

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF
CASTROVILLE COMMUNITY SERVICES DISTRICT
November 15, 2022

President James Cochran called the meeting to order at 4:32 p.m.

ROLL CALL:

Directors Present: President James Cochran, Vice President Glenn Oania, Director Cosme Padilla, and Director Ron Stefani

Absent: Director Adriana Melgoza

General Manager: Eric Tynan

Secretary to the Board: Lidia Santos

Staff Present:

Guest:

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by President James Cochran.

PUBLIC COMMENTS

1. None

CONSENT CALENDAR

1. A motion was made by Ron Stefani and seconded by Glenn Oania to approve the minutes of the October 18, 2022 Regularly Scheduled Board Meeting. The motion carried by the following roll call votes:

AYES:	4	Directors:	Oania, Stefani, Padilla, and Cochran
NOES:	0	Directors:	
ABSENT/NOT			
PARTICIPATING:	1	Directors:	Melgoza

Consent Calendar accepted as presented

CORRESPONDENCE:

1. Letter to California Coastal Commission Members from General Manager Eric Tynan regarding support for the Monterey Peninsula Water Supply Project, CDP Application No. 9-20-0603.
2. Letter to General Manager Eric Tynan from General Manager Donna Meyers, Salinas Valley Basin Groundwater Sustainability Agency inviting him to participate in an interview about potential use of, and policy for, Demand Management Measures in the Salinas Valley Groundwater Basin.
3. Email from Dave Ceppso Director/Managing Senior Mediator to General Manager Eric Tynan to further describe the Assessment process for the Salinas Valley Basin Groundwater Sustainability Agency inviting him to participate in an interview about potential use of, and policy for, Demand Management Measures in the Salinas Valley Groundwater Basin.
4. Letter to Executive Director John Ainsworth, California Coastal Commission from Executive Director Eileen Sobeck, State Water Resources Control Board regarding their interest in California American Water Company's (Cal-Am's) application for a coastal development permit for the Monterey Peninsula Water Supply Project (Project) and ask that the Coastal Commission give the Project a full, considered hearing.
5. Letter to the Coastal Commission from Cosme Padilla, long-time advocate for the Castroville community in strong support of the Monterey Peninsula Water Supply Project.

Correspondence Calendar accepted as presented

INFORMATIONAL ITEMS:

1. *Washington Post* – California is supposed to enter a wet season. More drought is forecast.
2. Caltrans, Marina to Castroville CAPM Project Fact Sheet: Monterey County-Route 1-Post Miles R85.1/R90.98-05-1N160

Informational items accepted as presented

PRESENTATIONS:

1. None

NEW BUSINESS:

1. Resolution No. 22-18 Resolution of the Board of Directors of the Castroville Community Services District Continuing Board of Directors Authority to Hold Virtual Meetings Pursuant to AB 361– After some discussion, a motion is made by Cosme Padilla and seconded by Ron Stefani to approve Resolution No. 22-18 Resolution of the Board of Directors of the Castroville Community Services District Continuing Board of Directors Authority to Hold Virtual Meetings Pursuant to AB 361. The motion carried by the following roll call votes:

AYES: 4 Directors: Oania, Stefani, Padilla, and Cochran
NOES: 0 Directors:
ABSENT/NOT
PARTICIPATING: 1 Directors: Melgoza

2. Resolution No. 22-19, A Resolution of Commendation for Adriana Melgoza for Distinguished Service as a Key Board Member of the Castroville Community Services District - Director Adriana Melgoza was not able to attend the board meeting. She served on the Board from 2012-2022. A motion is made by Cosme Padilla and seconded by Ron Stefani to present her with Resolution No. 22-19, A Resolution of Commendation for Adriana Melgoza for Distinguished Service as a Key Board Member of the Castroville Community Services District. The motion carried by the following roll call votes:

AYES: 4 Directors: Oania, Stefani, Padilla, and Cochran
NOES: 0 Directors:
ABSENT/NOT
PARTICIPATING: 1 Directors: Melgoza

3. By order of the Monterey County Board of Supervisors under Elections Code section 1051 approving the appointment of qualified nominee (Padilla) in lieu of the elections held on November 8, 2022 to the office of Castroville CSD, Director for a term of 4 years; and open seat not filled during election, by Board appointment at the 15th of November 2022 board meeting, Administer Oath of Office – Lidia Santos, Office Manager/Board Secretary administered the Oath of Office to Director Cosme Padilla in lieu of the elections held on November 8, 2022 to the office of Castroville CSD, Directors for a term of 4 years. The Board and staff present congratulated Director Padilla on the appointment to the Castroville CSD Board of Directors. An open seat was not filled during the election.

4. Consider team building opportunities (activities/exercises) for Castroville CSD staff – General Manager Eric Tynan and the Directors discussed ideas that would create team building opportunities for the General Manger and staff. Director Stefani recommended that General Manager Eric Tynan include all staff to attend the annual (May) Budget and Personnel Meeting, which discusses employees' wages and benefits so they could understand the process involved. Director Cosme Padilla recommended a great team building activity would be for the General Manager and staff to be

more proactive in outreach programs with local schools and community events to educate the public about the District and water issues. Castroville CSD also needs to have educational materials available to disburse to the public and a budget allocated for this. Director Glenn Oania recalls the District use to host an open house and should consider doing that again. The District needs to have better working conditions for all employees. General Manager Eric Tyan will work with the staff to become more cohesive. A motion was made Ron Stefani and seconded by Cosme Padilla to include all staff to attend the annual (May) Budget and Personnel Meeting and participate in team building activities that are more proactive in outreach programs with local schools and community events to educate the public about the District.

AYES:	4	Directors:	Oania, Stefani, Padilla, and Cochran
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Melgoza

UNFINISHED BUSINESS:

1. Update on Well levels – General Manager Eric Tynan reported to the Board that the well levels report can be viewed on page 31 of this board packet. Per the graph, Well levels came up again this month as with the exception of Well #5. However, Well levels are still way below were they should be. The District continues to monitor the chloride levels of all the wells. Chloride levels are rising, which is a big concern. Well #3 is not pumping and the motor is not hooked up. He is considering a desalter for Well #3.
2. Update on California American Water Company's (Cal-Am's) application for a coastal development permit for the Monterey Peninsula Water Supply Project – General Manager Eric Tynan informed the Board that the Coastal Commission meeting regarding California American Water Company's (Cal-Am's) application for a coastal development permit for the Monterey Peninsula Water Supply Project is scheduled for this Thursday, 17th of November, 11:00 a.m. at the Board of Supervisors board room. A decision should be made and many interested parties for and against this project are expected to be present. He plans to attend and speak at the hearing, along with Director Ron Stefani. Directors interested should attend as well.
3. Update on Castroville Landmark Sign Project (Caltrans & Signs By Van) – General Manager Eric Tynan reported to the Board that Castroville CSD per Board approval at last month's board meeting issued a check for \$40,000 to Signs By Van. The first invoice was submitted to Caltrans on behalf of Castroville CSD from Signs By Van on the 17th of October 2022 for grant reimbursement. Castroville was informed it would take three weeks for funds to be disbursed and approval is still pending. Furthermore, Signs By Van has submitted a second invoice that does not meet with Caltrans guidelines for approval. Invoice was returned for corrections.
4. Update on the Merritt Street Improvement Project between State of California Department of Transportation (Caltrans) and Castroville Community Services District, adjustment of Manhole and Valve Covers "Agreement" – General Manager Eric Tynan let the Board know that he and Lead Operator Roberto Galvez walked the entire route of this project to see the condition of the laterals, while making any necessary corrections for the laterals that will be affected by this project. In addition, Castroville CSD has ordered valve boxes and lids ahead of time, which will be needed and the only items not covered by Caltrans for this project.
5. Update on Castroville Beautification Project by State of California Department of Transportation (Caltrans) – General Manager Eric Tynan stated that the Rotary benches along Merritt Street will need to be removed. Caltrans will only deliver all of the benches to one location. These benches are heavy concrete benches. Per Director Ron Stefani let Caltrans handle disposing of the benches and Castroville CSD stay out of it. Caltrans also asked The County to take responsibility for the trash receptacles. The County has refused and does not want the responsibility of the receptacles. MST will provide the bus stop stations.

6. Update on Castroville Boulevard Roundabout Project by State of California Department of Transportation (Caltrans) – General Manager Eric Tynan reported to the Board that he has not received and further information on this project since he last informed Caltrans that Castroville CSD would not be relocating its force main.
7. Update on Asset Management and Maintenance Projects – General Manger Eric Tynan reported to the Board as mentioned last month, the Castroville North Water Services Project, which included 28 laterals has been completed. Once the parts needed have arrived, Maggiora Brothers Drilling will be installing a new pump submersible at Well #4 and converting it from oil to water lubrication. MNS Engineers will assist as needed with the projects listed on the Action Plan report for Asset Management and Maintenance Project.
8. Update on status of grants for Moss Landing-Sewer Zone 3, Castroville-Sewer Zone 1 and Castroville-Water Zone 1 for system upgrades and improvements –**Moss Landing Sewer:** General Manager Eric Tynan reported to the Board as mentioned last month, MNS is finishing up the 60% design and the environmental is underway. MNS is to prepare a construction application following the 60% completion. Ortega approved the sale for the easement for \$10,000 in Moss Landing and working on finalizing the sale of the easement. **The Washington Bypass:** As previously mentioned, the State has requested the full application for \$3.5 million projects by mid-July. CCSD approved the environmental proposal from MNS Engineers for this project, which they have been working on. Once the environmental is complete, MNS to submit the funding application for the next phase. Permits are required due to jurisdictional wetlands. Three permits from three Federal agencies are also required, which is on hold a this time. As mentioned previously, since the potholing has been completed as well as 60% of the plans, the District has received all the grant funds of \$61,807 from DWR. The District has applied for a grant for finishing the design and construction, California Housing Community Development, Infill Infrastructure Grant and still waiting to hear on the status of this grant. In addition, State Water Resources Control Board, SRF set aside for small disadvantaged communities, “The Small Community Clean Water Waste Water Funding Program.” MNS is preparing the application as the State has requested the full application for \$3.5 million. The proposal for Professional Engineering and Constructions Management Services-Washington Sewer Trunk Line Bypass Final Design and Construction (not to exceed \$498,141) is contingent on award of grant to CCSD. **Emergency Deep Aquifer Supply and Storage Tank:** As previously mentioned, the District still needs to finalize the purchase of the land that is being acquired from adjacent property owner, which should happen soon since a copy of the grant deed has been obtained from the Monterey County Clerk Recorder’s Office and a copy provided to the adjacent property owner. Title Company requirements to finalize purchase: ROW resolution of the general manager (Resolution No. 22-17 already submitted) authority and name change of property owner. The 30% design has been completed as of May 2022. MNS to check back with DWR on the grant and MNS to prepare a Future Grant Application if SCDR is a “no go”. MNS also submitted a grant application on behalf of CCSD for the SCDR grant. However, this grant is first come first serve and there are 55 applicants ahead of CCSD. Still, partial funding is a possibility. MNS Engineers to check back with DWR. The CEQA Notice of Exemption for the Castroville CSD to be filed at County Clerk for the Emergency Deep Aquifer Supply and Storage Tank Project. **The Overhead Sign at Highway 183:** As mentioned previously, the Board approved the draft copy of the Cooperative Agreement and draft copy of the Maintenance Agreement with Caltrans for the Overhead Sign. The State has also requested a traffic control plan and a storm water control plan which was prepared by MNS Engineers and sent to the state for approval. The District is also requesting a constructions schedule from Signs by Van. General Manager Eric Tynan will most likely have MNS handling the administration for this project pending board approval. Resolution No. 2022-14, Engaging Signs By Van for the Design, Fabrication, and Installation of the Castroville Landmark Sign was approved. MNS to continue working with Signs By Van and draft a Project Management Professional (PMP), contract, encroachment permit. Castroville issued a check to Signs for Vans for \$40,000 to help him off set cost. The first invoice was submitted to Caltrans on behalf of Castroville CSD from Signs By Van on the 17th of October 2022 for grant reimbursement and as of today no grant funds have been received. The action plans were put together by Paul Greenway, G7ei Inc. and have provided a timeline on the status of where the grants are. Current grants awarded are the Clean Water Small Communities Planning Grant (\$500,000) with State Waterboards for administration, preliminary engineering report, plans and specs for sewer in Moss Landing, project assigned to MNS

Engineers. The IRWM Implementation Grant (\$395,000) is with DWR for the Deep Well (Well #6) and the use will be specified in the DWR/MCRWA agreement. The DAC Involvement Programs amount \$61,807 with DWR is for the design of the Washington Sewer Bypass for Castroville sewer is also assigned to MNS Engineers. Current funding efforts: Moss Landing sewer system improvements, Castroville emergency well replacement, Castroville water supply improvements and Castroville wastewater improvements.

9. Update on Monterey One Water (M1W) lateral repair – General Manager Eric Tynan notified the Board that there still has been no progress or update as M1W is still waiting on getting approval from the Central Coast Water Board before moving forward with this project and State funding. The State is also requesting an Medium Income Household Study, which should not be required since Castroville is designated as a severely disadvantaged community. All residents affected have signed a “License Agreement to Enter Property and Inspect Sewer Lateral”. The District would fund cost of design and construction of the sewer main and relocation. M1W would fund design and construction costs of the laterals. The District requested a proposal from MNS for the design fee of the sewer main relocation. The M1W project is part of an enforcement action for M1W by the Central Coast Water Board. The budget for the Private Lateral Rehabilitation Project is \$790,000.

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 Monterey One Water (M1W) board meeting – Director Ron Stefani reported that the big elephant in the room is the Coastal Commission meeting regarding California American Water Company’s (Cal-Am’s) application for a coastal development permit for the Monterey Peninsula Water Supply Project is scheduled for this Thursday, 17th of November, 11:00 a.m. at the Board of Supervisors board room. The outcome of this meeting, will be a big deciding factor for M1W. However, if the permit is approved for this project it will probably be held up in litigation for the next several years. At the next M1W meeting they will be making a decision on voting whether to collect M1W fees on the tax roll.
2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) meeting – Director Ron Stefani stated That General Manager Donna Meyers with SVBGSA has announced her retirement and will be leaving the agency at the end of the year. They are currently searching for candidates to select a new general manager.
3. Update on meetings or educational classes attended by the Directors – None

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 Issue
 - 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

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CHECK LIST – October 2022. A motion was made by Ron Stefani and seconded by Glenn Oania to pay all bills presented. The motion carried by the following roll call votes:

AYES:	4	Directors:	Oania, Stefani, Padilla, and Cochran
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Melgoza

There being no further business, a motion was made by Glenn Oania and seconded by Ron Stefani to adjourn to the next scheduled Board meeting; the motion carried by the following roll call votes:

AYES:	4	Directors:	Oania, Stefani, Padilla, and Cochran
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Melgoza

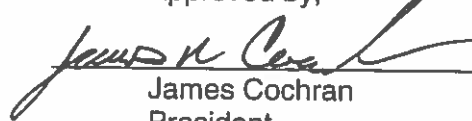
The meeting adjourned at 5:57 p.m. until the next scheduled meeting

Respectfully submitted by,



Lidia Santos
Secretary to the Board

Approved by,



James Cochran
President