

# MINUTES

The regular meeting of the Pajaro/Sunny Mesa Community Services District Board of Directors was called to order at 5:30 pm on May 29, 2019.

**ROLL CALL:**

Vice President Sanford Coplin  
Secretary Harry Wiggins  
Assistant Secretary Darlene Lamboley  
Treasurer Michael Moore  
Director Robert Moody

**ADMINISTRATIVE STAFF:**

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

**ABSENT DIRECTOR(S) & STAFF:** None

**DISTRICT COUNSEL:**

Alan Smith arrived at 5:35pm

Teleconferencing was not needed due to Director Moody being present

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

**PUBLIC IN ATTENDANCE:**

Heather Lukacs from Community Water Center  
Cesar Garcia Lopez from Community Water Center  
David Delfino resident of Sunny Mesa  
Mayra Hernandez from Community Water Center  
Elma Lopez resident of Springfield, Bluff, and Jensen Road area  
Ignacio Garcia Chavez resident of Springfield, Bluff, and Jensen Road area  
David Rodriguez resident of Springfield, Bluff, and Jensen Road area

**PUBLIC COMMENTS:**

1. Cesar Garcia Lopez from Community Water Center (CWC) are currently working with a community north of Springfield Water System, Springfield, Bluff and Jensen roads which have poor water quality. They are requesting that the District support them in their efforts to apply and manage for interim bottled water funds. Currently they have a well testing program, they have tested nine wells so far and all of them have high nitrates and seven of the nine exceed the limit for 1, 2, 3 Trichloropropane (1,2,3-TCP). CWC currently holds monthly meetings with the residents of these areas, providing recommendations to limit their exposure to Nitrates and 1, 2, 3-TCP.
2. Heather Lukacs from Community Water Center (CWC) explained that residents in Springfield, Bluff and Jensen Road areas need safe affordable drinking water. There is a lot of support at the State level for an interim solution for providing bottled water. CWC will be traveling to Sacramento in the next two weeks to advocate for funding for safe, affordable drinking water for those in need.
3. Elma Lopez a resident of Bluff Rd, she expressed that she and her family are directly affected by the poor water quality. She hopes the District will consider applying for a grant to provide the area residents with bottled water deliveries.
4. Ignacio Garcia-Chavez from Springfield thanked the Board for moving forward with applying for the grant that would provide delivery of bottled water to the Springfield, Bluff, and Jensen Rd areas
5. David Rodriguez has lived in Springfield area for over thirty years and has had to buy bottled water, he is thankful that the District is providing bottled water
6. David Delfino resident of Sunny Mesa, would like to see annual audits posted to the Districts website

**SCHEDULED ITEMS:** None

**MINUTES OF REGULAR MEETING – May 29, 2019**

**CONSENT ITEMS:**

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

Motion was made by Director Moore and seconded by Director Moody to approve the regular Board Meeting Minutes of April 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 April 2019 Financials.

Motion made by Director Lamboley and seconded by Director Coplin to approve the April 2019 Financials. Motion carried.

Roll Call Vote:   Ayes:           S. Coplin; H. Wiggins; D. Lamboley; 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. 23782 through Check No. 23827 for a total of \$ 116,360.65
3. Capital Reserve Account: for a total of \$ 29,552.00
4. Street Maintenance Account: Check No. 494 through Check No. 495 for a total of \$146.51
5. Pajaro Park Account: Check No. 828 for a total of \$1,434.29
6. COP 2010 Account: None

Motion was made by Director Coplin, seconded by Director Lamboley to approve all accounts for the month of April 2019. Motion carried.

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

**OLD BUSINESS:** None

**NEW BUSINESS:** (Action Items)

1. Consider and approve the 2019-2020 Pajaro Community Parks/Public Area Preliminary Budget and Publication

Motion was made by Director Moore and seconded by Director Lamboley to approve the 2019-2020 Pajaro Community Parks/Public Area Preliminary Budget and Publication. 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 2019-2020 Pajaro Street Lighting Preliminary Budget and Publication



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Motion was made by Director Lamboley and seconded by Director Moore to approve the 2019-2020 Pajaro Street Lighting Preliminary Budget and Publication. 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 2019-2020 Street Maintenance/Subdivision Maintenance Budget and Publication

Motion was made by Director Lamboley and seconded by Director Coplin to approve the 2019-2020 Street Maintenance/Subdivision Maintenance Budget and Publication. Motion carried.

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

4. Consider and approve the 2019-2020 Pajaro Park Preliminary Comparison Budget and Publication

Motion was made by Director Moore and seconded by Director Lamboley to approve the 2019-2020 Pajaro Park Preliminary Budget and Publication. Motion carried.

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

5. Consider and approve the 2019-2020 Preliminary Operating Budget and Publication in the Register-Pajaronian and posting on District Website

Motion was made by Director Coplin and seconded by Director Wiggins to amend the 2019-2020 Preliminary Operating Budget to Increase the Reserve Fund to \$130,000 instead of the Proposed \$120,000.00 by removing the money allocated for a new District Vehicle (\$11,000) before publication in the Register Pajaronian and posting on the District Website. Motion died.

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

Consider and approve the 2019-2020 Preliminary Operating Budget and Publication in the Register-Pajaronian and posting on District Website

Motion was made by Director Moore and seconded by Director Lamboley to approve the 2019-2020 Preliminary Operating Budget as presented and Publication in the Register Pajaronian. Also post on the District Website. Motion carried.

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

6. Consider and approve the Water Rate Study-Technical proposal for updated Water Rate Study to be completed by NBS Governmental

Motion was made by Director Moore and seconded by Director Coplin to table the Water Rate Study-Technical proposal for an updated water rate study to be completed by NBS

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Governmental. Staff was directed to call Castroville Community Services District (CSD) and Aromas Water District and ask for the cost of their latest water rate study. Motion Tabled.

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

7. Consider tabling the Compensation Plan Review proposal with associated costs, (Robert DeLoach & Associates has submitted proposal for Board consideration).

Motion was made by Director Moore and seconded by Director Coplin to table the Compensation Plan Review proposal with associated costs until the next Board Meeting. Motion tabled.

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

8. Consider and approve applying for grant to provide bottled water deliveries to Moss Landing Mobile Home Park (MLMHP) residents

The Board was informed that the MLMHP has signed a letter of intent to be consolidated into Springfield Water System also was provided with a letter of support from Meghan Tosney from State Water Resource Control Board (SWRCB). SWRCB can verbally approve the grant in a day or two in order to commence the bottled water delivery as quickly as possible.

Motion was made by Director Moody and seconded by Director Lamboley to apply for a grant to provide bottled water deliveries to Moss Landing Mobile Home Park (MLMHP) residents. Motion carried.

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

9. Consider and approve of applying for grant to provide bottled water deliveries to Springfield, Bluff and Jensen Road area residents

Motion was made by Director Moore and seconded by Director Coplin to approve applying for a grant to provide bottled water deliveries to Springfield, Bluff and Jensen Road area residents. Motion carried.

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

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

1. Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA)

- A Letter was sent to all affected Pajaro/Sunny Mesa ratepayers, the adopted fee for Public Water Systems in fiscal year 2019/2020 is \$2.26 per connection per year. All requested information has been submitted to SVBGSA

2. Online Bill Pay/Paperless Billing

- Copy of survey sent to all PSMCSD ratepayers with April water bills  
Results as of Thursday May 23, 2019 are as follows:
  - 202 responses



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- Of the 202 responses, 27 would opt for bill pay and 46 would opt for paperless billing
- Staff provided updated results as of Thursday, May 29, 2019 which are as follows:
  - 225 responses, 32 would opt for bill pay and 53 would opt for paperless billing

### **3. Pajaro Park**

- District has received a check for \$7,289.54 from Together in Pajaro (TIP) to pay for installation of worn play equipment
- Staff has approved all quotes and is working on scheduling the installation
- Copy of Check provided in meeting packet

### **4. Performance Evaluation of General Manager**

- To be scheduled by committee, Harry Wiggins and Michael Moore, sometime in June, prior to June Board Meeting
  - The committee will complete a performance and development plan separately then the committee will meet General Manager and discuss their evaluations and present that information to the whole Board

### **5. 2018 – 2019 Overview of Repairs, Replacements & Projects**

- Sunny Mesa Well # 1
  - Sanding problem due to failed column
  - New sleeve added to existing column, new submersible pump and motor to replace larger vertical turbine
  - Replaced aging, corroded water line that serves 68 & 68-A Fruitland Ave.
- Blackie Rd. #18 Water System
  - Well's capacity had diminished to 18gpm due to worn equipment
  - New pump and motor, discharge piping and wiring, capacity up to 52 gpm
- Vista Verde Well
  - Diminished capacity down to 120gpm due to worn equipment and holes in casing.
  - New pump and motor, discharge piping and wiring, capacity now at 200 gpm
- Vierra Estates Water System, Well #3
  - Diminished capacity down to 18gpm, equipment pulled, then cleaned and chemically treated to clean perforations
  - New pump and motor downsized to 40 gpm to achieve proper suction rate
- Pajaro Water System Tank Project
  - Construction has begun, staff actively involved
- Moss Landing Harbor Water System
  - Sand trap not working properly, removed sand trap and reconfigured well discharge piping and valves
- Pajaro Park
  - Aging and worn equipment. Coordinated with Kompan Industries to replace the equipment that is still under warranty
  - Along with Together in Pajaro (TIP) District to fund the installation of equipment and purchase of padding for Super Nova
- Memorial Park
  - Assisted Supervisors Phillips and Alejo with the logistics and installation of a new park bench and planting of a tree. In the process of renaming the park, to Cortez Family Park.

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- Moss Landing Community Plan
  - Assisted Monterey County and Todd Groundwater in updating the Groundwater Assessment, by providing water consumption data for the last 5 years.
- Salinas Valley Groundwater Sustainability Agency (SVGSA)
  - Assisted New Agency by providing all parcel and connection information for the Moss Landing and Prunedale areas
- Moss Landing Utility
  - Undergrounding Project (Monterey County), actively working with contractor to locate and mark water lines
- Monies held by District
  - All monies will be turned over to the State of California by June 15, 2019 with a list of former customers that the money is owed

### **6. 2019 – 2020 Proposed Work Plan**

- Street Maintenance/Subdivision Maintenance:
  - All 7 subdivision streets to be sealed with DOT Type II slurry seal, sometime in the fall
- Office:
  - Building exterior needs to be painted
  - Driveway/parking lot is in need of minor asphalt repair followed by a seal coat
- Pajaro Park
  - Consider adding speed bumps and signage to park entrance, in an effort to slow down cars

#### **➤ Water Systems**

- Pajaro-Annual water system flushing to resume now that we are no longer in a drought
  - Storage tank cleaning and inspection
- Sunny Mesa
  - System flush and tank cleaning
- Vega
  - System flush
- Moss Landing
  - System flush and tank cleaning
- Vega
  - System flush and tank cleaning
- Langley/Valle Pacifico
  - System flush. Well rehabilitation, pull pump and motor, video column and confirm static and plumbing water levels
  - Add new pump and motor, store used equipment for back-up
- Vierra Estates
  - System flushing
- Normco
  - System flushing, tank cleaning
  - Tank #1 plumbing, valve replacement and correct inter-tie with tank #2
  - Pressure system valve replacement (2)

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- Actively working with subdivision developer, could add ratepayers, new well and storage tank to the Normco system
- Blackie Rd. #18
  - Ph field testing monthly. Possibly conduct a corrosion control study, due to elevated copper levels

### **7. District Operations Report:**

- Pajaro Grant-
  - Contractor is on schedule; wick drain system subcontractor was onsite Tuesday 5/28/19.
  - PG&E wires determined to be in the way of wick drain and soils consolidation process
  - It will be 4-8 weeks before power can be de-energized and work at the site can resume.
- Springfield Planning Grant-
  - Progress telephone conference originally scheduled for 5/23/19 but will be rescheduled for 6/5/19 with the State Funding Department, MNS Engineering team will present the detailed scope and budget
- Pajaro Park-
  - Staff will be working with Together in Pajaro (TIP) to submit Grant Application to Northern Monterey County Foundation on 5/28/19.
  - District staff expressed their appreciation for TIP's help in submitting the grant application, the grant funding would be used for the maintenance of the park.
- Emergency Generators-
  - Gerry Malais will be submitting a template of the Hazard Mitigation Plan to Staff.
  - General Manager spoke with former engineer from Carmel Wastewater, he explained that the process to complete a Hazard Mitigation Plan was lengthy and technical, possibly requiring assistance from engineer or consultants.
- Pursue cost saving measures for administrative and field staff
  - Notices were sent out in the May billing to determine interest in online bill pay to decide on cost saving measures.
  - Staff has been tracking responses on an excel spreadsheet

### **8. Usage Comparison Report 2013/2019-**

- April 2019 Usage Comparison Report
  - Water usage is up in Moss Landing compared to this month in 2013. All other systems water usage is down.

## **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

### **C. Public Employee Performance Evaluation. Subd. (b)(1) of (§ 54957)**



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→ Title: (General Manager)

Closed session opened at 8:28 pm  
Out of closed session at 9:10 pm

No final action taken.

**NEXT BOARD MEETING:**

The next Board meeting is to be held on Thursday June 27, 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 9:10 pm with motion made by Director Moore, seconded by Director Lamboley Motion Carried.

Respectfully submitted by:

  
Sanford Coplin, Vice President

  
Harry Wiggins, Secretary

  
Simone Coke, Recorder