

MINUTES

The regular meeting of the Pajaro/Sunny Mesa Community Services District Board of Directors was called to order at 5:30 pm on January 23, 2020.

ROLL CALL: President Harry Wiggins
Vice President Michael Moore
Secretary Darlene Lambolely
Assistant Secretary Sanford Coplin

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

ABSENT DIRECTOR(S) & STAFF: Treasurer Robert Moody

DISTRICT COUNSEL: Alan Smith

ADDITION(S) TO AGENDA:

Director Moore requested an item be added to next months agenda to discuss the possibility of installing a Wi-Fi infrastructure at the Pajaro Park. Together in Pajaro held a meeting with a corporate entity regarding Wi-Fi.

PUBLIC IN ATTENDANCE: None

PUBLIC COMMENTS: None

SCHEDULED ITEMS: None

Action Items

1. Consider and approve of the Minutes from the November 19, 2019 regular Board Meeting

Motion was made by Director Wiggins and seconded by Director Lambolely to approve the regular Board Meeting Minutes of November 19, 2019. Motion carried.

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

OLD BUSINESS: None

1. Consider and approve 2018-2019 Audit Final Draft

General Manager Don Rosa informed the Board that the District's financial condition will not be materially affected by litigation mentioned under the management's opinion.

Motion was made by Director Coplin and seconded by Director Moore to approve the 2018-2019 Audit Final Draft. Motion Carried.

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

NEW BUSINESS: (Action Items)

1. Review and approve of the Draft Financial Reports for November 2019

Motion made by Director Lambolely and seconded by Director Moore to approve the November 2019 Financials. Motion Carried.

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

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2. Review and approve the December 2019 Financials

Motion made by Director Wiggins and seconded by Director Moore to approve the December 2019 Financials. Motion carried.

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

MONTHLY EXPENDITURES REPORT FOR REVIEW
APPROVAL OF WARRANTS/CHECKS:

3. Review and approve checks

1. General Fund 633: None
2. Operating Account: Check No. 24129 through Check No. 24235 for a total of \$328,581.41
3. Reserve Account: Total of \$44,904.68
4. Street Maintenance Account: Check No. 508 through Check No. 510 for a total of \$1,527.93
5. Pajaro Park Account: Check No. 844 through Check No. 846 for a total of \$4,560.00
6. COP 2010 Account: Total of \$11,334.84
7. Debt Service Reserve Account: None

Motion was made by Director Moore, seconded by Director Lamboley to approve all accounts for the months of November and December 2019. Motion carried.

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

4. Election of Board Officers 2020

- District Counsel to conduct the election.

Motion was made by Director Coplin, seconded by Director Wiggins to Table the election and continue next month. Motion carried.

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

5. Review and approve motion to direct Staff to publicly advertise Emergency Standby Generators Project

- Board reviewed Request Proposal and Feasibility Study
- The project review committee will be Directors Moore and Coplin

Motion was made by Director Coplin, seconded by Director Moore to approve giving Staff direction to publicly advertise Emergency Standby Generator Project. Motion carried.

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

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6. Proposal to approve NBS Contract and direct General Manager to either sign 4/4/2019 NBS Water Rate Study Proposal for \$40,000 or send out requests for proposal for a new water rate study
 - Prop 218 requires a rate study and protest election before rates may be increased, a rate study is expected to take six to seven months. The NBS rate study proposal is for \$35,000 with a \$5,000 contingency.

Motion was made by Director Moore, seconded by Director Lambolely to approve authorize General Manager to negotiate and execute a contract for up to \$40,000 as described in its April 4, 2019 rate study proposal. Motion carried.

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

STAFF/COMMITTEE REPORTS: (Informational Only)

1. The Cal OES/FEMA application for LHMP funding was submitted December 3, 2019
2. Springfield Project Preliminary Engineering Report (PER) has been submitted to State and is awaiting approval
3. Pajaro Tank Project -Projected completion date is March 25, 2020, we had a 2 month delay due to soils consolidation and rain
4. Water System Operator position is vacant, and job has been advertised.
5. District Operations Report
 - Pajaro Park
 - District received \$2,700.00 from Together in Pajaro
 - Hazard Mitigation Plan
 - Staff has submitted a Pre-Disaster Hazard Mitigation Plan Application for assistance to Cal OES
 - Pajaro Valley Views-Fair Way Subdivision
 - Crews from Cal Fire Gabilan Camp cleared the Fair Way scenic easement brush the week of November 18th, 2019
 - SB 998
 - Staff will present the Board with a draft of the SB 998 policy in February 2020
 - Multi Community Bottled Water Project
 - 189 homes are currently receiving bottled water
6. Usage Comparison Report 2013/2019
 - Water usage was down in all systems this month compared to November 2013
 - Water usage was down in all systems this month compared to December 2013
7. Cayetano Park (Tot-Lot Park)
 - Quitclaim Deed was signed and notarized by Carl Holm, Monterey County
 - Copy of acceptance and recordation to be signed by District Board Chair. Once it is signed it will be picked up by Monterey County Staff and recorded
 - Picture of the park maintenance manual and kit

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Closed Session:

A. Public Comments for Closed Session

No comment.

B. Conference with Legal Counsel-Existing Litigation (Government Code § 54957)

1. AWC Holdings Trust and AWC II Holdings Trust vs the County of Monterey through its Board of Supervisors et al Case No. 18CV1746, Monterey County Superior Court, filed May 11, 2018
2. Steve Pacheco, Trustee of the Salinas Land Holding Trust vs Pajaro/Sunny Mesa Community Services District et al Case No. unknown, Monterey County Superior Court, filing date unknown
3. Public Employee Performance Evaluation. Subd. (b)(1) of (§ 54957)
⇒ Title: (General Manager)

Closed session opened at 5:35 pm.

Out of closed session at 6:25 pm.

No final action taken.

NEXT BOARD MEETING:

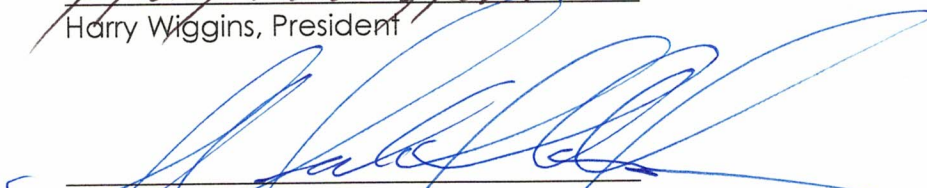
The next Board meeting is to be held on Thursday, February 27, 2020 at 5:30 pm.

There being no further business, the regular Board Meeting of the Pajaro/Sunny Mesa Community Services District was adjourned at 7:47 pm with motion made by Director Moore, seconded by Director Lamboley. Motion Carried.

Respectfully submitted by:



Harry Wiggins, President



Michael Moore, Vice President



Judith Vazquez-Varela, Recorder