental	0.00	0.00	0.00	0.00	51,508.20	0.00	51,508.20
CAMP-Zone 2 Governmental	0.00	0.00	0.00	0.00	0.00	268,417.36	268,417.36
CAMP-Water Capital Improvements	0.00	0.00	0.00	2,820,568.75	0.00	0.00	2,820,568.75
LAIF-Sewer- 1 Reserve Fund	112,848.00		0.00	0.00	0.00	0.00	112,848.00
LAIF-Sewer-1 & 2 Capital Impr Fund	2,740,540.44		0.00	0.00	0.00	0.00	2,740,540.44
LAIF-Zone 1 Gov Fund	0.00	0.00	0.00	0.00	26,844.26	0.00	26,844.26
LAIF-Zone 2 Gov Fund	0.00	0.00	0.00	0.00	0.00	54,198.00	54,198.00
LAIF-Zone 3 ML Sewer	0.00	0.00	162,418.06	0.00	0.00	0.00	162,418.06
Total Checking/Savings	6,292,773.64		1,291,022.35	6,144,457.12	287,342.93	409,561.88	14,425,157.92
Accounts Receivable							
1160 - A/R - Other	0.00	0.00	0.00	4,940.55	6,442.00	0.00	11,382.55
Total Accounts Receivable	0.00	0.00	0.00	4,940.55	6,442.00	0.00	11,382.55
Other Current Assets							
Petty Cash	0.00	0.00	0.00	800.00	0.00	0.00	800.00
Sewer Fund Investments	2,566,457.29		0.00	0.00	0.00	0.00	2,566,457.29
A/R - Metered Sales	0.00	0.00	0.00	56,554.72	0.00	0.00	56,554.72
Water-Allowance for Doubtful Account	0.00	0.00	0.00	-1,062.62	0.00	0.00	-1,062.62
Prepaid Ins-Sewer Zone 2	2,796.66		0.00	0.00	0.00	0.00	2,796.66
Prepaid Ins-Sewer Zone 1	9,788.06		0.00	0.00	0.00	0.00	9,788.06
Prepaid Insurance-Sewer Zone 3	0.00	0.00	2,796.67	0.00	0.00	0.00	2,796.67
Prepaid Ins-Water	0.00	0.00	0.00	12,538.93	0.00	0.00	12,538.93
Inventory	2,586.28		0.00	34,878.53	0.00	0.00	37,464.81
Total Other Current Assets	2,581,628.29		2,796.67	103,709.56	0.00	0.00	2,688,134.52
Total Current Assets	8,874,401.93		1,293,819.02	6,253,107.23	293,784.93	409,561.88	17,124,674.99

Balance Sheet by Class

As of March 29, 2024

	Sewer Fund		Water Fund		Gov Fund		Total
	Zone 1	Zone 2	Castroville	Zone 1	Castroville	Zone 2	
Fixed Assets							
Water Projects/Construction In Progress	0.00	0.00	274,149.97	0.00	0.00	0.00	274,149.97
SCADA System	0.00	0.00	34,681.35	0.00	0.00	0.00	34,681.35
Building & Improvements	0.00	0.00	464,830.28	0.00	0.00	0.00	464,830.28
Land-Sewer	47,158.00	0.00	0.00	0.00	0.00	0.00	47,158.00
Land	0.00	0.00	258,452.40	0.00	0.00	0.00	258,452.40
Projects, Wells & Pipes	0.00	0.00	9,704,900.36	0.00	0.00	0.00	9,704,900.36
Meters	0.00	0.00	388,696.55	0.00	0.00	0.00	388,696.55
Hydrants	0.00	0.00	38,317.63	0.00	0.00	0.00	38,317.63
Trucks/Autos	0.00	0.00	147,450.78	0.00	0.00	0.00	147,450.78
Vac-trailer	0.00	0.00	31,853.25	0.00	0.00	0.00	31,853.25
Shop Equipment	0.00	0.00	61,899.08	0.00	0.00	0.00	61,899.08
Office Equipment	0.00	0.00	224,969.93	0.00	0.00	0.00	224,969.93
Pumping Equipment	0.00	0.00	189,473.58	0.00	0.00	0.00	189,473.58
Telemetry System	0.00	0.00	181,825.27	0.00	0.00	0.00	181,825.27
Accumulated Depreciation Water	0.00	0.00	-8,192,057.22	0.00	0.00	0.00	-8,192,057.22
Sewer Projects in Progress	298,596.00	0.00	0.00	0.00	0.00	0.00	298,596.00
Sewer 2001 Pickup Truck w/ Cra	91,526.92	0.00	0.00	0.00	0.00	0.00	91,526.92
1982 Sewer Vac Trailer	7,515.05	0.00	0.00	0.00	0.00	0.00	7,515.05
Sewer Cleaner Trucks	380,163.79	0.00	0.00	0.00	0.00	0.00	380,163.79
Sewer Equipment	92,132.06	0.00	0.00	0.00	0.00	0.00	92,132.06
Generator Via Linda Place	13,280.00	0.00	0.00	0.00	0.00	0.00	13,280.00
SCADA-Zone 2 Sewer	3,464.34	0.00	0.00	0.00	0.00	0.00	3,464.34
SCADA-Zone 1 Sewer	6,167.83	0.00	0.00	0.00	0.00	0.00	6,167.83
Generator Castroville Blvd	35,582.08	0.00	0.00	0.00	0.00	0.00	35,582.08
Lift Station Sea Garden-Davis	178,795.04	0.00	0.00	0.00	0.00	0.00	178,795.04
Generator Moro Cojo	21,000.00	0.00	0.00	0.00	0.00	0.00	21,000.00
Sewer Building & Imp Zone 1 & 2	308,944.43	0.00	0.00	0.00	0.00	0.00	308,944.43
Castroville Sewer Lines	560,469.28	0.00	0.00	0.00	0.00	0.00	560,469.28
Castroville Blvd Sewer Lines	73,193.37	0.00	0.00	0.00	0.00	0.00	73,193.37
Moro Cojo Sewer Lines	68,931.60	0.00	0.00	0.00	0.00	0.00	68,931.60
Lift Station Via Linda	49,029.88	0.00	0.00	0.00	0.00	0.00	49,029.88
Lift Station Del Monte Ave	61,643.87	0.00	0.00	0.00	0.00	0.00	61,643.87
Lift Station Castroville Blvd	113,284.79	0.00	0.00	0.00	0.00	0.00	113,284.79
Lift Station Campo & Los Arbor	92,170.80	0.00	0.00	0.00	0.00	0.00	92,170.80
Accumulated Depr. Zone 2-Sewer	-262,431.72	0.00	0.00	0.00	0.00	0.00	-262,431.72
Accumulated Depreciation Zone 1 Sewer	-917,046.00	0.00	0.00	0.00	0.00	0.00	-917,046.00

Balance Sheet by Class

As of March 29, 2024

	Sewer Fund		Sewer Fund		Water Fund		Gov Fund		Total
	Zone 1	Zone 2	Moss Landing	Zone 3	Castroville	Zone 1	Castroville	Zone 2	
Zone 1 Storm Drain Improv Projects	149,328.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	149,328.35
Sewer Equipment-Zone 3	0.00	0.00	74,258.88	0.00	0.00	0.00	0.00	0.00	74,258.88
Sewer Lines Moss Landing Zone 3	0.00	0.00	422,753.65	0.00	0.00	0.00	0.00	0.00	422,753.65
Lift Station #1 Struve Road	0.00	0.00	12,675.06	0.00	0.00	0.00	0.00	0.00	12,675.06
Lift Station #2 Hyw 1	0.00	0.00	28,737.56	0.00	0.00	0.00	0.00	0.00	28,737.56
Sewer Building & Imp Zone 3	0.00	0.00	6,913.00	0.00	0.00	0.00	0.00	0.00	6,913.00
Lift Station #3 by Phil's	0.00	0.00	13,551.13	0.00	0.00	0.00	0.00	0.00	13,551.13
Lift Station #4 Portero Road	0.00	0.00	20,857.68	0.00	0.00	0.00	0.00	0.00	20,857.68
SCADA Zone 3 Moss Landing	0.00	0.00	60,716.23	0.00	0.00	0.00	0.00	0.00	60,716.23
Accumulated Depreciation Zone 3 Moss Landing	0.00	0.00	-280,339.31	0.00	0.00	0.00	0.00	0.00	-280,339.31
Moss Landing Wastewater System Rehabilitation Project	0.00	0.00	534,358.30	0.00	0.00	0.00	0.00	0.00	534,358.30
Land-Sewer Zone 3	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	10,000.00
Castroville Overhead Sign-Artichoke Center of the World	0.00	0.00	0.00	0.00	0.00	0.00	19,459.34	0.00	19,459.34
Castroville Landmark Sign	0.00	0.00	0.00	0.00	0.00	0.00	144,413.53	0.00	144,413.53
Accumulated Depreciation-Government Zone 1 Castroville	0.00	0.00	0.00	0.00	0.00	0.00	-5,512.68	0.00	-5,512.68
Total Fixed Assets	1,472,899.76	0.00	904,482.18	0.00	3,809,443.21	0.00	158,360.19	0.00	6,345,185.34
Other Assets	239,074.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	239,074.71
Deferred Outflows-Sewer 1	0.00	0.00	68,310.35	0.00	0.00	0.00	0.00	0.00	68,310.35
Deferred Outflows-ML Sewer 3	0.00	0.00	0.00	0.00	307,385.46	0.00	0.00	0.00	307,385.46
Deferred Outflows-Water	68,310.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	68,310.85
Deferred Outflows-Sewer 2	0.00	0.00	0.00	0.00	54,220.00	0.00	0.00	0.00	54,220.00
Water-Deferred Outflows Contribution OPEB	42,171.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	42,171.00
Sewer 1-Deferred Outflows-Contributions OPEB	0.00	0.00	12,049.00	0.00	0.00	0.00	0.00	0.00	12,049.00
ML Sewer 3-Deferred Outflows-Contributions OPEB	12,050.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,050.00
Sewer 2-Deferred Outflows-Contributions OPEB	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1982 Bond Costs	0.00	0.00	0.00	0.00	14,775.96	0.00	0.00	0.00	14,775.96
1982 Bond Costs Amortized	0.00	0.00	0.00	0.00	-14,775.96	0.00	0.00	0.00	-14,775.96
Bond Refinance Legal Fees-Muni	0.00	0.00	0.00	0.00	15,000.00	0.00	0.00	0.00	15,000.00
Amortization-Bond Ref Legal Fe	0.00	0.00	0.00	0.00	-15,000.00	0.00	0.00	0.00	-15,000.00
Well 2B Finance Legal Fees	0.00	0.00	0.00	0.00	14,524.38	0.00	0.00	0.00	14,524.38
Amortization-Well 2B Legal Fee	0.00	0.00	0.00	0.00	-14,524.38	0.00	0.00	0.00	-14,524.38
CSA 14/CCSD Organization Cost	107,669.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	107,669.19
CSA 14/CCSD Amortization	-60,914.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-60,914.00
Moro Cojo Annexation Project	16,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,000.00
Moro Cojo Annex Amortization	-8,528.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-8,528.00
Total Other Assets	415,833.75	0.00	80,359.35	0.00	361,605.46	0.00	0.00	0.00	857,798.56
TOTAL ASSETS	10,763,135.44	0.00	2,278,660.55	0.00	10,424,155.90	0.00	452,145.12	409,561.88	24,327,658.89
LIABILITIES & EQUITY									

Balance Sheet by Class

As of March 29, 2024

	Sewer Fund Zone 1	Sewer Fund Moss Landing Zone 3	Water Fund Castroville Zone 1	Gov Fund Castroville Zone 1	Gov Fund Zone 2	Total
Liabilities						
Current Liabilities						
Accounts Payable	0.00	0.00	0.00	3,105.69	368.18	3,473.87
Total Accounts Payable	0.00	0.00	0.00	3,105.69	368.18	3,473.87
Other Current Liabilities						
Accrued Vacation	31,798.57	7,066.34	31,798.59	0.00	0.00	70,663.50
Accrued Payroll	2,014.57	447.67	2,014.56	0.00	0.00	4,476.80
Customer Security Deposits	0.00	0.00	59,062.19	0.00	0.00	59,062.19
Hydrant Service Deposits	0.00	0.00	3,700.00	0.00	0.00	3,700.00
Water- Installation Deposits	0.00	0.00	2,000.00	0.00	0.00	2,000.00
Deferred Inflows-Sewer 1	95,851.88	0.00	0.00	0.00	0.00	95,851.88
Deferred Inflows-Water	0.00	0.00	123,239.48	0.00	0.00	123,239.48
Deferred Inflows-ML Sewer 3	0.00	27,387.90	0.00	0.00	0.00	27,387.90
Deferred Inflows-Sewer 2	27,389.70	0.00	0.00	0.00	0.00	27,389.70
OPEB Deferred Inflows Sewer 1	6,046.00	0.00	0.00	0.00	0.00	6,046.00
OPEB Deferred Inflows Sewer 2	1,727.00	0.00	0.00	0.00	0.00	1,727.00
OPEB Deferred Inflows Sewer 3	0.00	1,728.00	0.00	0.00	0.00	1,728.00
OPEB Deferred Inflows Water	0.00	0.00	7,773.00	0.00	0.00	7,773.00
Total Other Current Liabilities	164,827.72	36,629.91	229,587.82	0.00	0.00	431,045.45
Total Current Liabilities	164,827.72	36,629.91	229,587.82	3,105.69	368.18	434,519.32
Long Term Liabilities						
Pension Liability-Sewer 1	54,541.68	0.00	0.00	0.00	0.00	54,541.68
Pension Liability-Water	0.00	0.00	70,123.87	0.00	0.00	70,123.87
Pension Liability-ML Sewer 3	0.00	15,580.19	0.00	0.00	0.00	15,580.19
Pension Liability -Sewer 2	15,583.19	0.00	0.00	0.00	0.00	15,583.19
Net OPEB Liability-Water	0.00	0.00	133,364.00	0.00	0.00	133,364.00
Net OPEB Liability-Sewer	103,727.00	0.00	0.00	0.00	0.00	103,727.00
Net OPEB Liability ML Sewer 3	0.00	29,638.00	0.00	0.00	0.00	29,638.00
Net OPEB Liability-Sewer 2	29,638.00	0.00	0.00	0.00	0.00	29,638.00
Total Long Term Liabilities	203,489.87	45,218.19	203,487.87	0.00	0.00	452,195.93
Total Liabilities	368,317.59	81,848.10	433,075.69	3,105.69	368.18	886,715.25
Equity						
Water Fund Balance	0.00	0.00	2,570,086.77	0.00	0.00	2,570,086.77
Zone 2 Gov-Moro Cojo Fund Balance	0.00	0.00	0.00	0.00	98,712.31	98,712.31
Zone 1 Gov-Castroville Fund Balance	0.00	0.00	0.00	595,122.44	0.00	595,122.44
Sewer Zone 1 & 2 Fund Balance	5,355,114.75	0.00	0.00	0.00	0.00	5,355,114.75
Capital Additions Zone 3 Sewer Moss Landing	0.00	77,238.02	0.00	0.00	0.00	77,238.02

Balance Sheet by Class

As of March 29, 2024

	Sewer Fund		Water Fund		Gov Fund		Total
	Zone 1	Zone 2	Castroville	Zone 1	Castroville	Zone 2	
Sewer Moss Landing Zone 3 Fund Balance		162,849.47		0.00		0.00	162,849.47
Invested in Capital Assets-Water		0.00	3,534,772.00				3,534,772.00
Invested in Capital Assets-Sewer	767,562.00	0.00	0.00				767,562.00
3900 - Retained Earnings	3,784,982.89	1,783,502.75	3,519,724.18		-176,723.72	283,705.24	9,195,191.34
Net Income	487,158.21	173,222.21	366,497.26		30,640.71	26,776.15	1,084,294.54
Total Equity	10,394,817.85	2,196,812.45	9,991,080.21		449,039.43	409,193.70	23,440,943.64
TOTAL LIABILITIES & EQUITY	10,763,135.44	2,278,660.55	10,424,155.90		452,145.12	409,561.88	24,327,658.89

Castroville Community Services District

Transaction Detail by Account
July 1, 2023 through March 29, 2024

Date	Num	Name	Memo	Debit	Credit
Water Projects/Construction In Progress					
09/06/2023	83840	MNS Engineers, Inc.	Emergency Deep ...	4,038.75	
10/17/2023	2023-87	Pueblo Water Resources, Inc.	Deep Auquifer Sup...	860.00	
11/01/2023	84243	MNS Engineers, Inc.	Emergency Deep ...	1,985.00	
11/01/2023	84365	MNS Engineers, Inc.	Emergency Deep ...	735.00	
01/24/2024	84737	MNS Engineers, Inc.	Emergency Deep ...	2,038.75	
02/20/2024	85081	MNS Engineers, Inc.	Emergency Deep ...	850.00	
02/20/2024	85367	MNS Engineers, Inc.	Emergency Deep ...	345.00	
03/19/2024	85651	MNS Engineers, Inc.	Emergency Deep ...	910.00	
Total Water Projects/Construction In Progress				11,762.50	0.00
Building & Improvements					
01/05/2024	24438	Associated Services, Inc	New Furnace for Fr...	4,930.00	
02/01/2024	1434	Signs By Van	1/2 of Cost to Upgr...	2,500.00	
Total Building & Improvements				7,430.00	0.00
Projects, Wells & Pipes					
11/17/2023	1022	Quality Painting & Sandblasting	Well #2 Recoating ...	14,850.00	
12/08/2023	11-12	Monterey Peninsula Engineering*	Water Valves Repl...	82,303.84	
Total Projects, Wells & Pipes				97,153.84	0.00
Meters					
03/05/2024	0002572-IN	HydroPro Solutions West, Inc.	4" Meter for Ocean...	3,399.92	
Total Meters				3,399.92	0.00
Hydrants					
09/20/2023	23.08-27 B	Monterey Peninsula Engineering*	New Hydrant Flush...	1,026.00	
Total Hydrants				1,026.00	0.00
Accumulated Depreciation Water					
07/31/2023	July EOM	New Customer Deposits	Monthly Accumulat...		27,551.58
08/31/2023	Aug JE	New Customer Deposits	Monthly Accumulat...		27,551.58
09/29/2023	Sept JE		Monthly Accumulat...		27,551.58
10/31/2023	EOM JE		Accumulated Depr...		27,551.58
11/30/2023	Nov EOM JE		Monthly Accumulat...		27,551.58
12/29/2023	DEC EOM ...		Monthly Accumulat...		27,551.58
01/31/2024	Jan EOM JE		Monthly Accumulat...		27,551.58
02/29/2024	Feb EOM JE		Accumulated Depr...		27,551.58
03/29/2024	Marc EOM ...		Monthly Accumulat...		27,551.58
Total Accumulated Depreciation Water				0.00	247,964.22
Sewer Projects in Progress					
09/06/2023	83839	MNS Engineers, Inc.	Washington Sewer...	9,433.75	
11/01/2023	84242	MNS Engineers, Inc.	Washington Sewer...	5,454.39	
11/01/2023	84241	MNS Engineers, Inc.	Design for Washin...	300.00	
11/01/2023	84364	MNS Engineers, Inc.	Washington Sewer...	12,058.44	
01/24/2024	84736	MNS Engineers, Inc.	Washington Sewer...	3,007.21	
02/20/2024	85080	MNS Engineers, Inc.	Washington Sewer...	720.00	
02/20/2024	85366	MNS Engineers, Inc.	Washington Sewer...	5,547.50	
03/19/2024	85650R1	MNS Engineers, Inc.	Washington Sewer...	7,431.71	
Total Sewer Projects in Progress				43,953.00	0.00
Sewer Equipment					
09/06/2023	0052140-IN	WECO Industries, LLC	Sewer Hose 600 X...	2,452.08	
Total Sewer Equipment				2,452.08	0.00
Generator Via Linda Place					
09/13/2023	88178	Conte's Generator Service	Deposit for 25KW ...	3,680.00	

Castroville Community Services District

Transaction Detail by Account
July 1, 2023 through March 29, 2024

Date	Num	Name	Memo	Debit	Credit
Total Generator Via Linda Place				3,680.00	0.00
Generator Castroville Blvd					
09/13/2023	88178	Conte's Generator Service	Deposit for 25KW ...	3,680.00	
Total Generator Castroville Blvd				3,680.00	0.00
Sewer Building & Imp Zone 1 & 2					
02/01/2024	1434	Signs By Van	1/2 of Cost to Upgr...	2,500.00	
Total Sewer Building & Imp Zone 1 & 2				2,500.00	0.00
Lift Station Campo & Los Arbo					
08/02/2023	24973B147...	Shape Inc.	Moro Cojo- New P...	12,857.81	
Total Lift Station Campo & Los Arbo				12,857.81	0.00
Accumulated Depr. Zone 2-Sewer					
07/31/2023	July EOM	New Customer Deposits	Monthly Accumulat...		1,590.08
08/31/2023	Aug JE	New Customer Deposits	Monthly Accumulat...		1,590.08
09/29/2023	Sept JE		Monthly Accumulat...		1,590.08
10/31/2023	EOM JE		Accumulated Depr...		1,590.08
11/30/2023	Nov EOM JE		Monthly Accumulat...		1,590.08
12/29/2023	DEC EOM ...		Monthly Accumulat...		1,590.08
01/31/2024	Jan EOM JE		Monthly Accumulat...		1,590.08
02/29/2024	Feb EOM JE		Accumulated Depr...		150.08
03/29/2024	Marc EOM ...		Monthly Accumulat...		1,590.08
Total Accumulated Depr. Zone 2-Sewer				0.00	12,870.72
Accumulated Depreciation Zone 1 Sewer					
07/31/2023	July EOM	New Customer Deposits	Monthly Accumulat...		4,299.00
08/31/2023	Aug JE	New Customer Deposits	Monthly Accumulat...		4,299.00
09/29/2023	Sept JE		Monthly Accumulat...		4,299.00
10/31/2023	EOM JE		Accumulated Depr...		4,299.00
11/30/2023	Nov EOM JE		Monthly Accumulat...		4,299.00
12/29/2023	DEC EOM ...		Monthly Accumulat...		4,299.00
01/31/2024	Jan EOM JE		Monthly Accumulat...		4,299.00
02/29/2024	Feb EOM JE		Accumulated Depr...		4,299.00
03/29/2024	Marc EOM ...		Monthly Accumulat...		4,299.00
Total Accumulated Depreciation Zone 1 Sewer				0.00	38,691.00
Lift Station #3 by Phil's					
11/15/2023	27275B168...	Shape Inc.	Spare Impeller for ...	2,027.69	
Total Lift Station #3 by Phil's				2,027.69	0.00
Lift Station #4 Portrero Road					
11/15/2023	27108B167...	Shape Inc.	Impeller for Lift Sta...	2,123.11	
01/24/2024	90118	Valley Fabrication, Inc.	(2) 5/8" Plate Cove...	3,945.15	
Total Lift Station #4 Portrero Road				6,068.26	0.00
Accumulated Depreciation Zone 3 Moss Landing					
07/31/2023	July EOM	New Customer Deposits	Monthly Accumulat...		2,562.92
08/31/2023	Aug JE	New Customer Deposits	Monthly Accumulat...		2,562.92
09/29/2023	Sept JE		Monthly Accumulat...		2,562.92
10/31/2023	EOM JE		Accumulated Depr...		2,562.92
11/30/2023	Nov EOM JE		Monthly Accumulat...		2,562.92
12/29/2023	DEC EOM ...		Monthly Accumulat...		2,562.92
01/31/2024	Jan EOM JE		Monthly Accumulat...		2,562.92
02/29/2024	Feb EOM JE		Accumulated Depr...		2,562.92
03/29/2024	Marc EOM ...		Monthly Accumulat...		2,562.95
Total Accumulated Depreciation Zone 3 Moss Landing				0.00	23,066.31

Castroville Community Services District

Transaction Detail by Account
July 1, 2023 through March 29, 2024

Date	Num	Name	Memo	Debit	Credit
Moss Landing Wastewater System Rehabilitaton Project					
11/01/2023	84244	MNS Engineers, Inc.	Moss Landing Was...	6,773.04	
11/01/2023	83841	MNS Engineers, Inc.	Moss Landing Wat...	456.25	
11/01/2023	84366	MNS Engineers, Inc.	Moss Landing Was...	4,268.78	
01/24/2024	84738	MNS Engineers, Inc.	moss Landing Was...	8,169.99	
02/20/2024	85082	MNS Engineers, Inc.	Moss Landing Was...	587.50	
02/20/2024	85368	MNS Engineers, Inc.	Moss Landing Was...	6,666.55	
03/19/2024	85652	MNS Engineers, Inc.	Moss Landing Was...	1,625.63	
Total Moss Landing Wastewater System Rehabilitaton Project				28,547.74	0.00
Land-Sewer Zone 3					
01/17/2024	FWMN-521...	Chicago Title Company	APN/Parcel 413-01...	10,000.00	
Total Land-Sewer Zone 3				10,000.00	0.00
Castroville Landmark Sign					
09/06/2023	83984	MNS Engineers, Inc.	CM/I for Castroville...	920.00	
11/01/2023	84222	MNS Engineers, Inc.	CM/I for Castroville...	805.00	
11/01/2023	84459	MNS Engineers, Inc.	Caltrans-Castroville ...	275.00	
01/24/2024	84832	MNS Engineers, Inc.	CM/I for Castroville...	445.00	
02/22/2024	186994	Penhall Company	05-1P540 Castrovil...	5,522.00	
Total Castroville Landmark Sign				7,967.00	0.00
Accumulated Depreciation-Government Zone 1 Castroville					
07/31/2023	July EOM	New Customer Deposits	Monthly Accumulat...		108.08
08/31/2023	Aug JE	New Customer Deposits	Monthly Accumulat...		108.08
09/29/2023	Sept JE		Monthly Accumulat...		108.08
10/31/2023	EOM JE		Accumulated Depr...		108.08
11/30/2023	Nov EOM JE		Monthly Accumulat...		108.08
12/29/2023	DEC EOM ...		Monthly Accumulat...		108.08
01/31/2024	Jan EOM JE		Monthly Accumulat...		108.08
02/29/2024	Feb EOM JE		Accumulated Depr...		108.08
03/29/2024	Marc EOM ...		Monthly Accumuat...		108.08
Total Accumulated Depreciation-Government Zone 1 Castroville				0.00	972.72
TOTAL				244,505.84	323,564.97

**CASTROVILLE COMMUNITY SERVICES DISTRICT
INTERNAL REPORT**

Receipts, Disbursements, and Bank Balances as of April 30, 2024

Ending balance as of March 29, 2024 \$16,991,615.21

CHASE BANK, GENERAL FUND - Revenue and Expenses

Beginning Balance	719,260.94
Water Receipts	100,649.40
Water-Sewer Miscellaneous Receipts	840.80
Monterey One Water Fees	4,378.75
Property Taxes and User Fees 4/29/24	750,637.34
Misc. Over/Short	0.10
Bank Fees	(90.00)
Expenses (Checks Written)	(101,157.55)
Ending Balance for General Fund	<u>1,474,519.78</u>

CHASE BANK, CUSTOMER DEPOSIT FUND

Beginning Balance	66,299.57
New Deposits (opened accounts)	2,460.00
Deposits Returned or Applied to Accounts	(122.08)
Ending Balance for Customer Deposit Fund	<u>68,637.49</u>

LAIF FUND- Quarter to Date Yield 4.30% as of 03/31/24

Beginning Balance Water Reserve	1,896,422.85
Beginning Balance Water Capital Improvement	1,110,826.13
Quarterly Interest Earned: January, April, July, & October	32,327.93
Beginning Balance Sewer (Zone1) Reserve	112,848.00
Beginning Balance Sewer (Zone 1 & 2) Capital Improvement	2,740,540.44
Quarterly Interest Earned: January, April, July, & October	30,274.44
Beginning Balance Governmental (Zone 1)	26,844.26
Quarterly Interest Earned: January, April, July, & October	288.58
Beginning Balance Governmental (Zone 2)	54,198.00
Quarterly Interest Earned: January, April, July, & October	582.63
Beginning Balance Sewer Moss Landing (Zone 3) Capital Imp	162,418.06
Quarterly Interest Earned: January, April, July, & October	1,746.00
Ending Balance LAIF	<u>6,169,317.32</u>

CAMP FUND-Yield 5.45%

Beginning Balance Sewer (Zone 1) Capital Improve Account	3,152,238.41
Monthly Interest Earned	14,062.39
Ending Balance Camp Federal Security Account	<u>3,166,300.80</u>
Beginning Balance Sewer (Zone 1) Reserves Account	259,321.81
Monthly Interest Earned	1,156.86
Ending Balance CAMP Federal Security Account	<u>260,478.67</u>
Beginning Balance Sewer Moss Landing (Zone 3) Capital Improv	983,445.14
Monthly Interest Earned	4,387.23
Ending Balance Camp Federal Security Account	<u>987,832.37</u>
Beginning Balance Governmental (Zone 1)	51,508.20
Monthly Interest Earned	229.78
Ending Balance Camp Federal Security Account	<u>51,737.98</u>



Beginning Balance Governmental (Zone 2)	268,417.36
Monthly Interest Earned	1,197.43
Ending Balance Camp Federal Security Account	<u>269,614.79</u>

Beginning Balance Water Capital Improvements	2,820,568.75
Monthly Interest Earned	12,582.78
Ending Balance Camp Federal Security Account	<u>2,833,151.53</u>

Total CAMP Consolidated Summary	<u>7,569,116.14</u>
---------------------------------	---------------------

CalTRUST-INVESTMENT

Beginning Balance Sewer (Zone 1) Medium-Term Account	2,566,457.29
Income Distribution	9,193.66
Unrealized Gain (Loss)	(21,036.53)
Ending Balance CalTRUST	<u>2,554,614.42</u>

New Balance as of April 30, 2024

	<u>17,836,205.15</u>
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PMIA/LAIF Performance Report as of 5/15/24



Quarterly Performance Quarter Ended 03/31/24

LAIF Apportionment Rate ⁽²⁾ :	4.30
LAIF Earnings Ratio ⁽²⁾ :	0.00011755619077389
LAIF Administrative Cost ^{(1)*} :	0.27
LAIF Fair Value Factor ⁽¹⁾ :	0.994191267
PMIA Daily ⁽¹⁾ :	4.22
PMIA Quarter to Date ⁽¹⁾ :	4.12
PMIA Average Life ⁽¹⁾ :	226

PMIA Average Monthly Effective Yields⁽¹⁾

April	4.272
March	4.232
February	4.122
January	4.012
December	3.929
November	3.843

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 4/30/24 \$171.5 billion

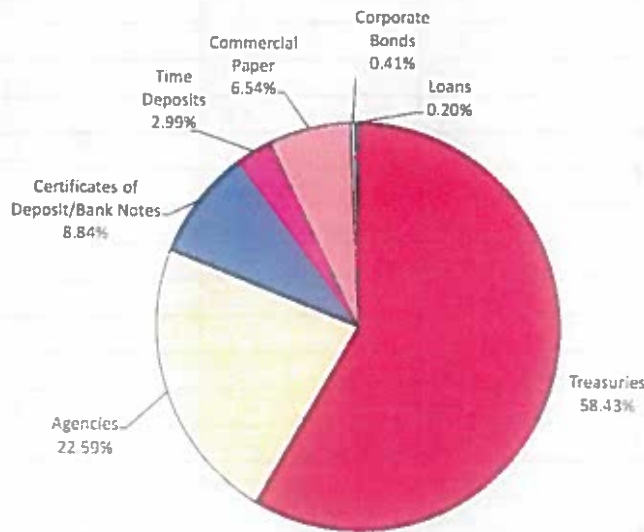


Chart does not include \$1,969,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

*The percentage of administrative cost equals the total administrative cost divided by the quarterly interest earnings. The law provides that administrative costs are not to exceed 5% of quarterly EARNINGS of the fund. However, if the 13-week Daily Treasury Bill Rate on the last day of the fiscal year is below 1%, then administrative costs shall not exceed 8% of quarterly EARNINGS of the fund for the subsequent fiscal year.

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller



CALIFORNIA STATE TREASURER
FIONA MA, CPA



PMIA Daily Effective Yield

Date	Daily	Quarter to Date	Average Maturity
05/15/24	4.35	4.28	235
05/14/24	4.27	4.28	230
05/13/24	4.29	4.28	227
05/12/24	4.29	4.28	229
05/11/24	4.29	4.28	229
05/10/24	4.29	4.28	229
05/09/24	4.28	4.28	230
05/08/24	4.31	4.28	226
05/07/24	4.31	4.28	226
05/06/24	4.30	4.28	227
05/05/24	4.30	4.28	231
05/04/24	4.30	4.28	231
05/03/24	4.30	4.27	231
05/02/24	4.29	4.27	232
05/01/24	4.30	4.27	230
04/30/24	4.32	4.27	227
04/29/24	4.30	4.27	227
04/28/24	4.30	4.27	230
04/27/24	4.30	4.27	230
04/26/24	4.30	4.27	230
04/25/24	4.31	4.27	226
04/24/24	4.31	4.26	226
04/23/24	4.31	4.26	224
04/22/24	4.31	4.26	225
04/21/24	4.31	4.26	227
04/20/24	4.31	4.25	227
04/19/24	4.31	4.25	227
04/18/24	4.31	4.25	229
04/17/24	4.30	4.24	226
04/16/24	4.28	4.24	225
04/15/24	4.27	4.24	225
04/14/24	4.25	4.23	229
04/13/24	4.25	4.23	229
04/12/24	4.25	4.23	229
04/11/24	4.24	4.23	227
04/10/24	4.23	4.23	227
04/09/24	4.23	4.23	229

*Daily yield does not reflect capital gains or losses

Updated: 5/15/2024

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

May 10, 2024

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

CASTROVILLE COMMUNITY SERVICES DISTRICT

OFFICE MANAGER/SECRETARY TO THE BOARD
PO BOX 1065
11499 GEIL STREET
CASTROVILLE, CA 95012

[Tran Type Definitions](#)

Account Number:

April 2024 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
4/15/2024	4/12/2024	QRD	1750263	N/A	SYSTEM	65,219.58

Account Summary

Total Deposit:	65,219.58	Beginning Balance:	6,104,097.74
Total Withdrawal:	0.00	Ending Balance:	6,169,317.32



MALIA M. COHEN

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

Agency Name CASTROVILLE CSD
Account Number [REDACTED]

As of 04/15/2024, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 03/31/2024.

Earnings Ratio		.00011755619077389
Interest Rate		4.30%
Dollar Day Total	\$	554,794,912.20
Quarter End Principal Balance	\$	6,104,097.74
Quarterly Interest Earned	\$	65,219.58



Consolidated Summary Statement

Account Statement
For the Month Ending April 30, 2024

CASTROVILLE COMMUNITY SERVICES DISTRICT

Portfolio Summary

Portfolio Holdings	Cash Dividends and Income	Closing Market Value	Current Yield	Investment Type	Closing Market Value	Percent
CAMP Prod	33,616.47	7,569,116.14	5.45 %	Joint Powers Authority	7,569,116.14	100.00
Total	\$33,616.47	\$7,569,116.14		Total	\$7,569,116.14	100.00%

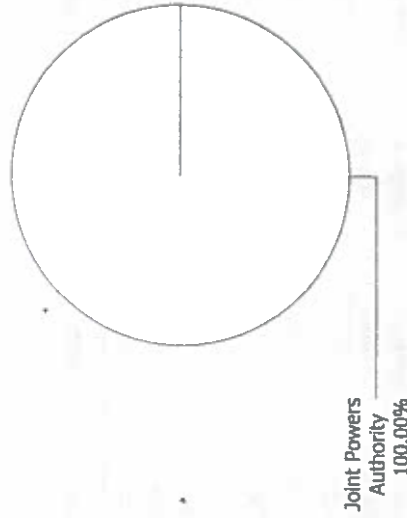
Investment Allocation

Investment Type	Closing Market Value	Percent
Joint Powers Authority	7,569,116.14	100.00
Total	\$7,569,116.14	100.00%

Maturity Distribution (Fixed Income Holdings)

Portfolio Holdings	Closing Market Value	Percent
Under 30 days	7,569,116.14	100.00
31 to 60 days	0.00	0.00
61 to 90 days	0.00	0.00
91 to 180 days	0.00	0.00
181 days to 1 year	0.00	0.00
1 to 2 years	0.00	0.00
2 to 3 years	0.00	0.00
3 to 4 years	0.00	0.00
4 to 5 years	0.00	0.00
Over 5 years	0.00	0.00
Total	\$7,569,116.14	100.00%

Weighted Average Days to Maturity 1



Sector Allocation



CASTROVILLE COMMUNITY SERVICES DISTRICT

Consolidated Summary Statement

Account Statement
For the Month Ending April 30, 2024

Account Number	Account Name	Opening Market Value	Purchases / Deposits	Redemptions / Sales / Maturities	Unsettled Trades	Change in Value	Closing Market Value	Cash Dividends and Income
	SEWER CAPITAL IMPROVEMENTS	3,152,238.41	14,062.39	0.00	0.00	0.00	3,166,300.80	14,062.39
	SEWER RESERVES	259,321.81	1,156.86	0.00	0.00	0.00	260,478.67	1,156.86
	Sewer Moss Landing Capital Improvements	983,445.14	4,387.23	0.00	0.00	0.00	987,832.37	4,387.23
	Zone 1 Governmental	51,508.20	229.78	0.00	0.00	0.00	51,737.98	229.78
	Zone 2 Governmental	268,417.36	1,197.43	0.00	0.00	0.00	269,614.79	1,197.43
	Water Capital Improvements	2,820,568.75	12,582.78	0.00	0.00	0.00	2,833,151.53	12,582.78
Total		\$7,535,499.67	\$33,616.47	\$0.00	\$0.00	\$0.00	\$7,569,116.14	\$33,616.47



CalTRUST
 PO Box 2709
 Granite Bay, CA 95746
 www.caltrust.org
 Email: admin@caltrust.org
 Fax: 402-963-9094
 Phone: 833-CALTRUST (225-8787)

Investment Account Summary

04/01/2024 through 04/30/2024

SUMMARY OF INVESTMENTS

Fund	Account Number	Total Shares Owned	Net Asset Value per Share on Apr 30 (\$)	Value on Apr 30 (\$)	Average Cost Amount (\$)	Cumulative Change in Value (\$)
CASTROVILLE COMMUNITY SERVICES DISTRICT						
CalTRUST Medium Term Fund	[REDACTED]	263,906.448	9.68	2,554,614.42	2,658,818.00	(104,203.58)
Portfolios Total value as of 04/30/2024				2,554,614.42		

DETAIL OF TRANSACTION ACTIVITY

Activity Description	Activity Date	Amount (\$)	Amount In Shares	Balance In Shares	Price per Share (\$)	Balance (\$)	Average Cost Amt (\$)	Realized Gain/(Loss) (\$)
		CASTROVILLE COMMUNITY SERVICES DISTRICT					Account Number:	[REDACTED]
Beginning Balance	04/01/2024			262,956.690	9.76	2,568,457.29		
Accrual Income Div Reinvestment	04/30/2024	9,193.66	949.758	263,906.448	9.68	2,554,614.42	0.00	0.00
Change in Value						(21,038.53)		
Closing Balance as of	Apr 30			263,906.448	9.68	2,554,614.42		

Please note that this information should not be construed as tax advice and it is recommended that you consult with a tax professional regarding your account.

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Castroville Community Services District

List of Checks for April 2024

Date	Number	Name	Memo	Amount
General Fund Checking				
04/01/2024	2440	Pacific Gas & Electric	Street Lighting Zone1 & 2	\$ 3,473.87
04/04/2024	2441	All Safe	Alarm System Repair & Maintenance	\$ 191.00
04/04/2024	2442	American Water Works Assoc	Annual Membership Dues	\$ 501.00
04/04/2024	2443	Aramark	Operators Uniforms Bath Serv & Mats	\$ 355.46
04/04/2024	2444	AT&T	Monthly Telephone Service	\$ 316.18
04/04/2024	2445	Castroville Auto Parts	Parts & Supplies	\$ 266.97
04/04/2024	2446	Eudoxio Orozco Jr.	Monthly Cellular Phone Expense	\$ 40.00
04/04/2024	2447	J Johnson & Company Inc.	Sand for Water Lines Repair/Main	\$ 400.78
04/04/2024	2448	Jonathan Varela	Monthly Cellular Phone Expense	\$ 40.00
		continued	CDL Physical Reimbursement	\$ 125.00
04/04/2024	2449	Lidia Santos	Monthly Cellular Phone Expense	\$ 40.00
04/04/2024	2450	Linde Gas & Equipment Inc	Supplies for Well Sites	\$ 735.62
04/04/2024	2451	Monterey One Water	Bi-Monthly Sewer Treatment	\$ 55.50
04/04/2024	2452	Noland, Hamerly, Etienne, Hoss	Legal Fees	\$ 1,126.00
			Lift Stations Float Backup &	
04/04/2024	2453	Ryland Utegaard	PLC Programming	\$ 5,975.08
04/04/2024	2454	Valley Pacific Petroleum Service	Fuel for Vehicles	\$ 550.25
04/04/2024	2455	Willdan Financial Services	Admin for User Fees Zone 1 & 2	\$ 375.00
04/04/2024	2456	ACWA JPIA	Employee's Dental/Vision/EAP	\$ 961.62
	2457-			
04/04/2024	2462	District Employees'	Bi-Weekly Net Payroll	\$ 14,243.84
04/04/2024	2463	VALIC	Bi-Weekly Deferred Comp	\$ 2,265.00
04/04/2024	1	Electronic Federal Tax Payment	Bi-Weekly Payroll Taxes	\$ 6,349.64
04/04/2024	2	EDD	Bi-Weekly Payroll Taxes	\$ 1,144.28
04/04/2024	3	PERS -Employees' Contribution	Bi-Weekly Retirement Benefits	\$ 1,661.92
04/04/2024	4	PERS-Employer Contribution	Bi-Weekly Retirement Benefits	\$ 2,461.70
04/04/2024	5	PERS	Employees Health Benefits-Monthly	\$ 18,194.96
04/04/2024	2464	California Water Service Co	Water Meters @ Zone 2 Lift Stations	\$ 26.80
04/04/2024	2465	Castroville Hardware	Parts & Supplies	\$ 80.52
04/04/2024	2466	GreatAmerica Financial Svcs	Monthly Meter & Bill Sorter Lease	\$ 484.76
04/04/2024	2467	Optimum Business Services	New Printer Kit for Front Office Printer	\$ 637.31
04/04/2024	2468	Pacific Gas & Electric	Lift Stations Zone 1 & 2	\$ 1,403.92
04/04/2024	2469	Principal Life Insurance	Employees Life Insurance Premium	\$ 107.35
04/04/2024	2470	Elan Financial Services-Eric	Part for 2007 Int Vac Truck	\$ 519.28
		continued	Lunch Meetings for Water & Sewer	\$ 145.44
		continued	AWWA Course GM & LD Operator	\$ 100.00
04/04/2024	2471	Elan Financial Services-Lidia	GM & Operator Cells & Modem	\$ 148.97
		continued	Monthly QB Payroll Usage Fee	\$ 36.00
04/04/2024	2472	Elan Financial Services-Roberto	UPS-Sent Meters to Test	\$ 54.10
		continued	Annual Microsoft Subscriptions	\$ 99.99
		continued	Shop Supplies & Tools	\$ 93.87
04/04/2024	2473	WM Corporate Services Inc	Monthly Waste Disposal Fees	\$ 76.66
04/04/2024	2474	Zoom Imaging Solutions Inc.	Copy Fees & Xerox Maintenance	\$ 262.60
04/18/2024	2475	Aramark	Operators Uniforms Bath Serv & Mats	\$ 360.01
04/18/2024	2476	MNS Engineers Inc	M L Wastewater System Rehab Projec	\$ 2,505.68
		continued	Washington Sewer Trunk Line Project	\$ 1,520.06
		continued	Emergency Deep Well Aquifer Project	\$ 405.00
04/18/2024	2477	Pacific Gas & Electric	Moss Landing Lift Statins-Zone 3	\$ 1,685.78

Date	Number	Name	Memo	Amount
04/18/2024	2478	Variable Annuity Life Insurance	Bi-Weekly Deferred Comp	\$ 2,265.00
	2479-			
04/18/2024	2484	District Employees'	Bi-Weekly Net Payroll	\$ 14,511.28
04/18/2024	1	Electronic Federal Tax Payment	Bi-Weekly Payroll Taxes	\$ 6,458.24
04/18/2024	2	EDD	Bi-Weekly Payroll Taxes	\$ 1,194.64
04/18/2024	3	PERS -Employees' Contribution	Bi-Weekly Retirement Benefits	\$ 1,661.92
04/18/2024	4	PERS-Employer Contribution	Bi-Weekly Retirement Benefits	\$ 2,461.70
Total General Fund-Checking				\$ 101,157.55
Customer Deposit Fund				
04/30/2024	147	Castroville CSD	April Closures	\$ 60.00
Total Customer Deposit Fund				\$ 60.00



Calendar for Year 2024 (United States)

January							February							March						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6					1	2	3						1	2
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23
28	29	30	31				25	26	27	28	29			24	25	26	27	28	29	30
3:○	11:●	17:○	25:○				2:○	9:●	16:○	24:○				3:○	10:●	17:○	25:○			

April							May							June						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6				1	2	3	4							1
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29
1:○	8:●	15:○	23:○				1:○	7:●	15:○	23:○	30:○			6:●	14:○	21:○	28:○			

July							August							September						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28
28	29	30	31				25	26	27	28	29	30	31	29	30					
5:●	13:○	21:○	27:○				4:●	12:○	19:○	26:○				2:●	11:○	17:○	24:○			

October							November							December						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5							1	2	1	2	3	4	5	6	7
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				
2:●	10:○	17:○	24:○				1:●	9:○	15:○	22:○				1:●	8:○	15:○	22:○	30:○		

Holidays:

- | | | |
|--|-------------------------------|--------------------------------|
| Jan 1 New Year's Day | Jun 19 Juneteenth | Nov 11 Veterans Day |
| Jan 15 Martin Luther King Jr. Day | Jul 4 Independence Day | Nov 28 Thanksgiving Day |
| Feb 19 Presidents' Day | Sep 2 Labor Day | Dec 25 Christmas Day |
| May 27 Memorial Day | Oct 14 Columbus Day | |