

# MINUTES

The regular meeting of the Pajaro/Sunny Mesa Community Services District Board of Directors was called to order at 5:30 pm on August 22, 2019.

**ROLL CALL:**

President Harry Wiggins  
Vice President Michael Moore  
Secretary Darlene Lamboley  
Assistant Secretary Sanford Coplin via telephone  
Treasurer Robert Moody Arrived at 5:32 pm

TELECONFERENCING: This Meeting shall include teleconferencing as authorized and in accordance with [California Government Code § 54953](#). All votes shall be by rollcall. The audio teleconferencing will occur at two places: the Pajaro Sunny Mesa CSD Board Room and [154 Morgan Way, Mount Shasta City, CA 96067](#). This agenda will be posted at both teleconferencing locations, which will be open to the public.

**ADMINISTRATIVE STAFF:**

General Manager Don Rosa  
Operations Manager Judy Vazquez-Varela  
Recorder Simone Coke

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

None

**DISTRICT COUNSEL:**

Alan Smith

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

**PUBLIC IN ATTENDANCE:** None

**PUBLIC COMMENTS:** None

**SCHEDULED ITEMS:** None

**Action Items**

1. Consider and approve of the Minutes from the July 25, 2019 regular Board Meeting

Director Wiggins pointed out that the minutes from the July 25, 2019 meeting, item 7 (seven) under Staff/Committee Reports state that the Hazard Mitigation Plan research be an action item on the next meeting agenda. The Director noticed the current agenda did not have item under action rather Staff/Committee Reports, Staff reported there was no action to be taken.

Motion was made by Director Moore and seconded by Director Lamboley to approve the regular Board Meeting Minutes of July 25, 2019. Motion carried.

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

2. Consider and approve the July 2019 Financials.

Motion made by Director Moore and seconded by Director Moody to approve the July 2019 Financials. Motion carried.

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

3. Consider and approve the final draft of General Manager's Employment Contract with two edits, second paragraph on page 4 (four) of the General Manager Employment Agreement and fourth paragraph on page 2 (two) of Exhibit A.

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Motion made by Director Moody and seconded by Director Moore to approve the final draft of General Manager's Employment Contract with edits. Motion carried.

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

**MONTHLY EXPENDITURES REPORT FOR REVIEW**  
**APPROVAL OF WARRANTS/CHECKS:**

1. General Fund 633: None
2. Operating Account: Check No. 23929 through Check No. 23970 for a total of \$182,637.68
3. Capital Reserve Account: None
4. Street Maintenance Account: Check No. 500 through Check No. 501 for a total of \$ 1,073.72
5. Pajaro Park Account: Check No. 836 through Check No. 838 for a total of \$ 6,717.98
6. COP 2010 Account: for a total of \$5,162.32
7. Debt Service Reserve Account: for a total of \$ 7,218.75

Motion was made by Director Moore, seconded by Director Moody to approve all accounts for the month of July 2019. Motion carried.

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

**OLD BUSINESS:** None

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

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

1. Pajaro Park: Lifecycle costs and Capital Improvement Plan (CIP)
  - Staff is currently working on a CIP and will present to the Board upon completion
  - Copy of Pajaro Park Budgetary Projections. Staff will contact SSA Landscape Architects, Inc. for further information on the base percentage of the low and high costs
  - District currently requests and receives \$25,000 annually for park maintenance from Monterey County
  - Director Wiggins proposes that 2 Board members form a committee to brainstorm ideas for revenue stream for Pajaro Park, Robert Moody and Sanford Coplin will meet with General Manager
  
2. Pajaro County Sanitation District (PCSD-Sewer)
  - Monterey County is selling off its remaining sewer systems. Director Wiggins indicated Monterey County had reached out to California American Water
  - PCSD services Las Lomas, Sunny Mesa, CSA73 and Pajaro
  - Staff reported the impacts on PSMCSD would be; a new owner/operator and a possible increase in sewer bill.
  - Director Wiggins reported, Monterey County would like to hold a Town Hall meeting to explain to Sunny Mesa, Pajaro and Las Lomas what the selling of the PCSD will entail and probable increase of rates
  - According to Director Wiggins two ways this sale will affect PSMCSD are; rates will increase and the parcel owners who originally paid the sewer connections for this area would be entitled to a refund. Staff explained that there was 64 original

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owners who paid for their sewer connection and share in the cost for future sewer connections in the Sunny Mesa area, are due about \$29,000. This item is listed on the Operations Report under Sunny Mesa Sewer, we will need to determine the distribution of these funds

### 3. Hazard Mitigation Plan (HMP)

- Staff contacted Cal OES regarding the grant program, unfortunately the funding was closed, Staff recommends hiring an engineer or a consultant to help the District create a Hazard Mitigation Plan. Board requested Staff to explore costs to create an HMP and generate an estimate engineer report to install or explore options
- Board has given direction to Staff to check with Joint Powers Insurance Authority (JPIA) for assistance and PG&E for grant funding

### 4. SB 998-Discontinuation of Residential Water Service

- Implementation date is April 1, 2020, District must generate written policy that complies with SB 998. Currently District does not have a written policy, but the unwritten policy is very similar to SB 998
- District Ordinance differs from SB 998
- Board would like Staff to have a draft of District's SB 998 plan by December 1, 2019

### 5. Monterey County Agricultural Parcel APN 117-221-034

- Copy of letter and attachments sent to George Salcido of Monterey County to have Deed for APN 117-221-034 transferred to the District
- Once the property is deeded to the District, the Board and General Manager will determine the best option for the property, to either sell or lease and use the funds to support the annual maintenance costs of Pajaro Park

### 6. Cayetano Park Update

- Copy of draft Quitclaim Deed, currently being reviewed by Monterey County's counsel and Districts counsel
- Property would be deeded for the sole use as a public park or playground

### 7. Multi Community Bottled Water Project: Progress Report

- About 180 people are receiving bottled water in the Moss Landing Mobile Home Park and Springfield, Bluff, and Jensen Road areas. Lisa Eastman owner of the Moss Landing Mobile Home Park expressed her and the resident's gratitude to Staff

### 8. District Operations Report

- Pajaro Grant-
  - Wick drains have been installed. Soils consolidation has begun, settling period is 60 days. PG&E to be restored on September 3<sup>rd</sup>, 2019, system is currently running on rental generator.
- Springfield Planning Grant-
  - MNS Engineering team is currently surveying the project area. Conference call scheduled August 22, 2019 to finalize environmental scope of work
- Pajaro Valley Views-Fair Way Subdivision
  - Scenic easement brush cleanup; CalFire-Gavilan Conservation Camp will inspect the scenic easement on August 27, 2019

### 9. Usage Comparison Report 2013/2019-July 2019 Usage Comparison Report

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

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**Closed Session:**

A. Public Comments for Closed Session

No comment

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

- ACWA 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
- 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

Closed session opened at 7:29pm

Out of closed session at 7:32pm

No final action taken.

**NEXT BOARD MEETING:**

The next Board meeting is to be held on Thursday September 26, 2019 at 5:30 pm.

There being no further business, the regular Board Meeting of the Pajaro/Sunny Mesa Community Services District was adjourned at 7:37 pm with motion made by Director Moore, seconded by Director Moody. Motion Carried.

Respectfully submitted by:

  
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Harry Wiggins, President

  
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Michael Moore, Vice President

  
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Judith Vazquez-Varela, Recorder