

# 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 28, 2021.

**ROLL CALL:** Vice President Robert Moody  
Secretary Darlene Lamboley  
Assistant Secretary Michael Moore  
Treasurer Harry Wiggins

**ADMINISTRATIVE STAFF:** General Manager Don Rosa  
Bookkeeper Amy Saldate  
Recorder Judy Vazquez-Varela

**ABSENT DIRECTOR(S) & STAFF:** President Sanford Coplin

**DISTRICT COUNSEL:** Attorney Alan Smith

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

**PUBLIC IN ATTENDANCE:** None

**PUBLIC COMMENTS:** None

## **Action Items**

1. Consider and approve the Minutes of the September 23, 2021, Regular Board Meeting

Motion was made by Director Moore and seconded by Director Lamboley to approve the Regular Board Meeting Minutes of September 23, 2021. Motion carried.

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

**OLD BUSINESS:** None

**NEW BUSINESS:** (Action Items)

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

Bookkeeper Saldate presented the financial notes explaining that the District wide income water sales are steady. There was an increase in legal expenses due to two invoices (June and July) received from Grunsky Law Firm in the same month. We also received August and September interest payments increasing the interest expense. The biannual interest payment was made toward the 2015 Vega Water Refunding Bond increasing the Vega Debt Service Interest.

The September cash on hand was \$516,995. The total income was less than total expenses by \$14,755 due to the interest payment made for the Vega Water Bond. Our September cash surpassed August's by \$52,419.

Motion made by Director Wiggins and seconded by Director Lamboley to approve the September 2021 Financials. Motion carried.

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

## **MONTHLY EXPENDITURES REPORT FOR REVIEW** **APPROVAL OF PAYMENTS:**

2. Review and consider approving October payments

1. General Fund 633: Total of \$0.00

**MINUTES OF REGULAR MEETING – October 28, 2021**

2. Operating Account: Check No. 24856 through Check No. 24883 for a total of \$184,528.60
3. Reserve Account: Total of \$2,394.55
4. Street Maintenance Account: Check No. 545 for a total of \$2,775.50
5. Pajaro Park Account: Total of \$1,796.12
6. COP 2010 Account: Total of \$0.00
7. Debt Service Reserve Account: Total of \$0.00

Motion was made by Director Moore seconded by Director Lamboley to approve the October 2021 payments. Motion carried.

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

3. Pajaro Park Funding

Director Coplin proposed choosing one of the two drafted letters to the Monterey County Parks Interim Chief of Parks, Bryan Flores. The Board was provided copies of the two versions of the draft letters.

General Manager Rosa, Directors Coplin and Wiggins met approximately 3 weeks ago with Josh Stratton, Supervisor Phillips' Aide and Bryan Flores to discuss the need for operation and maintenance funds for the Pajaro Park. Mr. Flores indicated that the proposed budget had been completed and it was too late to try to add and he did not advise the District to request funding from the County, but the District could move forward with Proposition 218 process for Park funding.

Directors discussed the benefits of sending the letter and it appeared not to be of any benefit. Director Wiggins suggested holding off on requesting any funds from the County until a new County Supervisor is appointed. Attorney Smith informed the Board of the cost of a Proposition 218 process, it may cost the District \$70,000.

Director Moore moved to wait on sending the letter and continue pursuing grant funding for the purpose of capital improvements to the Pajaro Park, Director Lamboley seconded.

Motion was made by Director Moore and seconded by Director Lamboley to approve sending letter to Bryan Flores at Monterey County. Motion Failed.

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

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

1. 2020-2021 Audit

- Final Audit is expected to be presented to the Board during the November 18, 2021, Special Meeting. Directors Coplin and Wiggins will serve on the Finance Committee revising the Final Audit.

2. Lighting Assessment Hearing on November 18, 2021, at 5:45 pm

- A copy of a sample notice was provided to the Board, the notice was sent out to all parcel owners in the Pajaro Lighting Assessment District.

**MINUTES OF REGULAR MEETING – October 28, 2021**

3. Board of Director's term ending November 30, 2021

- Director Coplin was nominated for another term. Both Directors Moore and Wiggins have notified Supervisor Phillips they will no longer serve on the Board.

4. District Operations Report

Generator Project

- Office Generator has been installed and four (4) Generac generators have been delivered to the District. The Generac's will be installed at Kari Tank, Covenant Booster, Andreas Estates Tank, and Matterhorn Booster sites.

Hazard Mitigation Plan

- Rincon Consultants was chosen for the development of the LHMP, they were notified of election on October 27, 2021. The District Engineer is preparing the Professional Services Contract. Kick-off meeting is scheduled for Monday November 1, 2021.

.71 Acres Surplus Property

- The Board of Supervisors approved the \$5,000 payment to the District from the surplus property sale proceeds. A memorandum was forwarded from the County and Attorney Smith is reviewing.

21-22 Work Plan-Sunny Mesa Well 1 Repair

- Maggiora began repair on September 24, 2021, parts for well pump are expected to arrive the week of October 25, 2021, and repair should be complete.

Director Moore inquired regarding the Sunny Mesa Sewer, he would like to know if there had been an end decision from Bianchi, Kasavan and Pope (BKP) on the method of refunding. Staff will contact BKP for a summary of plan and bring back to Board for approval.

5. Usage Comparison Report 2020/2021

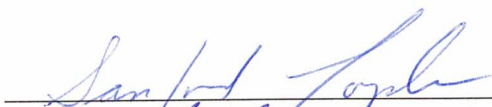
- The water usage is down in most systems except for Moss Landing this month compared to 2020. Overall, the District reached 13 percent reduction in water use.

**NEXT BOARD MEETING:**


The next Special Board Meeting is to be held on Thursday, November 18, 2021, at 5:30 pm in person.

There being no further business, the Regular Board Meeting of the Pajaro/Sunny Mesa Community Services District was adjourned at 6:30 pm with motion made by Director Moore seconded by Director Lamboley. Motion carried.

Respectfully submitted by:

  
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Sanford Coplin, President

  
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Robert Moody, Vice President

  
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Judith Vazquez-Varela, Recorder