

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF  
CASTROVILLE COMMUNITY SERVICES DISTRICT

October 17, 2017

President Ron Stefani called the meeting to order at 4:31 p.m.

**ROLL CALL:**

**Directors Present:** President Ron Stefani, Vice President Silvestre Montejano, Director Glenn Oania and Director James Cochran

**Absent:** Director Adriana Melgoza

**General Manager:** Eric Tynan

**Secretary to the Board:** Lidia Santos

**Staff Present:**

**Guest:** Lloyd Lowrey, Grant T. Leonard, Mike McCullough, Starla Warren and Carolina Sahagun

**PLEDGE OF ALLEGIANCE**

At the request of President Ron Stefani, Vice President Silvestre Montejano led the Pledge of Allegiance.

**PUBLIC COMMENTS**

1. President Ron Stefani called for Public Comments – none received

**CONSENT CALENDAR**

1. A motion was made by Silvestre Montejano and seconded by James Cochran to approve the minutes of the September 19, 2017 Scheduled Board Meeting. The motion carried by the following vote:

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

*Consent Calendar accepted as presented*

**CORRESPONDENCE:**

1. Letter of acknowledgment to Castroville CSD from Special District Risk Management Authority (SDRMA) for having a no "paid" workers' compensation claims for program year 2016-17.

*Correspondence Calendar accepted as presented*

**INFORMATIONAL ITEMS:**

1. *Monterey County Farm Bureau* – Implementing a plan to bring our ground water into sustainable yield
2. *The Monterey Herald* – County water agency OK with more Salinas Valley wastewater for Pure Water Monterey expansion
3. *The Monterey Herald* – Peninsula mayors could ask CPUC to maintain larger water supply project despite reduced local demand
4. *The Modesto Bee* – If governor signs it, Gray's new law would add fairness to water disputes
5. *Bay Area News Group* – California lawmakers approve \$4 billion ballot measure for parks and water projects

*Informational items accepted as presented*

**PRESENTATIONS:**

1. Monterey One Water formerly Monterey Regional Water Pollution Control Agency (MRWPCA) explains the reason for the name change – Mike McCullough, MPA thanked the Board for their time and informed the Board that they are asking all member entities to approve the name change for MRWPCA to Monterey One Water. MRWPCA has expanded its mission and the name Monterey One Water is more fitting. They are looking to expand their sphere of influence and looking to provide cooperative water solutions. Mr. McCullough answered any question and concerns the Board and public had. **(Director Adriana Melgoza arrives at 4:42 p.m.)**

**NEW BUSINESS:**

1. Resolution No. 17-6 Approving the Second Amendment of the Joint Exercise of Powers Agreement for the Monterey Regional Water Pollution Control Agency to Change the Name of the Agency to "Monterey One Water" – A motion is made by Glenn Oania and seconded by James Cochran to approve Resolution No. 17-6 Approving the Second Amendment of the Joint Exercise of Powers Agreement for the Monterey Regional Water Pollution Control Agency to Change the Name of the Agency to "Monterey One Water". The motion carried by the following vote:

AYES:	5	Directors:	Montejano, Oania, Cochran, Melgoza and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	0	Directors:	

2. First reading of Ordinance No. 68 An Ordinance to Enforce Separate Metering or Sub Metering of Individual Units in Multi-Unit Structures – President Ron Stefani introduced and waived the first reading of Ordinance No. 68 an Ordinance to Enforce Separate Metering or Sub Metering of Individual Units in Multi-Unit Structures. Ordinance No. 68 can be viewed on pages 29-32 of the board packet. General Manager Eric Tynan informed the Board that Ordinance No. 59 requires that individual units in multi-unit building or structures be separately metered, while allowing sub metering in certain circumstances, to encourage water conservation and the efficient use of water. However, Ordinance No. 59 did not have any penalties if these policies were not followed and Ordinance No. 68 does enforce penalties. Present at this meeting was Starla Warren, President/CEO and Carolina Sahgun, Senior Community Development Planner with the Monterey County Housing Authority Development Corporation. There are two multifamily apartments in Castroville that are managed by the Housing Authority and will be demolished. These apartments currently have master meters. In their place will be new multifamily energy efficient apartments. The first apartment complex is located on Seymour, Haight and Pajaro Street and has 30 units (adding an additional 6 units). The other apartment complex is located on Speegle Street with 18 units. Ms. Warren stated that the cost of installing separate meters for all these units would be a phenomenal expense for the Housing Authority. They would prefer sub metering individual units in these multi-unit structures and will not have a problem reporting the water use to Castroville CSD. Ms. Warren also answered any questions the Board or public had regarding this project.

3. Approval of "Certification Pay" \$1 pay increase per hour for each certification received that was pre-approved by the General Manager per CCSD Employee Handbook, Section 8.5 (contingent on completing the initial CCSD probationary period and satisfy the current job specification certification for new employees) for Operator Jonathan Varela, \$2 pay increase per hour for California Class B Driver License and Backflow; effective November 9, 2017. For Operator Alex Torres, \$3 pay increase per hour for California Class B Driver License, Backflow and Water Treatment Grade 2; effective December 21, 2017 (subject to Board approval) - General Manager Eric Tynan reported to the Board that the two new operators are working out great. Both have passed the certifications mentioned and with Board approval is requesting to increase the pay on the day specified for the two new operators upon completion of their probationary period. By the District providing competitive pay, it will retain qualified staff. Both of these new operators have their Water Treatment, Water Distribution, Backflow and California Class B Driver License. A motion is made by Glenn Oania and seconded by Adriana Melgoza to approve the certification pay of \$2 effective November 9, 2017 for Operator Jonathan Varela and certification pay of \$3 effective December 21, 2017 for Operator Alex Torres (contingent on completing the initial CCSD probationary period). The motion carried by the following vote:

AYES:	5	Directors:	Montejano, Oania, Cochran, Melgoza and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	0	Directors:	

4. Appoint Director James Cochran to replace General Manager Eric Tynan's as the alternate representative for Castroville CSD to the Monterey One Water seat; formerly MRWPCA – General Manager Eric Tynan let the Board know that he is currently the alternate for Castroville CSD on the Monterey One Water seat and is willing to relinquish the position to Director James Cochran. Director James Cochran is currently the representative for the x-officio seat for the Moss landing area for Castroville CSD. However, the x-officio seat for Moss Landing is about to expire on November 30, 2017. Director Cochran expressed that he is interested in replacing General Manager Eric Tynan as the alternate representative on the Monterey One Water Board of Directors. A motion is made by Adriana Melgoza and seconded by Silvestre Montejano to appoint Director James Cochran as the alternate representative to the Monterey One Water seat effective December 1, 2017. The motion carried by the following vote:

AYES:	5	Directors:	Montejano, Oania, Cochran, Melgoza and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	0	Directors:	

**UNFINISHED BUSINESS:**

1. Update on request for Monterey One water formerly MRWPCA Board of Directors to preserve the ex-officio seat on the Monterey One Water Board of Directors for one person residing in the territory comprising the jurisdiction of the former Moss Landing County Sanitation District, which is due to expire on November 30, 2017, to be appointed by action of the Castroville CSD – General Manager Eric Tynan reported to the Board that he had attended and addressed the Monterey One Water board formerly the MRWPCA at their scheduled meeting to request that the board consider permanently keeping the ex-officio seat for Moss Landing that is due to expire on November 30, 2017. This item was on the Monterey One Water agenda but it was not a motion item and it appears that they plan to let the seat die as scheduled. Castroville CSD at least made an effort to try to retain the seat.
2. Paul W. Davis, AIA Architect with The Paul Davis Partnership present on behalf of the Housing Authority requesting to continue with master meters for the new construction of all their apartments – General Manager recommended the Board table this item one more time. A motion is made by Glenn Oania and seconded by Silvestre Montejano to table this item to the next regularly scheduled board meeting, which will be November 21, 2017. The motion carried by the following vote:

AYES:	5	Directors:	Montejano, Oania, Cochran, Melgoza and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	0	Directors:	

3. Update on the Local Groundwater Sustainability Agency (GSA) Formation and Alternate Director for the Small Water System/Disadvantaged Community Seat on the Board of Directors for the Salinas Valley GSA – President Ron Stefani informed the Board that General Manager Morisoil for the Little Bear Mutual Water Company in King City does meet the qualifications outlined by the GSA legal counsel to be appointed as the Alternate Director for the Small Water System/Disadvantage Community Seat on the Board of Directors for the Salinas Valley GSA. At this meeting they also hired a General Manager/Director for the GSA. Consultants Kennedy Jenks were hired to go after Prop 1 money and Ron Stefani was appointed to an executive committee for budget and personnel.
4. Update on levels for Well #2, #3 #4 and #5 – General Manager Eric Tynan informed the Board on the current well levels as of October 1, 2017 were as follows: Well #2 is currently at -15.9 feet below sea level and September 1, 2017 it was -19.3 feet below sea level. Well #3 is currently at -45.5 feet below sea level and September 1, 2017 it was -50.2 feet below sea level, and Well #4 is at -60.7 feet below sea level and September 1, 2017 it was -65.9 feet below sea level. Well #5 is currently at -34.5 feet below sea level and September 1, 2017 it was 36.1. A graph of the well trends for the months August 2015 through October 2017 can be viewed on page 33 of the board packet. General Manager Eric Tynan stated that all the well levels except for Well #5 are rising again. Well #5 is the deeper well and not recharging as quickly as the other wells are.

5. Update on putting Tank 4 recoating project out to bid – General Manger Eric Tynan let the Board know that the invitation to bid was published in the Weekly and the sealed bids received will be publicly opened at 2:01 p.m. on the 7<sup>th</sup> of November in the District's board room. Directors Ron Stefani and Glenn Oania will be present for the opening of the bids. At the November 21, 2017 board meeting a contractor will be selected for the 630,000 Gallon Welded Steel Tank Painting Project.
6. 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 let the Board know that the grant application that was submitted to the State Water Resource Control Board by Castroville CSD was returned because it was not in the specific format that they wanted. Castroville CSD is currently working to resubmit the application in the format they have requested.

**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 – President Ron Stefani reported to the Board that at this meeting Monterey One Water Received an update on the Pure Water Monterey project costs and estimated cost of water. They also reviewed an amendment to the MRWPCA-MPWMD Groundwater Replenishment Project Cost Sharing Agreement.
2. Update on meetings/an educational class attended by the Directors – President Ron Stefani, along with General Manager Eric Tynan and Office Manager Lidia Santos attended the 2017 CSDA Annual Conference and Exhibitor Showcase in Monterey, this past September. They each provided an update on the courses attended and each thought they received beneficial information for the District. General Manager Eric Tynan also informed the Board that he had cancelled going to the conference in Houston, Texas due to the Hurricane Harvey and instead requested to attend the AWWA conference in Reno, Nevada next week.

### 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** – September 2017. A motion was made by Adriana Melgoza and seconded by Glenn Oania to pay all bills presented. The motion carried by the following vote:

AYES:	5	Directors:	Montejano, Oania, Cochran, Melgoza and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	0	Directors:	

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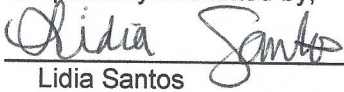
**CLOSE:**

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

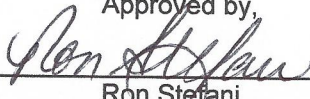
AYES:	5	Directors:	Montejano, Oania, Cochran, Melgoza and Stefani
NOES:	0	Directors:	
ABSENT/NOT			
PARTICIPATING:	0	Directors	

The meeting adjourned at 5:30 p.m. until the next scheduled meeting

Respectfully submitted by,

  
\_\_\_\_\_  
Lidia Santos  
Secretary to the Board

Approved by,

  
\_\_\_\_\_  
Ron Stefani  
President