

# MINUTES

The regular meeting of the Pajaro/Sunny Mesa Community Services District Board of Directors was called to order at 5:30 pm on October 24, 2024.

**ROLL CALL:** President Donald Olsen  
Vice President Sanford Coplin  
Secretary Paul Anderson  
Assistant Secretary Clinton Miller-arrived at 5:41  
Treasurer Donald Chesterman

**ADMINISTRATIVE STAFF:** General Manager Judy Vazquez-Varela  
Operations Manager Sergio Ochoa  
Bookkeeper Amy Saldate  
Recorder Rocio Fernandez

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

**DISTRICT COUNSEL:** Absent

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

## **PUBLIC IN ATTENDANCE:**

Margie Kay Elkhorn Community, Alex and Mark McCluskey Community members.

## **PUBLIC COMMENTS:**

Director Coplin will not be available to volunteer for the Pajaro Clean-up event on November 9, 2024, and would like to know if anyone is interested in volunteering to contact Liz Hall with Waste Management. The event is free for the community of Pajaro they can drop-off oversized items like tires, furniture.

## **Action Items**

1. Consider and approve the Minutes of September 26, 2024, Regular Board Meeting

No discussion.

The motion was made by Director Chesterman and seconded by Director Coplin to approve the Regular Board Meeting Minutes of September 26, 2024. Motion carried.

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

**OLD BUSINESS:** None

**MINUTES OF REGULAR BOARD MEETING – October 24, 2024**

**NEW BUSINESS:** (Action Items)

1. Review and consider approving financial reports for September 2024

Bookkeeper Saldate reported to the Board of Directors that the Water Revenue of September was 19 percent over the budget projection. In the Direct Expenses, the District saw an increase in Utilities-Well site and Permits, as the heater block issue impacted two billing cycles and Monterey Bay Air Resources District annual renewal of generator permits impacted this month's expenses.

Debt Service section added for Bond information. A payment was made to US Bank for principal and interest on September 2, 2024 for Vega Water Refunding Bond and 2021 Water Revenue Bond.

The Total Income surpassed Total Expenses by \$150,794. September's Cash was more than August's Cash by \$85,031. September's cash on hand was \$1,389,909.

The Net Income was directly impacted by the high sales and low monthly expenses.

A motion was made by Director Anderson and seconded by Director Coplin to approve the financial reports for September 2024. Motion carried.

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

**MONTHLY EXPENDITURES REPORT FOR REVIEW**

**APPROVAL OF PAYMENTS:**

2. Review and consider approving October 2024 payments
  1. General Fund 633: Total of \$3,755.39
  2. Operating Account: Check No. 25963 through Check No. 25993 totaling \$209,222.77
  3. Reserve Account: Total of \$13,461.22
  4. Street Maintenance Account: Total of \$1,085.19
  5. Pajaro Park Account: Check No. 856 totaling \$1,893.09
  6. COP 2010 Account: Total of \$0.00
  7. Debt Service Reserve Account: Total of \$0.00
  8. Vega Water Refunding Bond Principal & Interest: Total of \$230,408.75
  9. 2021 Water Revenue Bond Principal & Interest: Total of \$68,175.00

**MINUTES OF REGULAR BOARD MEETING – October 24, 2024**

A motion was made by Director Chesterman and seconded by Director Anderson to approve the October 2024 payments. Motion carried.

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

3. Review and consider approving Resolution No. 10-01-24 Ratifying the Annual Levy of the Pajaro Street Lighting Assessment for Fiscal Year 2024-2025

General Manager Vazquez-Varela explained that this Resolution ratifies the approval of the Pajaro Street Lighting Assessment approved last month and discussed Exhibit A the Street Lighting Assessment Final Budget and Exhibit B the Yearly Cost Comparison.

A motion was made by Director Coplin and seconded by Director Olsen to approve Resolution No. 10-01-24 Ratifying the Annual Levy of the Pajaro Street Lighting Assessment for Fiscal Year 2024-2025. Motion carried.

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

4. Consider approving appointing 2 board members to a temporary Advisory Committee regarding the Parks Legacy Project Work Plan

Director Olsen explained that legal counsel advised that a committee should be formed for discussion regarding the Parks Legacy Project Work Plan. The options to form a committee are to volunteer or to be appointed. Directors Miller and Anderson both volunteered.

A motion was made by Director Chesterman and seconded by Director Coplin to approve appointing Directors Miller and Anderson. Motion carried.

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

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

1. 2023-2024 Annual Audit
  - Bianchi, Kasavan & Pope completed the field audit, Staff continues to provide requested information.
2. Springfield Consolidation Project Grant
  - The Project design is under revision, State Water Boards did not approve the use of the Mobile Home Park as an emergency backup well, it must be removed from the design.

## MINUTES OF REGULAR BOARD MEETING – October 24, 2024

- The temporary easement Agreement was approved on September 26, 2024. Ms. Vierra attended meeting and spoke in support of the project. Director Anderson reached out to his contact at the School District for support.
- Staff received Trust information from the Capurro Property today, in the November meeting we will include the Resolution to approve 2 pending easements.
- Bid period will begin November 4, 2025 through December 16, 2024. The tentative pre-bidding date is November 13, 2024, bid opening is December 16, 2024, contract award is December 19, 2024. Director Anderson and Olsen will be at the Bid Opening. Director Anderson advised to begin the pre-bid earlier than November 13, 2024, and recommended to hold the bid price for 90 days.
- The California Department of Fish and Wildlife (CDFW) provided the Incidental Take Permit (ITP).

### 3. District Operations Report

#### Generator Project

- Generator installation is now complete. The Langley/Valle Pacifico Water System generator did not run during the last power outage. Our electrician found the issue and repaired it. Project complete.

#### Multi Community Bottled Water Project

- The August reimbursement request was submitted.

#### Current Water System Repairs

##### Blackie Road #18 WS:

##### Langley/Valle Pacifico WS:

- Generator ran but did not supply power to our equipment during the power outage on 10/8/24. Electrician found the issue and repaired it.
- Arsenic media was changed out on 10/3/24.

##### Moss Landing WS:

##### Normco WS:

- 12-inch main line break on 10/9/24 at Falcon Ct. causing water outage affecting 4 customers and damage to road.
- Well 2 failed, Maggiora Bros. was dispatched, they will provide proposal for replacement.

##### Pajaro WS:

##### Springfield Road WS:

##### Sunny Mesa WS:

- Hydropneumatic tank was waterlogged and lost electrical power to the air compressor. Electricians replaced fuses and upgraded electrical panel.
- Well 1 electrical is near completion, we are awaiting 3 fuses to complete the rehabilitation.
- Communication between Well #1 and tank was completed 10/8/24.

##### Vega Road #01 WS:

- Kari Lane booster station capacitors were replaced but pump continues to fail, Maggiora Bros. will replace motor saver.

##### Vierra Estates WS:

##### Parks:



**MINUTES OF REGULAR BOARD MEETING – October 24, 2024**

4. Usage Comparison Report 2023/2024-September

- Usage is up in most systems, except in Springfield Water System. District wide we had a 33.1 percent increase in usage compared to this month last year.

**CLOSED SESSION:**

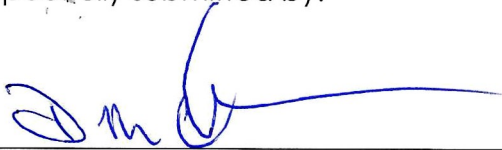
None

**NEXT BOARD MEETING:**

The next Regular Board Meeting is to be held on Thursday November 21, 2024, 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 6:14 pm with motion made by Director Chesterman, seconded by Director Olsen. Motion carried.

Respectfully submitted by:



Donald Olsen, President



Sanford Coplin, Vice President



Rocio Fernandez, Recorder