



CASTROVILLE COMMUNITY SERVICES DISTRICT

P.O. BOX 1065
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CASTROVILLE, CA 95012
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President – James R. Cochran
Vice President – Glenn Oania
Director – Cosme Padilla
Director – Ron Stefani
Director – Adriana Melgoza

General Manager – Eric Tynan
Board Secretary – Lidia Santos

Website: CastrovilleCSD.org

AGENDA REGULAR MEETING OF THE BOARD OF DIRECTORS TUESDAY, JUNE 15, 2021 – 4:30 P.M. DISTRICT BOARD ROOM – 11499 GEIL STREET

In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in the Board meeting, please contact Lidia Santos, Board Secretary during regular business hours at (831) 633-2560. Notification received 48 hours before the meeting will enable the District to make reasonable accommodations.

On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which enhances State and Local Governments' ability to respond to COVID-19 Pandemic based on Guidance for Gatherings issued by the California Department of Public Health. The Executive Order specifically allows local legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, in order to protect public health. In light of this, the board meetings of the Castroville CSD Board will be held via GoToMeeting conference. There will be NO physical location of the meeting. The public is strongly encouraged to use the GoToMeeting app for best reception. Due to the current circumstances, there may be limited opportunity to provide verbal comments during the meeting. Persons who wish to address the Board for public comment or on an item on the agenda are encouraged to submit comments in writing to Castroville CSD at lidia@castrovillecsd.org by 5:00 p.m. on Monday, June 14, 2021; such comments will be distributed to the Castroville CSD Board before the meeting. Members of the public participating by GoToMeeting are instructed to be on mute during the proceedings and to speak only when public comment is allowed, after requesting and receiving recognition from the Chair. Prior to the meeting, participants should download the GoToMeeting app at: <https://global.gotomeeting.com/install/643756525>. If you're joining through your smart phone download the GoToMeeting app from your app store. Please join the Castroville CSD Board meeting from your computer, tablet or smartphone. <https://www.gotomeeting.com/join/643756525>. You can also dial in using your phone. United States: +1 (571) 317-3112. Access Code: 643-756-525.

CALL MEETING TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

ADDITIONS OR CORRECTIONS TO THE AGENDA

PUBLIC COMMENTS – (Limited to three minutes per speaker within the jurisdiction of items not on the agenda. Public will have the opportunity to ask questions or make statements as the Board addresses each agenda item.)

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CASTROVILLE COMMUNITY SERVICES DISTRICT

CONSENT CALENDAR:

1. Approve the Draft Minutes of the Budget & Personnel Committee Meeting of May 11, 2021 and Regular Board Meeting of May 18, 2021 – **motion item**

CORRESPONDENCE:

1. Thank you letter from Castroville CSD General Manager to Carmel Area Wastewater District for the donation of two hazard huts.

INFORMATIONAL ITEMS:

1. *Associated Press* – Drought in California
2. *California Department of Water Resources* – DWR Releases First Assessments of Initial Groundwater Sustainability Plans
3. *Water Online* – EPA Researchers Develop Tool To Assess Onsite Non-Potable Water Reuse For Buildings Across The U.S.

PRESENTATION:

1. None

NEW BUSINESS:

1. Implement Water Conservation Stage 2 measures (Castroville CSD customers are asked to follow the stage 2 voluntary water use curtailment). – **motion item**
2. Select one of three options for Well #3: destroy well, apply for waiver of secondary constituent or a feasibility of desalter – **motion item**
3. Approve "Castroville CSD Investment and Deposit Policy" for fiscal year 2021/2022 – **motion item**
4. The Board will take action to designate Eric Tynan, General Manager as labor negotiator for all employees for the District for purpose of (Gov. Code Sec. 54957.6) - **motion item**

UNFINISHED BUSINESS:

1. Monterey Bay Economic Partnership has partnered with the Central Coast Broadband Consortium and is asking the Castroville CSD if it is open to the concept of considering a subsidized broadband solution for the Castroville area – **motion item**
2. Notify Monterey County Elections Department if Castroville CSD to remain at-large or move to a by-district method of voting – **motion item**
3. Update on status of grants/projects for Moss Landing-Sewer Zone 3 (Professional Engineering Services for Moss Landing Wastewater System Rehabilitation Project), Castroville-Sewer Zone 1 (Washington Sewer Trunk line Bypass) and Castroville-Water Zone 1 (Deep Well #6) for system upgrades and improvements – Eric Tynan, General Manager

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CASTROVILLE COMMUNITY SERVICES DISTRICT

4. Resolution No. 21-3 Adopting the District Budget for FY 2021/2022 for Water (Castroville Zone 1), Sewer and Governmental (Castroville Zone 1), Sewer and Governmental (Moro Cojo, NMCHS, Monte Del Lago Mobile Park Zone 2) and Sewer (Moss Landing Zone 3) and 5 year CIP – **motion item**
 - Recommendation of the Budget & Personnel Committee (Directors: Stefani and Melgoza) to consider along with the annual income and operating budget for fiscal year 2021/2022:
 - Extended recreational services with North County Recreation & Park District, \$145,000.
 - Three (3%) percent salary increases for all senior District staff and 3.35% Operator II and 3.55% Operator I per Wage Step Program.
 - Capital Improvement Projects

CLOSED SESSION:

1. Pursuant to Government Code Section. 54957, Public Employee Performance Evaluation, Title: General Manager

ANNOUNCEMENT OF CLOSED SESSION ITEM: (if applicable):

The board will reconvene into open session prior to adjournment and shall announce any action taken during the closed session.

NEW BUSINESS CONTINUED:

6. Consider approving a three year Employment Agreement for the Board appointee: General Manager Eric Tynan as it is due to expire as of June 30, 2021 - **motion item**

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 and General Manager Eric Tynan
2. Update on the Salinas Valley Basin Groundwater Sustainability Agency – Director Ron Stefani
3. Update on other meetings/educational classes attended by Castroville CSD Directors.

GENERAL OPERATIONS:

1. **General Manager's Report** – Compliance Update, Current Projects Update, Seminars Update, Staff Update, Suggestive Projects Discussions
2. **Operation's Report**
 - a) Water – Pumpage & Usage Update, Water Testing Update, Current Installation
 - b) 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** – A/R Update, Water Sales, Water Usage
4. **Financial Reports** – Treasures Report-L.A.I.F., Quarterly Financial Statements**Internal Report** and Administration Update

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CHECK REGISTER – Receive and file the Check Register for the month of May 2021 – **motion item**

ITEMS FOR NEXT MONTHS AGENDA: Tuesday, July 20, 2021 at 4:30 p.m.
CLOSE:


Adjournment to the next regular scheduled Board Meeting – **motion item**

All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. Such records shall be available at the District office located at 11499 Geil Street, Castroville, California.

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Certification of Posting

I certify that on June 11, 2021, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of the Castroville Community Services District, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2).

Executed at Castroville, California, on June 11, 2021.


Lidia Santos, Board Secretary

**BUDGET & PERSONNEL COMMITTEE MEETING MINUTES
CASTROVILLE COMMUNITY SERVICES DISTRICT
May 11, 2021**

The Budget & Personnel Committee was held virtually on GoToMeeting.

Director Adriana Melgoza called the meeting to order at 11:00 a.m.

ROLL CALL:

Directors Present: Committee members: Ron Stefani and Adriana Melgoza

Absent:

Staff Present: General Manager Eric Tynan and Office Manager Lidia Santos

Guest: NCRPD Finance & Administration Director Alex Lopez

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was let by Director Ron Stefani and recited at this committee meeting by all in attendance.

PUBLIC COMMENTS

None

1. Review of FY 2021/2022 Proposed Budget – General Manager Eric Tynan presented the preliminary budgets for Water (Castroville –Zone1), Sewer and Governmental (Castroville - Zone1), Sewer and Governmental (Moro Cojo, NMCHS, & Monte Del Lago Mobile Park –Zone 2), and Sewer (Moss Landing – Zone 3), which were all reviewed by the Budget Committee.
2. Recommendations for FY 2021/2022 Budget – The Budget Committee will be updating the Board at the regularly scheduled board meeting on May 18, 2021 on the budgets reviewed and their recommendations. All budget items were reviewed and discussed at this meeting. There is no water rate increase this fiscal year as the 5 year water rate increase that was approved ended fiscal year 2020/2021. Recommended changes to the following budget line items: Castroville Zone 1-Sewer reflects \$158,500 of ad valorem property taxes to be transferred out to Castroville Zone1-Governmental in order to fund extended recreational services (\$145,000) and street lights (\$13,500) for 2021-22. Ad valorem funds will need to be transferred out in this manner as done in the past to fund extended recreational services of which \$45,000 of the \$145,000 to be used for capital improvement projects. Note that \$20,000 that was not used in 2020/2021 by NCRPD rolled forward to this fiscal year. The transfer out of funds was not done for several years since there were sufficient funds in the Castroville Zone 1-Governmental. However, Castroville Zone 1-Governmental no longer has sufficient monies in the fund to pay for extended recreational services, therefore ad valorem property tax monies will need to be applied to the Castroville Zone 1-Governmental as done in the 2020/2021 budget and in the past. NCRPD Finance & Administration Director Alex Lopez had submitted the request for extended recreational services, which is included with this board packet and can be viewed as an attachment online at www.castrovillecsd.org . NCRPD General Manager Alex Lopez stated that the NCRPD appreciates the funding it receives and is asking for the \$20,000 for CIP not used this fiscal year 2020/2021 to be included with their request for a total of \$145,000. For fiscal year 2021/2022 Castroville CSD had allocated \$100,000 to NCRPD of which \$40,000 was to be used for capital improvements projects. Due to the Covid-19 pandemic the grant funds to help cover this project were put on hold and not expected to be awarded until later this year. General Manager Eric Tynan stated that NCRPD has been doing a great job and recommended the \$20,000 should carry forward to fiscal year 2021/2022 making their request \$145,000. The Budget Committee concurred with General Manager Eric Tynan's recommendation. These same changes will also be reflected in the Castroville Zone 1-Governmental budget. The Budget & Personnel Committee will provide their recommendation to the full Board at the May 18, 2021 meeting. This is only a discussion at this time and no action has been taken. Extended Recreational Services expense is now reflecting \$145,000 but will be discussed further at the regular scheduled board meeting. No other changes were made at this time. Sewer and Governmental (Moro Cojo, NMCHS & Monte De Lago Mobile Park-Zone 2) will have no sewer rate increases as the last of the 5 year approved rate increase was for fiscal year 2020/2021 per Ordinance No. 67.

**BUDGET & PERSONNEL COMMITTEE MEETING MINUTES
CASTROVILLE COMMUNITY SERVICES DISTRICT**

May 11, 2021

Page 2

3. Personnel-Staff Wage Increase – The Budget & Personnel Committee reviewed the Wage Step Program that was approved by the Board at the October 2018 board meeting for all hourly staff positions, which can be viewed on pages 41-42 of this board packet. The General Manager position is salary and the most recent three year contract was executed July 1, 2018.
4. Recommendations for Staff Wage Increase- General Manager Eric Tynan informed the Budget & Personnel Committee that the preliminary budgets include a 3% to 3.55% hourly wage increase for employee in accordance with the Wage Step Program, pending Board approval. He recommended all staff be moved up to the next wage step as the staff has been doing a great job during this pandemic. The Personnel Committee will be making recommendations to the Board at the regularly scheduled board meeting on May 18, 2021 to discuss whether to consider approving the hourly wage increase to the next wage step in accordance with the Wage Step Program-Board Approved, October 2018, which can be viewed on pages 41 and 42 of this packet. .
5. Adjournment

CLOSE:

Meeting adjourned at 11.40 a.m.

Respectfully submitted by,

Lidia Santos
Secretary to the Board

Approved by,

Ron Stefani
Director

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF
CASTROVILLE COMMUNITY SERVICES DISTRICT
May 18, 2021

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

ROLL CALL:

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

Absent: Director Adriana Melgoza

General Manager: Eric Tynan

Secretary to the Board: Lidia Santos

Staff Present:

Guest: Donna Meyer, Steve Snodgrass, Grant Leonard, and Caltrans Project Manager Brandy K Rider along with other Caltrans staff members.

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Office Manager/Secretary to the Board Lidia Santos at the request of President James Cochran.

PUBLIC COMMENTS

1. None.

CONSENT CALENDAR

1. A motion was made by Glenn Oania and seconded by Ron Stefani to approve the minutes of the April 20, 2021 Regularly Scheduled Board Meeting. The motion carried by the following roll call votes:

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

Consent Calendar accepted as presented

CORRESPONDENCE:

1. None.

Correspondence Calendar accepted as presented

INFORMATIONAL ITEMS:

1. *Monterey Herald* – Water board committee recommends advancing Pure Water Monterey expansion
2. *Associated Press* – Water bill may open spigot for Biden infrastructure plan
3. *Nature Food Journal* – Water scarcity footprint reveals impacts of individuals dietary choices in US
4. *ACWA* – Integrated Regional Water Management, the path to a resilient water resources future

Informational items accepted as presented

PRESENTATIONS:

1. Salinas Valley Basin GSA requesting for agency partner investments in Deep Aquifers study and report on partner agency contributions to this effort – Donna Meyers, General Manager with the Salinas Valley Basin GSA is requesting the consideration of the Castroville CSD of \$15,000 towards the Deep Aquifers study to begin in January 2022. The District's contribution will be matched with partner agency contributions to fund the approximately \$1,000,000 study for this critical part of our groundwater basin. The study will include recommended study elements approved by the SWIG in

November 2020. The study will include broadly the following components: descriptions of the geology, hydrogeology, and extents of the deep aquifers, estimate a water budget for the deep aquifers and quantify any overdraft, address economic and administrative constraints on extracting from the deep aquifers, provide guidance on managing the deep aquifers, and propose and initiate a deep aquifers monitoring program. All participating agency partners will be asked to contribute to the study depending on their size from \$10,00-\$100,000. Castroville CSD is being asked to make a smaller contribution but is still an important contribution in getting this study done. Ms. Meyers answered any Board questions and concerns and would appreciate Castroville CSD's consideration of this request.

2. Current project overview and update on State Route 183 (Merritt Street) Castroville Improvement Project – Brandy K. Rider, Project Manager with Caltrans provided the Board with a slide presentation of this project. The slide presentation covered an overview of the project such as project facts, project benefits, public outreach, estimated funding breakdown, partnerships and the proposed project schedule, which can be viewed on pages 21-25 of this board packet. Also, in attendance were other Caltrans staff members to answer any questions or concerns the Board and public may have. Ms. Rider encouraged the Board to attend the virtual public meeting scheduled on Wednesday, May 26, 2021, from 5:00 p.m. to 7:00 p.m. The virtual public meeting will present information about the project, and time will be allocated to collect public comments on the project.

NEW BUSINESS:

1. Salinas Valley Basin GSA requesting the consideration of the Castroville CSD of \$15,000 towards Deep Aquifers study – General Manager Eric Tynan recommended the Board consider the request from the Salinas Valley Basin GSA to contribute \$15,000 toward the Deep Aquifers study as this study would be a benefit to Castroville CSD. The letter from General Manager Donna Meyers, from the Salinas Valley Basin GSA making this request can be viewed on page 20 of this board packet. Director Ron Stefani concurs the study is important. A motion is made by Ron Stefani and seconded by Glenn Oania to approve the request from the Salinas Valley Basin GSA of \$15,000 towards the Deep Aquifers study. The motion carried by the following roll call votes:

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

2. Monterey Bay Economic Partnership has partnered with the Central Coast Broadband Consortium and is asking the Castroville CSD if it is open to the concept of considering a subsidized broadband solution for the Castroville area – Steve Snodgrass asked if the Castroville CSD would be open to the concept of considering a subsidized broadband solution for the Castroville area. The broadband concept submitted by Mr. Snodgrass can be viewed on pages 26- 28 of this board packet. This service would be required to go through the Proposition 218 process. At this time it only a concept as the details still need to be ironed out. He is only asking if the Board is open to this concept. General Manager Eric Tynan reported to the Board that with limited staff that this concept would not be suitable for the District to provide. In addition many customers may not want this broadband service and adding this fee to customers water bills will cause problems. Director Ron Stefani agreed with General Manager Eric Tynan and suggested that Mr. Snodgrass take this discussion to the Monterey County Board of Supervisors, in particular Supervisor John Phillips for further discussion. Most residents in Castroville have Spectrum as their internet provider already. In addition Cruzio is a private internet service provider and this project would be required to be put out to bid. After some discussion, a motion is made by Ron Stefani and seconded by Glenn Oania to table this item to the next regularly board meeting pending further information. The motion carried by the following roll call votes:

Minutes of the Castroville Community Services District
May 18, 2021 Regular Board Meeting
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AYES: 4 Directors: Cochran, Stefani, Oania and Padilla
NOES: 0 Directors:
ABSENT/NOT
PARTICIPATING: 1 Directors: Melgoza

3. Notify Monterey County Elections Department if Castroville CSD to remain at-large or move to a by-district method of voting – General Manager Eric Tynan informed the Board that a notice was received from the Monterey County Elections Department seeking a response from each jurisdiction that currently elects board members at-large and if they wish to move from At-large to By-district Method of Voting, (notice can be viewed on pages 29-30 of this board packet). The Board requested General Manager Eric Tynan consult with District Legal Counsel Christine Kemp before they make a decision on this matter. A motion is made by Cosme Padilla and seconded by Ron Stefani to table this item until the next regularly scheduled board meeting pending District Legal Counsel review and recommendation. The motion carried by the following roll call votes:

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

4. Consider approving proposal not to exceed \$60,000 from MNS Engineers for Professional Engineering Services for Washington Sewer Tunk Line Bypass Site Assessment and Design Plans (60%) Update – General Manager Eric Tynan recommended the Board approve the proposal submitted by MNS Engineers as he is pleased with the work they do for the District and anticipates grant funding with cover these fees. The proposal can be viewed on pages 31-33 of this board packet. A motion is made by Ron Stefani and seconded by James Cochran to approve the proposal (not to exceed \$60,000) from MNS Engineers for Professional Engineering Services for Washington Sewer Tunk Line Bypass Site Assessment and Design Plans (60%) Update. The motion carried by the following roll call votes:

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

5. North County Recreation and Park District (NCRPD) request for funding, “Extended Recreation Services” for fiscal year 2021/2022 – General Manager Eric Tynan stated the request for funding for “Extended Recreation Services” for fiscal year 2021/2022 submitted by NCRPD General Manager Alex Lopez can be viewed on pages 34-35 of this board packet. The funding request is for \$125,000 and he is also requesting to carry forward \$20,000 in funds that were not used for capital improvement projects in fiscal year 2020/2021 for a total of \$145,000. \$45,000 of the \$145,000 will be used for capital improvement projects as listed on the request submitted.
6. Preliminary 2021-22 Operating Budgets for Water (Castroville Zone 1), Sewer and Governmental (Castroville Zone 1), Sewer and Governmental (Moro Cojo, NMCHS, & Monte Del Lago Mobile Home Park Zone 2) and Sewer (Moss Landing Zone 3) – General Manager Eric Tynan and the Board reviewed and discussed all budget items for the different funds. However, the Budget & Personnel Committee: Directors Melgoza and Stefani had met on May 11, 2021 with the General Manager and discussed and reviewed the budgets and discussed a 3% staff wage increase per the Wage Step Program approved by the Board, October 2018, which is included in this preliminary budget. The Board agreed to leave the preliminary 2021/22 Operating Budgets as presented. Final adoption of the budgets will not be made until the June 15, 2021 regularly scheduled board meeting.

Minutes of the Castroville Community Services District
May 18, 2021 Regular Board Meeting

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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 as mentioned at last month's board meeting 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. Pending, the DAC Involvement Programs amount TBD with DWR is for the design of the Washington Sewer Bypass for Castroville sewer is also assigned to MNS Engineers. Projects are in the design process and waiting to move forward with the construction process of the grants. Current funding efforts: Moss Landing sewer system improvements, Castroville emergency well replacement, Castroville water supply improvements and Castroville wastewater improvements.
2. Update on the Castroville CSD contribution of \$83,000 for the Protection of Domestic Drinking Water Supplies for the Lower Salinas Valley project to Monterey County Water Resources Agency (destruction of Well No. 3) – General Manager Eric Tynan reminded the Board as reported at last month's board meeting that MCWRA sent a letter regarding the reclassification of Well #3 on parcel 030-262-008-000, which can be viewed on page 19 and 20 of this board packet. The Castroville CSD contributed \$83,000 and in exchange for making said contribution, the MCWRA shall assure the District the following: the MCWRA is carrying out MCWRA's responsibilities under the Grant Agreement, the MCWRA will use said funds solely for the purpose for which they are contributed, the District is not a project applicant, nor in any manner responsible for implementation of the grant project; and any District funds contributed, and not so expended, shall be returned to the District. The Project allows the Agency to leverage State funding to complete the destruction of wells within Zone 2B, also known as the CSIP service area. Well #3 is within the Project area and has a status of "Active". Well #3 is being reclassified from a "Active" status to an Abandoned status. Well #3 will be officially reclassified as Abandoned thirty-five days following the date of this letter dated March 19, 2021. However, General Manager Eric Tynan wants to hold off on the destruction of Well #3 and confirmed with State Water Board that per CCR, Title 22, Section 64449(d)(2) states, "Constituent concentrations ranging to the short term contaminant level are acceptable only for existing community water systems on a temporary basis pending construction of treatment facilities or development of acceptable new water sources." The Division recommends Castroville CSD use Well #3 only when other wells are not able to meet demands (response can be viewed on page 60 of this board packet and list the secondary MCLS for this well). For this reason, General Manager Eric Tynan will request to delay the destruction of the well.
3. Update on Cal Am's Monterey Peninsula Water Supply Project (desal project) – General Manager Eric Tynan let the board know that Cal Am is moving forward with the Monterey Peninsula Water Supply Project instead of desal. They are doing a Water Purchase Agreement with Monterey One Water in regards to the Pure Water Expansion project instead.
4. Update on well levels – General Manager Eric Tynan updated the Board on the well levels for Well #2, #3, #4 and #5 which can be viewed on page 65 of this board packet. Currently, Well #4 & #3 are doing all the work. Furthermore, the well levels are starting to trend down quickly.

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 to the Board that MIW approved the SIER for the Pure Water Expansion Project. Cal Am agreed to a Water Purchase Agreement with the Pure Water Expansion Project, which should be approved at the May 27, 2021 meeting.
2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) meeting – Director Ron Stefani stated that the Castroville CSD Board heard from General Manager Donna Meyers with the SVBGSA regarding the Deep Aquifers study that is needed. Also, he was not able to attend the meeting this month and Grant Leonard attended in his place. Mr. Leonard was present and informed the Board that at this meeting the SVBGSA agreed to raise rates. They are looking at a modest rate increase for next year (.10 cents per connection fee). Farmers currently pay \$5 per acre and water customers pay \$2.26 per connection.
3. Update on meetings or educational classes attended by the Directors –None to report at this.

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 – April 2021. 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: Cochran, Stefani, Oania and Padilla
NOES:	0	Directors:
ABSENT/NOT		
PARTICIPATING:	1	Directors: Melgoza

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

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

The meeting adjourned at 6:28 p.m. until the next scheduled meeting

Respectfully submitted by,

Approved by,

Lidia Santos
Secretary to the Board

James Cochran
President



**CASTROVILLE
COMMUNITY
SERVICES DISTRICT**

P.O. BOX 1065
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May 25, 2021

Carmel Area Wastewater District
Attn: Ms. Barbara Buikema, General Manager
3945 Rio Road
Carmel, CA 93923

RE: Donation of 2 Hazard Huts

Dear Ms. Buikema:

Castroville Community Services District and myself personally would like to thank you and the Carmel Area Waste Water District for the generous donation of the Hazard Huts.

As you know, Castroville is a recognized "Severely Disadvantaged Community" with a Medium Household Income of \$35,000 per household and gets 100% of its water supply from ground water wells all of which are within 2,000 feet of seawater intrusion. Castroville is in the process of converting our Well 5 process for pH adjustment and could use two hazard huts for storing the sulfuric acid used for arsenic treatment.

Please accept this letter as a thank you for the donation of the two hazard huts, which Castroville CSD and the Community of Castroville greatly appreciate.

Thank you for your consideration.

Sincerely,



J. Eric Tynan
General Manager

By ADAM BEAM

Associated Press

OROVILLE, Calif. (AP) — Each year Lake Oroville helps water a quarter of the nation's crops, sustain endangered salmon beneath its massive earthen dam and anchor the tourism economy of a Northern California county that must rebuild seemingly every year after unrelenting wildfires.

But the mighty lake — a linchpin in a system of aqueducts and reservoirs in the arid U.S. West that makes California possible — is shrinking with surprising speed amid a severe drought, with state officials predicting it will reach a record low later this summer.

While droughts are common in California, this year's is much hotter and drier than others, evaporating water more quickly from the reservoirs and the sparse Sierra Nevada snowpack that feeds them. The state's more than 1,500 reservoirs are 50% lower than they should be this time of year, according to Jay Lund, co-director of the Center for Watershed Sciences at the University of California-Davis.

Over Memorial Day weekend, dozens of houseboats sat on cinderblocks at Lake Oroville because there wasn't enough water to hold them. Blackened trees lined the reservoir's steep, parched banks.

At nearby Folsom Lake, normally bustling boat docks rested on dry land, their buoys warning phantom boats to slow down. Campers occupied dusty riverbanks farther north at Shasta Lake.

But the impacts of dwindling reservoirs go beyond luxury yachts and weekend anglers. Salmon need cold water from the bottom of the reservoirs to spawn. The San Francisco Bay needs fresh water from the reservoirs to keep out the salt water that harms freshwater fish. Farmers need the water to irrigate their crops. Businesses need reservoirs full so people will come play in them and spend money.

And everyone needs the water to run hydroelectric power plants that supply much of the state's energy.

If Lake Oroville falls below 640 feet (195 meters) — which it could do by late August — state officials would shut down a major power plant for just the second time ever because of low water levels, straining the electrical grid during the hottest part of the summer.

In Northern California's Butte County, low water prompts another emotion: fear. The county suffered the deadliest U.S. wildfire in a century in 2018 when 85 people died. Last year, another 16 people died in a wildfire.

Walking along the Bidwell Canyon trail last week, 63-year-old Lisa Larson was supposed to have a good view of the lake. Instead, she saw withered grass and trees.

"It makes me feel like our planet is literally drying up," she said. "It makes me feel a little unsettled because the drier it gets, the more fires we are going to have."

Droughts are a part of life in California, where a Mediterranean-style climate means the summers are always dry and the winters are not always wet. The state's reservoirs act as a savings account, storing water in the wet years to help the state survive during the dry ones.

Last year was the third driest on record in terms of precipitation. Temperatures hit triple digits in much of California over the Memorial Day weekend, earlier than expected. State officials were surprised earlier this year when about 500,000 acre feet (61,674 hectare meters) of water they were expecting to flow into reservoirs never showed up. One acre-foot is enough water to supply up to two households for one year.

"In the previous drought, it took (the reservoirs) three years to get this low as they are in the second year of this drought," Lund said.

The lake's record low is 646 feet (197 meters), but the Department of Water Resources projects it will dip below that sometime in August or September. If that happens, the state will have to close the boat ramps for the first time ever because of low water levels, according to Aaron Wright, public safety chief for the

Northern Buttes District of California State Parks. The only boat access to the lake would be an old dirt road that was built during the dam's construction in the late 1960s.

"We have a reservoir up there that's going to be not usable. And so now what?" said Eric Smith, an Oroville City Council member and president of its chamber of commerce.

The water level is so low at Lake Mendocino, along the Russian River in Northern California, that state officials last week reduced the amount of water heading to 930 farmers, businesses and other junior water-rights holders.

"Unless we immediately reduce diversions, there is a real risk of Lake Mendocino emptying by the end of this year," said Erik Ekdahl, deputy director for the State Water Board's Division of Water Rights.

Low water levels across California will severely limit how much power the state can generate from hydroelectric power plants. When Lake Oroville is full, the Edward Hyatt Power Plant and others nearby can generate up to 900 megawatts of power, according to Behzad Soltanzadeh, chief of utility operations for the Department of Water Resources. One megawatt is enough to power between 800 and 1,000 homes.

That has some local officials worrying about power outages, especially after the state ran out of energy last summer during an extreme heat wave that prompted California's first rotating blackouts in 20 years. But energy officials say they are better prepared this summer, having obtained an additional 3,500 megawatts of capacity ahead of the scorching summer months.

The low levels are challenging for tourism officials. Bruce Spangler, president of the board of directors for Explore Butte County, grew up in Oroville and has fond memories of fishing with his grandfather and learning to launch and drive a boat before he could drive a car. But this summer, his organization has to be careful about how it markets the lake while managing visitors' expectations, he said.

"We have to be sure we don't promise something that can't be," he said.

Low lake levels haven't stopped tourists from coming yet. With coronavirus restrictions lifting across the state, Wright — the state parks official for Northern California — said attendance at most parks in his area is double what it normally is this time of year.

"People are trying to recreate and use facilities even more so (because) they know they are going to lose them here in a few months," he said.



DWR Releases First Assessments of Initial Groundwater Sustainability Plans

Published: Jun 03, 2021

SACRAMENTO, Calif. -- The California Department of Water Resources (DWR) today released its first assessments of groundwater sustainability plans developed by local agencies to meet the requirements of the Sustainable Groundwater Management Act (SGMA).

DWR has completed its assessment and approved plans for the [Santa Cruz Mid-County Basin in Santa Cruz County and 180/400 Foot Aquifer Subbasin](#) in Monterey County. The groundwater sustainability agencies (GSAs) for these critically over-drafted basins will continue implementing their plans to achieve SGMA's goal of groundwater sustainability within 20 years.

DWR has notified GSAs for the [Cuyama Valley Basin and Paso Robles Subbasin](#) that their plans lack specific details and are not yet approved. DWR is requesting a consultation meeting with the GSAs to discuss actions necessary to improve the plans. DWR is committed to working with local agencies and providing technical and financial support to help them bring their basins into balanced levels of pumping and recharge.

"Local management, including development of solutions for the long-term reliability of groundwater, is the cornerstone of the Sustainable Groundwater Management Act," said DWR Director Karla Nemeth. "DWR's evaluation and assessment of groundwater sustainability plans is an important step in the long process of bringing our critical groundwater basins into sustainability, helping to ensure Californians have a reliable water source during drought years and for generations to come."

DWR is releasing plan assessments as they are completed, rather than waiting to release the assessments at the end of the two-year review period in January 2022, to provide early feedback and guidance that can inform other GSAs as they develop their plans.

SGMA initiated a new era of local groundwater management. For the first time in California's water history, local agencies and groundwater users are required to form GSAs and develop and implement plans to guide how they will achieve groundwater basin sustainability goals over the next 20 years. SGMA lays out a process designed for continuous improvement – gathering information to fill data gaps, updating plans, and promoting science-based adaptation. Plans will be updated as new information becomes available and as conditions change in groundwater basins. DWR will review annual reports and also assess each plan every five years to determine if the GSAs are on track to meet their basin's goal.

Despite the long-term timeline, SGMA requires near-term actions that will help the state manage water resources during dry and drought years. For example, GSAs have been required to submit annual progress reports since 2020 with the most up-to-date monitoring and plan implementation information for their groundwater basins, including groundwater levels and use. This data can be accessed on the [SGMA Portal](#). By tracking conditions and implementation performance, the state and local agencies can better manage water resources during average and wet years to ensure groundwater will be available as a buffer during dry years.

In addition to and aligned with plan evaluation, DWR continues to support GSAs by providing planning, technical and financial assistance. Recently, DWR announced [\\$26 million in grant funding](#) for project investments to improve water supply security, water quality and the reliability of groundwater. These efforts align with the Administration's budget proposal for significant additional funding for projects to improve groundwater conditions and advance safe drinking water efforts for groundwater-dependent communities. For more information about DWR's available assistance, watch this [video](#) and visit the [assistance and engagement webpage](#).

Additional information, including a video message from DWR on the assessments, is available at this [website](#).

EPA Researchers Develop Tool To Assess Onsite Non-Potable Water Reuse For Buildings Across The U.S.

By U.S. EPA

Increasing pressure on water resources has led to greater water scarcity and a growing demand for enough clean water. Many communities across the country have initiated, or are in the process of developing, centralized systems for planned water reuse. Water reuse is the concept of intentionally recycling, treating, and reusing alternative water sources. Federal government agencies and the water user community are coordinating their efforts to advance the adoption of water reuse and ensure the security, sustainability, and resilience of water resources. The National Water Reuse Action Plan (WRAP) describes these collaborative [actions](#).

Highlighted in the WRAP, onsite, non-potable reuse is a strategy that could help communities recycle and reuse water for non-drinking purposes. This approach is increasingly being considered as one of the most viable options to address water scarcity and infrastructure challenges, such as reducing costs and pollutant amounts, particularly for individual buildings. Onsite non-potable water systems collect and treat water sources from within, or surrounding, a building, such as stormwater and wastewater. The captured water can be treated and reused locally or onsite for toilet flushing, clothes washing, plant irrigation, or other non-drinking purposes.



The implementation of non-potable water reuse can vary greatly among geographic locations and building types. To assist with these variabilities, EPA researchers developed the Non-Potable Environmental and Economic Water Reuse (NEWR) Calculator. NEWR is a web-based tool designed to provide screening-level assessment for any urban building located across the United States. It provides a comprehensive integrated assessment of treatment options, onsite non-potable demand, the environmental impacts, and costs.

NEWR allows users –communities, states, city planners, building designers, water resource organizations, or utility personnel - to identify the most environmentally and cost-effective suite of source water options to meet non-potable needs while taking into account the geography, climate, energy grid, building size, and building type.

The Calculator uses life cycle costing and life cycle assessment to calculate economic cost and environmental impacts associated with onsite source water options including rainwater harvesting, air-conditioner condensation harvesting, and treatment of source-separated graywater or mixed wastewater using a membrane bioreactor.

Building operators can use NEWR to make an informed, balanced decision on non-potable water reuse, balancing public health protection, for example reducing pathogens, with environmental and economic performance in a holistic analysis focusing on resilience and sustainability. The Calculator also helps avoid or optimize the weaknesses in systems, for example a process that may be energy intensive. This tool can help a community transition towards the adoption of innovative technologies like onsite water reuse while considering issues that are unique to their cities or communities.

Cissy Ma, an EPA researcher and one of the NEWR project leads, worked with partners and colleagues to explore the quantification of life cycle impacts and costs to build the business case for non-potable water reuse implementation.

“The water crisis in Texas with damaged water infrastructure after the recent severe winter storm is the latest somber reminder that we need to rethink our water systems and learn how to be resilient to disasters like this and the climate change impacts of the future,” stated Cissy. “Decentralized non-potable water reuse can be one of the alternative options.”

Water reuse strategies are not just related to water quantity, but also the water quality, the treatment required for safe water, the cost of installation and operation and maintenance, avoided drinking water costs, and avoided energy use for potable water treatment and distribution. Integrated assessment metrics are needed to capture the complexity of non-potable water reuse implementation.

transformational changes in water systems,” stated Cissy.

Building owners, operators, city planners, or any water professionals interested in understanding the economic costs and environmental benefits of their water options can view the new [NEWR calculator](#).

EPA worked with San Francisco Public Utilities Commission to help achieve their onsite non-potable water reuse systems goals by using their data to answer questions. Based on the data from San Francisco, EPA researchers developed and expanded NEWR. In addition, groups including Austin Water, U.S. Green Building Council, Canadian Green Building Council, American Rainwater Catchment Systems Association, and the City of New York, have contributed to testing the tool, or have used it for their water reuse efforts.

Learn more:

[Water Reuse Research](#)

[Onsite Non-Potable Water Reuse Research](#)

[NEWR Calculator](#)

CASTROVILLE COMMUNITY SERVICES DISTRICT

Water Conservation Stage 2

Given the low amount of rainfall received this year and in support of statewide efforts to reduce water use, Castroville Community Services District customers are asked to follow the Stage 2 voluntary water use curtailment.

Please do your part to help us achieve the 20% Demand Reduction Goal in Stage 2 Water Use Curtailment. The primary ways to achieve this goal are:

- Immediately stopping and repairing leaks
- Reducing watering days
- Replacing lawns with low water use plants
- Retrofitting to high-efficiency water fixtures and toilets

Please remember to follow these curtailment practices on water waste at all times. A partial list of these practices is shown below.

Water Waste Curtailment Policies Within Stage 2

- No person shall cause or permit water to run to waste.
- Spray irrigation events shall occur before 10:00 a.m. and after 5:00 p.m.
- No person shall irrigate their landscapes at any time while it is raining.
- Irrigating landscapes or using water in a manner that causes runoff to waste is prohibited.
- Using potable water to clean driveways, sidewalks, or other hard surfaced areas, except where necessary to protect public health or safety, is not permitted.
- Using a hose for the permitted washing of buildings and vehicles without the use of an automatic shut-off nozzle is prohibited.
- Potable water should not be used in fountains or other decorative water features unless the water recirculates.
- Plumbing and irrigation leaks, breaks, or defects shall be repaired within seventy-two (72) hours.
- Public entities shall display placards or decals promoting water conservation and the prohibition of water waste.
- Restaurants shall not serve water to customers, except upon request.

Follow These Tips to Conserve Water

- Identify and repair leaks. The most common leaks are in toilets and within irrigation systems.
- Take short showers, no more than 5 minutes.
- Don't run the water when brushing your teeth, shaving, or hand washing the dishes.
- Turn off your automated irrigation system and water your landscape manually, only as needed.
- Collect rainwater and use it for landscaping and washing the car.
- Retrofit to high efficiency toilets, clothes washers, low-flow showerheads, and one-half gallon per minute faucet aerators.
- Wash laundry and dishes with full loads.
- Use drip irrigation for landscaping.
- Use mulch around trees and plants.
- Use a bucket to wash the car instead of running the hose.

For more tips on how to conserve water, visit www.saveourwater.com.

For personal assistance with leaks, high water use, or efforts to conserve water, contact us at (831) 633-2560 or visit www.CASTROVILLECSD.ORG.

**CASTROVILLE COMMUNITY SERVICES DISTRICT
INVESTMENT AND DEPOSIT POLICY**

BACKGROUND AND PURPOSE

State law requires that the District's Treasurer submit to the Board an annual statement of Investment Policy and periodic reports regarding investments and deposits. This document is the Annual Statement of Investment Policy for FY 2021/2022.

Pursuant to California Government Code Sections 61050(c) and 61053 (b) the Board of Directors ("Board") has appointed the General Manager to be the District Treasurer. Pursuant to Government Code Section 61053(a), the Board has established an alternative depository, other than the County of Monterey, for the District's funds.

Pursuant to California Government Code Section 53646(a)(2), regarding investments and deposits of District funds, the District deposits and investments shall be made by the District in accordance with this policy.

I. OVERALL POLICY

When investing, re-investing, purchasing, acquiring, exchanging, selling or managing public funds, the primary objective of the District shall be to safeguard the principal of the funds under its control. The secondary objective shall be to meet the liquidity needs of the District. The third objective shall be to achieve a return on the funds under the District's control. When depositing funds pursuant to Section 53630 et seq., the District's primary objective shall be to realize maximum return, consistent with prudent financial management.

The District shall maintain an operating fund with enough reserve to avoid borrowing because of routine disruptions in revenue. The District shall maintain a replacement fund with a reserve fund for the replacement of facilities which will avoid all or part of the cost of borrowing. A reserve fund element should be calculated for each physical asset. The District shall maintain a reserve fund to replace facilities lost due to catastrophic events and to pay for the defense of claims often associated with such losses.

II. APPLICABLE LAW

All references to code sections in this Statement, unless otherwise specified, are from the California Government Code. The District's investment policy is based on provisions of the California Government Code commencing with Section 53600 governing the investments of local agency funds and deposits of public monies. All references to code sections in this Statement, unless otherwise specified, are from the California Government Code.

The District's investment policy is based on provisions of the Section 53600 and following governing the investments of local agency funds and public monies. The District's deposit policy is based on the provisions Section 53630 and following governing the deposit of local agency funds and public monies.

All District funds will be invested in compliance with governing provisions of law Government Code Sections 53600 et seq. and this policy. All District deposits will be made in compliance with Sections 53630 and following and this policy. If there is any inconsistency or conflict between the applicable state laws and the policies expressed in this Statement, the statutory provision shall be the policy of the District.

In accordance with Section 53600.3, the District intends to invest prudently in order to safeguard the invested principal and maintain adequate cash availability for the anticipated needs of the District. In accordance with Section 53637, the District intends to make its deposits with the objective of realizing maximum return, consistent with prudent financial management. With respect to deposits made by the District, such deposits shall be made with As far as possible, all money belonging to or in the custody of the District, including money paid to the Treasurer or other official to pay the principal, interest, or penalties of bonds, shall be deposited for safekeeping in an institution as described in Section 53635.2.

III. AVAILABILITY OF FUNDS

A. Funds For Immediate Expenditure. An amount approximately equal to the total of all District expenditures for an average three-month period shall be maintained in active deposits, as defined by Section 53644(a), such as the State Treasurer's Local Agency Investment Fund (LAIF). All Deposits (both active and inactive) shall be managed in accordance with Sections 53630 through 53686.

B. Funds Not Required for Immediate Expenditure. All funds in excess of the amount needed for immediate expenditure as described in paragraph A, shall either be a deposited as set forth in Section V, below with the objective of realizing maximum return, or invested in acceptable investment instruments as described in Section IV, below. Periodic analysis of cash flow during the fiscal year shall serve as the basis for determining when such funds should be made available for expenditure, so that an appropriate maturity date of deposits or investments may be fixed accordingly.

C. Earned Interest. In accordance with Section 53647, interest earned on all money deposited belongs to, and shall be paid quarterly into the general fund of, the District, unless otherwise directed by law. Notwithstanding this provision, the Board may direct such interest to be paid to the fund which contains the principal on which the interest accrued.

IV. ACCEPTABLE INVESTMENT INSTRUMENTS

The District's investment portfolio may include the following instruments subject to state law and subject to the constraints herein stated:

A. Negotiable certificates of deposits, subject to the limitations set forth in Section 53601(h) and Section 53638. Purchases of certificates of deposits shall not exceed thirty percent (30%) of the District's idle funds;

B. Deposits in the Local Agency Investment Fund (LAIF), subject to the provisions governing deposits which are set forth in Sections 53630 through 53686. No investment with the Local Agency Investment Fund may, by state regulation, exceed fifty million dollars (\$50,000,000);

C. Passbook savings accounts, subject to the provisions governing deposits which are set forth in Sections 53630 through 53686. In accordance with Section 53637, no funds shall be deposited into a credit union if a member of the Board or a District employee also serves on the board of directors or any committee of the credit union;

D. Bonds and other evidences of indebtedness as set forth in Section 53601(a)-(e);

E. Obligations issued by banks, and other participations and instruments as described in Section 53601(f);

F. Bankers acceptances as described in Section 53601(g);

G. Any other security or investment authorized by Section 53601(a)-(p).

V. DEPOSITS

A. All deposits shall be made in accordance with state law and are subject to the constraints stated herein:

1. The depository has received an overall rating of not less than "satisfactory" in its most recent evaluation by the appropriate federal financial supervisory agency in accordance with Section 53635.2;

2. The funds are available for withdrawal in accordance with Section 53644;

3. Security is provided for the deposits in accordance with Section 53652;

4. The deposits do not exceed the maximum deposit limitations set forth in Section 53638 and 53635.8;

5. The contract for deposit complies with Section 53649; and
6. All other requirements of state law are met.

B. Types of deposits authorized are:

1. Deposits in the Local Agency Investment Fund (LAIF), subject to the provisions governing deposits which are set forth in Sections 53630 through 53686. No investment with the Local Agency Investment Fund may, by state regulation, exceed fifty million dollars (\$50,000,000);

2. Passbook savings accounts, subject to the provisions governing deposits which are set forth in Sections 53630 through 53686. In accordance with Section 53637, no funds shall be deposited into a credit union if a member of the Board or a District employee also serves on the board of directors or any committee of the credit union;

3. Time deposits (sometimes referred to as non-negotiable certificates of deposit);
and

4. Any other deposits allowed by law.

VI. INVESTMENT AUTHORITY AND REPORTING REQUIREMENTS

A. District Treasurer. The District General Manager shall perform the duties of "treasurer" under Sections 53630 through Sections 53686. District funds deposited in any account are deemed to be in the treasury of the District, pursuant to Section 53636. The District Treasurer is responsible for the safekeeping of money in his or her custody and shall enter into any contract with a depository relating to any deposit which in his or her judgment is to the public advantage, as provided by Section 53649. The District Treasurer is responsible for compliance with all state laws governing the day-to-day management of deposits as set forth in Sections 53630 through 53686.

B. Borrowing funds. In making any decision that involves borrowing in the amount of one hundred thousand (\$100,000) or more, the Board shall discuss, consider, and deliberate each decision as a separate item of business on the agenda of its meeting as prescribed in the Government Code, commencing at Section 54950.

C. Investment Committee. The Board Investment Committee shall meet periodically to review the cash flow requirements of the District and the compliance of its deposits and investments with this Statement.

D. Monthly report. As required by Section 53646, the District's Treasurer shall render a monthly report to the Board, the chief executive officer and the internal auditor, including the following information about each of the District's deposits and investments:

1. The type of deposit or investment, issuer, date of maturity par;

2. The total dollar amount invested in all securities, investments and moneys held by the District;
3. Description of any of the District's funds, investments or programs that are under the management of contracted parties, including lending programs. With respect to all of the District's securities that are under management of any outside party that is not also a local agency or LAIF, the report shall also include a current market value as of the date of the report, and shall include the source of this same valuation.
4. A statement of compliance of the portfolio to this Statement of Investment Policy, or, if the portfolio or any portion of it is not invested in accordance with this Statement of Investment, a clear and concise statement identifying the manner in which the portfolio is out of compliance with this Statement of Investment.
5. A statement denoting the ability of the District to meet its expenditures for the next six months, or provide an explanation as to why sufficient money shall, or may not be available.
6. A subsidiary ledger of deposits and investments may be used in the report in accordance with accepted accounting practices.
7. Whatever additional information the Board may require.

E. In-Lieu Statements. For District deposits and investments placed in the Local Agency Investment Fund, created by Section 16429.1, in National Credit Union Share Insurance Fund-insured accounts in a credit union, in accounts insured or guaranteed pursuant to Section 14858 of the Financial Code, or in Federal Deposit Insurance Corporation-insured accounts in a bank or savings and loan association, in a county investment pool, or any combination of these, the Treasurer may supply the most recent statement or statements received by the District from these institutions in lieu of the information required by paragraph D(1)-(7) above.

F. Annual Board Review. The Board shall meet annually to review the District Investment portfolio, monthly reports prepared pursuant to Section 53646 of the Government Code, and any other relevant information regarding anticipated cash requirements for the purpose of selecting deposit or investment instruments for District funds.

MEMORANDUM

TO: CCSD Board

FILE NO: 15537.037

FROM: Christine G. Kemp

CLIENT: CCSD

DATE: June 7, 2021

SUBJECT: Broadband Service

At the May 18, 2021 Board meeting, the Monterey Bay Economic Partnership (MBEP), in partnership with the Central Coast Broadband Consortium (CCBC), made a presentation to the Board with a proposal asking if the CCSD would consider subsidizing a broadband solution for the Castroville area, which broadband service would be provided by the independent internet provider, Cruzio, and the subsidized cost thereof be added to the District's water bills ("broadband proposal"). The presenters acknowledged that the District would need to apply to LAFCO to activate latent broadband powers; would need to pass a proposition 218 measure; would then bill the subsidized broadband service rates on the District's monthly water bills; and then need to remit the monthly collected fees to Cruzio.

The broadband proposal raises a host of issues for the District, including, but not limited to, the cost and time associated with applications to LAFCO and putting forth a proposition 218 measure (if a

218 measure is even appropriate for this type of service cost [note: if a property owner incurs a fee as a result of a voluntary decision regarding the property's use, rather than mere ownership or activities inextricably intertwined with property ownership, the fee is not imposed as an incident of property ownership - Apartment Assn. of Los Angeles County, Inc. v. City of Los Angeles (2001) 24 Cal.4th 830.]; the staff administration time and cost involved in adding this cost to and collecting this cost on the CCSD bills as well, as the cost of accounting for and remitting the monthly collected fees to Cruzio; the fact that residents of Castroville already have broadband service availability; the District supporting one internet service provider over another; and the District requiring customers to pay for internet service, even if they did not want it, or were obtaining internet service from another provider.

Since the presentation to the Board on May 18, the Monterey County Board of Supervisors, on June 2, 2021, reviewed a proposal from the same group and service provider which included bring broadband service to qualified homes in Castroville, and other communities.

Recommendation

The Board of Directors decline the request to participate in, or add the broadband charges on its monthly water bills.

Castroville CSD Broadband Concept

Sponsors:

Steve Snodgrass, former PSMCSD Board Member, LAFCO Commissioner Alternate
Freny Cooper, COO Monterey Bay Economic Partnership
James Hackett, Cruzio
Chris Frost, Cruzio

Situation:

California is facing a digital crisis, with far too many residents left without adequate and affordable broadband service. The COVID-19 pandemic has highlighted the lack of reliable and affordable internet service to the forefront due to the necessity of distance learning and remote working, tele-healthcare and remote access to employment, economic and human services.

The Monterey Bay region is no exception. There are numerous areas that prior to the pandemic were uncovered or inadequately covered. The result over the past year has been that school districts and County Offices of Education have had to piece together interim solutions, such as hotspots, to enable distance learning for all students.

Ideally, we should seek long-term solutions for our connectivity issues. Though fiber to all households is an appealing proposition, it is not practical from a cost perspective nor from a buildout perspective. We must leverage multiple technologies – fiber, fixed wireless, satellite, etc. to provide reliable service to all residents.

About MBEP

Since 2018, Monterey Bay Economic Partnership (MBEP) has partnered with the Central Coast Broadband Consortium (CCBC) to promote both broadband *access* as well as *adoption* throughout Monterey, Santa Cruz and San Benito counties. Since then MBEP has established a regional standard of 100 Mbps download / 20 Mbps upload minimum speeds to accomplish the day-to-day tasks of our residents.

We, along with CCBC, believe that broadband, or high-speed Internet, is an essential tool for success in today's economy. Broadband enables:

- The proliferation of businesses in the region
- Access to distance learning and educational tools for K-12 as well as higher ed
- Access to telehealth services
- Efficiency and productivity in locally owned businesses
- The use of ag tech as an important driver in this industry sector
- Access to data needed for strong economic growth

We see broadband access as a right, not a luxury, at a cost that is reasonable for all income levels in the community. We act as a liaison between local governments, County Offices of Education, school districts, residents and ISPs to identify areas of need and determine appropriate connectivity solutions.

Our goal is 100% connectivity in our region according to our 100/20 standard.

About Cruzio

Founded in 1989, Cruzio is one of the largest independent internet service providers in California. 100% locally owned and staffed, Cruzio provides cutting-edge technology services for more than 9,000 households and businesses in Santa Cruz County. Cruzio is known for its friendly, hands-on customer service that caters to its diverse client population, from residents and local nonprofits to small and large businesses throughout the region.

Project Proposal

Our purpose today is to ask the Castroville Community Services District if it is open to considering a subsidized broadband solution for the Castroville area. According to the latest CPUC mapping data, Castroville is an “uncovered” area in terms of fixed broadband infrastructure. Therefore, its residents have unsatisfactory access to education, telecommuting, telehealth and more.

Under this model, we would engage local independent ISP Cruzio to formulate an infrastructure plan to cover the Castroville area, mainly through fixed wireless towers and points of presence. The entire town would be “lit up” with a minimum service level of 100 Mbps download and 100 Mbps upload speeds. And the service would be offered at a very low cost (approximately \$15/month or less).

Initial Funding

Monterey Bay Economic Partnership and Cruzio would obtain grant funding to provide the necessary infrastructure to build out a wireless broadband network and possibly free internet for one or two years. There are multiple avenues to be pursued for this funding – State grants, Federal grants, local philanthropic dollars, etc. Cruzio would bear some of the cost of buildout (exact cost estimates are in progress). We believe that grants are very likely given the current economic and political climate.

Laptops/Chromebooks would likely need to be supplied to the Community through an organization such as Loaves and Fishes. The network would be operated and maintained by Cruzio.

The CSD would need to apply to LAFCO to activate latent broadband powers. We believe we can likely get the LAFCO fees waived. Upon approval the District would need to pass a proposition 218 measure and upon approval would bill the subsidized rate on its water bills.

The District would remit monthly the subsidized rate to Cruzio. Cruzio would be responsible for the operations and maintenance of the infrastructure at no cost to the District.

Ongoing Operations

Following the infrastructure buildout, the ongoing service costs would need to be absorbed by the community. Cruzio commits to providing low-cost service as long as it is operating the network. Our vision is one of equity and inclusion – since broadband is a necessity, such as electricity, we want to offer it to all residents regardless of income. The most practical way to accomplish this is to add a fee to their existing Community Services District bill. We anticipate this fee would likely be \$15 per month, and residents would not need to sign up for internet service in a traditional manner; it would be available without any obstacles or special sign-up agreements.

XEMORANDUM

TO: CCSD Board

FILE NO: 15537.037

FROM: Christine G. Kemp

CLIENT: CCSD

DATE: June 7, 2021

SUBJECT: Method of Voting

On April 29, 2021, the Monterey County Elections Department sent a letter to various jurisdictions in the County, including CCSD, asking for a response from each jurisdiction that currently elects board members at-large, if the jurisdiction was going to remain with an at-large method of voting or move to a by-district method of voting. There was no timeline stated in the letter in which to respond to Elections Department, but the question was being raised in preparation for voter redistricting.

Method of Voting

The method of voting is governed by the Federal Voting Rights Acts ("FVRA") and California Voting Rights Acts ("CVRA"), which Acts were adopted to protect the rights of all citizens to participate in the voting process. The CVRA (Elections Code sections 14025-14032) prohibits the use of an at-large election system if it can be shown that such an election system results in racially

polarized voting. “Racially Polarized Voting” is defined in the CVRA as: voting where there is a difference in the choice of candidates, or other electoral issues, preferred by voters in a protected class and the choice of candidates, or other electoral issues, preferred by voters in the rest of the electorate. (Elections Code § 14026(e)). In other words, it is prohibited to use an at-large election system that impairs the ability of a protected class to elect candidates of its choice or its ability to influence the outcome of an election. (Elections Code sections 14027 and 14028.)

A protected class is defined as “a class of voters who are members of race, color, or language minority group, as this class is referenced and defined in the federal Voting Rights Act of 1965 (52 U.S.C. Sec. 10301 et seq.)”.

The CRVA has a lower threshold to uphold at-large elections than the Federal statute, so it is harder to defend the at-large method of voting against a CRVA claim of violation. Accordingly, many jurisdictions are voluntarily switching to by-district voting method-based elections. Additionally, persons bringing a Voting Rights challenge can obtain their attorney fees, if they are successful

Application to CCSD

At-large elections are being challenged more frequently, so the District needs to look closely at this issue. The District should analyze whether at-large elections impair the ability of a protected class to elect candidates of its choice or its ability to influence the outcome of an election.

If the Board’s intent is to continue with at-large elections, the District should be prepared to show that their at-large elections do not impair the ability of a protected class to elect candidates or the ability of a protected class to influence the outcome of an election. Facts that could support this are;

The District covers small geographical areas;

The District has a relatively small number of voters at approximately 3600 voters;

The Castroville area demographic is approximately 89% Latinx;

Currently, and historically, the District has had Board members from protected classes;

In the past the District has had difficulty finding candidates to run for election, with incumbent Board members often running unopposed;

By-district elections would further hinder getting interested candidates to run for the Board. For example; if 3 of the current 5 Directors end up in one voting district, 2 of the Board members would not be able to stay on the Board.

Consequently, with such a small number of interested voters, it's likely there might not be a candidate interested in running for the Board in another voting district, which has been the case historically in Moss Landing and Moro Cojo and leaving the District without a quorum.

The District has an inherent community of interest, including similar demographics, with common issues and common concerns District wide and it's function is to provide a limited list of specified utility services.

Recommendation

The Board of Directors, through the General Manager, inform the Monterey County Elections Department that the District is going to remain with an at-large voting method. While the rational and facts support this, should the at-large decision be challenged in the future, the District will need to reevaluate the situation.

MONTEREY COUNTY ELECTIONS



1441 Schilling Place-North Building
Salinas, CA 93901

PO Box 4400
Salinas, CA 93912

831-796-1499 Phone
831-755-5485 Fax

www.MontereyCountyElections.us

elections@co.monterey.ca.us

Claudio Valenzuela
Registrar of Voters

Gina Martinez
Assistant Registrar of Voters

April 29, 2021

Castroville Community Services District
Office Manager, Lidia Santos
P.O. Box 1065
Castroville, CA 95012

Subject: Preparing for Local Redistricting 2021

Dear Lidia Santos,

The Monterey County Elections Department is reaching out to each district in preparation for redistricting.

Moving from At-large to By-district Method of Voting

We seek response from each jurisdiction that currently elects board members at-large, please reply to elections@co.monterey.ca.us and tell us if your district is going to remain at-large or move to a by-district method of voting.

Additionally, as your jurisdiction prepares for redistricting, you have an opportunity to create boundaries that will positively impact your voters and your district.

Communicating with Demographers

Communication is key when working with your demographer to ensure that any changes to district lines align with larger boundaries or with existing precinct boundaries to the extent practicable. New errant lines that split communities of interest may cause voter confusion. Further, these changes have the potential to create additional ballot types and increased costs for the district.

Monterey County Elections

Monterey County Elections may be available to review initial maps and provide feedback on boundary lines. Final district maps with approved boundaries (include official GIS maps, shapefiles, descriptions and/or metes and bounds of the boundary changes) must be forwarded to the Elections Department. At that point, MCE can begin the process of updating precincts to be ready for the next statewide election in 2022.

Available Resources*

There are many helpful resources available for local redistricting to take advantage of this early on including:

- California Secretary of State Local Redistricting Resources: Translated Internet Templates and Applicable Languages: <https://www.sos.ca.gov/elections/helpful-resources/redistricting>
- Common Cause Resources for the 2021 Local Redistricting Process in California: <https://www.commoncause.org/california/page/local-redistricting-2021/>
- Roadmap for Local Redistricting in California: New Legal Requirements and Best Practices: <https://www.commoncause.org/california/page/roadmap-for-local-redistricting-in-california/>
- FairMaps California Redistricting Toolkit, created by the League of Women Voters of California: https://www.commoncause.org/california/wp-content/uploads/sites/29/2021/02/Fair-Maps-California-Local-Redistricting-Kit-12-10-20_1.pdf
- Local Government Redistricting Toolkit, created by Asian American Advancing Justice: <https://www.commoncause.org/california/wp-content/uploads/sites/29/2021/02/Local-Government-Redistricting-Toolkit.pdf>
- How-to: Setting up Language interpretation in meetings and webinars on Zoom: <https://support.zoom.us/hc/en-us/articles/360034919791-Language-interpretation-in-meetings-and-webinars>

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- Think Access: Tips for Providing Access to People with Disabilities (from Disability Counts 2020 Census effort): <https://disabilitycounts2020.org/resources/#access-tips>
 - California Disability Agencies and Resources for Accommodations (from Disability Counts 2020 Census effort): <https://disabilitycounts2020.org/disability-orgs-accommodations/>
- *Monterey County Elections is only aware of these resources and cannot endorse or provide legal vetting.

Thank you.

Claudio Valenzuela
Registrar of Voters

Resolution No. 2021-3
Resolution of the Board of Directors
Castroville Community Services District
Adopting the District Budget for FY 2021-2022

June 15, 2021

RESOLVED by the Board of Directors (“Directors”) of the Castroville Community Services District (“District”), at a regular meeting duly called and held on June 15, 2021 via teleconference due to the COVID-19 pandemic; usually held in the business office of the District, 11499 Geil Street, Castroville, California as follows:

WHEREAS, Staff prepared and presented the draft elements of the FY 2021-2022 Budget which includes projected revenues, expenditures and capital improvement projects for Water (Castroville Zone 1), Sewer and Governmental (Castroville Zone 1), Sewer and Governmental (Moro Cojo, NMCHS, Monte Del Lago Mobile Park Zone 2) and Sewer (Moss Landing Zone 3); and,

WHEREAS, the District Board reviewed the elements of the proposed FY 2021-2022 Budget on May 18, 2021; and,

WHEREAS, the General Manager recommends that the final budget include funding for recreation services (Governmental, Castroville Zone 1).

WHEREAS, estimated revenues from the rates, fees and charges included in the budgeted revisions will not exceed the estimated reasonable costs of providing the services for which the rates, fees or charges are imposed; and,

WHEREAS, the proposed elements of the 2021-2022 Budget, including the proposed funds for recreation services are prudent and reasonable and necessary; and

WHEREAS, the District has followed the procedure required by the Community Services District Law and specifically section 61110 of the Government Code in preparing, reviewing and adopting all elements of the proposed FY 2021-2022 Budget and has published a notice as required by section 61110.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Board of Directors of the Castroville Community Services District does hereby approve and adopt the FY 2021-2022 Budget.
2. The rates, fees and charges included in the FY 2021-2022 Budget shall not exceed the estimated reasonable costs of providing the services for which the rates, fees or charges are imposed.

PASSED AND ADOPTED on June 15, 2021 by the Board of Directors of the Castroville Community Services District by the following roll call vote:

Ayes: Director(s) _____
Noes: Director(s) _____
Absent: Director(s) _____
Abstained: Director(s) _____

James Cochran, President

ATTEST:

Lidia Santos, Secretary

CERTIFICATE OF SECRETARY

The undersigned Secretary of the Board of the Castroville Community Services District hereby certifies that the foregoing is a full, true and correct copy of Resolution No. 2021-3 adopted June 15, 2021.

Lidia Santos, Secretary

Castroville Community Services District

Water

Five Year Capital Improvement and Operational Planning 2021

Fiscal Year Ending	Jun-22	Jun-23	Jun-24	Jun-25	Jun-26	TOTALS
	Year 1	Year 2	Year 3	Year 4	Year 5	
Sources of Funds						
Operating Revenues						
Water Revenue	\$ 1,354,000	\$ 1,360,770	\$ 1,367,574	\$ 1,374,412	\$ 1,381,284	
New connections	\$ 15,237	\$ 15,237	\$ 15,237	\$ 15,237	\$ 15,237	
Other Revenues	\$ 27,280	\$ 27,280	\$ 27,280	\$ 27,280	\$ 27,280	
Deep Well-DWR IRWM Grant	\$ 395,000	\$ 1,400,000	\$ 1,400,000			
Non-Operating Revenues						
Water Interest Earned	\$ 25,000	\$ 30,000	\$ 35,000	\$ 40,000	\$ 45,000	
Total Revenue	\$ 1,816,517	\$ 2,833,287	\$ 2,845,091	\$ 1,456,929	\$ 1,468,801	\$ 10,420,624
Application of Funds						
Operating Expenses						
General Operation Expenses	\$ 630,200	\$ 649,106	\$ 668,579	\$ 688,637	\$ 709,296	
Administration Expenses	\$ 435,381	\$ 448,442	\$ 461,896	\$ 475,753	\$ 490,025	
Total Application of Funds	\$ 1,065,581	\$ 1,097,548	\$ 1,130,475	\$ 1,164,389	\$ 1,199,321	\$ 5,657,314
Capital Improvement Projects						
Water Equipent	\$ 5,000		\$ 55,000			
New Trucks		\$ 20,000			\$ 20,000	
Valve & Main Replacements		\$ 20,000	\$ 20,000	\$ 10,000	\$ 10,000	
Chlorine generators	\$ 1,000	\$ 21,000	\$ 21,000			
Pumping Equipment	\$ 5,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	
Lateral Replacement(plastic/copper)	\$ 12,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	
SCADA Upgrades	\$ 1,000	\$ 1,000	\$ 1,000			
Meter Registers	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	
New Well 6 -Design, Land & Constr	\$ 490,000	\$ 1,400,000	\$ 1,400,000			
Total CIP	\$ 519,000	\$ 1,490,000	\$ 1,525,000	\$ 38,000	\$ 58,000	\$ 3,630,000
Total Revenue Requirements	\$ 1,584,581	\$ 2,587,548	\$ 2,655,475	\$ 1,202,389	\$ 1,257,321	\$ 9,287,314
Surplus / (Deficit)	231,936	245,739	189,616	254,540	211,480	NET \$ 1,133,310
						\$ -

**Castroville Community Services District
Draft Water Income and Expense Budget
July 2021 through June 2022**

	Amended	
	2020/2021	2021/2022
Income		
4010 · Metered Water Sales	\$ 1,346,000	\$ 1,354,000
4020 · Hydrant Water Sales	\$ 9,500	\$ 5,000
4030 · New Service Installation	\$ 111,784	\$ 15,237
4040 · Backflow Revenue	\$ 13,000	\$ 13,000
Misc. Revenue		
4050 · Misc. Revenue-Other	\$ 6,500	\$ 3,500
4053 · Reconnect Charges	480	480
4054 · NSF Charges	300	300
4057 · Trip Fee Charges	3,000	5,000
Total Misc. Revenue	<u>\$ 10,280</u>	<u>\$ 9,280</u>
4060 · Interest Earned	\$ 30,000	\$ 25,000
4062 · Deep Well-DWR IRWM Grant	\$ 395,000	\$ 395,000
Total Income	<u><u>\$ 1,915,564</u></u>	<u><u>\$ 1,816,517</u></u>

Expense

WATER OPERATIONS EXPENSE

General Operations Expense

5110 · Shop Supplies	\$ 1,000	\$ 1,000
5115 · Tools & Equipment	3,000	3,000
5120 · Operators Uniforms	3,400	2,000
5125 · Cellular Phones	1,000	1,000
5130 · Operators Certifications	800	800
5135 · Water Testing Fees	10,000	12,000
5136 · Backflow Testing	1,000	1,000
5138 · Water System Fees	7,400	7,400
Total General Operations Expense	<u>\$ 27,600</u>	<u>\$ 28,200</u>

Well Sites Expense

5155 · Utilities - P G & E	\$ 107,000	\$ 110,000
5165 · Pump Repair/Maintenance	4,000	4,000
5170 · Supplies for Pumps & Well Sites	8,000	8,000
5178 · Generators Repairs/Maintenance	2,000	2,000
5180 · Tank Repair/Maintenance	1,000	1,000
5185 · Building Repair/Maintenance	1,000	1,000
5190 · Chlorine/Softener Repair/Maintenanc	4,000	4,000
5195 · Well Sites - Other Expense	88,000	5,000
Total Well Sites Expense	<u>\$ 215,000</u>	<u>\$ 135,000</u>

**Castroville Community Services District
Draft Water Income and Expense Budget
July 2021 through June 2022**

	Amended 2020/2021	2021/2022
Valve Expense		
5210 · Valve - Supplies	500	500
5230 · Valve - Repair/Maintenance	1,000	1,000
Total Valve Expense	<u>\$ 1,500</u>	<u>\$ 1,500</u>
Meter Expense		
5260 · Meter - Supplies	\$ 6,000	\$ 3,000
5270 · Meter - Repair/Maintenance	31,000	20,000
Total Meter Expense	<u>\$ 37,000</u>	<u>\$ 23,000</u>
Hydrant Expense		
5310 · Hydrant - Supplies	\$ 4,000	\$ 1,000
5330 · Hydrant - Repair Maintenance	1,000	1,000
Total Hydrant Expense	<u>\$ 5,000</u>	<u>\$ 2,000</u>
Water Lines Expense		
5355 · Water Lines - Supplies	\$ 4,000	\$ 4,000
5365 · Water Lines - Repair/Maintenance	12,000	12,000
Total Water Lines Expense	<u>\$ 16,000</u>	<u>\$ 16,000</u>
5400 · Water Depreciation Expense	\$ 312,000	\$ 315,000
Automobile Expense		
5451 · Fuel	\$ 3,000	\$ 3,000
5452 · Repair/Maintenance	\$ 2,000	\$ 2,000
5453 · Other-Auto Expense	1,500	1,500
Total Automobile Expense	<u>\$ 6,500</u>	<u>\$ 6,500</u>
Payroll Expense Water Operation		
5520 · Operators Water Wages	\$ 99,332	\$ 103,000
Total Payroll Expense-Operations	<u>\$ 99,332</u>	<u>\$ 103,000</u>
TOTAL OPERATIONS EXPENSE	<u><u>\$ 719,932</u></u>	<u><u>\$ 630,200</u></u>
ADMINISTRATIVE EXPENSE		
Billing Expense		
5565 · Postage	\$ 10,000	\$ 9,500
5570 · Billing Supplies	9,000	9,000
5580 · Toilet Rebate	225	225
5585 · Bad Debt Write Off's	500	500
5590 · Other Billing Expense	6,100	6,000
Total Billing Expense	<u>\$ 25,825</u>	<u>\$ 25,225</u>

**Castroville Community Services District
Draft Water Income and Expense Budget
July 2021 through June 2022**

	Amended	
	2020/2021	2021/2022
Utilities Expense		
5611 · Utilities - P G & E	\$ 1,650	\$ 1,650
5612 · Utilities - Telephones	2,800	2,500
5613 · Utilities - Disposal	380	380
5650 · Utilities - M 1W	135	
Total Utilities Expense	<u>\$ 4,965</u>	<u>\$ 4,530</u>
Insurance Expense		
5621 · Insurance - Auto & General	\$ 12,200	\$ 12,800
Total Insurance Expense	<u>\$ 12,200</u>	<u>\$ 12,800</u>
Office Expense		
5710 · Office Supplies	\$ 2,500	\$ 2,500
5715 · Office Equipment	2,000	2,000
5720 · Misc Office Expense	3,500	3,500
5730 · Alarm Monitoring Service	800	800
5735 · Property Taxes	600	600
5740 · Computer Programs/Upgrades	11,000	11,000
5745 · Bank Fees	1,500	1,500
5750 · Seminars/Training/Staff	2,000	3,000
5752 · Seminar/Training/Directors	1,000	3,000
5760 · Membership Dues	10,500	10,500
5765 · Office Repairs/Maintenance	2,000	2,350
5770 · Building Maintenance	3,000	3,000
Total Office Expense	<u>\$ 40,400</u>	<u>\$ 43,750</u>
Payroll Expenses		
5810 · Wages Water- General Manager	\$ 71,246	\$ 73,382
5820 · Wages - Administrative	76,491	78,975
5865 · Insurance - Workers Comp	8,268	7,650
5875 · Employee Health Benefits	75,650	78,770
5880 · PERS Retirement Benefits-Employer	22,500	22,500
5880-A · Pension Exp PERS Retirement Bel	690	1,383
5882 · Employee Life Insurance	616	616
5885 · FICA Expense	19,445	19,445
5895 · Retired Employee Benefits	570	50
5896 · Other Post Employment Benefits	8,550	8,550
Total Payroll Expenses	<u>\$ 284,026</u>	<u>\$ 291,321</u>

**Castroville Community Services District
Draft Water Income and Expense Budget
July 2021 through June 2022**

	Amended 2020/2021	2021/2022
Consulting Expense		
5910 · Legal Fees	\$ 18,000	\$ 10,000
5920 · Engineering Fees	20,000	10,000
5930 · Director Fees	2,700	2,700
5940 · Accounting Fees	9,300	8,055
5960 · Other Consulting Fees	27,000	27,000
Total Consulting Expense	<u>\$ 77,000</u>	<u>\$ 57,755</u>
TOTAL ADMINISTRATIVE EXPENSE	<u><u>\$ 444,416</u></u>	<u><u>\$ 435,381</u></u>
TOTAL COMBINED EXPENSES	<u><u>\$ 1,164,348</u></u>	<u><u>\$ 1,065,581</u></u>
Net Income or Loss	<u><u>\$ 751,216</u></u>	<u><u>\$ 750,936</u></u>
 *Less Capital Expenditures:	 <u><u>\$ 671,000</u></u>	 <u><u>\$ 519,000</u></u>
Lateral Replacement \$12,000		
SCADA Upgrades \$1,000		
Chlorinator/Generator Parts \$1,000		
Pumping \$5,000		
Land for Deep Well #6-11380 Commercial Pkwy \$95,000		
Meters \$5,000		
Water Equipment \$5,000		
Grant for Deep Well #6 \$395,000 less:		
Hydrogeologic & Construction Management Services-Well #6 \$131,450		
 Net Income or Loss	 <u><u>80,216</u></u>	 <u><u>231,936</u></u>

*Capital Expenditures will be booked as an asset

*Depreciation Expense is reflected

Castroville Community Services District

ZONE 1 Sewer & Storm Drain

Five Year Capital Improvement and Operational Planning 2021

Fiscal Year Ending	Jun-22	Jun-23	Jun-24	Jun-25	Jun-26	TOTALS
	Year 1	Year 2	Year 3	Year 4	Year 5	
Sources of Funds						
Operating Revenues						
User Fees #75301	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	
Property Tax	\$ 520,000	\$ 527,800	\$ 535,717	\$ 543,753	\$ 551,909	
Grant for Washington Bypass	\$ 600,000	\$ 1,400,000				
New Service and Connection Fees	\$ 6,338	\$ 828,764	\$ 6,338	\$ 6,338	\$ 6,338	
Interest Revenue	\$ 40,000	\$ 45,000	\$ 50,000	\$ 55,000	\$ 60,000	
USDA Loan from Moss Landing	\$ 30,000	\$ 32,000				
Misc Revenue	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	
Total Revenue	\$ 1,282,338	\$ 2,899,564	\$ 658,055	\$ 671,091	\$ 684,247	\$ 6,175,295
Application of Funds						
Operating Expense						
General Operation Expenses	\$ 190,650	\$ 195,607	\$ 200,693	\$ 205,911	\$ 211,284	
Administration Expense	\$ 302,988	\$ 310,866	\$ 318,948	\$ 327,241	\$ 335,749	
NCRPD Transfer Out to Zone 1 Gov	\$ 145,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	
Street Lights Transfer out Zone 1 Gov	\$ 13,500	\$ 13,500	\$ 13,500	\$ 13,500	\$ 13,500	
Total Application of Funds	\$ 652,138	\$ 608,473	\$ 619,641	\$ 633,152	\$ 647,013	\$ 3,158,418
Capital Improvement Projects						
Lift Station Pumps	\$ 8,000	\$ 20,000	\$ 10,000	\$ 10,000	\$ 10,000	
New Vehicle		\$ 10,000				
Washington Bypass Line	\$ 600,000	\$ 1,600,000				
Total Capital Improvement Projects	\$ 608,000	\$ 1,630,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 2,268,000
Total Revenue Requirements	\$ 1,260,138	\$ 2,238,473	\$ 629,641	\$ 643,152	\$ 657,013	\$ 5,426,418
						NET
Surplus / (Deficit)	\$ 2,200	\$ 663,091	\$ 28,414	\$ 27,939	\$ 27,234	\$ 748,878
						\$0

Castroville Community Services District
Draft Castroville (Zone 1) Sewer Income and Expense Budget
July 2021 through June 2022

	Amended		2021/2022
	2020/2021		
Income			
ZONE 1 (CASTROVILLE) REVENUE			
4105 · User fees - Storm Drain #75301	\$ 65,000	\$	65,000
4115 · Property Tax	480,000		520,000
4125 · Sewer Connection Fees	84,024		6,338
1170 · USDA Income from M L Zone 3	28,000		30,000
4130 · Misc Revenue	1,000		1,000
4132 · Grant for Washington Bybass Line	-		600,000
4135 · Zone 1 Interest Earned	55,000		40,000
Total Income	\$ 713,024	\$	1,262,338
Zone 1 OPERATION EXPENSE			
General Operation Expense			
7005 · Shop Supplies	\$ 1,200	\$	1,200
7010 · Small Tools	1,500		1,500
7015 · Operators Uniforms	2,550		2,550
7018 · Operators Certifications	500		500
7020 · Cellular Phones	760		800
Total General Operation Expense	\$ 6,510	\$	6,550
Lift Station Expense			
7105 · Sewer Utilities PG & E	\$ 5,000	\$	5,300
7115 · Lift Station Repair/Maintenance	3,500		3,500
7120 · Supplies for Pump Station	1,200		1,200
7122 · Permit Fee for Generators	500		500
7125 · Building Repair & Maintenance	1,000		1,000
Total Lift Station Expense	\$ 11,200	\$	11,500
7200 · Sewer (Zone 1) Depreciaton Expense	65,150		66,000
Automobile Expense			
7305 · Fuel for Trucks	\$ 2,200	\$	2,200
7310 · Repair/Maintenance	2,000		2,000
7315 · Other Auto Expense	1,500		1,500
Total Automobile Expense	\$ 5,700	\$	5,700
Payroll Expense-Operation			
7405 · Operators Zone 1 Wages	\$ 77,258	\$	80,000
Total Payroll Expense	\$ 77,258	\$	80,000

Castroville Community Services District
Draft Castroville (Zone 1) Sewer Income and Expense Budget
July 2021 through June 2022

	Amended 2020/2021	2021/2022
Sewer Line Expense		
7465 · Sewer Line-Repair/Maintenance	\$ 5,000	\$ 5,000
Total Sewer Line Expense	\$ 5,000	\$ 5,000
Storm drain Expense		
7475 · Storm Drain-Supplies	\$ 1,000	\$ 1,000
7485 · Storm Drain-Repair/Maintenance	12,000	14,000
7492 · Storm Drain-Fuel for Trucks	900	900
Total Storm Drain Expense	\$ 13,900	\$ 15,900
TOTAL OPERATION EXPENSE	184,718	190,650
ZONE 1 ADMINSTRATIVE EXPENSE		
Office Expense		
7505 · Office Supplies	\$ 2,200	\$ 2,200
7510 · Office Equipment	1,500	1,500
7515 · Misc. Office Expense	1,600	1,600
7520 · Computer Program/Upgrade	2,500	3,000
7525 · Office Repair/Maintenance	1,300	1,850
7530 · Alarm Monitoring Service	500	500
7535 · Property Taxes	350	350
7540 · Seminars/Training/Staff	1,000	2,000
7545 · Seminar/Training/Directors	1,000	2,000
7555 · Membership Dues	6,000	6,000
7560 · Building Maintenance	2,000	2,000
7586 · Bad Debt Write-Offs	500	500
Total Office Expense	\$ 20,450	\$ 23,500
Payroll Expense Admin		
7605 · Wages Zone 1 GM	\$ 55,414	\$ 57,076
7620 · Wages Zone 1 Admin	59,492	61,425
7625 · Insurance -Workers Comp	6,430	5,950
7630 · Employee Health Benefits	58,810	61,266
7632 · FICA Expense	15,124	15,124
7635 · PERS Retirement Benefits Employer Contribut	17,500	18,437
7635-A · Pension Exp PERS Retirement Benefits UAL	537	1,076
7636 · Other Post Employment Benefits	6,650	6,650
7640 · Employee Life Insurance	480	480
Total Payroll Expense	\$ 220,437	\$ 227,484

Castroville Community Services District
Draft Castroville (Zone 1) Sewer Income and Expense Budget
July 2021 through June 2022

	Amended		2021/2022
	2020/20201		
Utilities Expense			
7655 · Utilities - PG &E	\$ 1,500	\$	1,500
7660 · Utilities-Telephones	1,800		2,000
7665 · Utilities - Disposal	300		300
7670 · Utilities - M1W	75		100
Total Utilities Expense	<u>\$ 3,675</u>	<u>\$</u>	<u>3,900</u>
Sewer Consulting Expense			
7705 · Sewer Legal Fees	\$ 1,000	\$	1,000
7710 · Sewer Engineer Fees	10,000		8,000
7715 · Sewer Accounting Fees	7,300		6,265
7720 · Sewer Other Consulting Fees	3,000		7,000
7725 · Director Fees	2,100		2,100
Total Consulting Expense	<u>\$ 23,400</u>	<u>\$</u>	<u>24,365</u>
Insurance Expense			
7755 · Insurance - Auto & General	\$ 9,500	\$	9,500
Total Insurance Expense	<u>\$ 9,500</u>	<u>\$</u>	<u>9,500</u>
Bond, Loan, & Certif. Expense			
7772 · Investment Advisory Services	\$ 50	\$	50
7774 · CSA 14/CCSD Organizational Cost	\$ 3,589	\$	3,589
7775 · Willdan Tax Code-Admin Fee	\$ 1,600	\$	1,600
7776 · Unrealized/Gain-Loss of Investment	5,000		7,000
Total Bond, Loan & Certif. Expense	<u>\$ 10,239</u>	<u>\$</u>	<u>12,239</u>
Storm Drain Consulting Expense			
7805 · Storm Drain Legal Fees	\$ 500	\$	500
7810 · Storm Drain Engineer Fees	1,000		1,000
7815 · Storm Drain Other Consulting Fee	500		500
Total Consulting Expense	<u>\$ 2,000</u>	<u>\$</u>	<u>2,000</u>
TOTAL ADMINISTRATIVE EXPENSE	<u><u>\$ 289,701</u></u>	<u><u>\$</u></u>	<u><u>302,988</u></u>
TOTAL COMBINED EXPENSES	<u><u>\$ 474,419</u></u>	<u><u>\$</u></u>	<u><u>493,638</u></u>
NET INCOME OR LOSS	<u><u>\$ 238,605</u></u>	<u><u>\$</u></u>	<u><u>768,700</u></u>

**Castroville Community Services District
 Draft Castroville (Zone 1) Sewer Income and Expense Budget
 July 2021 through June 2022**

	Amended 2020/2021	2021/2022
Less Capital Expenditures	808,000	608,000
Lift Stations \$8,000		
Washington Bypass \$600,000 (2020/2021 allocated \$800,000-CIP did not happen and aware of no grant funding. Dropped CIP to \$600k and anticipate grant funding of \$600k for 2021/2022 reflected)		
Transfer Out- Property Taxes to Zone 1 Gov		
NCRPD Extended Recreational Services	\$ 100,000	\$ 100,000
NCRPD Capital Projects	\$ 40,000	\$ 45,000
Street Light Expense	\$ 13,500	\$ 13,500
Net Income or Loss	(722,895)	2,200

*Capital Expenditures will be booked as an asset

*Depreciation Expense is reflected

ZONE 1 GOVERNMENTAL

Five Year Capital Improvement and Operational Planning 2021

Fiscal Year Ending	Jun-22	Jun-23	Jun-24	Jun-25	Jun-26	
	Year 1	Year 2	Year 3	Year 4	Year 5	
Sources of Funds						
User Fees-Street Lights #75301	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000	
Interest Revenue	\$ 500	\$ 500	\$ 1,000	\$ 2,000	\$ 2,000	
Reserves						
Transfer in-Property Taxes for Recreational & Street Lights (13,500)	\$ 158,500	\$ 113,500	\$ 113,500	\$ 113,500	\$ 113,500	
Total Revenue	\$ 192,000	\$ 147,000	\$ 147,500	\$ 148,500	\$ 148,500	\$ 783,500
Operation & Maintenance						
Street light Utilities	\$ 48,500	\$ 48,500	\$ 48,500	\$ 48,500	\$ 48,500	
Castroville Sign Maintenance & Depr	\$ 2,580	\$ 2,580	\$ 2,580	\$ 2,560	\$ 2,560	
Pedestrian Over cross Maintenance	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	
Total Expense	\$ 50,080	\$ 50,080	\$ 50,080	\$ 50,060	\$ 50,060	\$ 250,300
Recreation Expense						
NCRPD	\$ 145,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 545,000
Total Application of Funds	\$ 195,080	\$ 150,080	\$ 150,080	\$ 150,060	\$ 150,060	\$ 795,300
Capital Improvement Projects						
Total Capital Improvement Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenue Requirements	\$ 195,080	\$ 150,080	\$ 150,080	\$ 150,060	\$ 150,060	\$ 795,300
						NET
Surplus / (Deficit)	\$ (3,060)	\$ (3,060)	\$ (2,560)	\$ (1,560)	\$ (1,560)	\$ (11,800)
						\$ -

**Castroville Community Services District
Draft Castroville (Zone 1) Governmental Activities
Income and Expense Budget
July 2021 through June 2022**

	Amended 2020/2021	2021/2022
Income		
ZONE 1 (CASTROVILLE) REVENUE		
4107 · User fees - Street Lights #75301	\$ 33,000	\$ 33,000
4135 · Zone 1 Interest Earned	500	500
Total Income	\$ 33,500	\$ 33,500
ZONE 1 OTHER OPER & MAINT EXPENSE		
7825 · Street Light Utility Cost	\$ 46,500	\$ 46,500
7830 · Castroville Sign Maintenance	1,000	1,000
7835 · Pedestrian Over Cross Maintenance	1,000	1,000
7902 · Government (Zone1) Depreciation Expense	1,560	1,560
Total Zone1 Other Oper & Maint Expense	\$ 50,060	\$ 50,060
TOTAL OTHER OPERATION EXPENSE	50,060	50,060
ZONE 1 RECREATIONAL EXPENSE		
7850 · No. Co. Rec & Park District		
NCRPD Extended Recreational Services	100,000	100,000
NCRPD Capital Projects	40,000	45,000
Total Zone 1 Recreational Expense	\$ 140,000	\$ 145,000
TOTAL RECREATIONAL EXPENSE	\$ 140,000	\$ 145,000
TOTAL COMBINED EXPENSES	\$ 190,060	\$ 195,060
NET INCOME OR LOSS	(\$156,560)	(\$161,560)
Transfer In- Property Taxes to Zone 1 Gov		
Street Light Expense	\$ 13,500	\$ 13,500
NCRPD Extended Recreational Services	\$ 100,000	\$ 100,000
NCRPD Capital Projects (Only Used 20k in 2020/2021)	\$ 40,000	\$ 45,000
	\$ 153,500	\$ 158,500
*Less Capital Expenditures:	\$ -	\$ -
Net Income or Loss	(\$3,060)	(\$3,060)

*Capital Expenditures will be booked as an asset

*Depreciation Expense to be reflected

Castroville Community Services District

ZONE 2 Sewer & Storm Drain

Five Year Capital Improvement and Operational Planning 2021

Fiscal Year Ending	Jun-22	Jun-23	Jun-24	Jun-25	Jun-26	TOTALS
	Year 1	Year 2	Year 3	Year 4	Year 5	
Sources of Funds						
Operating Revenues						
User Fees Moro Cojo #73701	\$70,254	\$70,254	\$70,254	\$70,254	\$70,254	
User Fees NMCHS & Mobile #74701	\$93,034	\$93,034	\$93,034	\$93,034	\$93,034	
Non-Operating Revenues						
Interest Revenue	\$1,800	\$1,800	\$2,000	\$2,200	\$2,400	
Total Revenue	\$165,088	\$165,088	\$165,288	\$165,488	\$165,688	\$826,640
Application of Funds						
Operating Expenses						
General Operation Expenses	\$63,550	\$65,202	\$68,898	\$68,637	\$70,421	
Administration Expenses	\$84,685	\$86,887	\$89,146	\$91,464	\$93,842	
Total Application of Funds	\$148,235	\$152,089	\$158,043	\$160,101	\$164,263	\$699,454
Capital Improvement Projects						
Lift Station Pumps-impellers	\$12,000	\$20,000	\$5,000	\$10,000	\$5,000	
New Truck						
New Generator @ Moro Cojo						
Sewer Lines Repair & Relocation						
New Generator @ Castroville Blvd		\$36,000				
Total Capital Improvement Projects	\$12,000	\$56,000	\$5,000	\$10,000	\$5,000	\$88,000
Total Revenue Requirements	\$160,235	\$208,089	\$161,043	\$170,101	\$169,263	\$868,731
						NET
Surplus / (Deficit)	\$4,853	-\$43,001	\$4,245	-\$4,613	-\$3,575	(\$42,091)
						\$ -

**Castroville Community Services District
Draft Sewer Zone 2 Income and Expense Budget
July 2021 through June 2022**

	Amended 2020/2021	2021/2022
Income		
ZONE 2 (MORO COJO) REVENUE		
4205 · Userfees MC-Sewer & Storm Drain #73701	\$ 70,254	\$ 70,254
4210 · Zone 2 Interest Earned	1,800	1,800
4215 · Userfees NMCHS & Mobile Park	93,531	93,034
Total Income	\$ 165,585	\$ 165,088
 ZONE 2 OPERATION EXPENSE		
General Operation Expense		
8030 · Shop Supplies	\$ 500	\$ 500
8035 · Small Tools	\$ 500	\$ 500
8037 · Operators Uniforms	\$ 800	\$ 450
8038 · Operators Certification	\$ 350	\$ 350
8039 · Operators Cellular Phones	220	250
Total General Operation Expense	\$ 2,370	\$ 2,050
Lift Station Expense		
8055 · Utilities	\$ 9,700	\$ 9,700
8065 · Lift Station Repair/Maintenance	2,000	2,000
8070 · Supplies for Pump Station	1,000	1,000
8080 · Building Repair & Maintenance	500	500
Total Lift Station Expense	\$ 13,200	\$ 13,200
8082 · Sewer (Zone 2) Depreciaton Expense		
Automobile Expense	\$ 17,500	\$ 17,600
8090 · Fuel for Trucks	\$ 1,200	\$ 1,200
8095 · Auto-Repair/Maintenance	2,500	2,500
8100 · Other Auto Expense	500	500
Total Automobile Expense	\$ 4,200	\$ 4,200
Payroll Expense-Operations		
8110 · Operator Zone 2 Wages	\$ 22,074	\$ 23,000
Total Payroll Expenses-Operations	\$ 22,074	\$ 23,000
Sewer Line Expense		
8135 · Sewer Line-Repair/Maintenance	\$ 2,000	\$ 2,000
Total Sewer Line Expense	\$ 2,000	\$ 2,000
Storm Drain Expense		
8145 · Storm drain-Supplies	\$ 500	\$ 500
8155 · Storm drain-Repair/Maintenance	1,000	1,000
Total Storm Drain Expense	\$ 1,500	\$ 1,500

**Castroville Community Services District
Draft Sewer Zone 2 Income and Expense Budget
July 2021 through June 2022**

Amended
2020/2021 2021/2022

TOTAL OPERATION EXPENSE

	62,844	63,550
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ZONE 2 ADMINISTRATIVE EXPENSE

Office Expense

8178 · Seminar/Training/Directors	\$ 500	\$ 1,000
8179 · Membership Dues	1,800	1,800
8181 · Office Supplies	\$ 600	\$ 600
8182 · Office Equipment	\$ 500	\$ 500
8183 · Misc. Office Expense	\$ 500	\$ 500
8184 · Building Maintenance	\$ 1,000	\$ 1,000
8185 · Computer Program/Upgrade	\$ 600	\$ 1,300
8186 · Office Repair/Maintenance	\$ 400	\$ 700
8187 · Alarm Monitoring Service	\$ 200	\$ 200
8188 · Property Taxes	\$ 100	\$ 100
8189 · Seminars/Training/Staff	\$ 500	\$ 1,000
Total Office Expense	\$ 6,700	\$ 8,700

Payroll Expense Administration

8191 · Wages- Zone 2 GM	15,833	16,307
8195 · Wages-Zone 2 Admin	16,998	17,550
8200 · Insurance-Workers Comp	1,838	1,700
8205 · Employee Health Benefits	16,802	17,504
8210 · PERS Retirement Benefits Employer Contribution	5,058	5,268
8210-A · Pension Exp PERS Retirement Benefits UAL	154	307
8212 · Employee Life Insurance	137	140
8213 · Other Post Retirement Benefits	1,900	1,900
8214 · FICA Expense	4,321	4,321
Total Payroll Expense Administration	\$ 63,041	\$ 64,997

Utilities Expense

8221 · Utilities - PG &E	\$ 500	\$ 500
8222 · Utilities-Telephones	550	550
8223 · Utilities - Disposal	85	85
8224 · Utilities - M1W	30	30
Total Utilities Expense	\$ 1,165	\$ 1,165

Consulting Expense

8216 · Sewer Consulting Fees	1,600	1,600
8217 · Sewer Engineer Fees	1,000	1,000
8218 · Sewer Accounting Fees	2,100	1,790

**Castroville Community Services District
Draft Sewer Zone 2 Income and Expense Budget
July 2021 through June 2022**

	Amended	
	2020/2021	2021/2022
8219 · Sewer Legal Fees	1,500	1,500
8226 · Director Fees	600	600
8229 · Moro Cojo Annexation Amorization	\$ 533	\$ 533
	<u>\$ 7,333</u>	<u>\$ 7,023</u>
Insurance Expense		
8230 · Insurance-Auto & General	\$ 2,702	\$ 2,800
Total insurance Expense	<u>\$ 2,702</u>	<u>\$ 2,800</u>
TOTAL ADMINISTRATIVE EXPENSE	<u><u>\$ 80,941</u></u>	<u><u>\$ 84,685</u></u>
TOTAL COMBINED EXPENSES	<u><u>\$ 143,785</u></u>	<u><u>\$ 148,235</u></u>
NET INCOME OR LOSS	<u><u>\$ 21,800</u></u>	<u><u>\$ 16,853</u></u>
LESS CAPITAL EXPENDITURES		
Impellers/Pump \$12,000	\$ 10,000	\$ 12,000
Net income or Loss	<u><u>\$ 11,800</u></u>	<u><u>\$ 4,853</u></u>

*Capital Expenditures will be booked as an asset

*Depreciation Expense is reflected

Castroville Community Services District

ZONE 2 GOVERNMENTAL

Five Year Capital Improvement and Operational Planning 2021

Fiscal Year Ending	Jun-22	Jun-23	Jun-24	Jun-25	Jun-26	
	Year 1	Year 2	Year 3	Year 4	Year 5	
Sources of Funds						
User Fees-Street, Open Sp & Street Lights #73701	\$ 33,600	\$ 33,600	\$ 33,600	\$ 33,600	\$ 33,600	
Interest Revenue	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	
Total Revenue	\$ 35,600	\$ 35,600	\$ 35,600	\$ 35,600	\$ 35,600	\$ 178,000
Application of Funds						
Other Operation & Maintenance						
Open Space Maintenance	\$ 3,000	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	
Street Light Utility	\$ 5,800	\$ 5,400	\$ 5,400	\$ 5,400	\$ 5,400	
Road Repair	\$ 5,000	\$ 1,500	\$ 5,000	\$ 1,500	\$ 1,500	
Street Signage	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	
Total Application of Funds	\$ 14,300	\$ 9,800	\$ 13,300	\$ 9,800	\$ 9,800	\$ 57,000
Capital Improvement Projects						
Total Capital Improvement Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenue Requirements	\$ 14,300	\$ 9,800	\$ 13,300	\$ 9,800	\$ 9,800	\$ 57,000
Surplus / (Deficit)	\$ 21,300	\$ 25,800	\$ 22,300	\$ 25,800	\$ 25,800	NET \$ 121,000
						\$ -

**Castroville Community Services District
 Draft Zone 2 Governmental Activities
 Income and Expense Budget
 July 2021 through June 2022**

	2020/2021	2021/2022
Income		
4207 · Userfees MC-Street, Open Sp, Street Lights #73701	\$ 34,030	\$ 33,600
4210 · Zone 2 Interest Earned	2,000	2,000
Total Income	\$ 36,030	\$ 35,600
 ZONE 2 OTHER OPER & MAINT EXPENSE		
8245 · Open Space Maint-Outside Service	\$ 3,000	\$ 3,000
8250 · Street Light Utility Cost	5,800	5,800
8255 · Road Repair	1,500	5,000
8260 · Street Signage	500	500
Total Zone 2 Other Operation & Maint Expense	\$ 10,800	\$ 14,300
 NET INCOME OR LOSS	\$ 25,230	\$ 21,300

Castroville Community Services District

ZONE 3 Sewer

Five Year Capital Improvement and Operational Planning 2021

Fiscal Year Ending	Jun-22	Jun-23	Jun-24	Jun-25	Jun-26	TOTALS
	Year 1	Year 2	Year 3	Year 4	Year 5	
Sources of Funds						
Operating Revenues						
Sanitation Fees Collected by M1W	\$ 192,000	\$ 192,000	\$ 192,000	\$ 192,000	\$ 192,000	
Property Tax	\$ 92,800	\$ 92,800	\$ 92,800	\$ 92,800	\$ 92,800	
New Sewer Connection Fees	\$ 7,000	\$ 3,168	\$ 3,168	\$ 3,168	\$ 3,168	
Interest Revenue	\$ 4,500	\$ 4,500	\$ 6,000	\$ 6,000	\$ 6,000	
Clean Water Planing Grant	\$ 440,000		\$ 1,800,000			
Misc Revenue	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	
Total Revenue	\$ 738,800	\$ 292,968	\$ 2,094,468	\$ 294,468	\$ 294,468	\$3,713,172
Application of Funds						
Operating Expense						
General Operation Expense	\$ 83,850	\$ 86,030	\$ 88,267	\$ 90,562	\$ 92,916	
Administration Expense	\$ 93,699	\$ 96,135	\$ 98,635	\$ 101,199	\$ 103,830	
USDA Loan to Sewer Zone 1	\$ 30,000	\$ 32,000				
Total Application of Funds	\$ 207,549	\$ 214,165	\$ 188,902	\$ 191,761	\$ 196,747	\$997,124
Capital Improvement Projects						
Lift Station Pumps	\$ 18,000	\$ 20,000	\$ 20,000	\$ 10,000	\$ 10,000	
Generator Station #1		\$ 30,000				
New Truck		\$ 5,000				
Sewer Main/ Manhole Rehabilitation	\$ 5,000	\$ 10,000	\$ 200,000	\$ 5,000	\$ 5,000	
Preliminary Engineering Fees	\$ 462,722					
Environmental Permitting			\$ 100,000			
Construction Engineering Management			\$ 400,000			
Lift Stations Relocation			\$ 420,000			
New Motor Control Centers		\$ 10,000	\$ 200,000	\$ 10,000		
Pipeline under Hwy 1 bridge		\$ 50,000	\$ 250,000			
Total Capital Improvement Projects	\$ 485,722	\$ 125,000	\$ 1,590,000	\$ 25,000	\$ 15,000	\$2,240,722
Total Revenue Requirements	\$ 693,271	\$ 339,165	\$ 1,778,902	\$ 216,761	\$ 211,747	\$3,257,846
						NET
Surplus / (Deficit)	\$ 43,529	\$ (46,197)	\$ 317,566	\$ 77,707	\$ 82,721	\$475,326
						50

Castroville Community Services District
Draft Moss Landing (Zone 3) Sewer Income and Expense Budget
July 2021 through June 2022

	Amended	
	2020/2021	2021/2022
Income		
Zone 3 (Moss Landing) REVENUE		
4305 · Property Taxes	92,800	92,800
4306 · Sewer Connection Fees	7,000	7,000
4307 · Sanitation Fees	192,000	192,000
4308 · Interest Earned	4,500	4,500
4309 · Misc Revenue	500	500
4310 · Clean Water Small Communities Planning Grant	500,000	440,000
Total Income	\$ 796,800	\$ 736,800
 Zone 3 OPERATION EXPENSE		
General Operation Expense		
9005 · Shop Supplies	\$ 500	\$ 500
9010 · Small Tools	500	500
9015 · Operators Uniforms	725	450
9018 · Operators Certifications	350	350
9020 · Cellular Phones	220	250
Total General Operation Expense	\$ 2,295	\$ 2,050
 Lift Station Expense		
9105 · Sewer Utilities PG & E	\$ 11,200	\$ 11,200
9115 · Lift Station Repair/Maintenance	4,000	4,000
9120 · Supplies for Pump Station	500	500
Total Lift Station Expense	\$ 15,700	\$ 15,700
 9200 · Sewer (Zone 3) Depreciaton Expense	 31,900	 31,900
 Automobile Expense		
9305 · Fuel for Trucks	\$ 1,200	\$ 1,200
9310 · Repair/Maintenance	2,500	2,500
9315 · Other Auto Expense	500	500
Total Automobile Expense	\$ 4,200	\$ 4,200
 Payroll Expense-Operation		
9405 · Operators Zone 3 Wages	\$ 22,074	\$ 23,000
Total Payroll Expense	\$ 22,074	\$ 23,000
 Sewer Line Expense		
9465 · Sewer Line-Repair/Maintenance	\$ 7,000	\$ 7,000
Total Sewer Line Expense	\$ 7,000	\$ 7,000
 TOTAL OPERATION EXPENSE	 83,169	 83,850

Castroville Community Services District
Draft Moss Landing (Zone 3) Sewer Income and Expense Budget
July 2021 through June 2022

	Amended	2021/2022
	2020/2021	
Zone 3 ADMINSTRATIVE EXPENSE		
Office Expense		
9505 · Office Supplies	\$ 600	\$ 600
9510 · Office Equipment	500	500
9515 · Misc. Office Expense	1,200	1,200
9520 · Computer Program/Upgrade	600	1,300
9525 · Office Repair/Maintenance	400	700
9530 · Alarm Monitoring Service	200	200
9535 · Property Taxes	50	50
9540 · Seminars/Training/Staff	500	1,000
9545 · Seminar/Training/Directors	500	1,000
9555 · Membership Dues	1,800	1,800
9560 · Building Maintenance	1,000	1,000
Total Office Expense	\$ 7,350	\$ 9,350
Payroll Expense Admin		
9605 · Wages Zone 3 GM	\$ 15,833	\$ 16,307
9620 · Wages Zone 3 Admin	16,998	17,550
9625 · Insurance -Workers Comp	1,838	1,700
9630 · Employee Health Benefits	16,802	17,504
9632 · FICA Expense	4,321	4,321
9635 · PERS Retirement Benefits Employer Contribut	5,058	5,268
9636-A · Pension Exp PERS Retirement Benefits UAL	154	307
9636 · Other Post Employment Benefits	1,900	1,900
9640 · Employee Life Insurance	137	137
Total Payroll Expense	\$ 63,041	\$ 64,994
Utilities Expense		
9655 · Utilities - PG &E	\$ 500	\$ 500
9660 · Utilities-Telephones	550	550
9665 · Utilities - Disposal	85	85
9670 · Utilities - M1W	30	30
Total Utilities Expense	\$ 1,165	\$ 1,165
Sewer Consulting Expense		
9705 · Sewer Legal Fees	\$ 3,000	\$ 3,000
9710 · Sewer Engineer Fees	5,000	5,000
9715 · Sewer Accounting Fees	1,900	1,790
9720 · Sewer Other Consulting Fees	5,000	5,000
9725 · Director Fees	600	600
Total Consulting Expense	\$ 15,500	\$ 15,390

**Castroville Community Services District
Draft Moss Landing (Zone 3) Sewer Income and Expense Budget
July 2021 through June 2022**

	Amended 2020/2021	2021/2022
Insurance Expense		
9755 · Insurance - Auto & General	\$ 2,600	\$ 2,800
Total Insurance Expense	<u>\$ 2,600</u>	<u>\$ 2,800</u>
Loan-Bond Expense		
2601 · Sewer Bond Payment-Principal	28,000	30,000
Total Loan-Bond Expense	<u>\$ 28,000</u>	<u>\$ 30,000</u>
TOTAL ADMINISTRATIVE EXPENSE	<u>\$ 117,656</u>	<u>\$ 123,699</u>
TOTAL COMBINED EXPENSES	<u>\$ 200,825</u>	<u>\$ 207,549</u>
NET INCOME OR LOSS	<u>\$ 595,975</u>	<u>\$ 529,251</u>
*Less Capital Expenditures	<u>480,722</u>	<u>485,722</u>
Lift Stations-Pumps \$18,000		
Sewer Main/Manhole Rehab \$5,000		
Wastewater System Rehabilitation System \$462,722		
NET INCOME OR LOSS	<u>\$ 115,253</u>	<u>\$ 43,529</u>

*Capital Expenditures will be booked as an asset

*Depreciation Expense is reflected



NORTH COUNTY RECREATION & PARK DISTRICT

May 5, 2021

Dear Castroville Community Services District Board,

This year was a challenge for all of us, but with the help of the Castroville Community Services District, the district was able to weather the storm.

The North County Recreation and Parks District continued operations throughout the pandemic. Our senior citizen drive-thru hot lunch program more than doubled in size—we now serve up to 55 meals daily throughout the week. Seniors have been very appreciative of this service. We also continued maintaining our parks and nature trails, thereby making it possible for our community to enjoy some time away from home. As the year progressed and health restrictions were eased, we were able to offer more in-person programs. We have put on a Summer Day Camp, Winter Camp, Spring Break Camp, and continue our Distance Learners' Day Camp. These camps have been a life saver for parents who were deemed essential workers and needed a safe and engaging place for their children to attend while they were at work. We also started and continue to offer boxing classes through our partnership with Boxing Strong, Archery at the Salinas Bowmen Archery Range, and soon to start Junior Giants baseball league. Thank you for partnering with us to serve the community.

In addition, we continued with our capital improvement projects. The painting of the exterior of the Rec Center and installation of a new perimeter fence was completed this fiscal year. The district is waiting for the final grant contract from the county before starting on the second capital improvement project planned for the year: Rec Heating and lighting, and Crane Street play structure.

In the coming fiscal year 2021-2022, we plan to replace the roof at the Japanese School House which keeps flying off one piece at a time when the wind picks up, as well as resurface the hard wood floor. These are much needed improvements that will make this local landmark shine.



NORTH COUNTY RECREATION & PARK DISTRICT

We respectfully ask the CCSD Board to continue funding for Extended Recreation Services as in years past and to help us with funding for capital improvements as listed below.

Capital Improvements 2021:	
Reroofing the Japanese School House	\$20,000
Resurfacing and sealing the floors at the Japanese School House	\$5,000
Total Capital Improvements	\$25,000
Extended Recreation Services	\$100,000
TOTAL FUNDING REQUEST	\$125,000

Sincerely,

A handwritten signature in black ink, appearing to read "Alex López", written over a horizontal line.

Alex López
General Manager



CASTROVILLE COMMUNITY SERVICES DISTRICT

Wage Step Program-Board Approved October 2018



OFFICE MANAGER/BOOKKEEPER/SECRETARY

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Hourly	\$ 50.14	\$ 51.64	\$ 53.19	\$ 54.79	\$ 56.43	\$ 58.13	\$ 59.87
Bi-Weekly	\$ 4,011.20	\$ 4,131.20	\$ 4,255.20	\$ 4,383.20	\$ 4,514.40	\$ 4,650.40	\$ 4,789.60
Monthly	\$ 8,690.93	\$ 8,950.93	\$ 9,219.60	\$ 9,496.93	\$ 9,781.20	\$ 10,075.87	\$ 10,377.47
Yearly	\$ 104,291.20	\$ 107,411.20	\$ 110,635.20	\$ 113,963.20	\$ 117,374.40	\$ 120,910.40	\$ 124,529.60

CUSTOMER SERVICE - ACCOUNTS RECEIVABLE

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Hourly	\$ 26.89	\$ 27.70	\$ 28.53	\$ 29.38	\$ 30.26	\$ 31.17	\$ 32.11
Bi-Weekly	\$ 2,151.20	\$ 2,216.00	\$ 2,282.40	\$ 2,350.40	\$ 2,420.80	\$ 2,493.60	\$ 2,568.80
Monthly	\$ 4,660.93	\$ 4,801.33	\$ 4,945.20	\$ 5,092.53	\$ 5,245.07	\$ 5,402.80	\$ 5,565.73
Yearly	\$ 55,931.20	\$ 57,616.00	\$ 59,342.40	\$ 61,110.40	\$ 62,940.80	\$ 64,833.60	\$ 66,788.80

LEAD OPERATOR-Treatment 2 & Distribution 2 + Backflow Certificaton + Class B

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Hourly	\$ 40.59	\$ 41.81	\$ 43.06	\$ 44.35	\$ 45.68	\$ 47.05	\$ 48.47
Bi-Weekly	\$ 3,247.20	\$ 3,344.80	\$ 3,444.80	\$ 3,548.00	\$ 3,654.40	\$ 3,764.00	\$ 3,877.60
Monthly	\$ 7,035.60	\$ 7,247.07	\$ 7,464.48	\$ 7,687.33	\$ 7,917.87	\$ 8,155.33	\$ 8,401.47
Yearly	\$ 84,427.20	\$ 86,964.80	\$ 89,564.80	\$ 92,248.00	\$ 95,014.40	\$ 97,864.00	\$ 100,817.80

OPERATOR 2 - Treatment 2 & Distribution 2 = Backflow Certification + Class B

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Hourly	\$ 29.00	\$ 30.00	\$ 31.00	\$ 32.00	\$ 33.00	\$ 34.00	\$ 35.00
Bi-Weekly	\$ 2,320.00	\$ 2,400.00	\$ 2,480.00	\$ 2,560.00	\$ 2,640.00	\$ 2,720.00	\$ 2,800.00
Monthly	\$ 5,026.67	\$ 5,200.00	\$ 5,373.33	\$ 5,546.67	\$ 5,720.00	\$ 5,893.33	\$ 6,066.67
Yearly	\$ 60,320.00	\$ 62,400.00	\$ 64,480.00	\$ 66,560.00	\$ 68,640.00	\$ 70,720.00	\$ 72,800.00

OPERATOR 1 - Treatment 1 & Distribution 1 = Backflow Certification + Class B

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Hourly	\$ 22.00	\$ 23.00	\$ 24.00	\$ 25.00	\$ 26.00	\$ 27.00	\$ 28.00
Bi-Weekly	\$ 1,760.00	\$ 1,840.00	\$ 1,920.00	\$ 2,000.00	\$ 2,080.00	\$ 2,160.00	\$ 2,240.00
Monthly	\$ 3,813.33	\$ 3,986.67	\$ 4,160.00	\$ 4,333.33	\$ 4,506.67	\$ 4,680.00	\$ 4,853.33
Yearly	\$ 45,760.00	\$ 47,840.00	\$ 49,920.00	\$ 52,000.00	\$ 54,080.00	\$ 56,160.00	\$ 58,240.00

Laborer- No Certification

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Hourly	\$ 16.00	\$ 17.00	\$ 18.00	\$ 19.00	\$ 20.00	\$ 21.00	\$ 22.00
Bi-Weekly	\$ 1,280.00	\$ 1,360.00	\$ 1,440.00	\$ 1,520.00	\$ 1,600.00	\$ 1,680.00	\$ 1,760.00
Monthly	\$ 2,773.33	\$ 2,946.67	\$ 3,120.00	\$ 3,293.33	\$ 3,466.67	\$ 3,640.00	\$ 3,813.33
Yearly	\$ 33,280.00	\$ 35,360.00	\$ 37,440.00	\$ 39,520.00	\$ 41,600.00	\$ 43,680.00	\$ 45,760.00

GENERAL MANAGER EMPLOYMENT CONTRACT
BETWEEN
J. ERIC TYNAN AND THE CASTROVILLE COMMUNITY SERVICES DISTRICT

This Contract is made and entered into, effective July 1, 2018, by and between the Castroville Community Services District (“CCSD”) and J. ERIC TYNAN (“General Manager”).

RECITALS

A. CCSD is a political subdivision of the State of California formed and existing pursuant to the Community Services District Law, California Government Code Sections 61000 and following.

B. Government Code Section 61050 authorizes and requires the board of directors (“Board”) of a community services district to appoint a general manager, provides that the general manager shall receive the compensation determined by the Board and shall serve at the Board’s pleasure, and provides that the Board may require the general manager to be bonded, with the cost of the bonds paid by the district. Pursuant to Section 61051, the responsibilities of the general manager are:

(a) The implementation of the policies established by the Board for the operation of the CCSD.

(b) The appointment, supervision, discipline, and dismissal of the CCSD’s employees, consistent with the employee relations system established by the Board.

(c) The supervision of the CCSD’s facilities and services.

(d) The supervision of the CCSD’s finances.

C. CCSD desires to employ J. ERIC TYNAN as the CCSD’s General Manager, on the terms and conditions contained in this Contract.

D. J. ERIC TYNAN, by reason of his education and experience, is qualified to fill the General Manager position.

E. J. ERIC TYNAN desires to be employed by the CCSD as CCSD’s General Manager, on the terms and conditions contained in this Contract.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND AGREEMENTS SET FORTH BELOW, the parties agree as follows:

AGREEMENTS

1. Services: General Manager will provide to CCSD necessary professional, administrative, and managerial services to perform the duties and

responsibilities of General Manager to the satisfaction of CCSD's Board of Directors. Such services shall include, but not be limited to, the following:

a. To perform all functions and duties of the CCSD's General Manager pursuant to applicable laws, and as set forth in the Recitals to this Agreement and in the job description for "General Manager" in effect as of the date of this Agreement. General Manager shall be authorized to engage consultants for the CCSD with compensation either individually or in the aggregate up to \$20,000 for any individual engagement without prior Board approval. This paragraph shall not limit the General Manager's authority to engage contractors to respond to emergencies.

b. To perform such services on an exclusive full-time service basis for CCSD, and to be available as needed to properly perform such services, including attendance at after-hours meetings as needed for conduct of CCSD business.

2. Compensation:

a. CCSD will provide, as total compensation to General Manager, the following:

(1) Base Compensation: General Manager shall be paid at the rate of \$149,235.87 annually, in accordance with payroll procedures and protocols in place within the CCSD from time to time, from which shall be deducted such amounts as are agreed to by CCSD and General Manager are required by law to be deducted. This base compensation will be increased annually on the same date whether or not the term of the agreement is renewed pursuant to the automatic renewal provision of Section 4 or otherwise negotiated between the parties to this Agreement. If the Board determines to award a merit increase and has not done so by the first day of the first pay period in July each year, the effective date of the merit increase will be retroactive to the first day of the first pay period in July of the current year.

(2) Expenses: General Manager shall be entitled to the same reimbursement for other out-of-pocket expenses incurred on CCSD business, on the same terms and conditions, as authorized for other CCSD personnel. The Board encourages the General Manager to represent the CCSD and participate in professional organizations such as the Association of California Water Agencies and other organizations and associations whose activities affect the CCSD's concerns or policies and will reimburse the General Manager for reasonable expenses incurred in such activities.

(3) Health Care: CCSD shall pay the annual costs to enroll the General Manager and the General Manager's family in the CCSD's health care plan for dental care, vision care, and medical health care, and/or life insurance expenses incurred for him and/or his family.

(4) Sick Leave: General Manager shall accrue sick leave according to the schedule adopted from time to time by the CCSD's Board, without credit for any prior service.

(5) Vacation: General Manager shall be entitled to four weeks paid vacation during each year of this Contract. Unused vacation time may be accumulated in accordance with the CCSD Personnel Policy.

(6) Retirement Plan Contribution: The CCSD shall make contributions to the CalPERS retirement program for General Manager equal to 100% of the monthly employer contributions.

(7) CCSD Vehicle: CCSD will provide a vehicle for the General Manager's business and personal use.

b. Amendments to Compensation. All adjustments to General Manager's compensation, including, but not limited to, cost of living adjustments, must be authorized by action of the Board separate and apart from action taken to authorize adjustments for other employees of the CCSD. No adjustment to the General Manager's compensation shall be effective until an Amendment to this Contract is signed by the President and Vice-President of the Board and the General Manager and attached to this Contract.

3. Performance Reviews: The Board will conduct annual performance reviews with the General Manager during the month of June each year. The Board may at its discretion review confidentially the performance of the General Manager at any time during the term of this Contract. In connection with each annual review required by this paragraph, the CCSD's Board shall consider, but shall not be required to act on, adjustments to General Manager's compensation and other terms and conditions of this Contract. It shall be the General Manager's duty, as a condition precedent to the Board's obligation to annually review the General Manager's performance under this paragraph, to notify the CCSD's Board in writing not less than 30 nor more than 45 days in advance of each annual review period of the Board's obligation to conduct the review and the dates between which the review is required under this paragraph.

4. Term: This Contract shall become effective on July 1, 2018, after execution by General Manager and the President and Secretary of CCSD's Board, and shall remain in effect until terminated as provided herein or until midnight June 30, 2021, whichever occurs first. Each year, on the anniversary of this contract the term of the contract shall be extended by one year.

5. Termination: General Manager serves at the Board's pleasure. The CCSD may terminate this Contract either with or without cause by providing General Manager 18 months' advance written notice of the termination. The termination shall become effective upon the 18 months' anniversary following mailing, verified electronic transmission, or delivery of written notice thereof. CCSD, at its option, may terminate this Contract immediately by written notice, if General Manager dies or becomes otherwise incapable of performing duties under this Contract, or is convicted of a felony.

Except in the case of termination for General Manager's death or conviction of a felony, CCSD shall pay to General Manager or his legal representative a sum equal to General Manager's Base Compensation for the unexpired term of this Contract. However, no cash severance benefit under this or any succeeding contract may exceed an amount equal to the monthly salary of the General Manager multiplied by the number of months left in the unexpired term of the contract or 18 months' salary, whichever is the lesser. Any termination by CCSD within ninety days following a public election of members of the CCSD's Board shall require the affirmative vote of four members of the CCSD's Board. Any termination by CCSD at any other time shall require the affirmative vote of a majority of the CCSD's Board.

6. Work Product: Except as otherwise agreed in writing by the parties, all forms of expression of ideas relating to General Manager's performance of this Contract shall be the property of the CCSD. General Manager shall provide all such work product produced through the date of termination, whether complete or incomplete, to CCSD, free of any and all claims, liens, and/or encumbrances, to be used by CCSD for any purpose.

7. Licenses: General Manager shall secure and maintain, throughout the life of this Contract, at CCSD's cost, all licenses, permits, qualifications and approvals of whatsoever nature which are legally required to practice any services required by this Contract.

8. Standards of Performance: General Manager shall perform the services described in a professional, first-class, workmanlike and businesslike manner in accordance with standards of quality satisfactory to CCSD's Board of Directors in their sole discretion.

9. Assignment of Contract; Subcontracting: This employment contract is personal to J. ERIC TYNAN, based upon his unique training, background and experience. General Manager may not assign or subcontract any of his duties or benefits under this Contract without the CCSD's prior written consent, which the CCSD may withhold at its absolute discretion for any reason.

10. Bond: General Manager shall obtain for the benefit of CCSD such bond for the faithful performance of General Manager's duties under this Contract as the CCSD's Board may require from time to time. CCSD shall pay the premium on any such bond.

11. Reimbursement of Payments: If during the pendency of an investigation of the General Manager for abuse of office or position, the General Manager receives paid leave salary, funds for his legal criminal defense or a cash settlement related to a termination, and the General Manager is subsequently convicted of a crime involving abuse of his office or position, the General Manager shall reimburse the CCSD for any paid leave salary, defense funds and cash settlement.

12. Paragraph Headings: The paragraph headings contained herein are for convenience and reference only and are not intended to define or limit the scope of this Contract.

13. Notice: Whenever notice to a party is require by this Contract, it shall be deemed given when deposited with proper address and postage in the U.S. Mail or when personally delivered as follows or at such other address or place either party may designate in writing from time to time:

CCSD: CASTROVILLE COMMUNITY SERVICES DISTRICT
11499 Geil Street
Castroville, CA 95012

General Manager: J. ERIC TYNAN

14. Duplicate Originals: This Contract may be executed in one or more duplicate originals bearing the original signature of both parties and when so executed any such duplicate original shall be admissible as proof of the existence and terms of the Contract between the parties.

15. Jurisdiction: This contract is made and is to be performed in Monterey County and, subject to provisions of law governing venue, the courts of Monterey County have jurisdiction over any litigation relating to the enforcement or interpretation of this Contract, arising out of General Manager's performance or relating in any way to the work under the contract.

16. Court Costs and Attorney's Fees: In the event legal action is instituted by either party to enforce this Contract, the prevailing party shall be entitled to reasonable attorney's fees and actual costs incurred in connection with such action.

17. Waiver or Modification: No waiver, alteration, or modification of any of the provisions of this Contract shall be binding unless in writing and signed by a duly authorized representative of both parties to this Contract. Any document which modifies this Contract shall be appended to the original of this Contract, and copies of such documentation shall be provided to all parties to this Contract. No changes shall be implied. If there is any ambiguity or lack of clarity or uncertainty in or by reason of the language of any amendment, the language of the Contract shall control the interpretation of the Contract and any amendment.

18. Governing Law: This Contract shall be governed by the laws of the State of California.

19. Previous Agreements Integrated: Any and all existing understandings and agreements, whether oral or written, or renewals thereof, between the parties hereto, covering the same subject matter, are hereby integrated within and superseded by this Contract, and shall have no further force or effect.

covering the same subject matter, are hereby integrated within and superseded by this Contract, and shall have no further force or effect.

IN WITNESS WHEREOF, the parties hereto have executed this Contract, consisting of six pages, in duplicate on June 19, 2018, effective upon execution.

CCSD:

General Manager:

CASTROVILLE COMMUNITY SERVICES DISTRICT

By



SILVESTRE MONTEZANO
President, Board of Directors



J. ERIC TYNAN

By



LIDIA SANTOS
Secretary, Board of Directors

Amendment made to General Manager's contract; as per Section 2. Compensation: section b. Amendments to Compensation.

At the June 18, 2019 board meeting, the Castroville Community Services District Board of Directors approved a three (3%) percent salary increase to the General Manager's annual base compensation of \$149,235.84 to be effective July 4, 2019.

The General Manager's annual compensation; effective July 4, 2019, will be \$153,712.92. This amendment is to be attached to the contract that is currently in place for the General Manager J. Eric Tynan.



Adriana Melgoza, President



James Cochran, Vice President



J. Eric Tynan, General Manager

Amendment made to General Manager's contract; as per Section 2. Compensation: section b. Amendments to Compensation.

At the July 21, 2020 board meeting, the Castroville Community Services District Board of Directors approved a three (3%) percent salary increase to the General Manager's annual base compensation of \$153,712.92 to be effective July 2, 2020.

The General Manager's annual compensation; effective July 2, 2020, will be \$158,324.40. This amendment is to be attached to the contract that is currently in place for the General Manager J. Eric Tynan.



James Cochran, Vice President



Ron Stefani, Director



J. Eric Tynan, General Manager



CASTROVILLE COMMUNITY SERVICES DISTRICT

GENERAL MANAGER'S REPORT

JUNE 15, 2021

❖ Regulatory Compliance

- ❑ SWRCB-DDW inspection of water system April 2021
- ❑ No coliform violations, all routine samples negative for May 2021
- ❑ Quarterly sampling of Well #3
- ❑ EAR report to SWRCB - May 15th
- ❑ Submitted Annual CDHS water report
- ❑ Submitted water reports to 9 large Water system customers 6/9/2021
- ❑ Regulatory documentation for Castroville Zone 1 sewer jetting activities
- ❑ Submitted No-spill report to State documenting Castroville, Moro Cojo and Moss Landing systems for March 2021 on 6/2/2021
- ❑ Regulatory documentation for MLCSD – Zone 1 & 2 sewer jetting activities
- ❑ Regulatory documentation for CCSD – Zone 3 sewer jetting activities

❖ Current Projects

- ❑ Continue clean-up of Trash & graffiti @ HWY 156/ UPRR crossing at Collins Rd-
- ❑ Implement grant for \$395,00 Prop 1 funding for new water supply well
- ❑ Consider MOU with County for Elkhorn bridge force main
- ❑ Response to possible on-going litigation
- ❑ Inspect Grease traps in Castroville & Moss Landing to reduce FOG
- ❑ Design and secure funding for Washington sewer by-pass line
- ❑ Finalize land purchase of site for future Deep Well #6
- ❑ Review quotes for painting District Office
- ❑ Review quotes for Recoat and re-seal the marshaling area at the office complex
And recoating district paving and striping at District facilities
- ❑ Replace awnings at District office
- ❑ Complete EPA mandated Resilience, Recovery and ERP -due June 30th
- ❑ Grant proposal to SWRCB for new Castroville water supply for \$2.8 million
- ❑ Receive bids for pot-holing new sewer line @ Washington and Tembladera
- ❑ Moss Landing Operations, see report in Board packet
- ❑ Moro Cojo Operations, see report in Board packet
- ❑ Castroville Operations, see report in Board packet

❖ **Completed Projects**

- ❑ Smoke tested Struve Rd sewer system w/RCAC -7 cross conn. Found-reported to M1W Source control
- ❑ Painted graffiti @ 20+ locations throughout town
- ❑ Upgraded Internet to facilitate billing software upgrade
- ❑ Soils and directional drilling for Washington bypass sewer line
- ❑ Repair leak on Hydro Tank #3- need to consider new tank
- ❑ Inspect Sewer, Storm drain and water connections for Hartnell campus extension
- ❑ Received Hazard Huts donated by Carmel Area Waste Water District
- ❑ MCWRA request for \$83,000 contribution for Well #3 destruction
- ❑ Completed MCWRA 2021 Well Extraction Report
- ❑ Plan review for sewer connections at Merritt and Washington Streets
- ❑ District awarded grant with DWR for Moss Landing sewer for \$ 500,000
- ❑ 3 below ground large Backflow devices raised and replaced above ground
- ❑ Complete and submit 2021 CCR to SWRCB-DDW
- ❑ Replaced 10 registers for water meters in May 2021
- ❑ Change-out Arsenic treatment media for Well #5 -approx. \$134,000
- ❑ Repaired/replaced 3 service laterals

❖ **Upcoming Projects**

- ❑ Tie-in to MPWSP Desal water line
- ❑ Paint office Building
- ❑ Design and secure funding for New Deep Well#6
- ❑ Replace aging Hydro pneumatic tanks at well sites
- ❑ Recoat and re-seal the marshaling area at the office complex
- ❑ Install lock-down manhole covers on Castroville Blvd (1 of 3)
- ❑ Install new checks and gate valves for Castroville Blvd Lift Station
- ❑ Pig Station Lift Stations #1 & #2 force mains in Moss Landing
- ❑ New Deep Well #6 permitting, funding, land acquisition and design
- ❑ Investigate water and sewer capacity for Driscoll's 63 proposed Farm Labor Housing Units on Merritt Street at end of Union St.
- ❑ Consider costs for Castroville Oaks project for street & sewer service
- ❑ Well site #4 modifications for filling tanks from distribution system & additional tank
- ❑ Design & funding for Washington Sewer Bypass line
- ❑ Finish installing "No dump- spills to Bay" medallions at all storm drain inlets

❖ **Meetings/Seminars (attended)**

- ❑ Met with M1W GM discuss collaboration on water and sewer projects
- ❑ Met with Budget & Personnel Committee- Adriana, Ron Myself & Alex
- ❑ Meeting of the Executive Board of the SVGWB GSA -Ron
- ❑ DAC ongoing engagement with SVGWB-GSA
- ❑ Water & Wastewater General Managers group
- ❑ Monterey Peninsula Water Management District Board meeting
- ❑ Monterey 1 Water- various Board meetings- Ron and Eric
- ❑ MPWMD Board meeting- Ron and Eric
- ❑ SVGWBGSA-Advisory Committee-Eric
- ❑ Sea Water Intrusion Working Group (SWIG-TAC) Tech Advisory Committee
- ❑ Meeting of the Deep Well Working Group (MCWRA-TAC)
- ❑ SVGWB- Basin Overview workshop-Ron & Eric
- ❑ IRWM Committee meeting
- ❑ M1W Budget Committee-Ron & Eric
- ❑ Sea Water Intrusion Committee meeting- SWIG-Eric

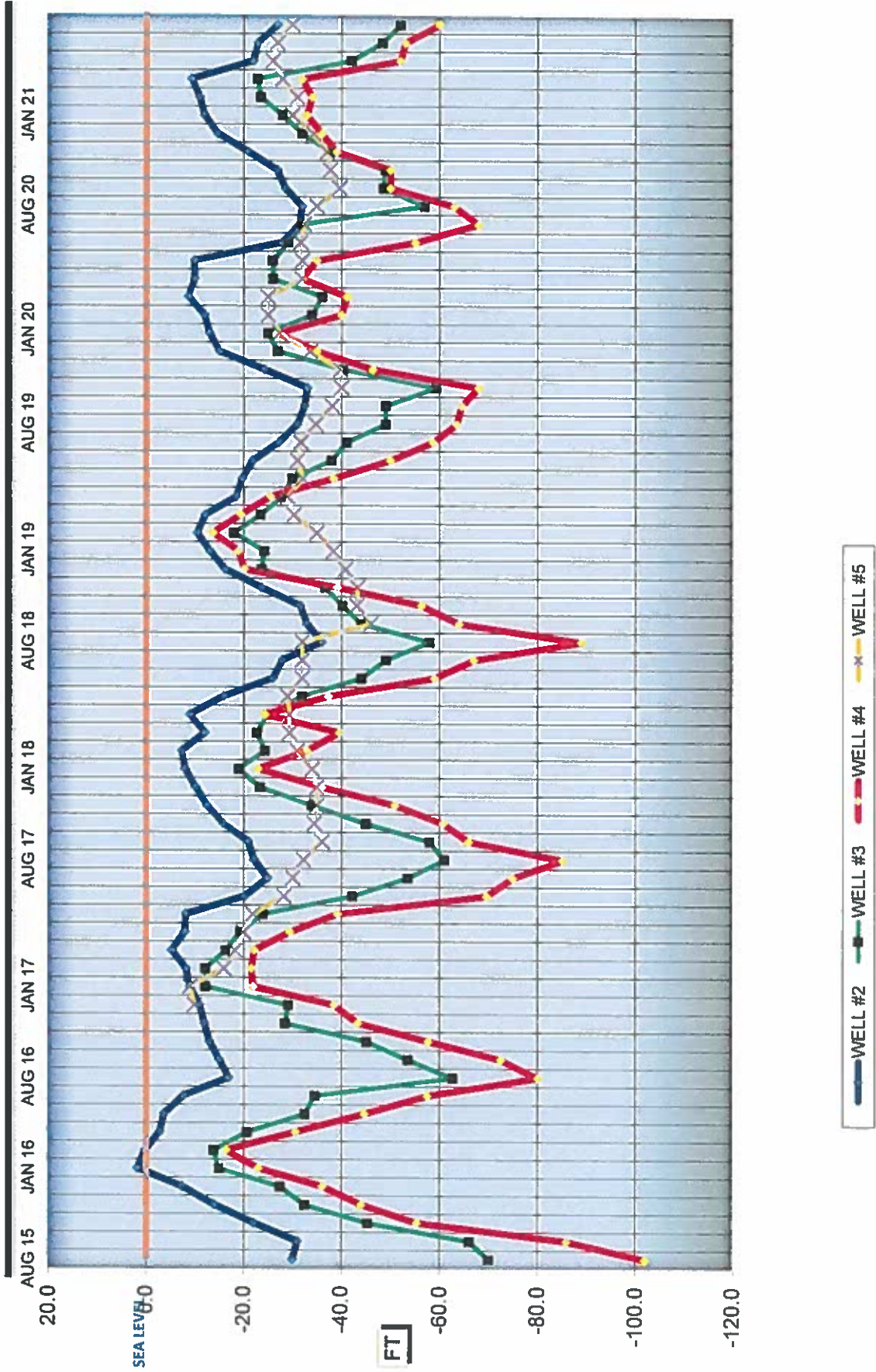
❖ **Meetings/Seminars (upcoming)**

- ❑ Attend as Panelist for townhall re: LAFCO formation for East Garrison
- ❑ RCAC training Financial Management and Accounting
- ❑ Meeting of the MCWRA- TAC -Advisory Comm. on Deep Wells-Eric
- ❑ Moss Landing Chamber meeting
- ❑ Moss Landing Community Plan Update
- ❑ Monterey 1 Water- various Board meetings- Ron and Eric
- ❑ Neighborhood Watch
- ❑ Water & Wastewater General Managers group
- ❑ Quarterly Water Managers meeting
- ❑ SVGWB GSA Advisory committee meetings
- ❑ Monterey County Sherriff's Citizens Advisory Group-Adriana & Eric
- ❑ Quarterly Special District Managers meeting

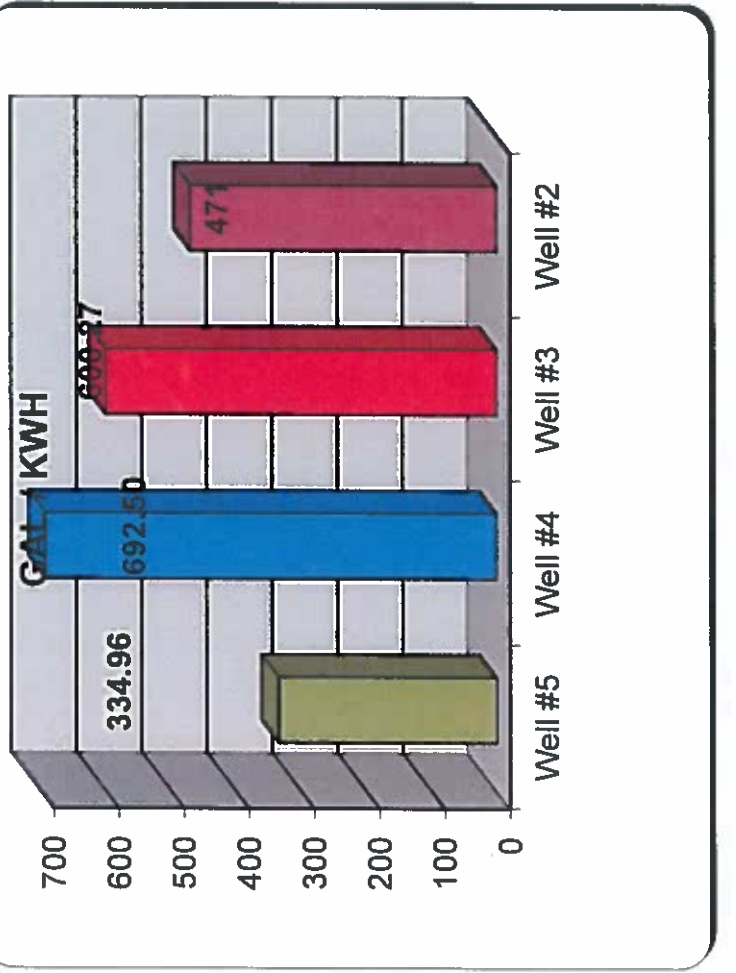
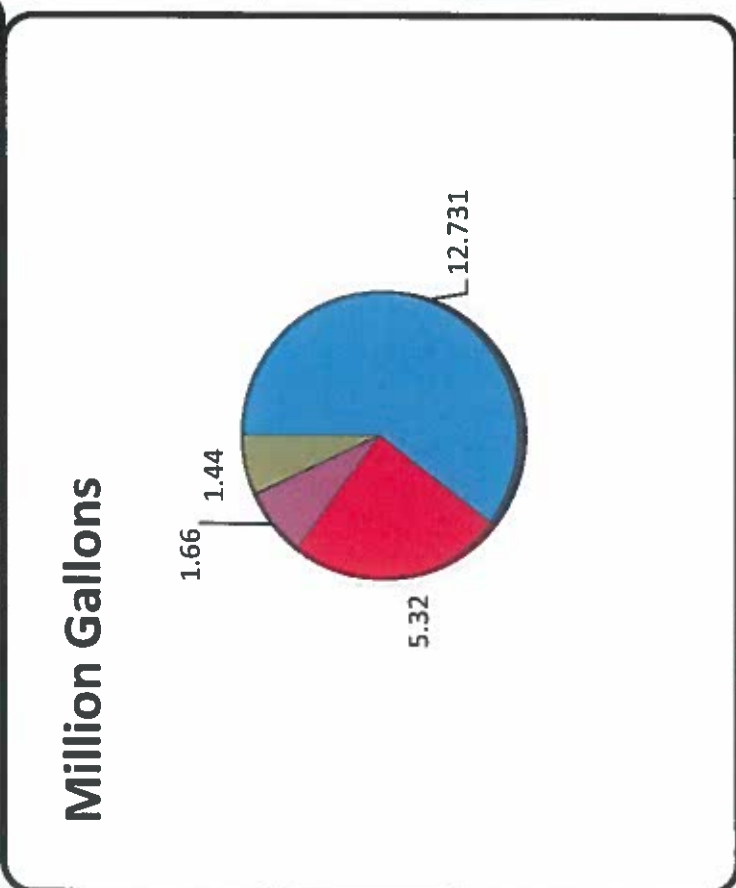
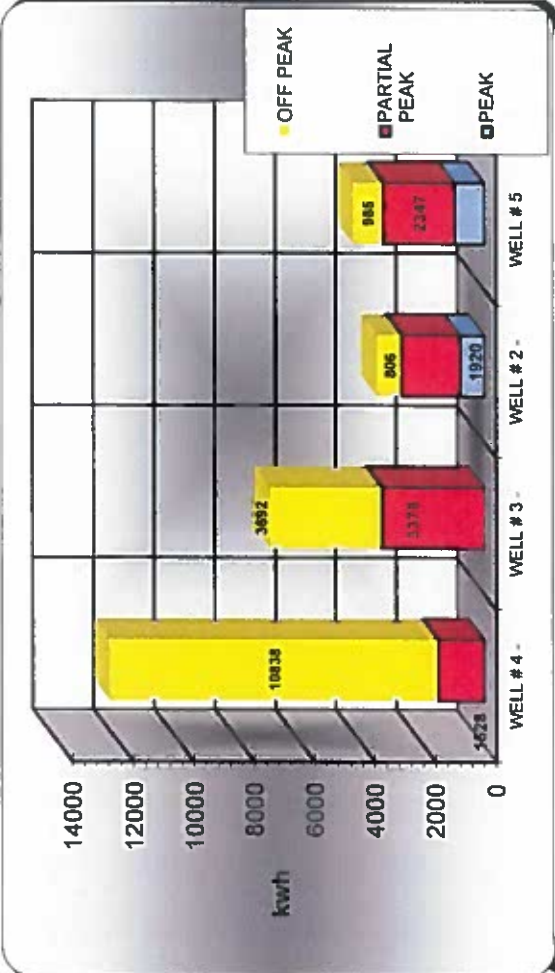
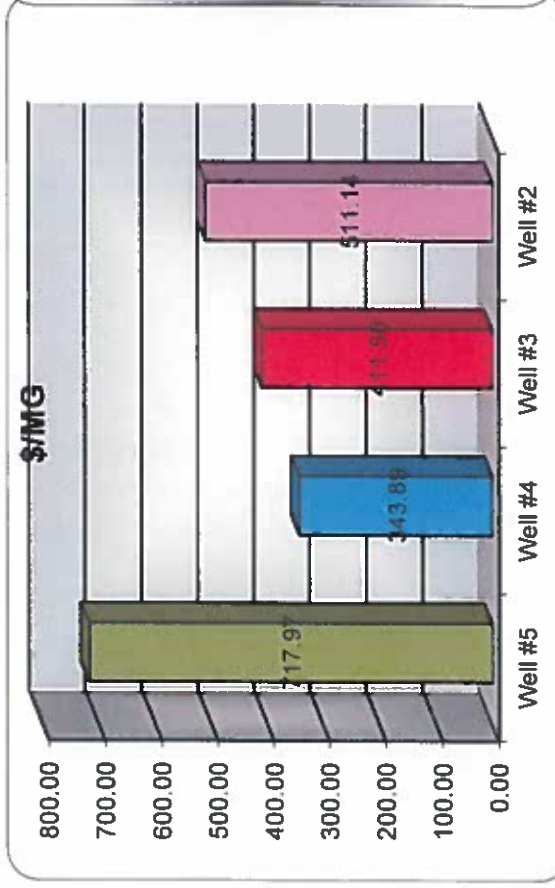
❖ **Improvements/Ideas/Suggestions**

- ❑ Install "For fire use only- all others will be fined" on all fire hydrants
- ❑ Select areas for Saddle, main valves and lateral replacement program
- ❑ Pressure wash and weed maintenance on fire hydrants

CASTROVILLE WELL LEVELS 2015-2021



May-21



STATE WATER RESOURCES CONTROL BOARD
 DIVISION OF DRINKING WATER
2021 SANITARY SURVEY
ATTACHMENT A

Purveyor: **Castroville Community Services District**
 Inspection Date: **April 1, 2021**

System No. **2710005**

Updated by: _____

Date: _____

2021 SANITARY SURVEY – DEFICIENCY LIST

Date Found	Description of Deficiency	Order of Hazard	Date to Address Deficiency & Provide Proof to DDW	Date Corrected	
				Reported	Verified
STORAGE TANKS					
April 1, 2021	The tank roof vent at well Site 2 is showing signs of corrosion. Castroville CSD must submit a plan that outlines the actions that will be taken to ensure the corrosion does not continue to spread and become a public health risk.	C	June 10, 2021	6-4-21	
April 1, 2021	A thin layer of oil was observed on the surface of the water in Tank 4 which could harbor bacteria. Castroville CSD must submit a plan outlining the corrective actions Castroville CSD will take to remove the oil in the storage tank. The Division recommends Castroville CSD switch from oil lubrication to water lubrication at Well 4.	C	June 10, 2021	6-2-21	
SOURCES					
April 1, 2021	Castroville CSD must provide the Division with a long-term plan for Well 3 or apply for a secondary MCL waiver in accordance with CCR, Title 22, Section 64449.2 by July 10, 2021 .	C	July 10, 2021	applied for waiver 6-2-21	
OPERATIONS					
April 1, 2021	Please submit a copy of Castroville CSD's most recent Emergency Notification Plan to the Division by June 10th, 2021 .	D	June 10, 2021	6-2-21	

Note: Shaded area indicates that these deficiencies have been confirmed to have been corrected.

ORDER OF HAZARD:

- A. CRITICAL HEALTH HAZARD - CORRECTIVE ACTION MUST BE TAKEN IMMEDIATELY
- B. SERIOUS HEALTH HAZARD - ACTION MUST BE TAKEN AS SOON AS POSSIBLE
- C. POTENTIAL HEALTH HAZARD - MUST BE CORRECTED AS WORK LOAD PERMITS
- D. SYSTEM OR OPERATIONAL DEFECT RESULTING IN POOR WATERWORKS PRACTICE

2021 SANITARY SURVEY – LIST OF RECOMMENDATIONS

Description of Recommendation	Recommended Date to Address Recommendation
The Division recommends each tank is inspected at least quarterly including an inspection of the tanks roof features, roof hatch, interior coating, vent, and interior water quality. All tank inspections should be logged and stored.	Ongoing
The Division recommends Castroville CSD use Well 3 only when other wells are not able to meet demands.	Ongoing
The Division recommends Castroville CSD maintain an increased security level at the Well 5 site due to close proximity to dense housing and a history of break-ins and trash dumping.	As budget allows
The Division recommends Castroville CSD continue to investigate why treated water is approaching the arsenic MCL	Ongoing

2021 SANITARY SURVEY – WATER QUALITY DUE AND OTHER REMINDERS

Monitoring Due/Reminder	Due Date
Castroville is eligible for a monitoring waiver to reduce VOC monitoring to once every 6 years. To apply for a VOC monitoring reduction, Castroville CSD must submit a letter to the Division requesting a VOC waiver in accordance with Section 64445(d)(3).	2022 (next VOC monitoring due date)
Castroville CSD must continue to monitor quarterly for chloride, total dissolved solids, and specific conductance from Well 3.	Ongoing
Radium 226 and Radium 228 samples must be paired, so Radium 226 samples for Well 5 will be due in 2025 along with the Radium 228 sample	2025



CASTROVILLE COMMUNITY SERVICES DISTRICT

OPERATIONS REPORT May 2021

Emergency calls:

11373 Del Monte – Customer out of water.

11771 Cypress st. – Customer valve leaking.

Assist Don Chapin with Del Monte project leak.

Maintenance:

- Hartnell project found 3 1" abandoned water lines.
- Del Monte generator heater was replaced.
- Propane tank inspections.
- Don Chapin relocating laterals inspection. – Del Monte project.
- Install R.O. water tank with float. – Well 3.
- Pick up containers – Carmel Wastewater Plant.
- Clean shop and take garbage to WM in Marina.
- Mark meter boxes – 11239 Haight St.
- Flow Test – Commercial Pkwy.
- Pressure wash Office Awnings.
- Inspect and repair Air compressor – Well 3.
- Grease Traps Moss Landing.
- Grease Traps Castroville.

Weekly

- Rounds – Well sites (Check water softeners, Chlorine Generator, tanks, pumps, etc.)
- Mark water and sewer lines (USA's) as necessary.
- Respond to e-mails.
- Rounds - Lift stations (Check fluids, oil, alarms, floats, etc.)
- Jetting. (Castroville, Moro Cojo, Moss Landing).
- Water samples (Bacteria).
- Mapping reports.
- Office grounds keeping.
- Wash and clean trucks.
- Lift stations grounds keeping.
- Maintain Cartegraph records updated.
- Take Garbage and recycle out.

Monthly

- Run Generators.
- Read and re-read meters.
- Deliver 72 hrs. notices.
- Replace registers.
- Reset logs on tablet for Lift Stations.
- Reset logs on hand-held for Well sites.
- Fire Hydrants readings.
- Read water level well bubblers.
- Troubleshoot computers, printer, Internet.
- Water Well level bubblers readings.

Work Orders:

- a) Fireline - 1 Reg.
- b) 7 Day Disconnect Notice – 16
- c) Final Bill Read Meter – 3
- d) Investigate – 1
- e) Miscellaneous – 1
- f) Padlock Srv. No Tenant – 2
- g) Reg – 17
- h) Shut Off - 1

TOTAL WORK ORDERS – 42

CASTROVILLE GREASE TRAPS

Facility Name	DATE INSPECTED	IN COMPLIANCE Y/N	Comments
Alfonso's Restaurant	5/4/2021	YES	
Burger King	5/4/2021	YES	
Castroville Inn	5/4/2021	YES	CHECK ONCE A YEAR
Restaurante San Pedro	5/28/2021	YES	PLUMBING WAS FIXED.
Franco's Restaurant			
Giant Artichoke Restaurant	5/4/2021	NO	TALKED TO CUSTOMER.
Hanabi Japanese Rest.	5/4/2021	YES	
La Fortuna Bakery			
LA SCUOLA		N/A	CLOSED
LI Yuen Chinese Rest.	5/4/2021	NO	TALKED TO CUSTOMER.
Mariscos El Nayarita			
Mexico Produce 2		N/A	NO FOOD COOKED.
La Cascada			
Mike's Place	5/28/2021	YES	NOT IN SERVICE/ ANNUAL CHECK UP
Missing Hole Donuts			
Moreno's Bar		N/A	CLOSED
El Mercado			
North County Rec's & Parks			
Panaderia Guadalupe			
Primavera Market			
Castroville Market			
Reynoso Super Market			
Rico's Coffee & Deli	5/4/2021	NO	TALKED TO CUSTOMER.
Round Table Pizza			
Subway		N/A	DO NOT USE GREASE
Santa Fe			
Delcosos Tacos			
Birrieria Cancoman	5/28/2021	NO	TALKED TO CUSTOMER.
The Patio Drive In	5/28/2021	YES	
Trolley Car Rotisserie			
Video Mexico		N/A	NO FOOD COOKED.

MOSS LANDING GREASE TRAPS

Facility Name	DATE INSPECTED	IC	Comments
WHOLE ENCHILADA	5/3/2021	YES	
SURF CITY COFFEE	5/28/2021	YES	
MOSS LANDING CAFÉ & CLUB	5/28/2021	YES	
SEA HARVEST RESTAURANT	5/7/2021	YES	
THE WHOLE ENCHILADA	5/7/2021	YES	
LIGHT HOUSE HARBOR			
PHILLS FISH MARKET	5/7/2021	YES	
ELKHORN YACHT CLUB	5/7/2021	YES	
LEMON GRASS			
THE HAUTE ENCHILADA	5/7/2021	YES	
WOOD WARD MARINE			NO FOOD PREP
MOSS LANDING INN			NO FOOD PREP
VALERO CORNER STORE			NO FOOD PREP
PHILLS SNACK SHACK			ALL DISPOSABLE WEAR
CAPTAINS INN			WAIVER ISSUED BECAUSE OF SPECIAL CIRCUMSTANCES (MRWFCA)

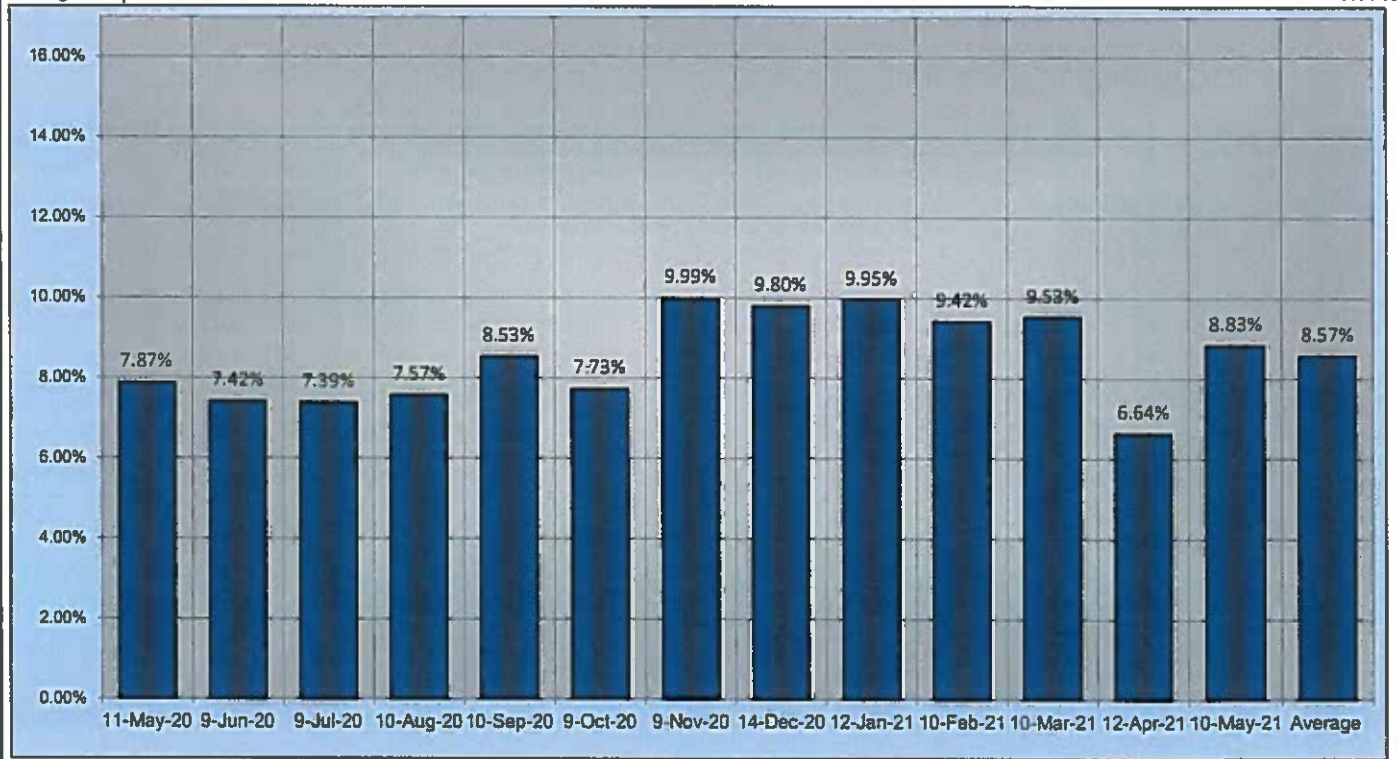


Castroville Community Services District



Percent Water Loss Monthly & Yearly

Month	Well #5 Gal.	Site 2 Well Gal.	Site 3 Well Gal.	Site 4 Well Gal.	Totals		miscellaneous	Unaccounted Water %
					Water Pumped	Water Sold		
11-May-20	3570472	3765000	4083000	11445000	22863472	20737051	Hydrant meters 277059 Jetting & Flushing 18k Leaks Hydrant 25k. FD 2k. R.O. & Softner 4k	7.87%
9-Jun-20	2787634	2890000	5062000	11867000	22606634	20524492	Hydrant meters 373476 Jetting & Flushing 18k Leaks Hydrant 15k. FD 2k. R.O. & Softner 4k	7.42%
9-Jul-20	2898739	3007000	5454000	13259000	24618739	22416632	Hydrant meters 306100 Jetting & Flushing 7k Leaks Hydrant 0k. FD 2k. R.O. & Softner 4k	7.39%
10-Aug-20	2506892	2869000	5120000	15792000	26287892	23790237	Hydrant meters 493259 Jetting & Flushing 15k Leaks Hydrant 0k. FD 2k Softner 2k	7.57%
10-Sep-20	2524901	2673000	5169000	15431000	25797901	23190850	Hydrant meters 382480 Jetting & Flushing 18k Leaks Hydrant 5k. FD 2k Softner 2k	8.53%
9-Oct-20	2190333	2566000	5114000	13231000	23101333	20975678	Hydrant meters 269170 Jetting & Flushing 23k Leaks Hydrant 18k. FD 2k Softner 2k	7.73%
9-Nov-20	2355041	2515000	4792000	13844000	23506041	21020722	Hydrant meters 105543 Jetting & Flushing 21k Leaks Hydrant 8k. FD 2k Softner 2k	9.99%
14-Dec-20	2153919	2301000	4954000	11929000	21337919	19105708	Hydrant meters 109208 Jetting & Flushing 18k Leaks Hydrant 12k. FD 2k Softner 2k	9.80%
12-Jan-21	1501603	1552000	3820000	8382000	15255603	13606262	Hydrant meters 277311 Jetting & Flushing 10k Leaks Hydrant 50k. FD 2k Softner 2k	9.95%
10-Feb-21	2559535	2687000	3503000	6395000	15144535	13652586	Hydrant meters 22600 Jetting & Flushing 18k Leaks Hydrant 12k. FD 2k Softner 2k	9.42%
10-Mar-21	1030589	987000	3747000	9333000	15097589	13508491	Hydrant meters 87666 Jetting & Flushing 24k Leaks Hydrant 35k. FD 2k Softner 2k	9.53%
12-Apr-21	1051320	4304000	4360000	9762000	19477320	17545357	Hydrant meters 303763 Jetting & Flushing 44k Leaks Hydrant 23k. FD 2k Softner 2k	6.64%
10-May-21	1395892	1798000	4639000	12341000	20173892	18144393	Hydrant meters 188195 Jetting & Flushing 18k Leaks Hydrant 37k. FD 2k Softner 2k	8.83%
Average								8.57%



CASTROVILLE COMMUNITY SERVICES DISTRICT



CASTROVILLE - ZONE 1 MONTHLY O&M REPORT MAY 2021

❖ LIFT STATION #5 Del Monte

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/6/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/13/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/20/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/27/2021

❖ LIFT STATION #6 @ Sea Garden

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/6/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/13/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/20/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/27/2021

❖ **LIFT STATION #7 @ Via Linda**

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/6/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/13/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/20/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/27/2021

❖ **JETTING ACTIVITIES**

- ❑ Total jetted approx. 6,564 feet

❖ **OTHER MATTERS**

- ❑ Responded to 12 Underground Alert marking requests
- ❑ Submitted no-spill report to SWRCB on 6-2-2021
- ❑ Clean storm drains in January and February 2021
- ❑ Performed Bi-annual inspection of grease traps at various facilities in and March 2021 and November 2020

❖ **Improvements/CIP/Suggestions**

- ❑ Confirm that storm drain interceptors are Marked- "DO NOT DUMP, FLOWS TO BAY" by Feb/14/2021
- ❑ Confirm that storm drain interceptors are clear



Castroville

May 2021 JETTING

6/7/2021



ID	Material	Length	Street	Downstream MH	Upstream MH
10700Haight	6" Clay	364	Haight St.	MH 15.2	MH 15.3
10735OceanMist	10" PVC	430	Ocean Mist Pkwy	MH 25.11	MH 25.12
10900Oak	6" Clay	123	OAK St.	MH 29	MH 30
11000Commercial	SDR26 8"	254	Commercial Pkwy	MH25.19	MH35
11045Commercial	SDR26 8"	102	Commercial Pkwy	MH35	MH36
11065Commercial	SDR26 8"	115	Commercial Pkwy	MH35	MH36
11450CommercialI	PSM SDR35 8"	353	Commercial Pkwy	MH25.23	CO25.24
11500CommercialI	PSM SDR35 8"	222	Commercial Pkwy	MH25.22	MH25.23
11500Jackson	6" Clay	465	Jackson St.	MH 25.1	MH 25.3
11700MerrittWay	6" Clay	390	Cypress St.	MH 31	MH 32
11750MerrittWay	6" Clay	390	Cypress St.	MH 30	MH 31
13000OceanMist	6" Clay	170	Ocean Mist Pkwy	MH25.17	MH 25.18
13100OceanMist	8" Clay	208	Ocean Mist Pkwy	MH 25.16	MH25.17
13200 OceanMist	10" Clay	328	Ocean Mist Pkwy	MH 25.15	MH 25.16
13300 OceanMist	10" Clay	172	Ocean Mist Pkwy	MH 25.14	MH 25.15
13400 OceanMist	PVC white	280	Ocean Mist Pkwy	MH 25.13	MH 25.14
13500 OceanMist	10" PVC	229	Ocean Mist Pkwy	MH 25.12	MH 25.13
Blackie MH25.20>MH25.19	PSM SDR35 8"	386	Commercial Pkwy	MH25.19	MH25.20
Blackie MH25.21>MH25.20	PSM SDR35 8"	384	Commercial Pkwy	MH25.20	MH25.21
Blackie MH25.22>MH25.21	PSM SDR35 8"	218	Commercial Pkwy	MH25.21	MH25.22
Hwy156/Benson	6" Clay	316	Benson St.	MH 105	MH 106
Ocean Mist MH	PSM SDR35 8"	250	Commercial Pkwy	MH25.17	MH25.19
Pods	10" PVC	415	Ocean Mist Pkwy	MH 25.10	MH 25.11
	Total	6564			

CASTROVILLE COMMUNITY SERVICES DISTRICT



MORO COJO - ZONE 2 MONTHLY O&M REPORT MAY 2021

❖ LIFT STATION @ CASTROVILLE BLVD

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/6/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/13/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/20/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/27/2021

❖ LIFT STATION @ COMPO DE CASA

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/6/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/13/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/20/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/27/2021

❖ **JETTING ACTIVITIES**

- ❑ Jetted sewer lines btwn MH #77 to-MH #84
- ❑ Jetted sewer lines btwn MH #84 to-MH #84.1
- ❑ Jetted sewer lines btwn MH #81.4 to-MH #84.2
- ❑ Jetted sewer lines btwn MH #80 to-MH #79
- ❑ Jetted sewer lines btwn MH #77 to-CO #78
- ❑ Jetted sewer lines btwn MH #76 to-MH #77
- ❑ Jetted sewer lines btwn MH #76 to-MH #76.1
- ❑

- ❑ Total jetted approx. 996.4 feet

❖ **OTHER MATTERS**

- ❑ Responded to 2 Underground Alert marking requests
- ❑ Cleaned and weed-whacked site
- ❑ SWRCB-Reported "no-spill" 6/2/2021
- ❑ NCP&R Cleaned EQ Basins in Dec 2020
- ❑ Performed inspection of all storm drains in November 2020
- ❑ Street sweeper cleaned in November
- ❑ Mowing completed April-May 2021

❖ **Improvements/CIP/Suggestions**

- ❑ Confirm that storm drain interceptors are clear
- ❑ Detention ponds are clean & fence secured- done



Moro Cojo
MAY 2021 JETTING

6/7/2021



ID	Material	Length	Street	Downstream MH	Upstream MH
Apts 6	PSM SDR35 8"	61	Esperanza Cir	MH 77	MH 84
Apts 7	PSM SDR35 8"	154	Esperanza Cir	MH 84	MH 84.1
Apts 8	SDR35 6"	101.4	Esperanza Cir	MH 84.1	CO 84.2
Esperanza/3	8" PVC	195	Esperanza Cir	MH 80	MH 79
Esperanza/4	8" PVC	240	Esperanza Cir	MH 78	MH 79
Esperanza/5	8" PVC	70	Esperanza Cir	MH 77	MH 78
Esperanza/6	8" PVC	40	Esperanza Cir	MH 76	MH 77
Esperanza/8	PSM SDR35 6"	135	Esperanza Cir	MH 76	CO 76.1
	TOTAL	996.4			

CASTROVILLE COMMUNITY SERVICES DISTRICT



MOSS LANDING (ZONE 3) MONTHLY O&M REPORT

MAY 2021

❖ LIFT STATION # 1 (Struve Rd)

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/6/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/13/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/20/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/27/2021

❖ LIFT STATION #2 (Hwy 1 @ Pottery barn)

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/6/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/13/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/20/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/27/2021

❖ **LIFT STATION #3 (in front of Phil's fish market)**

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/6/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/13/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/20/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/27/2021

❖ **LIFT STATION #4 (Potrero Rd)**

- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/6/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/13/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/20/2021
- ❑ Did pump-down, alarm check, and general inspection of Lift Station 5/27/2021

❖ **JETTING ACTIVITIES**

- ❑ Jetted sewer lines btwn MH #10 to-MH #10.2
- ❑ Jetted sewer lines btwn MH #9 to-MH #10
- ❑ Jetted sewer lines btwn MH #2 to-MH #3
- ❑ Jetted sewer lines btwn MH #3 to-MH #4

- ❑ Total jetted approx. 1536 feet

❖ **OTHER MATTERS**

- ❑ Responded to 17 Underground Alert marking requests
- ❑ Received approval for \$500,000 grant from DWR to initiate Moss Landing sewer system improvements and upgrades
- ❑ Finalizing grant application for \$2.8 Million for upgrades and repair of sewer system
- ❑ Performed Bi-annual inspection of grease traps at various facilities in and March and May 2021
- ❑ Emailed notice of "no spill" to CIWQS 6-2-2021
- ❑ Need to replace manholes on HWY 1, Sandholdt and Jetty Road
- ❑ Manhole at Jetty Rd leaking approx. 36,000 gal/day
- ❑ Investigating grant opportunity from M1W of \$400,000

❖ **Improvements/CIP/Suggestions**

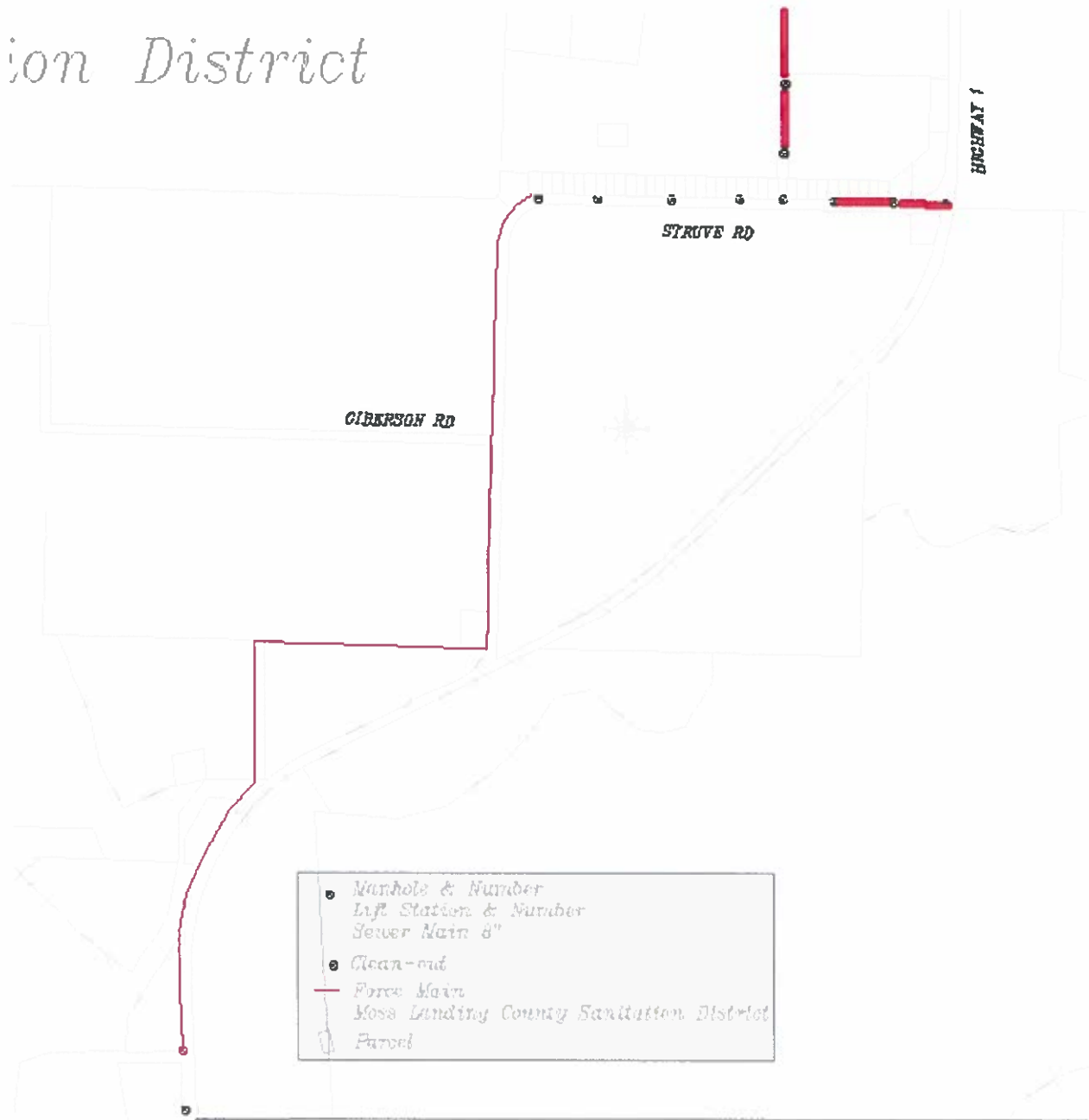
- ❑ Need to recoat or replace 7 manholes that internal walls are failing
- ❑ Consider options for Elkhorn Bridge Force Main replacement
- ❑ Schedule pigging of Station #1 & Station #2 force mains



Moss Landing
MAY 2021 JETTING

6/7/2021

Sanitation District



ID	Material	Length	Street	Downstream MH	Upstream MH
MH10>CO10.2	8" Clay	412	Struve Rd.	MH10 ML	CO10.2 ML
MH10>MH9	8" Clay	424	Struve Rd.	MH9 ML	MH10 ML
MH3>MH2	8" Clay	350	Struve Rd.	MH2 ML	MH3 ML
MH4>MH3	PSM SDR35 8"	350	Struve Rd.	MH3 ML	MH4 ML
	TOTAL	1536			

CASTROVILLE COMMUNITY SERVICES DISTRICT Accounts Receivable - Summary

From: 5/1/2021 Through: 5/31/2021

Limited to :

Balance
\$57,158.90

Charge	Minimum	Overage	Consumption	Bills	Total
FIRELINE Charge	\$5,837.17	\$6.54	300.00 Cubic Ft	68	\$5,843.71
SURCHARGE Charge	\$10,717.15	\$0.00	0.00	129	\$10,717.15
WATER Charge	\$41,603.30	\$52,796.28	2,421,847.00 Cubic Ft	1,405	\$94,399.58
WATER CMPND Charge	\$0.00	\$77.91	3,574.00 Cubic Ft	1	\$77.91
Total Charge	\$58,157.62	\$52,880.73			\$111,038.35

Delinquency	Amount
FIRELINE Penalty	\$0.00
WATER Penalty	\$0.00
Total Delinquency	\$0.00

Deposit Applied	Amount
WATER Charge	\$(98.66)
WATER Open Credit	\$(21.34)
Total Deposit Applied	\$(120.00)

Open Applied	Amount
WATER Payment Open Credit	\$4,236.69
Total Open Applied	\$4,236.69

Open Payment	Amount
FIRELINE Charge(Payment Open Credit)	\$(11.65)
SURCHARGE Charge(Payment Open Credit)	\$(62.43)
WATER Charge(Payment Open Credit)	\$(4,162.61)
Total Open Payment	\$(4,236.69)

Payment	Amount
FIRELINE Charge	\$(6,818.62)
SURCHARGE Charge	\$(10,247.38)
WATER Charge	\$(84,113.83)
WATER Open Credit	\$(4,050.72)
Total Payment	\$(105,230.55)

Refund	Amount
WATER Open Credit	\$168,098.59
Total Refund	\$168,098.59

WATER Open Credit
Total Refund

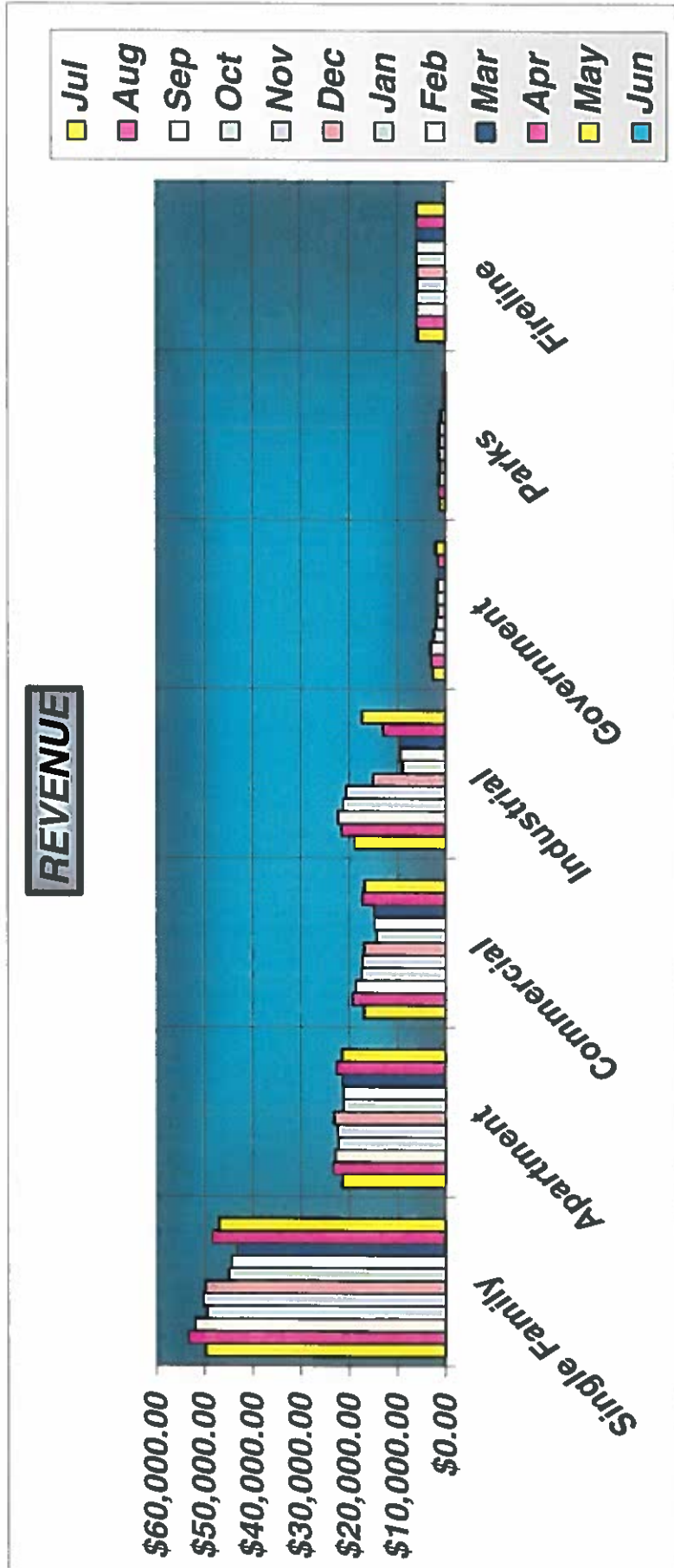
\$39.73
\$39.73

\$62,886.43

Closing Balance: \$62,886.43

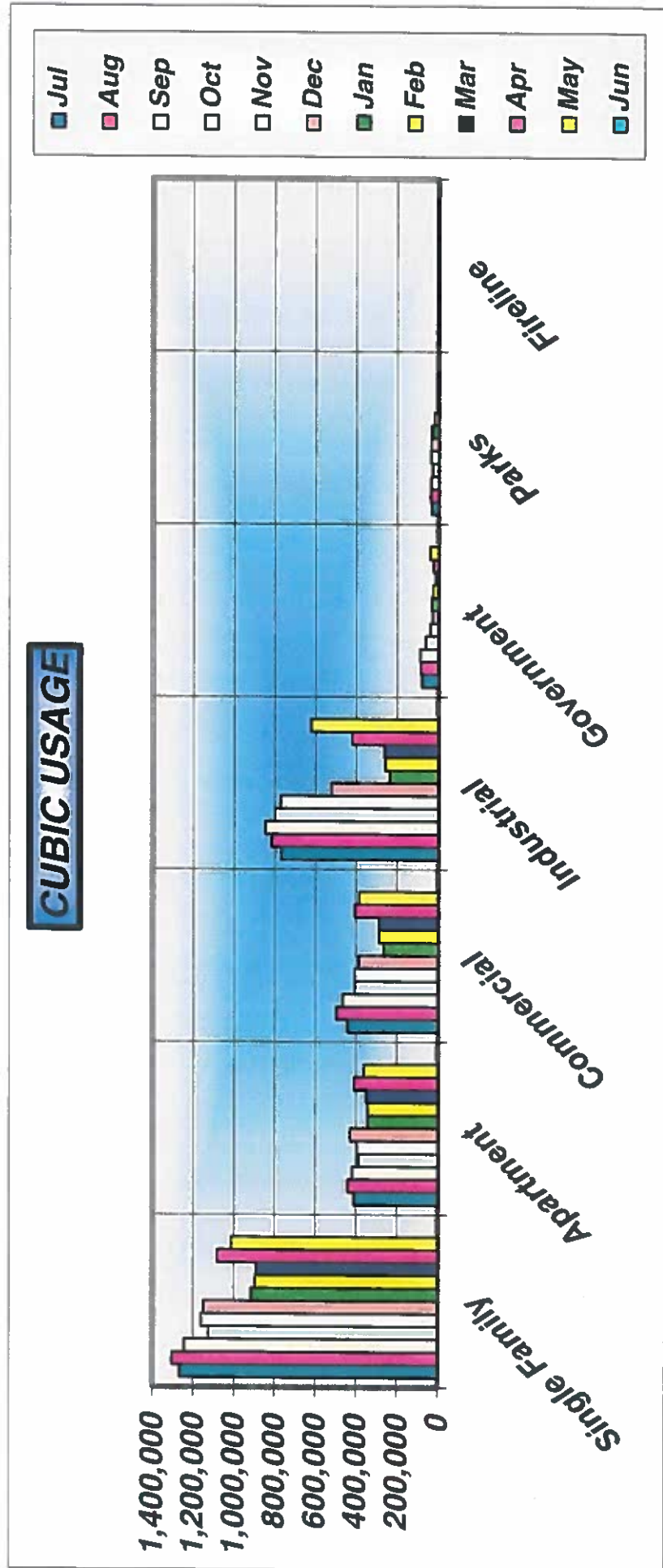
Annual Water Revenue By Classification 2020-2021

	Single Family	Apartment	Commercial	Industrial	Government	Parks	Fireline	Totals
Jul	\$49,649.00	\$21,294.98	\$16,889.31	\$18,835.59	\$2,574.53	\$1,085.08	\$5,613.89	\$115,942.38
Aug	\$53,326.87	\$23,317.35	\$19,295.92	\$21,548.54	\$2,920.27	\$1,315.00	\$5,838.02	\$127,561.97
Sep	\$51,888.14	\$22,841.24	\$18,574.74	\$22,258.85	\$3,010.91	\$1,228.65	\$5,840.63	\$125,643.16
Oct	\$49,319.92	\$22,147.91	\$17,299.59	\$21,186.79	\$2,386.96	\$1,072.27	\$5,838.59	\$119,252.03
Nov	\$50,174.94	\$22,352.70	\$17,192.77	\$20,569.08	\$1,915.43	\$1,263.31	\$5,746.47	\$119,214.70
Dec	\$49,805.44	\$23,068.17	\$16,871.17	\$15,013.10	\$1,662.01	\$1,234.86	\$5,743.69	\$113,398.44
Jan	\$44,834.70	\$21,192.66	\$14,201.81	\$8,957.46	\$1,761.68	\$1,159.05	\$5,871.29	\$97,978.65
Feb	\$44,358.51	\$21,156.54	\$14,654.81	\$9,395.44	\$1,606.92	\$864.80	\$5,845.84	\$97,882.86
Mar	\$43,265.72	\$21,315.48	\$14,714.46	\$9,487.75	\$1,364.53	\$516.04	\$5,846.39	\$96,510.37
Apr	\$48,487.88	\$22,617.81	\$17,278.25	\$12,934.05	\$1,563.15	\$554.62	\$5,847.92	\$109,283.68
May	\$47,005.49	\$21,526.23	\$16,821.88	\$17,339.18	\$1,916.84	\$585.02	\$5,843.71	\$111,038.35
Jun								
Totals	\$532,116.61	\$242,831.07	\$183,794.71	\$177,525.83	\$22,683.23	\$10,878.70	\$63,876.44	\$1,233,706.59



Annual Water Usage By Classification 2020-2021

	Single Family	Apartment	Commercial	Industrial	Government	Parks	Fireline	Totals
Jul	1,266,231	409,916	443,312	768,387	77,860	31,099	71	2,996,876
Aug	1,303,548	440,895	497,728	815,692	84,680	37,931	39	3,180,513
Sep	1,244,324	419,055	465,760	848,275	88,838	33,970	159	3,100,381
Oct	1,124,686	387,251	406,121	799,098	60,216	26,797	66	2,804,235
Nov	1,162,195	396,494	406,310	770,763	38,586	35,560	349	2,810,257
Dec	1,149,089	428,702	387,933	521,921	26,962	34,255	221	2,549,083
Jan	915,768	341,523	265,769	236,514	31,533	30,777	363	1,822,247
Feb	895,512	343,114	286,264	258,210	24,434	17,280	398	1,825,212
Mar	890,605	349,546	288,332	262,445	13,315	1,282	423	1,805,948
Apr	1,082,652	409,808	406,672	420,532	22,427	3,051	494	2,345,636
May	1,014,203	360,389	385,130	622,602	38,651	4,446	300	2,425,721
Totals	12,048,813	4,286,693	4,239,331	6,324,439	507,502	256,448	2,883	27,666,109





PMIA/LAIF Performance Report as of 06/09/21



PMIA Average Monthly Effective Yields⁽¹⁾

May	0.315
Apr	0.339
Mar	0.357

Quarterly Performance Quarter Ended 03/31/21

LAIF Apportionment Rate ⁽²⁾ :	0.44
LAIF Earnings Ratio ⁽²⁾ :	0.00001214175683392
LAIF Fair Value Factor ⁽¹⁾ :	1.001269853
PMIA Daily ⁽¹⁾ :	0.35%
PMIA Quarter to Date ⁽¹⁾ :	0.41%
PMIA Average Life ⁽¹⁾ :	220

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 04/30/21 \$140.8 billion

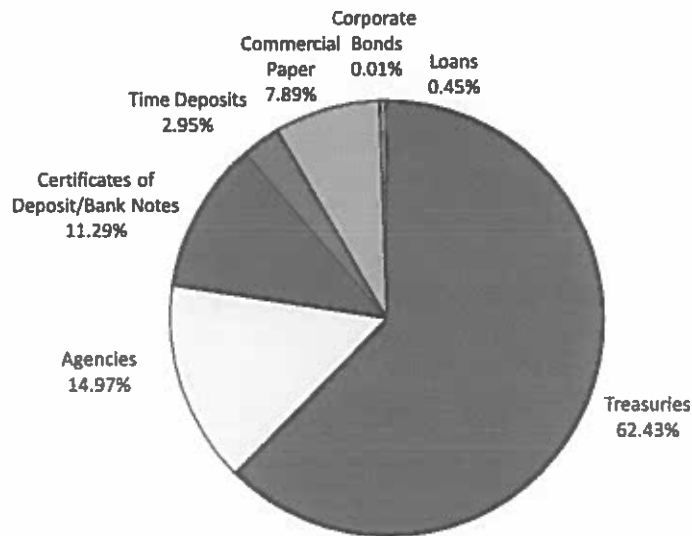


Chart does not include 0.01% of mortgages. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller

**CASTROVILLE COMMUNITY SERVICES DISTRICT
INTERNAL REPORT**

Receipts, Disbursements, and Bank Balances as of May 28, 2021

Ending balance as of April 30, 2021 \$13,763,212.23

CHASE BANK, GENERAL FUND - Revenue and Expenses

Beginning Balance	412,176.12
Water Receipts	105,467.34
Water-Sewer Miscellaneous Receipts	236.04
Monterey One Water Sanitation Fees	4,721.49
Bank Fees	(50.00)
Expenses (Checks Written)	(94,795.20)
Ending Balance for General Fund	<u>427,755.79</u>

CHASE BANK, CUSTOMER DEPOSIT FUND

Beginning Balance	68,948.01
New Deposits (opened accounts)	1,180.00
Deposits Returned or Applied to Accounts	(1,720.00)
Ending Balance for Customer Deposit Fund	<u>68,408.01</u>

LAIF FUND

Beginning Balance	10,381,570.56
Ending Balance LAIF	<u>10,381,570.56</u>

CAMP FUND

Beginning Balance Sewer (Zone 1) Capital Improve Account	120,597.30
Monthly Interest Earned	5.52
Ending Balance Camp Federal Security Account	<u>120,602.82</u>
Beginning Balance Sewer (Zone 1) Reserves Account	238,582.71
Monthly Interest Earned	10.92
Ending Balance CAMP Federal Security Account	<u>238,593.63</u>

Cal TRUST-INVESTMENT

Beginning Balance Sewer (Zone 1) Medium-Term Account	2,541,337.53
Income Distribution	718.62
Unrealized GAIN (Loss)	2,476.94
Ending Balance CalTRUST	<u>2,544,533.09</u>

New Balance as of May 28, 2021

13,781,463.90
