

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF  
CASTROVILLE COMMUNITY SERVICES DISTRICT  
January 19, 2021

President James Cochran called the meeting to order at 4:30 p.m.

**ROLL CALL:**

**Directors Present (Virtual GoToMeeting):** President James Cochran, Director Cosme Padilla, Director Ron Stefani and Director Adriana Melgoza

**Absent:** Vice President Glenn Oania

**General Manager:** Eric Tynan

**Secretary to the Board:** Lidia Santos

**Staff Present:**

**Guest:** Grant Leonard

**PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by General Manager Eric Tynan at the request of President James Cochran.

**PUBLIC COMMENTS**

1. None.

**CONSENT CALENDAR**

1. A motion was made by Ron Stefani and seconded by Cosme Padilla to approve the minutes of the December 15, 2020 Regularly Scheduled Board Meeting. The motion carried by the following roll call votes:

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

*Consent Calendar accepted as presented*

**CORRESPONDENCE:**

1. Letter of Support for the Salinas Valley Basin Groundwater Sustainability Agency Round 1 Proposition 68 Sustainable Groundwater Management Implementation Grant to California Department of Water Resources.
2. Memorandum of Understanding for Conducting Annual FOG Education Program from Monterey One Water to Castroville CSD.

*Correspondence Calendar accepted as presented*

**INFORMATIONAL ITEMS:**

1. *Monterey County Herald* – Cal Am sues water management district over public takeover report
2. *Monterey County Herald* – Fossil water may be vanishing
3. Salinas Valley Water Coalition information transmitted via email regarding the SVBGSA Forebay Subbasin GSP, Projects and Management Actions
4. Salinas Valley Water Coalition information transmitted via email regarding the SVBGSA and Forebay Subbasin Committee Pumping Allocation Discussion

*Informational items accepted as presented*

**PRESENTATIONS:**

1. None

**NEW BUSINESS:**

1. Per Monterey County Elections Department correction to term limit. Under Elections Code section 10515(b) approving the appointments of qualified nominee (Cochran) regarding the open seat not filled during election, by Board appointment at the 17<sup>th</sup> of November 2020 board meeting, Cochran for a term of 4 years not 2 years – Per General Manager Eric Tynan, the District was notified via email by the Monterey County Elections Department that per Elections Code 10515(b), since James Cochran was appointed to the seat where no other person filed for a declaration of candidacy, he will serve the full term and will be up for election in 2024. If there were a vacancy, the Government Code 1780 rules would apply to fill the vacancy and the term. Office Manager Lidia Santos spoke with the Monterey County Elections Department as well and they apologized for the confusion. President Cochran was pleased to hear this news. The Board and staff congratulated him on his 4 year term.
2. UMS water billings software upgrade complete – Eric Tynan, General Manager had Office Manager Lidia Santos update the Board on the status of the UMS software. Per Office Manager Lidia Santos on the 5<sup>th</sup> of January 2021, Castroville CSD went live with UMS, the new water billing software upgrade. Staff (mainly the Customer Service/Billing Clerk Lupe Ibarra) were integral in getting this conversion accomplished and working with the Implementation Project Manager Sherri Walls to finalize this project. Although a bit delayed due to the server being lost in route and critical staff out on both ends, we are very pleased with the outcome as there will be more payment options and information for the customers when viewing their water bills. Castroville CSD staff as needed will be scheduling 16 hours of training for an overview of UMS and its functionalities as per the contract agreement.

**UNFINISHED BUSINESS:**

1. 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 – General Manager Eric Tynan reported to the Board that he has signed the grant agreement for Zone 3 Moss Landing. He continues to work with Ms. Nilsen as she is such a great resource to the District and has been very helpful. He has asked her to provide him with a flow chart of the grants the District has been awarded and timeline of when funds would be disbursed. Current funding efforts: Moss Landing sewer system improvements, Castroville emergency well replacement, Castroville water supply improvements and Castroville wastewater improvements.
2. Request from Monterey Country Water Resources Agency for Castroville CSD to donate \$83,000 for the *Protection of Domestic Drinking Water Supplies for the Lower Salinas Valley* project (pending District Legal Counsel Christine Kemp's legal opinion). The project consists of destruction of approximately one hundred (100) inactive and abandoned wells in the coastal Salinas Valley to prevent the migrations of nitrate-and seawater-contaminated groundwater into aquifers that are a source of drinking water, including wells that supply water for the Castroville community – General Manager Eric Tynan reported to the Board that District Legal Counsel is still working on the resolution and gathering information. As Mr. Kemp mentioned at last month's board meeting she wants to make sure this Project directly benefits Castroville CSD and a guarantee that the work would be done and funds contributed would be used as stated. He will follow-up with her to get further clarification on the status of the resolution. A motion is made by Ron Stefani and seconded by Cosme Padilla to table this item for the next regularly scheduled board meeting, The motion carried by the following roll call votes:

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

3. Update on Cal Am's Monterey Peninsula Water Supply Project (desal project) – General Manager Eric Tynan has continually reminded the Board that Cal Am refiled its application for the Monterey Peninsula Water Supply Project, to obtain a Coastal Development Permit for a desalination facility, with the California Coastal Commission and urged the commission to schedule a new hearing date as soon as possible per their press release. Per General Manager Eric Tynan it will probably be a couple of months before a hearing date is scheduled. In other news three new members have been appointed to the Monterey One Water Board of Directors. Two out of the three new members may not be in support of the desal project.
4. Update on new and proposed constructions projects – General Manager Eric Tynan reported to the Board that last week there were several leaks detected between the valves and meters of the Thistle Manor project, which have since been fixed by the builder. The Housing Authority Project also had a leak but it was on their side, therefore their responsibility to repair. As mentioned last month, the Hartnell project has connected to water and sewer services. As for the other potential construction projects, there has still been no further development that he has been made aware of.
5. Update on Cal Trans Merritt/SR 183 Castroville Multimodal Community Enhancement Project – General Manager Eric Tynan reported to the Board that he has not been updated with any new information. However, he has provided them with a lot of data on the problem areas that need to be addressed. For those interested, he also has a copy of the project plans available at the District office.
6. Consider approving Request for Statement of Qualifications for Professional Services for Deep Well #6 for Castroville CSD – General Manager Eric Tynan notified the board that the District only received one Request for Statement of Qualifications for Professional Services for Deep Well #6 and it was from Pueblo Water Resources Inc. (Pueblo), which is preferable as they are the most qualified for this project. Since there was only one Request of Qualifications for Professional Services for Deep Well #6 received, there was no need for the selection committee to meet. A motion was made by Ron Stefani and seconded by Adriana Melgoza to approve the Request for Statement of Qualifications for Professional Services for Deep Well #6 for Pueblo. The motion carried by the following roll call votes:

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

7. Update on Request for audit proposals for fiscal year ended 2020-2021 – General Manager Eric Tynan had Lidia Santos Office Manager provide the update. Ms. Santos informed the Board that a Request for Proposals for Professional Audit Services was published on the 7<sup>th</sup> of January 2021 in the Monterey County Weekly and posted on the Castroville CSD website as well. Proposals are due the 5<sup>th</sup> of February by 4:00 p.m. and contract awarded by the Board at the March 16, 2021 board meeting. The published notice can be viewed on page 33 of this board packet. The detailed information on the Request for Proposal requirements can be viewed and downloaded on the District website at [www.castrovillecspd.org](http://www.castrovillecspd.org) for those interested. A copy is also available to view on pages 34-40 of this board packet.

**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 board meeting – Director Ron Stefani reported to the Board that there was no regular meeting in the month of December. As mentioned by General Manager Eric Tynan, three new MIW Board Members have been appointed and they are from the City of Salinas, City of Seaside and City of Del Rey Oaks. MWI still needs to vote on the EIR for the Expanded Project and these new members will have an impact on how they vote.
2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) meeting – Director Ron Stefani stated he was not able to attend the meeting and had Grant Leonard, his alternate representative for the SVBGSA attend the meeting in his place. Mr. Leonard stated that at this meeting they approved a scope of work to complete a strategic plan for the SVBGSA. There was also a great presentation by the Salinas Basin Agricultural Stewardship Group and Coalition for Urban/Rural Environmental Stewardship on the Salinas Valley Water Replacement Program.
3. Update on meetings or educational classes attended by the Directors –None to report at this time.

#### 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*

**CHECK LIST** – December 2020. A motion was made by Adriana Melgoza and seconded by Ron Stefani to pay all bills presented. The motion carried by the following roll call votes:

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

There being no further business, a motion was made by Adriana Melgoza 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:	Melgoza, Cochran, Stefani and Padilla
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Oania

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The meeting adjourned at 5:11 p.m. until the next scheduled meeting

Respectfully submitted by,



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Lidia Santos  
Secretary to the Board

Approved by,



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James Cochran  
President