

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF  
**CASTROVILLE COMMUNITY SERVICES DISTRICT**  
November 16, 2021

President James Cochran called the meeting to order at 4:34 p.m.

**ROLL CALL:**

**Directors Present (Meeting was held in person):** President James Cochran, Vice President Glenn Oania, Director Cosme Padilla, Director Adriana Melgoza and Director Ron Stefani

**Absent:**

**General Manager:** Eric Tynan

**Secretary to the Board:** Lidia Santos

**Staff Present:**

**Guest:** Michael Fink, CPA; Grant Leonard and Jeremey Vaderkraats

**PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by President James Cochran

**PUBLIC COMMENTS**

1. None

**CONSENT CALENDAR**

1. A motion was made by Glenn Oania and seconded by Cosme Padilla to approve the minutes of the October 19, 2021 Regularly Scheduled Board Meeting. The motion carried by the following roll call votes:

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

*Consent Calendar accepted as presented*

**CORRESPONDENCE:**

1. Letter to Cal Am Water Company-Monterey from State Water Resources Control Board to discontinue the use of Santa Margarita ASR Well 02.
2. California Coastal Commission Notice of Proposed Immaterial Permit Amendment regarding Permit No. 9-14-1735-A7 granted to California American Water, Richard C Svindland, P.E. for: Construct and operate temporary slant test well and associated monitoring wells to develop data necessary to assess the feasibility of the project site as a potential long-term water source for a desalination facility.
3. Via E-mail from Salinas Basin Water Alliance to Local Agency Formation Commission Re: Public Comment Agenda Items 8 and 9 October 25, 2021 Meeting (desal ordinance)
4. Letter to Castroville CSD from ACWA JPIA regarding liability and property risk assessment.

*Correspondence Calendar accepted as presented*

**INFORMATIONAL ITEMS:**

1. *Monterey County Weekly* – Idle Lands: As Del Rey Oaks considers options to develop, it faces an intractable problem-a lack of water.

*Informational items accepted as presented*

**PRESENTATIONS:**

1. Fetcher & Company, Certified Public Accountants (Michael Fink, CPA) to present audit report for fiscal year ended June 30, 2021 – CPA Castroville CSD’s annual financial audit for fiscal year ended June 30, 2021 was recently completed and presented to the Board of Directors by Certified Public Accountant Michael Fink with Fetcher & Company. A copy of the audit can be viewed as an attachment to the November 16, 2021 board packet on the District website. Per Mr. Fink, Castroville CSD received a clean audit and opinion, which is issued by an auditor when the financial statements presented are free from material misstatements and are represented fairly in accordance with Generally Accepted Accounting Principles (GASB). In other words, Castroville CSD’s financial condition, position, and operations are fairly presented in their financial statements. It is the best type of report opinion an auditee may receive from an external auditor. He informed the Board that they did not experience any difficulties or delays with management, in turn they have been very cooperative, responsive and are doing a great job. Mr. Fink reviewed the audit report with the Board and answered any questions the Board had regarding the audit report for fiscal year end June 30, 2021. Annual adjustment made to the financial statements will be to the pension and to the post retirement benefit accounts from actuarial reports. He also informed the Board that his firm tested the following: balance sheet, cash receipts, accounts receivable, accounts payable, payroll and reviewed banks statements as part of internal controls. They selected transactions at random to review and found no such indications of errors or fraud. He also wanted to mention, although the audit report has been completed, their independent reviewer still needs to review the report. However, the Board can approve and accept the audit report presented today. Once again, Mr. Fink also wanted to thank Castroville CSD management for being very cooperative, transparent and having all the data ready for them to view as the audit was conducted remotely. He also thanked the Board for selecting Fetcher & Company to perform the District’s audits for the next three years.

**NEW BUSINESS:**

1. Resolution No. 21-04, A Resolution of the Board of Directors of the Castroville CSD to Accept Audit Report for Fiscal Year Ended June 30, 2021, as Prepared by Fetcher & Company, Certified Public Accountants – A motion is made by Cosme Padilla and seconded by Glenn Oania to approve Resolution No. 21-04, A Resolution of the Board of Directors of the Castroville CSD to Accept Audit Report for Fiscal Year Ended June 30, 2021, as Prepared by Fetcher & Company, Certified Public Accountants. The motion carried by the following roll call votes:

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

2. Sewer spill at Castroville Boulevard – Eric Tynan, General Manager reported to the Board that on the 31<sup>st</sup> of October a sewer spill occurred at the Castroville Boulevard lift station at 9:00 p.m. and was resolved by 10:13 p.m., which he and two operators responded too. Prior to the spill, the operator on call had checked the SCADA, which showed the generator was running properly. However, shortly after, the District received a call that there was sewage on Castroville Boulevard. The spill cause was pump station failure-power. The spill blew the manhole lid off and It is estimated the spill volume was 4,580 gallons. The spill mostly entered the bog field as the lift station is up on a bluff and the manholes are lower. Fortunately, It did not reach surface water or a separate storm drain pipe. The Monterey County Health Department also came out the next morning to inspect the spill. He also had the California Highway Patrol assist with traffic control. The spill was cleaned up, flow restored and the other enforcement agencies were notified. This spill has been reported to the CA State Water Resources Control Board via a SSO Report that has been certified. The SSO report can be viewed on pages 23-27 of this board packet. The spill corrective action taken was that he installed a “Heart Beat” to the SCADA system, which will callout the operator on call when the radio loses contact.

There is no ongoing investigation in regards to this spill. General Manager Eric Tynan stated that a sewer spill cannot happen again and he has taken action to prevent this from happening again. The District already had new checks and valves onsite and he had West Valley Construction install them. Meanwhile, Green Valley assisted with pumping the lift station while the checks and valves were installed, most importantly, no one was hurt during this incident.

3. Discussion on whether to consider a mutual aid agreement with Marina Coast Water District – General Manager Eric Tynan let the Board know that he met the new general manager for Marina Coast Water District, Remleh Scherzinger. He is very sharp and has a good grasp of the water situation for Monterey County. He feels he is someone he can work well with and historically in the past both Districts have worked well together.

#### **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 that a summary of the action plans/description as of the October 18, 2021 meeting can be viewed as follows: Emergency Deep Aquifer Supply and Storage Tank (pages 28-30), Washington Bypass (pages 31-33), Moss Landing Sewer (pages 34-36), and Overhead Sign at Highway 183 (pages 37-40). The action plan was put together by Paul Greenway, G7ei Inc. and provides him with 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 and they are working on the 60% design phase. Current funding efforts: Moss Landing sewer system improvements, Castroville emergency well replacement, Castroville water supply improvements and Castroville wastewater improvements.
2. Update on well levels – General Manager Eric Tynan had the Board review page 41 of the board packet for the graph of the Castroville Well Levels 2015-2021. He informed the Board as mentioned at last month's board meeting that the well levels for Well #2, and Well #4 continue to rise. However, Well #5 instead seems to be trending down, which is not good. All well levels are still significantly below sea level and have been for a few years. Well #3 is not in use. Also, Marina Coast Water District may want to collaborate with Castroville CSD on a desal project.
3. Update on lot line adjustment for acquisition of Well #6 land – General Manager Eric Tynan reminded the Board that on Wednesday, October 6, 2021, the Chief of Planning of Housing and community Development of the County of Monterey, State of California approved the lot line adjustment, which can be viewed on pages 42-43 of this board packet. Ausonio Andrew E ETA AL is currently putting up the retaining wall per the land purchase agreement. The lot line adjustment would accommodate necessary water infrastructure improvements (Well #6) for the Castroville CSD. He will follow-up to see when the purchase of this land will be expected to be finalized so the District can move forward with the well project.
4. Update on Overhead Sign at Highway 183 – General Manager Eric Tynan notified the Board that CalTrans is willing to consider including the renovation of the Overhead Sign at Highway 183 as part of the Castroville Beautification Project with a \$300,000 grant not \$395,000 as mentioned at last month's board meeting as long as certain requirements are met. General Manager Eric Tynan stated that Corby with CalTrans is very excited for Castroville CSD to acquire this grant as long as the following requirements are met. One of the requirements is showing community outreach in support of

this project. Castroville CSD will collaborate with NCRPD for the community outreach by mailing flyers to residents regarding this project. In addition, a letter of support from the community is needed for this project and a resolution adopted by the Castroville CSD Board at the next regularly scheduled board meeting or no later than the January 2022 meeting. If all requirements are met, this project can be completed fairly quickly. Jeremy with Signs by Van was present at this meeting and provided the concept, which has been developed and can be viewed on page 44-45 of this board packet. He also passed out a few different drawings of the design for the Overhead Sign at Highway 183 for the Board to view and select from. Director Adriana Melgoza stated that the community should be involved in voting to select the design and should have two-four images to choose from. Another option would be to set up a stand at the Castroville Farmers Market and allow the community to vote for one of these designs and many members of the community attend this event.

**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 this meeting was short and M1W put a COVID-19 policy in place. The State has changed the laws on ADU's. Agencies cannot charge capacity fees for 750 square foot developments. This caused M1W to change all of its policies. AB361 requires a resolution to be passed every 30 days in order for M1W to continue to have the meetings via Zoom, thus causing M1W to have extra meetings.
2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) meeting – Director Ron Stefani informed Castroville CSD Board that they are having extra meetings in order to comply with AB361. The meeting mostly consisted of updates on their GSPs and the insertion of a water quality section, which the Department of Water wanted. They approved the plan but did make some recommendations. The Deep Aquifer Work Group is identifying the funding and scope of work that will be going out to bid. An agreement was signed with the USGS so that the basin GSA can utilize the two models; Salinas Operational model and Historic model and use those for their planning efforts.
3. Update on meetings or educational classes attended by the Directors – Director Cosme Padilla announced that he was appointed by Supervisor Philips to be on the redistricting committee to represent District 2. The committee has an upcoming meeting and the hope is to have a consensus for the full Board of Directors as they will be meeting this Saturday. These meetings are a little more complicated and not as easy as they were 10 years ago. The final recommendations will be made to the Board of Supervisors and at last count there are 10 different maps to consider.

## 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*

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**CHECK LIST** – October 2021. A motion was made by Adriana Melgoza and seconded by Glenn Oania to pay all bills presented. The motion carried by the following roll call votes:

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

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

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

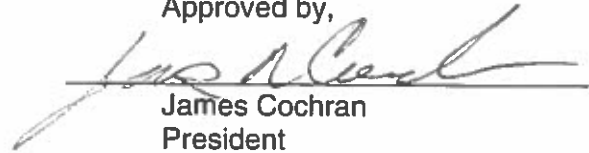
The meeting adjourned at 6:10 p.m. until the next scheduled meeting

Respectfully submitted by,



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Lidia Santos  
Secretary to the Board

Approved by,

  
\_\_\_\_\_  
James Cochran  
President