

# MINUTES

The regular meeting of the Pajaro/Sunny Mesa Community Services District Board of Directors was called to order at 5:30 pm on September 28, 2023.

**ROLL CALL:**

Vice President Sanford Coplin  
Assistant Secretary Clinton Miller  
Treasurer Donald Chesterman

**ADMINISTRATIVE STAFF:**

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

**ABSENT DIRECTOR(S) & STAFF:**

President Donald Olsen  
Secretary Paul Anderson

**DISTRICT COUNSEL:**

Attorney Alan Smith

**ADDITION(S) TO AGENDA:** None

**PUBLIC IN ATTENDANCE:** Uriel Valencia, Geronimo Castro, Grace Wyatt, Daniel Padilla and Doris Padilla of the Pajaro Water System

**PUBLIC COMMENTS:**

Director Coplin reminded the Directors of his discussion with the Board of Supervisors regarding the funding of the Pajaro Park where they indicated that donations to the park are considered "gift of public funds" because they believe the Pajaro Park is a privately owned park. Our District Counsel Smith spoke with Monterey County Counsel Girard and confirmed that providing funds to the District is not a "gift." Director Coplin recommended going back to the Board of supervisors early next year to request Park funding, prior to the 2024/2025 budget being approved.

Mr. Valencia stated that he does not want the Street Lighting Assessment to be paid for by the residents, he believes that Monterey County should pay for the assessment. Adding that the community has been through enough, referring to the recent Pajaro Flood.

Mr. Castro commented that he would like to add speed bumps to Cayetano Street. He stated that cars drive fast through that street where his grandchildren play.

Ms. Wyatt agreed with Mr. Castro regarding the addition of speed bumps to Cayetano Street. Also, she would like the garbage and vegetation behind the homes on Cayetano Street, near the train tracks, to be cleared. Lastly, Ms. Wyatt mentioned that the District does not have garbage cans at the park nor benches for the people to use.

Mr. and Mrs. Padilla would like the fence that is shared with the Cayetano Park to be repaired or replaced, garbage from the park is being blown over to their house. Staff will evaluate the fence and get back with replacement or repair information.

Director Coplin will reach out to Randy Ishii, Monterey County Public Works Director to voice all the concerns brought to our attention.

**Action Items**

1. Consider and approve the Minutes of the August 24, 2023, Regular Board Meeting

The motion was made by Director Miller and seconded by Director Chesterman to approve the Regular Board Meeting Minutes of August 24, 2023. Motion carried.

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

**OLD BUSINESS:** None

**MINUTES OF REGULAR BOARD MEETING – September 28, 2023**

**NEW BUSINESS:** (Action Items) None

1. Pajaro Street Lighting Assessment Hearing at 5:45 pm

General Manager Vazquez-Varela stated that the District has 213 lights in the Assessment District, benefiting 793 parcels. No projected rate increases by PG & E for 2023/2024. No increase to Lighting Assessment cost per EDU (equivalent dwelling unit) for 2023/2024. Cost per EDU to remain same as the previous year. Received a total of 5 protests. Assessment is successful.

Motion was made by Director Chesterman and seconded by Director Miller to approve the Pajaro Street Lighting Assessment continuing thru 2024. Motion carried.

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

2. Review and consider approving financial reports for August 2023

The Bookkeeper Saldade reported to the Board of Directors that the Water Revenue for August is above budget by 12 percent. The District saw an increase in Interest Expense due to the biannual interest payment for 2007 Reorganization Loan. The Membership Fees & Dues budget also experienced an increase due to annual budget allocation payment to LAFCO. There was an increase of Other Income for Connection Fees purchased by H2A Housing Project in Pajaro. August's Total Income surpassed Total Expenses by \$241,525.76. August's Cash was more than July's Cash by \$206,622.08. August's Cash on Hand was \$837,367.43. The Net Income for August was \$241,525.76 due to water sale revenue, connection fee income and monthly hydrant meter income.

90-day delinquency is lower than previous month.

In August, the District received a total of \$1,856 from LIHWAP which was applied to 2 accounts.

Motion was made by Director Miller and seconded by Director Coplin to approve the financial reports for August 2023. Motion carried.

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

**MONTHLY EXPENDITURES REPORT FOR REVIEW**

**APPROVAL OF PAYMENTS:**

3. Review and consider approving September 2023 payments

1. General Fund 633: Total of \$2,120.00
2. Operating Account: Check No. 25560 through Check No. 25594 totaling \$229,945.64
3. Reserve Account: Total of \$13,488.06
4. Street Maintenance Account: Total of \$1,464.09
5. Pajaro Park Account: Total of \$1,998.03
6. COP 2010 Account: Total of \$0.00
7. Debt Service Reserve Account: Total of \$3,937.50

A motion was made by Director Chesterman and seconded by Director Miller to approve the September 2023 payments. Motion carried.

**MINUTES OF REGULAR BOARD MEETING – September 28, 2023**

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

**STAFF/COMMITTEE REPORTS:** (Informational Only)

1. 2023 Flood Damage Report
  - Permanent repairs/replacements to Pajaro and Sunny Mesa Water Systems estimated at \$1.3 million
  - The District's policy with Sedgewick through JPIA has a \$100,000 deductible for flood. Director Coplin suggested that District Counsel, Alan Smith contact Sedgewick Insurance if no response to District within one week.
  - Staff providing the necessary documentation to FEMA
2. 2022-2023 Annual Audit, Bianchi, Kasavan & Pope:
  - The Field Audit portion was completed September 11-14
3. ACWA-JPIA
  - Site visit for Liability, Property and Worker's Compensation Risk Assessment by Paul Myers, Risk Control Manager, and Robin Flint. Toured sites included Pajaro Park, Pajaro Water System and Sunny Mesa Water System.
4. Monterey County Department of Emergency Management Pajaro Recovery Programs
  - Pajaro Long-Term Recovery-Infrastructure Committee
  - Community Resilience Center Collaborative Stakeholder Structure Development Grant Planning
  - District Staff is participating in both Programs for recovery efforts of the Pajaro Community
5. District Operations Report
  - SRF Planning Grant Springfield
    - Awaiting County of Monterey's execution of the Substantial Compliance Agreement for the Springfield Project in lieu of 74 property owners to sign the County's indemnification agreement.
  - Pajaro Park
    - Staff has invoiced County of Monterey for \$59,000 for operations and maintenance for fiscal year 2023/2024.
  - Generator Project
    - Quinn staff is ensuring all generators are exercising and running properly. An issue was discovered with Pajaro generator, likely flood related.
  - Hazard Mitigation Plan
    - Final invoice has been reimbursed. Close-out documentation submitted to CalOES for review.
  - Multi Community Bottled Water Project
    - Funding Agreement completed. District awaiting execution documents.
  - LIHWAP
    - The District has received \$46,500 to date from LIHWAP. Program extended through March 2024
  - Tank Replacement/Rehab Grant Project
    - Presented the District needs to State Water Boards-Division of Financial Assistance (DFA). DFA to review needs and give direction to the appropriate funding programs, State Revolving Fund or Urgent Water Needs Funding Program. District intention is to replace tanks for Blackie, Langley and Vierra Water Systems.
  - Current Water System Repairs
    - Blackie Road #18 Water System- inspection by Monterey County

MINUTES OF REGULAR BOARD MEETING – September 28, 2023

- Moss Landing Harbor Water System- inspection by Monterey County
- Normco Water System- inspection by State Water Resources Control Board
- Pajaro Water System- inspection by State Water Resources Control Board
- Springfield Rd Water System- Replaced a one 85-gallon hydro-pneumatic tank
- Sunny Mesa Water System- inspection by State Water Resources Control Board
- Vierra Estates Water System- inspection by Monterey County
- Meter Replacement- Replaced 4 meters and relocated 1 meter

6. Usage Comparison Report 2022/2023-August

- Usage is up by 9.2 percent compared to this month last year.

**CLOSED SESSION:** None

**NEXT BOARD MEETING:**

The next Regular Board Meeting is to be held on Thursday October 26, 2023, at 5:30 pm at the District Office.

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

Respectfully submitted by:



Donald Olsen, President



Sanford Coplin, Vice President



Rocio Fernandez, Recorder