

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF
CASTROVILLE COMMUNITY SERVICES DISTRICT
June 15, 2021

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

ROLL CALL:

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

Absent: Vice President Glenn Oania and Director Cosme Padilla

General Manager: Eric Tynan

Secretary to the Board: Lidia Santos

Staff Present:

Guest: District Legal Counsel Christine Kemp and Grant Leonard joined at 4.48 p.m.

PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENTS

1. None.

CONSENT CALENDAR

1. A motion was made by Ron Stefani and seconded by Adriana Melgoza to approve the minutes of the May 11, 2021 Budget & Personnel Committee Meeting and the May 18, 2021 Regularly Scheduled Board Meeting. The motion carried by the following roll call votes:

AYES:	3	Directors:	Cochran, Stefani and Melgoza
NOES:	0	Directors:	
ABSENT/NOT			
PARTICIPATING:	2	Directors:	Padilla and Oania

Consent Calendar accepted as presented

CORRESPONDENCE:

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

Correspondence Calendar accepted as presented

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.

Informational items accepted as presented

PRESENTATIONS:

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). – General Manager Eric Tynan informed the Board given the low amount of rainfall this year and in support of statewide efforts to reduce water use, Castroville CSD customers would be asked to follow Stage 2 voluntary water use curtailment if Board approval is made. Water waste curtailment polices within Stage 2 can be viewed on pages 20-21 of this board packet. Director Ron Stefani along with the other two directors requested to see Water Conservation Stage 3 measures. General Eric Tynan will have Stage 3 measures for their review at next month's board meeting. After some discussion, a motion is made by Ron Stefani and seconded by Adriana Melgoza to approve and implement Water Conservation Stage 2 measures for now. (Castroville CSD customers are asked to follow the stage 2 voluntary water use curtailment). The motion carried by the following roll call votes:

AYES: 3 Directors: Cochran, Stefani and Melgoza
NOES: 0 Directors:
ABSENT/NOT
PARTICIPATING: 2 Directors: Padilla and Oania

2. Select one of three options for Well #3: destroy well, apply for waiver of secondary constituent or a feasibility of desalter – General Manager Eric Tynan let the Board know that getting a secondary waiver for Well #3 will be very difficult. The community will need to be supportive of the waiver. He is recommending the Board move forward with investigating the feasibility of a desalter. District Legal Counsel Christine Kemp reminded the Board that the District contributed \$83,000 to Monterey County Water Resources (MCWRA) for funds to be used specially to destroy Well #3 per the agreement between both agencies. General Manager Eric Tynan stated he will follow up with MCWRA. After some discussion, a motion is made by Ron Stefani and seconded by Adriana Melgoza for General Manager Eric Tynan to investigate the feasibility of a desalter. The motion carried by the following roll call votes:

AYES: 3 Directors: Cochran, Stefani and Melgoza
NOES: 0 Directors:
ABSENT/NOT
PARTICIPATING: 2 Directors: Padilla and Oania

3. Approve "Castroville CSD Investment and Deposit Policy" for fiscal year 2021/2022 – The Board approves this policy annually, which can be viewed on pages 22-26 of the board packet. A motion is made by Adriana Melgoza and seconded by Ron Stefani to approve "Castroville Community Services District Investment and Deposit Policy" for fiscal year 2021/2022. The motion carried by the following roll call votes:

AYES: 3 Directors: Cochran, Stefani and Melgoza
NOES: 0 Directors:
ABSENT/NOT
PARTICIPATING: 2 Directors: Padilla and Oania

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) - After some discussion, a motion is made by Ron Stefani and seconded Adriana Melgoza to designate General Manager Eric Tynan as labor negotiator for all employees for the District for purpose of (Gov. Code Sec. 54957.6). The motion carried by the following roll call votes:

AYES: 3 Directors: Cochran, Stefani and Melgoza
NOES: 0 Directors:
ABSENT/NOT
PARTICIPATING: 2 Directors: Padilla and Oania

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 – District Legal Counsel Christine Kemp addressed the Board that 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. The recommendation is the Board of Directors decline the request to participate in, or add the broadband charges on its monthly water bills. General Manager Eric Tynan reiterated 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. Once again, Director Stefani and Cochran agreed with General Manager Eric Tynan on this matter. In addition, the Board was made aware that 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 to bring broadband service to qualified homes in Castroville, and other communities. The memorandum from District Legal Counsel Christine Kemp can be viewed on pages 27 & 28 and the broadband concept information from Steve Snodgrass can be viewed on pages 29-31 of this board packet. After some discussion, a motion is made by Ron Stefani and seconded by Adriana Melgoza for Castroville CSD Board of Directors to decline the request to participate in, or add the broadband charges on its monthly water bills. The motion carried by the following roll call votes:

AYES: 3 Directors: Cochran, Stefani and Melgoza
NOES: 0 Directors:
ABSENT/NOT
PARTICIPATING: 2 Directors: Padilla and Oania

2. Notify Monterey County Elections Department if Castroville CSD to remain at-large or move to a by-district method of voting – District Legal Counsel Christine Kemp addressed the Board and if it is 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 3,600 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 Directors end up in one voting district, 2 of the Board members would not be able to stay on the Board. Recommendations from District Legal Counsel; 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. Memorandum addressed to the Board and election notice can be viewed on pages 32-36 of this board packet. General Manager Eric Tynan recommended the District remain at-large for method of voting. In addition, he would also post the agenda in Moss Landing and Moro Cojo communities to be more transparent. After some discussion, a motion is made by Ron Stefani and seconded by Adriana Melgoza for General Manager Eric Tynan to inform the Monterey County Elections Department that the Castroville CSD is going to remain with an at-large voting method. The motion carried by the following roll call votes:

AYES: 3 Directors: Cochran, Stefani and Melgoza
NOES: 0 Directors:
ABSENT/NOT
PARTICIPATING: 2 Directors: Padilla and Oania

3. Update on status of grants for Moss Landing-Sewer Zone 3, Castroville-Sewer Zone 1 and Castroville-Water Zone 1 for system upgrades and improvements – General Manager Eric Tynan reported to the Board that most of these projects are in the implementation process at this time. The County just signed off on the lot line adjustment for the land purchase for Well #6. Potholing will begin next week for the Washington Sewer Bypass project. 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. Current funding efforts: Moss Landing sewer system improvements, Castroville emergency well replacement, Castroville water supply improvements and Castroville wastewater improvements.
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.
 - 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

The Board reviewed and discussed the final budget presented 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 capital improvement projects for the fiscal year. Resolution No. 21-3, the District Budgets for FY 2021/2022 and supporting documentation can be viewed on pages 37-64 of the board packet. \$145,000 will be allocated for extended recreational services with 45,000 towards capital improvement projects for the recreation center (\$20,000 is being carried forward from fiscal year 2020/2021 due to the delay of projects caused by the Covid-19 pandemic), and a 3% percent hourly/salary increases for all senior District staff and 3.35% Operator II and 3.55% Operator 1 who will be moved up to Operator II. As per the approved Wage Step Program-Board Approved October 2018, salary increases will be effective July 1, 2021. North County Recreation & Park District Director Grant Leonard thanked the Board for being committed to extended recreational services and being a great partner. After further discussion, a motion is made by Adriana Melgoza and seconded by Ron Stefani to approve 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 a 3% percent salary increase for all senior District staff, 3.35% Operator II and 3.55% Operator moved up to Operator II. Salary increases will be effective July 1, 2021. The motion carried by the following roll call votes:

AYES:	3	Directors:	Cochran, Stefani and Melgoza
NOES:	0	Directors:	
ABSENT/NOT			
PARTICIPATING:	2	Directors:	Padilla and Oania

CLOSED SESSION: 5:12 p.m.

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. **The Board returned from Closed Session at 5:18 p.m.**

The Board conducted a performance evaluation of the General Manager and the employment agreement was reviewed. Any action will be taking out in open 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 – The Board reviewed the three year Employment Agreement. A motion is made by Adriana Melgoza and seconded by Ron Stefani to approve a three year Employment Agreement for the Board appointee, General Manager Eric Tynan with a 3% percent salary wage increase, effective July 1, 2021. The motion carried by the following roll call votes:

AYES:	3	Directors: Cochran, Stefani and Melgoza
NOES:	0	Directors:
ABSENT/NOT PARTICIPATING:	2	Directors: Padilla and Oania

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 on June 7, 2021 MIW held its public hearing regarding the proposed rate increases. They had over 100 attendees. Although, most of the public attending opposed the rate increases, the MIW Board still voted to approve the rate increase which will be effective as of July 1, 2021. Cal Am agreed to contribute 2 million towards the Pure Water Expansion project.
2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) meeting – Director Ron Stefani let the Board know that the latest big news is that the GSA has approved the 100/400 basin plan. They are now working on implementing the plan.
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 – May 2021. A motion was made by Adriana Melgoza and seconded by Ron Stefani to pay all bills presented. The motion carried by the following roll call votes:

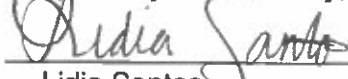
AYES:	3	Directors:	Cochran, Stefani and Melgoza
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	2	Directors:	Padilla and Oania

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

AYES:	3	Directors:	Cochran, Stefani and Melgoza
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	2	Directors:	Padilla and Oania

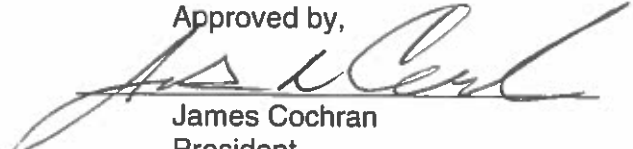
The meeting adjourned at 5:50 p.m. until the next scheduled meeting

Respectfully submitted by,



Lidia Santos
Secretary to the Board

Approved by,



James Cochran
President