

MINUTES

The regular meeting of the Pajaro/Sunny Mesa Community Services District Board of Directors was called to order at 5:30 pm on November 19, 2019.

ROLL CALL: President Harry Wiggins
Secretary Darlene Lamboley
Assistant Secretary Sanford Coplin

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

ABSENT DIRECTOR(S) & STAFF: Vice President Michael Moore
Treasurer Robert Moody

DISTRICT COUNSEL: Alan Smith

ADDITION(S) TO AGENDA: None

PUBLIC IN ATTENDANCE:

Manuel Rivas resident of Sunny Mesa Water System
Jarrod Penner of Bianchi, Kasavan & Pope, LLC

PUBLIC COMMENTS: None

SCHEDULED ITEMS: None

Action Items

1. Consider and approve of the Minutes from the October 24, 2019 regular Board Meeting

Motion was made by Director Coplin and seconded by Director Lamboley to approve the regular Board Meeting Minutes of October 24, 2019. Motion carried.

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

OLD BUSINESS: None

NEW BUSINESS: (Action Items)

1. Consider and approve of the Final Draft 2018-2019 Audit prepared by Bianchi, Kasavan & Pope, LLP

- Audit presentation by Jarrod Penner of Bianchi, Kasavan & Pope, LLC-the audit was clean and smooth with the cooperation of the PSMCSD team.
- Finance committee report of audit-A few language changes are necessary. Also, a Management Analysis is possibly necessary, costing the District approximately \$10,000 plus Staff time.

Motion made by Director Coplin to engage Bianchi, Kasavan & Pole, LLC to assist Management in preparation of the Management Analysis. Motion failed

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

Motion made by Director Wiggins and seconded by Director Lamboley to table the consideration of approval of the Final Draft 2018-2019 Audit to the January meeting. Motion tabled.

Roll Call Vote: Ayes: H. Wiggins; D. Lamboley; S. Coplin
Noes: None

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Absent: M. Moore; R. Moody
Abstain: None

2. Consider and approve the October 2019 Financials

Motion made by Director Lambolely and seconded by Director Coplin to approve the October 2019 Financials. Motion carried.

Roll Call Vote: Ayes: H. Wiggins; D. Lambolely; S. Coplin
Noes: None
Absent: M. Moore; 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. 24090 through Check No. 24128 for a total of \$165,305.95
3. Reserve Account: Check No. 117 for a total of \$13,077.43
4. Street Maintenance Account: Check No. 506 through Check No. 507 for a total of \$53,196.72
5. Pajaro Park Account: Check No. 843 for a total of \$1,013.05
6. COP 2010 Account: Total of \$725.00
7. Debt Service Reserve Account: None

Motion was made by Director Lambolely, seconded by Director Coplin to approve all accounts for the months of October 2019. Motion carried.

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

4. Consider and approve implementing 5% water rate payer increase effective January 1, 2020 based on 2015 Water Rate Study and November 4, 2015 Prop 218 rate payer approval

- This is the last of 5 rate increases approved by rate payers on November 4, 2015

Motion was made by Director Coplin, seconded by Director Lambolely to approve implementing 5% water rate payer increase effective January 1, 2020. Motion carried.

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

5. Consider and approve report on Emergency Generator Project: selection of stationary or portable generators, authority to hire engineer to estimate costs

- The District owns 16 sites without backup power. Staff presented the Board with two cost breakdowns; first option-portable generators with fixed outlet and manual transfer switches with an approximate cost of \$346,000 averaging \$254.00 per connection. Second option stationary generators approximate cost of \$1,358,000 averaging \$996 per connection. A combination of portable and stationary generators is possible, 9 sites need a stationary generator, the other sites would be ok with a portable generator.

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Motion was made by Director Coplin, seconded by Director Lamboley to approve giving Staff direction to pursue stationary and portable generators where available, providing Board of Directors with a draft April 1, 2020. Motion carried.

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

Motion was made by Director Lamboley, seconded by Director Coplin to approve directing General Manager to hire appropriate professional to prepare engineering cost estimate and report back to Board of Directors. Motion carried.

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

STAFF/COMMITTEE REPORTS: (Informational Only)

1. Board Member Terms

- Two Director's terms end November 30, 2019:
Director Moody has been reappointed by Supervisor Phillips' office
Director Lamboley has contacted Supervisor Phillips' office with interest to reappointment but has not received confirmation.

2. Pajaro Park-Meeting with Supervisor Phillips and Jim Rodems, Director of Parks, on October 31, 2019

- Don Rosa and Director Coplin met with Jim Rodems and Supervisor Phillips to discuss potential funding for the Pajaro Park.

3. District office will be closed on November 28th-November 29th for Thanksgiving and December 23rd-December 27th for Christmas

4. Cal Fire Gabilan Camp

- Crews will be at Fair Way scenic easement to clear brush and tree limbs for fire protection on November 18-22. All affected residents have been notified.

5. Water Service Interruption: November 9th at 6 pm through November 10th at 12 pm

- All customers in the Eden subdivision of Normco, were out water service due to a mechanical failure; corroded connection on main. Contractor mobilized at 8 am Sunday morning and made repair, reinstating water at noon.

6. District Operations Report

- Pajaro Grant-
 - Soils have continued to consolidate, anticipating mobilization by November 25, 2019.
- Springfield Planning Grant-
 - Preliminary Engineering Report (PER) has been reviewed by District, comments have been submitted to MNS Engineering. Upon completion of revisions a final PER will be submitted to District Board for acceptance and then it will be submitted to the State.
- SB 998
 - Staff will present the Board of Directors with a draft of the SB 998 policy by January 23, 2020.

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- Multi-Community Bottled Water Project
 - Two more homes were approved to receive bottled water, for a total of 189 homes.

7. Usage Comparison Report 2013/2019-August 2019 Usage Comparison Report

- Water usage is down in all systems except Sunny Mesa, this month compared to October 2013.

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 7:36 pm.

Out of closed session at 7:50 pm.

No final action taken.

NEXT BOARD MEETING:


The next Board meeting is to be held on Thursday, December 19, 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 7:52 pm with motion made by Director Wiggins, seconded by Director Lambole. Motion Carried.

Respectfully submitted by:



Harry Wiggins, President



Michael Moore, Vice President



Judith Vazquez-Varela, Recorder