

MINUTES

The regular meeting of the Pajaro/Sunny Mesa Community Services District Board of Directors via Zoom videoconferencing was called to order at 5:32 pm on July 22, 2021.

ROLL CALL:

President Sanford Coplin
Vice President Robert Moody joined at 5:34 pm
Secretary Darlene Lamboleley
Treasurer Harry Wiggins

ADMINISTRATIVE STAFF:

General Manager Don Rosa
Bookkeeper Amy Saldate
Recorder Judy Vazquez-Varela

ABSENT DIRECTOR(S) & STAFF:

Assistant Secretary Michael Moore

DISTRICT COUNSEL:

Attorney Alan Smith
Robert Haight-Bond Counsel left at 5:59 pm
Lonnie Odom-Underwriter left at 5:59 pm

ADDITION(S) TO AGENDA: None

PUBLIC IN ATTENDANCE: None

PUBLIC COMMENTS: None

Action Items

1. Consider and approve the Minutes of the June 24, 2021, Regular Board Meeting

Motion was made by Director Lamboleley and seconded by Director Wiggins to approve the Regular Board Meeting Minutes of June 24, 2021. Motion carried.

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

OLD BUSINESS: None

NEW BUSINESS: (Action Items)

1. Review and consider approving the Financial Reports for June 2021

Bookkeeper Saldate presented the financial report stating the June cash on hand is \$391,682.00. Mrs. Saldate recapped the end of fiscal year as the budgeted income was \$367,700 and it was met. The net income and expenses budgeted for year 2020-2021 are on target once the other income, like grant funding, park, etc., are subtracted from the net income of 1.8 million. Total income surpassed our total expenses for June by \$5,300. June's cash was slightly less than May's cash by approximately \$40,000.

Motion made by Director Wiggins and seconded by Director Moody to approve the June 2021 Financials. Motion carried.

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

MONTHLY EXPENDITURES REPORT FOR REVIEW

APPROVAL OF CHECKS:

2. Review and consider approving of checks and directing Staff to sign checks

1. General Fund 633: Total of \$0.00

2. Operating Account: Check No. 24766 through Check No. 24797 for a total of \$146,453.60

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3. Reserve Account: Total of \$24,481.80
4. Street Maintenance Account: Check No. 539 for a total of \$372.93
5. Pajaro Park Account: Total of \$1,934.62
6. COP 2010 Account: Total of \$1,881.45
7. Debt Service Reserve Account: Total of \$0.00

Motion was made by Director Moody seconded by Director Lamboley to approve the June 2021 checks, and direct Staff to sign checks. Motion carried.

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

3. Consider approving Resolution No. 07-01-21 approving the Preliminary Official Statement and other documents and taking certain other actions in connection therewith.

The Board was provided with a copy of the Preliminary Official Statement. Attorney Smith raised a question regarding the Resolution No. 07-01-21 approving the preliminary official statement. This question was addressed by Mr. Odom. The reason why the Board will not need to approve the Final Official Statement is because Resolution No. 07-01-21 gives the General Manager the authority to move forward with the financing if all the parameters are met. Those parameters are the issue size be no larger than two (2) million and the overall interest rate be no greater than 4 percent, and in both cases the bonds are well under that. It is common procedure that once there is a buyer or buyers for the bond, the General Manager gives the team permission to negotiate within the parameters set and gives the order to approve and execute the bond purchase agreement. Stinson will agree to buy bonds from District and sell to buyers and those numbers will fill in the blanks of the Preliminary Official Statement and become the Official Statement, no other changes.

Motion was made by Director Coplin seconded by Director Moody to approve Resolution No. 07-01-21 approving the Preliminary Official Statement and other documents and taking certain actions in connection therewith. Motion carried.

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

4. Consider approving Resolution No. 07-02-21 certifying compliances with State law with respect to the levying of the general taxes, assessments, and property-related fees and charges.

Attorney Smith requested the following edits to the Resolution No. 07-02-21 starting with Item number 2, second line stating, "with regards to the handling of the," add the following language: County tax assessor's parcel information to be provided by, and after "electronic files" insert; for the bonds.

Motion was made by Director Moody seconded by Director Coplin to approve Resolution No. 07-02-21 certifying compliance with State law with respect to the levying of general and special taxes, assessments, and property-related fees and charges, with edits. Motion carried.

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

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STAFF/COMMITTEE REPORTS: (Informational Only)

1. Water Conservation

- Staff prepared a flyer/notice with water conservation tips for indoor and outdoor usage, to be sent out with water bills in the next billing. Currently conservation is voluntary, no mandates or orders from State Water Boards or Monterey County.

2. District Operation: changes due to COVID-19 and "Shelter in Place" order

- All District facilities are fully open and operating, following CDC and State guidelines.

3. District Operations Report

Pajaro Grant

- Staff received the confirmation of recordation of the notice of project completion on July 16, 2021.

Generator Project

- Generators will be ordered when Bond issuance is complete and funded. All generators will be purchased at once because we expect a price increase every year.

Hazard Mitigation Plan

- The request for qualifications was sent to 8 consultants and was posted on the District website. District has not received inquiries nor qualifications; Staff is considering advertising the project on Ebidboard. Director Wiggins requested contact with Office of Emergency for suggestions and assistance to reach interested consultants.

Multi-Community Bottled Water Project

- Once sign-up request was received, totaling 201 homes receiving bottled water.

.71 Acres Surplus Property

- Notification period ended on June 22, 2021; Staff has not received an update from Monterey County.

2021-2022 Work Plan-Vega Marlin Lane Generator

- A new generator has been ordered; we expect to have it delivered in approximately 4 months. District will market the in-place generator.

2021-2022 Work Plan-Normco Berta Tank #1

- Rehabilitation of the tank interior was completed on June 24, 2021. The tank was disinfected per AWWA standards and is now online.

2021-2022 Work Plan-Vierra Celeste Tanks

- The tanks have been offline for over 17 years, the owner has requested the removal. The removal was complete on July 15, 2021.

4. Usage Comparison Report 2013/2021

- The water usage is down in most systems except in Sunny Mesa, Moss Landing and Springfield compared to this month in 2013.


NEXT BOARD MEETING:

The next Regular Board Meeting is to be held on Thursday, August 26, 2021, at 5:30 pm via Zoom videoconferencing.


There being no further business, the Regular Board Meeting of the Pajaro/Sunny Mesa Community Services District was adjourned at 6:17 pm with motion made by Director Lamboley seconded by Director Moody. Motion carried.

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Respectfully submitted by:



Sanford Coplin, President



Robert Moody, Vice President



Judith Vazquez-Varela, Recorder