

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF  
CASTROVILLE COMMUNITY SERVICES DISTRICT  
December 15, 2020

President Adriana Melgoza called the meeting to order at 4:30 p.m.

**ROLL CALL:**

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

**Absent:**

**General Manager:** Eric Tynan

**Secretary to the Board:** Lidia Santos

**Staff Present:**

**Guest:** District Legal Counsel Christine Kemp, Grant Leonard, and Howard Franklin

**PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Director Ron Stefani at the request of President Adriana Melgoza.

**PUBLIC COMMENTS**

1. None.

**CONSENT CALENDAR**

1. A motion was made by Glenn Oania and seconded by James Cochran to approve the minutes of the November 12, 2020 Selection Committee Meeting to review statements of qualifications for engineering consulting services. The motion carried by the following roll call votes:

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

2. A motion was made by Glenn Oania and seconded by James Cochran to approve the minutes of the November 17, 2020 Regularly Scheduled Board Meeting. The motion carried by the following roll call votes:

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

*Consent Calendar accepted as presented*

**CORRESPONDENCE:**

1. None

*Correspondence Calendar accepted as presented*

**INFORMATIONAL ITEMS:**

1. *Monterey County Herald* – Highway 156 Castroville Boulevard interchange project gets \$20 million from state
2. *Journal AWWA* – The Last Drop About “The Last Drop”

*Informational items accepted as presented*

**PRESENTATIONS:**

1. None

**NEW BUSINESS:**

1. By order of the Monterey County Board of Supervisors under Elections Code section 10515 approving the appointments of qualified nominees (Stefani and Oania) in lieu of the elections held on November 3, 2020 to the office of Castroville CSD, Directors for a term of 4 years; and open seat not filled during election, by Board appointment at the 17<sup>th</sup> of November 2020 board meeting, Cochran for a term of 2 years, Administer Oath of Office – President Adriana Melgoza administered the Oath of Office to Directors Stefani and Oania appointed in lieu of the elections held on November 3, 2020 to the office of Castroville CSD, Directors for a term of 4 years; and the open seat not filled during election, by Board appointment at the 17<sup>th</sup> of November 2020 board meeting, Director Cochran for a term of 2 years.
2. New President and Vice President shall be elected every two years by the Board, acquire the chair as of January as it is the Board's policy to rotate the office of President among the Board members – After some discussion, a motion is made by Stefani and seconded by Padilla to appoint Director James Cochran as President and Director Glenn Oania as Vice President effective next board meeting. The motion carried by the following roll call votes:

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

3. Request for Statement of Qualifications for Professional Services for Deep Well #6 for Castroville Community Services District – General Manager Eric Tynan will need to request for Statement of Qualifications for Professional Services for Deep Well #6. The notice that would be published in the Monterey County Weekly can be viewed on pages 18-20 of the board packet. This is required to comply with the implementation grant of \$395k. Per District Legal Counsel Christine Kemp the District would want everyone that is qualified to have the opportunity to participate, which keeps us transparent. A motion was made by Glenn Oania and seconded by Cosme Padilla to request Statement of Qualifications for Professional Services for Deep Well #6 for Castroville Community Services District. The motion carried by the following roll call votes:

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

4. Selection Committee (2 Directors & General Manager) to review the Statement of Qualifications for Professional Services for Well #6 – After some discussion, a motion is made by Ron Stefani and seconded by Cosme Padilla to select Directors Oania and Cochran to the Selection Committee, along with the General Manager Eric Tynan to review the Statement of Qualifications for Professional Services for Well #6. The motion carried by the following roll call votes:

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

5. Request for audit proposals for fiscal year end 2020/2021 – General Manager Eric Tynan reminded the Board that Porter & Lasiewicz, Certified Public Accountants had informed the Board at last month's board meeting that they regrettably had to decline from completing the District's audit for fiscal year end June 2021 due to new rules that require an auditing firm to have a number of special district clients in order to meet per review, which they do not have. A request for proposals for professional audit services will need to be published in the Monterey County Weekly. After some discussion, a motion is made by Ron Stefani and seconded by Glenn Oania to move forward with a request for proposals for professional audit services. The motion carried by the following roll call votes:

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

6. Proposition 1 Integrated Regional Water Management Sub-Grant Disbursement Agreement Between Monterey County Water Resources Agency and the Castroville Community Services District Sub-Grantee – General Manager Eric Tynan informed the Board that he had District Legal Counsel Christine Kemp review the Proposition 1 Integrated Regional Water Management Sub-Grant Disbursement Agreement Between Monterey County Water Resources Agency and the Castroville Community Services District Sub-Grantee, which can be viewed on pages 21-25 of this board packet. Ms. Kemp wanted to verify that Castroville CSD can meet the conditions described in the agreement. General Manager Eric Tynan assured the Board that they could be met. After some discussion, a motion is made by James Cochran and seconded by Glenn Oania to approve the Proposition 1 Integrated Regional Water Management Sub-Grant Disbursement Agreement Between Monterey County Water Resources Agency and the Castroville Community Services District Sub-Grantee. The motion carried by the following votes:

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

**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 he was informed it will be March or April of 2021 when grants funds will be available. Ms. Nilsen continues to be a great resource to the District and very helpful. Current funding efforts: Moss Landing sewer system improvements, Castroville emergency well replacement, Castroville water supply improvements and Castroville wastewater improvements.
2. Request from Monterey Country Water Resources Agency for Castroville CSD to donate \$83,000 for the *Protection of Domestic Drinking Water Supplies for the Lower Salinas Valley* project (pending District Legal Counsel Christine Kemp's legal opinion). The project consists of destruction of approximately one hundred (100) inactive and abandoned wells in the coastal Salinas Valley to prevent the migrations of nitrate-and seawater-contaminated groundwater into aquifers that are a source of drinking water, including wells that supply water for the Castroville community – District Legal Counsel Christine Kemp let the Board know she is still working on writing a resolution that reflects that these funds would be a benefit to the Castroville CSD in regards to its wells and not a gift of public funds. All basis must be covered. Ms. Kemp does not think complying with this request

will not be a problem but still needs additional information. Mr. Franklin reiterated that, MCWRA already accepted the grant and the project will start this fiscal year and continue for 3 more years, therefore there is still time and it is not time sensitive. He is willing to work with General Manager Eric Tynan and District Legal Counsel to answer any technical questions and concerns they may have. District Legal Counsel Christine Kemp wants to make sure this Project directly benefits Castroville CSD and a guarantee that the work would be done and funds contributed would be used as stated. District Legal Counsel recommended to table this item as she is still working on the resolution and gathering information. A motion is made by Glenn Oania and seconded by Ron Stefani to table this item for the next regularly scheduled board meeting, The motion carried by the following roll call votes:

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

3. Update on Cal Am's Monterey Peninsula Water Supply Project (desal project) – General Manager Eric Tynan reminded the Board that Cal Am refiled its application for the Monterey Peninsula Water Supply Project, to obtain a Coastal Development Permit for a desalination facility, with the California Coastal Commission and urged the commission to schedule a new hearing date as soon as possible per their press release. Per General Manager Eric Tynan it will probably be a couple of months before a hearing date is scheduled. However, the California Coastal Commission is having a meeting this week and although this item is not on the agenda he will be speaking under public comment and encourages the board to do the same in support of Cal Am's Monterey Peninsula Water Supply Project..
4. Update on new and proposed constructions projects – General Manger Eric Tynan reported to the Board that the Thistle Manor project is nearing completion. The Hartnell project has connected to water and sewer services. As for the other potential construction projects, there has still been no further development that he has been made aware of.
5. Update on Cal Trans Merritt/SR 183 Castroville Multimodal Community Enhancement Project – General Manager Eric Tynan reported to the Board that this project is still in the design phase. Several utility lines will need to be moved and Cal Trans has not asked Castroville CSD to move any of its lines yet, which can be costly. For those interested, he also has a copy of the project plans available at the District office.

**BOARD OF DIRECTORS COMMUNICATION:** When needed, this time is reserved for the Board of Directors to communicate activity, educational classes, and/or Committee reports.

1. Update on Monterey One Water board meeting – Director Ron Stefani reported to the Board that the Monterey One Water (M1W) has executed contracts for the deep wells and will also be getting State funds. They are looking forward to getting the Pure One Water Monterey project fully operational. M1W has had three cases of Covid-19 reported so far with staff.
2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) meeting – Director Ron Stefani stated that Grant Leonard was sworn in as his alternate representative for the SVBGSA. The SVBGSA does not have any funds for project fees approved yet and if they had funds they would contribute to Monterey County Water Resources Agency's project, the Protection of Domestic Drinking Water Supplies for the Lower Salinas Valley project. A this meeting Mr. Gary Peterson also did a Seawater Intrusion presentation.

3. Update on meetings or educational classes attended by the Directors –Director Glenn Oania reported to the Board that he is working on his Ethics Training certificate and should have the course completed soon.

## 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** – November 2020. A motion was made by Glenn Oania with a correction to item description on the check list to reflect operators uniforms & mats for check #05, \$343.96, issued to Aramark and seconded by James Cochran to pay all bills presented. The motion carried by the following roll call vote:

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

Before closing, General Manager Eric Tynan wanted to thank District Legal Counsel Christine Kemp for all her hard work.

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

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

The meeting adjourned at 5:40 p.m. until the next scheduled meeting

Respectfully submitted by,



Lidia Santos  
Secretary to the Board

Approved by,



James Cochran  
President