

MINUTES

The regular meeting of the Pajaro/Sunny Mesa Community Services District Board of Directors was called to order at 5:30 pm on March 28, 2019.

ROLL CALL: Vice President Sanford Coplin
Secretary Harry Wiggins
Assistant Secretary Darlene Lamboley
Treasurer Michael Moore

ADMINISTRATIVE STAFF: General Manager Don Rosa
Recorder Simone Coke

ABSENT DIRECTOR(S) & STAFF: Operations Manager Judy Vazquez-Varela

DISTRICT COUNSEL: Attorney Alan Smith

ADDITION(S) TO AGENDA: None

PUBLIC IN ATTENDANCE: None

PUBLIC COMMENTS: None

SCHEDULED ITEMS: None

CONSENT ITEMS:

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

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

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

2. Consider and approve of the Minutes from the January 29, 2019 Special Board Meeting

Motion was made by Director Moore and seconded by Director Lamboley to approve the Special Board Meeting Minutes of January 29, 2019. Motion denied.

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

3. Consider and approve of the Minutes from the January 29, 2019 Special Board Meeting with edits to include the availability of a recorded copy of the meeting and Judy Vazquez-Varela's letter at District office.

Motion was made by Director Wiggins and seconded by Director Coplin to approve the Special Board Meeting Minutes of January 29, 2019 with edits to include the availability of a recorded copy of meeting and Judy Vazquez-Varela's letter at District office. Motion carried.

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

4. Consider and approve of the Minutes from the March 14, 2019 Special Meeting

Motion was made by Director Moore and seconded by Director Lamboley to approve the Special Meeting Minutes of March 14, 2019. Motion carried.

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

MINUTES OF REGULAR MEETING – March 28, 2019

Abstain: None

5. Consider and approve the January 2019 Financials with check listing included.

Motion made by Director Moore and seconded by Director Lamboley to approve the January 2019 Financials with check listing included. Motion carried.

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

6. Consider and approve the February 2019 Financials including giving General Manager direction to open a debt service reserve account at Santa Cruz County Bank.

Motion made by Director Coplin and seconded by Director Moore to approve the February 2019 Financials to include giving General Manager direction to open a debt service account at Santa Cruz County Bank. Motion carried.

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

OLD BUSINESS: (Action Items)

1. At the request of former President Miller, invalidate December 20, 2018 Election of Officers.
2. Conduct new Election of Officers for the 2019 calendar year.

Acting Chair, Vice President Coplin appointed the following 2019 Committees;

- Finance/Audit Committee will consist of Director Wiggins and Director Coplin
- Legal/Property Committee will consist of Director Moore and Director Wiggins
- General Managers Performance Evaluation Committee will consist of Director Moore and Director Wiggins
- Water District Research/Comparison Committee will consist of Director Lamboley and Director Coplin

OLD BUSINESS:

1. Consider and approve of invalidating December 20, 2018 Election of Officers, per former President Miller's request. Motion made by Director Moore. Motion Died.
2. Consider and approve new Election of Officers for the 2019 calendar year. No motion.

NEW BUSINESS: (Action Items)

1. Resolution #03-01-19, specific to Pajaro Tank/Prop.84 funding
Adopt and Implement Labor Compliance Provisions on Certain Public Works Contracts
 - Copy of Labor Compliance Program
 - Copy of Application
2. Santa Cruz County Bank:
 - Line of credit/construction funding
 - Resolution #03-02-19(not included in Board packet)
Authorizing Board President and General Manager to execute necessary documents for the purpose of borrowing a maximum of \$2.3 million dollars for the Pajaro Water Storage Tank Project.

NEW BUSINESS:

1. Consider and approve Resolution #03-01-19 to Adopt and Implement Labor Compliance Provisions on Certain Public Works Contracts.

MINUTES OF REGULAR MEETING – March 28, 2019

Motion was made by Director Wiggins and seconded by Director Coplin to approve Resolution #03-01-19 to Adopt and Implement Labor Compliance Provisions on Certain Public Works Contracts. Motion carried.

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

2. Consider and approve Resolution #03-02-19 Authorizing Board President and General Manager to execute documents for the purpose of borrowing up to \$2.3 million dollars from Santa Cruz County Bank for the Pajaro Water Storage Tank Project

Motion was made by Director Wiggins and seconded by Director Coplin to approve Resolution #03-02-19 Authorizing Board President and General Manager to execute documents for the purpose of borrowing up to \$2.3 million dollars from Santa Cruz County Bank for the Pajaro Water Storage Tank Project. Motion carried.

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

MONTHLY EXPENDITURES REPORT FOR REVIEW
APPROVAL OF WARRANTS/CHECKS:

January 2019

1. General Fund 633: None
2. Operating Account: Check No. 23618 through Check No. 23650 for a total of \$225,099.94
3. Capital Reserve Account: Check No. 115 for a total of \$ 53,828.22
4. Street Maintenance Account: Check No. 488 through Check No. 489 for a total of \$ 882.02
5. Pajaro Park Account: Check No. 818 through Check No. 819 for a total of \$1,290.32
6. COP 2010 Account: None

February 2019

1. General Fund 633: None
2. Operating Account: Check No. 23651 through Check No. 23730 for a total of \$159,354.52
3. Capital Reserve Account: Check No. 116 for a total of \$4,952.26
4. Street Maintenance Account: Check No. 490 through Check No. 491 for a total of \$ 288.75
5. Pajaro Park Account: Check No. 820 through Check No. 823 for a total of \$1,681.36
6. COP 2010 Account: None

Motion was made by Director Moore, seconded by Director Lamboley to approve all accounts for the month of January and February 2019. Motion carried.

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

MINUTES OF REGULAR MEETING – March 28, 2019

STAFF/COMMITTEE REPORTS: (Informational Only)

1. Pajaro Water Tank Project:
 - Update: Pre-Construction meeting on April 3rd-Will Decide on Start Date
 - Insurance and Bond requirements are being reviewed by legal counsel and MNS Consulting engineers
2. Water District Research Committee Report:
 - Castroville CSD-Harry Wiggins
 - Aromas CWD-Sanford Coplin
3. Proxy Voting: Sanford Coplin raised the question
 - Not allowable by law-Directors must be present to vote
4. Fair Way Scenic Easement:
 - Fire Protection for green belt area
 - District is waiting for Cal-Fire (Nick Milton) to schedule work
5. Legal Counsel:
 - Discussion on legal representation moving forward
 - Contract with attorney for general business issues?
 - Contract with attorney for water/land related issues?
6. Board Vacancy:
 - Currently advertised/posted on District website
 - Discussion
 - Should we publish in local newspaper?
 - Should we send vacancy notices with water bills?
7. Future Agenda Items for Discussion:
 - Obtain email addresses from ratepayers for water billing and messaging purposes
 - Conversion of meters to radio-read style: cost and grant availability
 - Possibility of hosting a carnival in Pajaro to raise funds for Pajaro Park
 - Open discussion on any other thoughts or ideas for future items
 - Copies (3) of Director Coplin's ideas
8. District Operations Report:
 - Springfield Planning Grant-
 - Progress telephone conference on 2/25/19 and 3/11/19 with State funding department, MNS Engineering is working on a more detailed scope and budget to be submitted to the State. Met with Heather Lukacs on 2/26/19 from Community Water Center toured facility and held conference call with Victoria Nava-McClellan from EJCW regarding outreach on Springfield Road residents. Finalized flyers and mailers to go out people on Springfield Road for outreach. EJCW is working in conjunction with Community Water Center who is already holding informational meetings in the area.
 - Pajaro Park-
 - Met with Andy Weighill from YMCA on February 12, 2019 regarding search for park funding for operation and maintenance. The YMCA Grant Coordinator has been advised to be on the lookout for grants available.
 - Monies Held by District-
 - Staff attended a webinar on February 5th, 2019 regarding overview of California's Unclaimed Property reporting requirements. Staff will submit payment and the final remit report by due date which is between 6/1/19-6/15/19.

MINUTES OF REGULAR MEETING – March 28, 2019

- Emergency Generators-
- Staff will invite Gerry Malais and Kelsey Scanlon to the April 25, 2019 Board meeting for assistance in the creation of a Hazard Mitigation Plan.

7. Usage Comparison Report 2013/2019-

- January 2019 Usage Comparison Report
 - Water usage up in Moss Landing compared to January 2013, down in all other systems.
- February 2019 Usage Comparison Report
 - Water usage down in all systems compared to February 2013.

Closed Session:

A. 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 7:48 pm
Adjourned closed session at 8:05 pm

No final action taken.

NEXT BOARD MEETING:

The next Board meeting is to be held on Thursday April 25, 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 8:06 pm with motion made by Director Moore, seconded by Director Coplin. Motion Carried.

Respectfully submitted by:



Sanford Coplin, Vice President



Harry Wiggins, Secretary



Simone Coke, Recorder