

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF
CASTROVILLE COMMUNITY SERVICES DISTRICT
January 17, 2017

Vice President Silvestre Montejano called the meeting to order at 4:31 p.m.

ROLL CALL:

Directors Present: Vice President Silvestre Montejano, Director Adriana Melgoza and Director James Cochran

Absent: President Ron Stefani and Director Betty MacMillan (**Director MacMillan submitted a letter of resignation today from the Castroville CSD Board of Directors, effective immediately.**)

General Manager: Eric Tynan

Secretary to the Board: Lidia Santos

Staff Present: None

Guest: Grant T. Leonard

PLEDGE OF ALLEGIANCE

Director Adriana Melgoza led the Pledge of Allegiance.

PUBLIC COMMENTS

1. None

CONSENT CALENDAR

1. A motion was made by Adriana Melgoza and seconded by James Cochran to approve the minutes of the December 20, 2016 Scheduled Board Meeting. The motion carried by the following vote:

AYES:	3	Directors:	Melgoza, Montejano and Cochran
NOES:	0	Directors:	None
ABSENT/NOT PARTICIPATING:	2	Directors:	MacMillan and Stefani

Consent Calendar accepted as presented

CORRESPONDENCE:

1. None

Correspondence Calendar accepted as presented

INFORMATIONAL ITEMS:

1. *Monterey Herald* – County will get bill for groundwater agency
2. *Water Deeply* – Wastewater: A New Frontier for Water Recycling
3. *Monterey County Weekly* – Monterey County and Marina Coast argue over water
4. *Monterey Herald* – County, Marina Coast District both have eyes on managing Fort Ord groundwater
5. *CSDA* – CalPERS Votes to Increase Contributions
6. *California Water Blog* – Out With the Old Drought and In with the New?
7. *Monterey County Weekly* – Marina Coast's prehistoric water supply is not replenishing
8. The Special Districts Association of Monterey County will convene for its Regular Quarterly Meeting, Tuesday, January 17, 2017 at 6:00 p.m.

Informational items accepted as presented

PRESENTATIONS:

1. None

NEW BUSINESS:

1. Discuss whether to consider different investment options of District funds – General Manager Eric Tynan reported to the Board that the District has many significant projects upcoming which will require liquid funds available to make these purchases. He will be working on the District CIP and then will see

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how much money is available for investment options. Also, with a new U.S. President in office, he would like to see how the market will do before considering different investment options. Currently, funds are with LAIF, CAMP and CalTrust.

UNFINISHED BUSINESS:

1. Update on levels for Well #2, #3 and #4 – General Manager Eric Tynan informed the Board on the current well levels as of January 1, 2017 were as follows: Well #2 is currently at -9 feet below sea level and on December 1, 2016 it was -11 feet below sea level, not 10 feet above sea level as reported last month. Well #3 is at -12.2 feet below sea level and on December 1, 2016 it was -29.2 feet below sea level, and Well #4 is at -22.2 feet below sea level and on December 1, 2016 it was -38.5 feet below sea level. A graph of the well trends for the months July 2015 through January 2017 can be viewed on page 30 of the board packet. General Manager Eric Tynan stated that all the well levels continue to rise and they are all getting closer to sea level. The wells are in much better shape in comparison to last year's levels. Once the transducer is fixed, Well #5 will also be included on the Castroville Well Levels report.
2. Update on Castroville CSD's conservation measures put in place for District customers both residential and commercial – General Manager Eric Tynan reported to the Board that conservation efforts 2013 vs. 2016 results were reported to the State Water Resource Control Board (SWRCB) on December 15, 2016 as required. The conservation reporting requirements to the SWRCB ended as of December 2016. However, today he just received notification that the SWRCB may continue the conservations reporting requirements for 2017 and the SCRCB will notify water agencies with the final decision.
3. Update on the local groundwater sustainability agency (GSA) and representation – General Manager Eric Tynan reported to the Board that the next GSA meeting is scheduled for this Thursday, 19th of January. Both he and President Ron Stefani were planning to attend the GSA meetings. Unfortunately, President Ron Stefani is out ill and will not be able to make it. He still plans to attend.
4. Update on tax measure for North County Recreation and Park District (NCRPD) – General Manager Eric Tynan had Director Grant T. Leonard from NCRPD provide the update since he was present at the board meeting. Per Mr. Leonard NCRPD met with the capital campaign committee on January 9, 2017, which General Manager Eric Tynan also attended. The good news is that NCRPD has secured \$5K grant for architectural plans. In regards to the tax measure, Special Districts member elections have been changed from odd-numbered years to even-numbered years, in accordance with Elections Code § 1303(b) and Senate Bill 415 . Due to this change of the election to even-numbered years, it would be too costly to put the tax measure on the ballot in 2017 and much more feasible to put it on the ballot in 2018 instead. Furthermore, it would allow for more community outreach in order to obtain support for the tax measure in 2018. In addition, with the capital campaign, more pledges need to be secured to commit funds to upgrade the recreation center building. Per General Manager Eric Tynan, the funding for Armanasco Public Relations (APR) the consultant assisting with the tax measure is close to running out and have done a great job with the capital campaign preparation for NCRPD thus far . (Summary of the work performed by APR is outlined on pages 31-32 of the board packet). General Manager Eric Tynan prefers that the tax measure be placed on the ballot in 2017.
5. Update on the Castroville CSD Medium Household Income study (MHI) to certify status as a "Disadvantaged Community" (DAC) to facilitate grant applications for water and sewer capital improvements for Castroville – General Manager Eric Tynan reported to the Board that the Rural Community Assistance Corporation (RCAC) will conduct a MHI study for Castroville. He is working with Kimberly Strong with RCAC to try to determine the District's eligibility to apply for state funding programs for water system improvements and upgrades. As part of the funding application process and to determine the District's eligibility for funding, RCAC will be performing a household income survey of the District's water customers. Notices were mailed out to water customers earlier this month informing them that RCAC will be mailing them an income survey letter and form and to please respond and return it in the postage-paid envelope. Some apartment managers are not responding to the notice, which may require the District to go door-to-door to get a response from these tenants.
6. Policy on inserts and messaging for District water bill mailings - General Manager Eric Tynan reported to the Board that District Legal Counsel Lloyd Lowrey reviewed the policy presented and his only recommendations was to omit the word entities and replace it with organizations. The policy can be viewed on page 34 of the board packet. A motion is made by Adriana Melgoza and seconded by James

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Cochran to approve the policy on inserts and messaging for District water bill mailings with the change recommended by District Legal Counsel Lloyd Lowrey to state message on bills and inserts only for: Non-profits and non religious organizations and any deviations must be approved by at least two directors. The motion carried by the following vote:

AYES:	3	Directors:	Melgoza, Montejano and Cochran
NOES:	0	Directors:	None
ABSENT/NOT			
PARTICIPATING:	2	Directors:	MacMillan and Stefani

BOARD OF DIRECTORS COMMUNICATION: When needed, this time is reserved for the Board of Directors to communicate activity, educational classes, and/or Committee reports.

1. Update on MRWPCA board meeting – President Ron Stefani was not present, however Director James Cochran stated that MRWPCA did not have a meeting and he was not notified.
2. Update on meetings/educational classes attended by the Directors – None to report

GENERAL OPERATIONS

1. General Manager's Report – Compliance update, current projects update, meetings/seminars update, staff update, suggestive projects discussions
2. Operation's Report
 - a) Water – Pumpage & Usage Update, Water Testing Update, Current Installation
 - b) Water -Status Update, Current Contractor Work Update, Maintenance/Repair Update, Customer Service Update, Safety Issues
 - c) Sewer & Storm Drain – Jetting, Current Installation Status Update, Current Contractor Work Update, Maintenance/Repair Update, Customer Service Update, Safety Issues
3. Customer /Billing Reports – Water Sales, Water Usage, A/R Update, Customer Service Update
4. Financial Reports – Treasures L.A.I.F. Report, Internal Report, Administration Update

General Operations Reports were accepted as presented

CHECK LIST – December 2016. A motion was made by Adriana Melgoza and seconded by James Cochran to pay all bills presented. The motion carried by the following vote:

AYES:	3	Directors:	Melgoza, Montejano and Cochran
NOES:	0	Directors:	None
ABSENT/NOT			
PARTICIPATING:	2	Directors:	MacMillan and Stefani

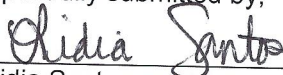
CLOSE:

There being no further business, a motion was made by Adriana Melgoza and seconded by James Cochran to adjourn to the next scheduled Board meeting; the motion carried by the following vote:

AYES:	3	Directors:	Melgoza, Montejano and Cochran
NOES:	0	Directors:	None
ABSENT/NOT			
PARTICIPATING:	2	Directors:	MacMillan and Stefani

The meeting adjourned at 4:59 p.m. until the next scheduled meeting

Respectfully submitted by,



Lidia Santos
Secretary to the Board

Approved by,



Ron Stefani
President