

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF
CASTROVILLE COMMUNITY SERVICES DISTRICT
September 20, 2016

President Ron Stefani called the meeting to order at 4:33 p.m.

ROLL CALL:

Directors Present: President Ron Stefani, Vice President Silvestre Montejano and Director Adriana Melgoza

Absent: Director Betty MacMillan and Director James Cochran

General Manager: Eric Tynan

Secretary to the Board: Lidia Santos

Staff Present: None

Guest: NCRPD Director Grant T. Leonard

PLEDGE OF ALLEGIANCE

Director Adrianna Melgoza led the Pledge of Allegiance.

PUBLIC COMMENTS

1. None

CONSENT CALENDAR

1. A motion was made by Adriana Melgoza and seconded by Silvestre Montejano to approve the minutes of the August 16, 2016 Scheduled Board Meeting. The motion carried by the following vote:

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

Consent Calendar accepted as presented

CORRESPONDENCE:

1. Letters from Castroville CSD to MRWPCA regarding appointment of Representative and Alternate for Castroville and Moss Landing seats.

Correspondence Calendar accepted as presented

INFORMATIONAL ITEMS:

1. *Herald* – Cal Am desal project environmental review now at \$14.3 million, CPUC to hold local public sessions
2. *Herald* – CPUC all-day local sessions focuses on desal project review, public criticism
3. *Herald* – Norm Groot: Solving our water supply problems

Informational items accepted as presented

PRESENTATIONS:

1. None

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 September 1, 2016 were as follows: Well #2 is currently at -9.1 feet below sea level and on August 1, 2016 was -17 feet below sea level. Well #3 is at -53.5 feet below sea level and on

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August 1, 2016 it was -66.1 feet below sea level, and Well #4 is at -72.5 feet below sea level and on August 1, 2016 it was -88.1 feet below sea level. A graph of the well trends for the months March 2015 through September 2016 can be viewed on page 16 of the board packet. General Manager Eric Tynan stated that he is surprised at how quickly the well levels have risen from last month, which is good news.

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 graph can be viewed on page 17 of the board packet. There is a slight spike in water usage from 2013 versus 2016. For the month of August 2013 water usage was 25.8 million gallons and August 2016 it is 26.7 million gallons.
3. Update on the local groundwater sustainability agency (GSA) and representation – General Manager Eric Tynan reported to the Board that on pages 18-25 of the board packet information such as What is a Groundwater Sustainability Agency & Who Decides, Process for Forming a Groundwater Sustainability and Collaborative Work Group –Meeting Summary #8 and #9 on the Salinas Valley Groundwater provides an overview on what has been discussed. The GSA is proposing to be comprised of eleven representative seats and Agriculture entities are requesting to hold five out of the eleven seats. However, other representatives in the working group are advocating that Agriculture entities only have four seats, because five seats would give them a super majority.
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, at next week's special meeting, NCRPD plans to finalize the naming policies for the NCRPD in regards to the capital campaign so if someone comes through with a big donation for the capital campaign there will be a structure in place. This recommendation was made by David Armanasco with Armanasco Public Relations Inc (AMR), the consultant hired to assist the NCRPD with program funding for the tax measure. General Manager Eric Tynan stated that he was pleased with this consultant.
5. Update on Prop 84: Well 5 (formerly; Well 2B) Arsenic Treatment project – General Manager Eric Tynan reported to the Board that the Department of Water Resources has requested additional documentation besides the final completion notice for this project before they will release the remaining funds of \$71,561.67. MNS Engineers is finalizing the documentation required by the Department of Water Resources.
6. Update on Cal Am water purchase agreement – General Manager Eric Tynan informed the Board that Castroville CSD would not sign the water purchase agreement pending CPUC approval.
7. Update on Castroville CSD Bicycle/Pedestrian and Railroad Crossing Bridge: Project No. 8622 concerning the sewer relocation – General Manager Eric Tynan reported to the Board that the County relocated the Castroville CSD's sewer force main successfully. There were no spills and the relocation of the sewer force main was done late at night by the County and overseen by himself and senior operator Roberto Galvez. Castroville CSD had new plans drawn for \$15k that would address the conflict and relocation of the sewer lines for this project. The original plans per an engineers estimate would have cost the Castroville CSD for the Moro Cojo Zone 2 service area \$149K to relocate the conflicting sewer lines.

NEW BUSINESS:

1. The Castroville CSD will be performing a 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 informed the Board that Rural Community Assistance Corporation (RCAC) will be helping Castroville CSD to conduct a MHI study. Once the study is complete it will be valid for 5 years. Applying for grants as a DAC, gives the District a better opportunity to be awarded grants for Castroville.

2. The Castroville CSD will be looking into grant funding for Moss Landing- Sewer Zone 3 for system upgrades and improvements – General Manager Eric Tynan let the Board know that he is also applying for grants for the Moss Landing sewer system (Zone 3) to replace the motor control centers, repair twelve manholes and the force main across Highway 1 bridge over the Elkhorn Slough. Moss Landing is already certified as a “Disadvantaged Community.”
3. Update on Moss Landing Sewer Allocation Plan presentation by General Manager Eric Tynan before the Moss Landing Harbor District Board of Directors – General Manager Eric Tynan reported to the Board that he along with District Legal Counsel Lloyd Lowrey had attended the Moss Landing Harbor District

board meeting on August 24, 2016 and presented the Moss Landing Sewer Allocation Plan. Following the presentation he answered any questions and concerns the Moss Landing Harbor District Board had. A written transcript of the dialogue that occurred can be viewed on pages 27-28 of this board packet. The concern of the Moss Landing Harbor District is that they believe they have vested rights regarding the sewer capacity as it pertains to the 1984 Sewer Allocation Plan. Their concerns are if the 1984 Sewer Allocation Plan is eliminated that they would lose their perceived vested interest. He explained to the Board that while the Monterey County’s Moss Landing Community Plan states the sewer allocation plan should be eliminated, the power actually lies with the Castroville CSD Board. In July 2015, the CSD Board decided not to eliminate the Sewer Allocation plan but instead add capacity where it is needed and leave the allocation as it was in zones that were adequately being served by the current Sewer Allocation Plan.

4. Consider the need for a new Jetter truck this fiscal year 2016/2017 instead of 2017/2018 – General Manager Eric Tynan advised the Board that the 1982 Jetter truck is starting to blow a gasket and will most likely not last until next fiscal year 2017/18, which is the time the District had planned to purchase a new Jetter. He has requested several bids on the what it would cost to purchase a new Jetter as well as bids for an option to lease.
5. Board approval of Castroville CSD Destruction Certificate #2016-1 as the retention period for the listed records has expired: miscellaneous invoices, accounts payable, accounts receivable, bank statements, financial reports and employees time sheets – Office Manager/Secretary to the Board Lidia Santos reported to the Board that the retention period has expired for the listed records on Destruction Certificate #2016-1 and requested the Board approve the destruction of these documents. A motion is made by Silvestre Montejano and seconded by Adriana Melgoza to approve Castroville CSD Destructions Certificate #2016-1 as the retention period for the listed records has expired: miscellaneous invoices, accounts payable, accounts receivable, bank statements, financial reports and employees time sheets. The motion carried by the following vote:

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

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 stated that was not able to attend the MRWPCA meeting. General Manager Eric Tynan stated Director James Cochran was able to attend the MRWPCA meeting; however he is not present at this meeting to provide an update.
2. Update on meetings/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 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 – August 2016. A motion was made by Adriana Melgoza and seconded by Silvestre Montejano to pay all bills presented. The motion carried by the following vote:

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

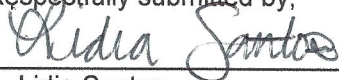
CLOSE:

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

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


The meeting adjourned at 5:05 p.m. until the next scheduled meeting

Respectfully submitted by,



Lidia Santos
Secretary to the Board

Approved by,



Ron Stefani
President