

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF
CASTROVILLE COMMUNITY SERVICES DISTRICT
March 28, 2023

President Cosme Padilla called the meeting to order at 4:30 p.m.

ROLL CALL:

Directors Present: President Cosme Padilla, Vice President Ron Stefani, Director James Cochran and Greg MacMillan

Absent: Director Glenn Oania

General Manager: Eric Tynan

Secretary to the Board: Lidia Santos

Staff Present:

Guest:

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Director MacMillan at the request of President Cosme Padilla.

PUBLIC COMMENTS

1. None

CONSENT CALENDAR

1. A motion was made by Greg MacMillan and seconded by Ron Stefani to approve the minutes of the February 21, 2023 Regularly Scheduled Board Meeting. The motion carried by the following roll call votes:

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

Consent Calendar accepted as presented

CORRESPONDENCE:

1. Letter via email to Caltrans from Castroville CSD regarding the Castroville Boulevard Roundabout Project (EA31601) that work is to be at 100% State and 0% Castroville CSD because of California S&HC 703.
2. Email from Monterey One Water (M1W) to coastal cities who are member entities of (M1W) asking for support as they are currently applying for a grant through the Governor's Office of Planning and Research to help fund their project to prepare a Coastal Asset Management Plan to evaluate its coastal infrastructure and create a resiliency plan to address any potential vulnerabilities.

Correspondence Calendar accepted as presented

INFORMATIONAL ITEMS:

1. *Water Online* – Thirst for Water: How The Nation's Largest Desalination Plant is Generating Change

Informational items accepted as presented

PRESENTATIONS:

1. None

NEW BUSINESS:

1. Approve Notice of Exemption (NOE) for Emergency Deep Aquifer Supply and Storage Tank Project – General Manager Eric Tynan reported to the Board that the California Environmental Quality Act (CEQA) process will not be necessary for this project. The NOE can be viewed on page 18 of this board packet. After some discussion, a motion is made by Ron Stefani and seconded by James Cochran to approve the Notice of Exemption (NOE) for Emergency Deep Aquifer Supply and Storage Tank Project. The motion carried by the following roll call votes:

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

2. Approve allowing the Coastal Commission to oversee a joint permitting process in which the Coastal Commission assumes sole permitting responsibility (i.e., very limited County involvement) for the Moss Landing Wastewater System Rehabilitation Project –General Manager Eric Tynan recommended the Board approve the above request for the reasons listed which can be viewed on pages 19 & 20 of this board packet. After some discussion, a motion is made by Ron Stefani and seconded by Greg MacMillan to approve allowing the Coastal Commission to oversee a joint permitting process in which the Coastal Commission assumes sole permitting responsibility (i.e., very limited County involvement) for the Moss Landing Wastewater System Rehabilitation Project. The motion carried by the following roll call votes:

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

UNFINISHED BUSINESS:

1. Update on Well levels – General Manager Eric Tynan reported to the Board that the well levels report can be viewed on page 21 of this board packet. As mentioned at last month's board meeting, well levels are coming back up pretty good and even the deep well, Well #5 is showing a little rebound. The wells are making a nice recovery, especially Well #2. Furthermore, if this rain continues, well levels may reach above sea level. The District continues to monitor the chloride levels of all the wells. Well #3 is not pumping and the motor is not hooked up. A desalter is being considered for Well #3.
2. Update on Asset Management and Maintenance Projects (Castroville Water Valves Replacement Project and Maggiora Bros. Drilling Inc. for the Replacement of Well #4 Pump) - General Manager Eric Tynan reminded the Board that Monterey Peninsula Engineering (MPE) was awarded the project, not to exceed \$121,000 for the Castroville Water Valves Replacement Project. He has met with an MPE representative for a preconstruction meeting of this project. However, the project has been delayed due to all the rain.
3. Update on the State of California Department of Transportation (Caltrans) projects: (1) Caltrans Merritt Street Beautification Project, (2) Pedestrian Bridge Enhancement/Improvement Project, (3) Castroville Boulevard Roundabout Project, (4) Moss Landing Highway 1 CAPM Project, (5) Merritt Street Roadway Improvement Project – General Manager Eric Tynan reported that for project (1) as mentioned at last month's board meeting, a Cooperation Agreement was signed and Caltrans will raise the valves and manholes at their cost. Their might also be some hydrants moved at their cost, which is great for the District. During this project, it would benefit the District to replace water lines that are needed by contracting this project out. Project (2) Caltrans is planning to put a little parklet on either side of the overpass. In addition, Caltrans wants an agency to take responsibility for the landscaping

and the parklet. General Manager Eric Tynan has informed Caltrans, CCSD will only be responsible for graffiti and maintenance of the lights of the pedestrian bridge over Highway 156. (3) General Manager Eric Tynan stated that he had a meeting with Caltrans to discuss this project and Caltrans will cover the work 100% and CCSD 0% because of California S & HC 703. Project (4) Per General Manager Eric Tynan, this project does not have much to do with the CCSD. The Moss Landing Highway 1 CAMP Project is located in Monterey County on Route 1 from south of Molera Road interchange to the Monterey/Santa Cruz County line. The purpose of this project is to improve the ride quality for road users, traffic operations and traffic management, pedestrian infrastructure, and accessibility for all users. Castroville CSD's pipeline runs along Struve Road and comes off of Struve Road and joins Highway 1 and over the bridge. Project (5) Also, as mentioned last month, Caltrans will be raising the roadway to grade and is also looking to do parking enhancements .

4. 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 –**Moss Landing Sewer (March 13, 2023 Action Plans can be viewed on pages 23-24 of this board packet):** As discussed prior, General Manager Eric Tynan reported to the Board that the pipeline under the bridge is still under the mitigated negative declaration and without the bike bridge being built by the County, Castroville CSD will have to do it on their own and build under the existing structure, which is right over a body of water, Marine Sanctuary and Harbor. General Manager Eric Tynan will pursue LAFCO of approval of an out-of-agency service extension and minor sphere of influence amendment for wastewater services (CEQA: categorical exemption). MNS is finishing up the 60% design and the environmental is underway. MNS is to prepare a construction application following the 60% completion. Ortega (FINEPRO, LLC (seller) approved the sale for the easement for \$10,000 in Moss Landing and the District is still working on finalizing the sale of the easement pending LAFCO approval, which is required before acquiring the property. In addition, the Coastal Commission is requiring an arborist to analyze the trees and MNS has submitted a proposal for this work to be done by the Rumsen Ohlone Tribe, cost estimate \$112,400 for the Moss Landing Wastewater Rehabilitation Project, (can be viewed on page 24 of this board packet). General Manager Eric Tynan is still reviewing this cost estimate. **The Washington Bypass (March 13, 2023 Action Plans can be viewed on pages 25-27 of this board packet):** As previously mentioned, Castroville CSD applied for the \$3.5 million grant for this project and the State is saying Castroville CSD is good to go for this grant once the environmental review is completed. Castroville CSD approved the environmental proposal from MNS Engineers for this project, which they have been working on. MNS is moving forward with a proposal with this project, which General Manager Eric Tynan should have for the next regularly scheduled board meeting. Once the environmental is completed, MNS to submit the funding application for the next phase, spring 2023. As mentioned previously, since the potholing has been completed as well as 60% of the plans, the District has received all the grant funds of \$61,807 from DWR. The District has applied for a grant for finishing the design and construction, California Housing Community Development, Infill Infrastructure Grant. In addition, State Water Resources Control Board, SRF set aside for small disadvantaged communities, "The Small Community Clean Water Waste Water Funding Program. The proposal for Professional Engineering and Constructions Management Services-Washington Sewer Trunk Line Bypass Final Design and Construction (not to exceed \$498,141) is contingent on award of grant to Castroville CSD. **Emergency Deep Aquifer Supply and Storage Tank (March 13, 2023 Action Plans can be viewed on pages 28-31 of this board packet):** The District has finally purchased the land that is being acquired from adjacent property owner for the lot-line adjustment. Escrow settled on March 17, 2023 for balance due of \$97,364.56 which includes purchase price and escrow charges (statement can be viewed on page 31 of this board packet). A \$5,000 deposit was made on the land prior. Furthermore, the District can now move forward with this project. The District is waiting on the County to finalize the documentation so the District can move forward with this project. As discussed last month, Pueblo Water Resources does not want to do a design build and prefers to work on their own. However, MNS Engineers does want this project to be a Design Build. Director Ron Stefani prefers to go with Pueblo Water Resources recommendations. The 30% design has been completed as of May 2022. The 60% design has been completed on the application for the construction. The District is still working on getting grant funds for the construction of the deep well and the environmental documentation is almost complete. MNS to prepare a Future Grant Application if SCDR

is a “no go”. MNS also submitted a grant application on behalf of Castroville CSD for the SCDR grant. However, this grant is first come first serve and there are 55 applicants ahead of CCSD. Still, partial funding is a possibility. MNS Engineers to check back with DWR. The CEQA Notice of Exemption for the Castroville CSD to be filed at County Clerk for the Emergency Deep Aquifer Supply and Storage Tank Project. **Desalter at Well Three (March 13, 2023 Action Plans can be viewed on pages 32-33 of this board packet):** Per General Manager Eric Tynan, he is planning to video Well #3 to if it is still viable. Per Director Ron Stefani Castroville CSD needs to put a strategic plan for water supply. In addition, the District needs to have a plan for a desalter and go after grants, unless the District wants to sit back and wait for the Cal Am desal project. MNS to prepare a DWR Desal grant application in the future as well as a Gantt Chart showing a timeline for the grants. **The Overhead Sign at Highway 183 (No Action Plans this month):** As mentioned previously, the Board approved the Cooperative Agreement and Maintenance Agreement with Caltrans for the Overhead Sign in October 2022. The State has also requested a traffic control plan and a storm water control plan which was prepared by MNS Engineers and sent to the state. MNS will be handling the administration for this project, which did not require board approval after all. Resolution No.2022-14, Engaging Signs By Van for the Design, Fabrication, and Installation of the Castroville Landmark Sign was approved. MNS to continue working with Signs By Van and draft a Project Management Professional (PMP), contract, encroachment permit. Castroville CSD received a check from Caltrans in the amount of \$127,955.28 February 2, 2023. The current issue with this project now is the placement of the post, which was previously approved. Caltrans is telling Signs By Van were to put them and the locations that they want has a lot of underground utilities. Ideally it would better to cut the post, install solid rod supports that have been engineered in the existing holes. The action plans are put together by Paul Greenway, G7ei Inc. and have provided a timeline on the status of where the grants are. 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. The DAC Involvement Programs amount \$61,807 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.

Closed Session: Before Board President Cosme Padilla announced the Board was going into closed session, District Legal Counsel Christine Kemp was called via telephone to join in on the closed session. The Board entered closed session at 5:16 p.m.

Conference with Real Property Negotiations (Govt. Code Sec. 54956.8)

Property: located at intersection of Castroville Blvd., Castroville bike path and Highway 156

Agency Negotiations: Negotiator Eric Tynan, General Manager CCSD

Negotiating Parties: CCSD and Property owner Mitchell, Wylie W. et al., agent Greg Findley

Under Negotiation: Price and Terms

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 reconvened into open session at 5.35 p.m. There was no decision made. District Legal Counsel Christine Kemp signed off via telephone at 5.35 p.m.

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 reminded the Board that M1W did approve with putting the charges on the property tax roll but it will not be done until 2024/2025 instead of 2023/2024 as they want to do more outreach to make sure everyone is up to speed on it before submitting it to the County of Monterey Assessor’s office to be put on the tax roll

They also want to be able to offer monthly payment options for M1W customers with County of Monterey Assessor's office. The M1W General Manager may come back and do another presentation on this topic for Castroville CSD at board meeting.

2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) meeting – Director Ron Stefani stated that the biggest news for the GSA is that they hired two new people; a new general manager to replace Donna Meyers and an assistant.
3. Update on meetings or educational classes attended by the Directors – President Cosme Padilla announced that he attended the Castroville Community Update meeting via Zoom. In addition, he is requesting Castroville CSD have General Manger send a letter of support for the North Monterey County Unified School District application for the Community Schools Partnership Program Implementation Grant as it is time sensitive and include it in next month's board packet.

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 – February 2023. A motion was made by Ron Stefani and seconded by Greg MacMillan to pay all bills presented. The motion carried by the following roll call votes:

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

Items for next month's agenda, Tuesday, April 18, 2023: Letter of Support for the North Monterey County Unified School District application for the Community Schools Partnership Program Implementation Grant and Regional Government Services (RGS), recruiting services for local government agencies. There being no further business, a motion was made by Greg Oania and seconded by Ron Stefani to adjourn to the next scheduled Board meeting; the motion carried by the following roll call votes:

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

The meeting adjourned at 5:58 p.m. until the next scheduled meeting

Respectfully submitted by,



Lidia Santos
Secretary to the Board

Approved by,



Cosme Padilla
President