

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF
CASTROVILLE COMMUNITY SERVICES DISTRICT
March 15, 2022

President James Cochran called the meeting to order at 4:32 p.m.

ROLL CALL:

Directors Present: President James Cochran, Vice President Glenn Oania, Director Adriana Melgoza, and Director Ron Stefani

Absent: Director Cosme Padilla

General Manager: Eric Tynan

Secretary to the Board: Lidia Santos

Staff Present:

Guest: Grant Leonard

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by President James Cochran

PUBLIC COMMENTS

1. President Grant Leonard, North County Park & Recreation District announced that all their programs are back full speed. They will be mailing out a spring catalog that will list all the activities they will be offering and are excited to be serving the community again.

CONSENT CALENDAR

1. A motion was made by Glenn Oania and seconded by Ron Stefani to approve the minutes of the February 15, 2022 Regularly Scheduled Board Meeting. The motion carried by the following roll call votes:

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

Consent Calendar accepted as presented

CORRESPONDENCE:

1. None

Correspondence Calendar accepted as presented

INFORMATIONAL ITEMS:

1. Certificate of Completion for Water Industry Distribution System Materials and Equipment by Castroville CSD Operators II Varela and Orozco
2. Certificate of Completion for M & M Backflow Prevention Refresher Course and Backflow Prevention Assembly General Tester Certification by Castroville CSD General Manager Eric Tynan
3. Monterey County Board of Supervisors to Hold Regional Water Forum, March 15, 2022 at 1:30 p.m.
4. *Monterey County Weekly* – Piping In
5. *Monterey Herald* – Monterey Peninsula water officials attempt to ease LAFCO worries

Informational items accepted as presented

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PRESENTATIONS:

1. None

NEW BUSINESS:

1. Memorandum from LAFCO to Independent Special Districts regarding Ballot for Election of LAFCO Commissioner, Special District Regular Member. Candidates (vote for one): David Kong (Greenfield Public Recreation District and Greenfield Cemetery District); Mary Ann Leffel (Monterey Peninsula Airport District); Gail Morton (Marina Cost Water District) – General Manager Eric Tynan informed the Board that on pages 20-26 of this board packet is the memorandum, ballot and completed candidate nomination forms from LAFCO. The Board viewed the candidates forms. General Manager Eric Tynan stated that Mary Ann Leffel (Monterey Peninsula Airport District) was the only candidate to reach out to the District for support at this time and recommend the Board vote for her. Grant Leonard stated that the North County Recreation and Park District was supporting David Kong. A motion is made by Ron Stefani and seconded by Glenn Oania to vote for Mary Ann Leffel (Monterey Peninsula Airport District). The motion carried by the following roll call votes:

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

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 February 28, 2022 meeting can be viewed as follows: **Moss Landing Sewer (pages 27-30)**. It appears survey records show there is an easement and the location of the right of way acquisition for Lift Station #1 easement is on another property owners property. The surveying is almost complete except for Lift Station #1. As mentioned at last months' board meeting, the County had sent a draft MOU agreement that was reviewed by CCSD District Counsel Christine Kemp and approved by the CCSD Board back in October 2021. The executed MOU was sent to the County in regards to the Moss Landing Sanctuary Scenic Trail Bridge. CCSD is still waiting for the County to sign the MOU. CCSD pipeline to cross over the proposed bridge as the current pipeline is made of cast iron. The County is still waiting on a proposal from the bridge firm, Wood Rodgers, who will provide structural analysis of weight of pipeline and redesign of the bridge. During the construction phase a Native American inspector will be required. **The Washington Bypass (pages 31-32)**. Since the potholing has been completed as well as 60% of the plans, the District has received the grant funds for \$58,716.65 out of \$61,807 from DWR. The Regional Water Management Foundation is the administrator of this grant and has disbursed \$58,716.65 as of November 23, 2021 to Castroville CSD. The remaining balance of \$3,090.35 will be paid once the project is finalized. The District has applied for a grant for finishing the design and construction, California Housing Community Development, Infill Infrastructure Grant. This grant requires being co-applicant with the Developer. Max grant amount \$8M and applicant would be the County or Developer as Co-applicants. At least 15% must be affordable housing. Acquiring this grant funding will take four to five months and another year or so for construction before the pipeline could be put in place. **Emergency Deep Aquifer Supply and Storage Tank (pages 33-35)**. The District still needs to finalize the purchase of the land that is being acquired from adjacent property owner, which should happen soon since a copy of the grant deed has been obtained from the Monterey County Clerk Recorder's Office and a copy provided to the adjacent property owner. The Geotech Reports should be completed by March 7th and will be reviewed by Nick with MNS. MNS also submitted a grant application on behalf of CCSD 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. **The Overhead Sign at Highway 183 (pages 36-38)**. Per General Manager Eric Tynan, he spoke with Corby Kilmer, District 5 Landscape

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Architect with Caltrans and she informed him that Caltrans will need to sign a new Caltrans maintenance agreement for the Overhead Sign. The State notified Castroville CSD of the approval and a future agreement to be sent to CCSD from the State. In addition, CCSD will need to enter into a sole-source agreement for the Overhead Sign. The State has also requested a traffic control plan. CCSD is still waiting on the cooperative agreement between Caltrans and CCSD before disbursing any funds to Signs by Van. A combined projects schedule can also be viewed on pages 39-41 of this board packet. The action plans were 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.

2. Update on Asset & Item Repairs Project, bundle tasks for cost savings – General Manager Eric Tynan informed the Board that the Asset Item Repairs Project report prepared by MNS Engineers Inc. can be viewed on pages 42-44 of this board packet. The assets listed on this report are becoming deficient and are listed by level of priority from high, medium and low. He continues to work with MNS Engineers on the details of the assets & items repairs needed for this project and it appears bundling these tasks would create a better cost savings for the District. The scope of work for this project from MNS was for over \$300,000. He informed MNS the cost of the project was too high and feels it should be lower. This project should be broken down into three smaller projects. He will discuss further with MNS Engineers Inc. In addition, these projects will need to go out to bid, which should be during the 2022-2023 fiscal year and accounted for in the budget.
3. Update on well levels and seawater intrusion contour – General Manager Eric Tynan had the Board review page 45 of the board packet for the graph of the Castroville Well Levels as of 2015-2022. He informed the Board well levels for Well #2 still remained the same as last month, and Well #4 continues to drop from the previous month and Well #5 levels remained the same as last month. As mentioned last month, Well #5 does not seem to be recharging like the other wells. These wells are used for production. Well #3 is not being used for production and water levels are just being monitored. All well levels are still significantly below sea level.
4. Update on lot line adjustment for acquisition of Well #6 land – General Manager Eric Tynan informed the Board as mentioned earlier, he has obtained the title documents for the property and the District still needs to pay the \$95,000 owed for the land to finalize the purchase. A copy of the grant deed has been provided for the purchase of the land that is being acquired from the adjacent property owner.
5. Update on Monterey One Water (M1W) lateral repair – General Manager Eric Tynan notified the Board that the Action Plan report can be viewed on pages 46-48 of this board packet. Cypress Alley has routine blockage problems causing challenges for the District. As mentioned at last's months board meeting, he had a meeting with M1W staff to consider doing the Private Lateral Rehabilitation Project for CCSD on the conceptual plan, for the Cypress Alley Sewer Realignment Project instead of the other areas discussed in Castroville. The District would fund cost of design and construction of the sewer main and relocation. M1W would fund design and construction costs of the laterals. However, the timing for the construction phase will be important. Timing will be addressed after determination if M1W participates. The District requested a proposal from MNS for the design fee of the sewer main relocation. The M1W project is part of an enforcement action for M1W by the Central Coast Water Board and MIW needs to move fairly quickly on this project. The budget for the Private Lateral Rehabilitation Project is \$790,000.

6. Update on Memorandum of Understanding Between County of Monterey and the Castroville Community Services District in the Replacement of Water Lines and Service Laterals as Part of the Castroville Street Improvements – General Manager Eric Tynan let the Board know that the MOU was signed by the Castroville CSD Board of Directors at last month's board meeting and sent to District Legal Counsel for signature. The signed MOU on behalf of Castroville CSD was emailed to the County of Monterey. The County of Monterey has signed off on the MOU as well. The County is undertaking construction of the Castroville Street Improvements Project, which consists of rehabilitating and re-surfacing various streets, including re-construction curb ramps and sidewalks and Castroville CSD has existing main water lines and service laterals running under existing streets of the community of Castroville. The existing water lines and service laterals are aging and will need replacement in the near future. Replacing deteriorated water lines and service laterals concurrent with construction of the Project would provide a cost-effective and less disruptive manner to replace certain water lines and service laterals. The County will construct the work and CCSD will reimburse the County for all costs associated with replacement of water lines, service laterals, and ancillary valves; and the County will provide CCSD cost estimates for the work related to the water lines and services laterals 15 days in advance of the work initiating for their review and approval. CCSD and the County have always worked well together.
7. PG&E street light credit for LED lights installed June 3, 2016 – General Manager Eric Tynan let the Board know as mentioned at last month's board meeting, Castroville CSD will be receiving a credit from PG&E for \$27,035.64 on the seven accounts that have the LED street lights. The District will also be receiving a credit of \$23,147.89 on these seven accounts for the street light electrical fee from Central Coast Community Energy Electric for generation charges. The 02/14/2022 statement from PG&E & Central Coast Community Energy Electric reflects this credit for these accounts, which can be seen on page 49 of this board packet. This will definitely be a significant cost savings for the street light accounts in Government Zone 1 and Government Zone 2.
8. Update on State of California Department of Transportation (Caltrans) proposed highway construction project on Route 156 in Monterey County at Castroville Boulevard from PM R1.6 to PM 1.4 to construct a new interchange at Castroville Blvd and Route 156. Castroville CSD's facilities and appurtenances (2017 sewer force main) are within the project and will be affected by planned construction – General Manager Eric Tynan reminded the Board that the Castroville CSD had received a "Relocation Claim Letter to Owner" from Caltrans in regards to the proposed highway construction project on Route 156 in Monterey County at Castroville Boulevard from PM R1.6 to PM 1.4 to construct a new interchange at Castroville Blvd and Route 156. Castroville CSD's facilities and appurtenances are within the project and will be affected by planned construction. A copy of this letter was in last month's board packet on pages 25-30. The sewer force main at this location was just installed in 2016 and he cannot see the Castroville CSD having to incur a cost to have it relocated. Per the meeting with Caltrans, the reason they want it relocated is because it does not meet with their specification. Caltrans is entering Castroville CSD's easement, therefore he told them that they need to incase the force main to protect it in its place. He has not heard from Caltrans on this matter since this conversation.
9. Update on California Department of Transportation Merritt/SR 183 Castroville Multimodal Community Enhancement Project – General Manager Eric Tynan reported to the Board that Corby Kilmer, District 5 Landscape Architect with Caltrans had not been responding until recently. Caltrans is looking for input from the community of Castroville on this project. In addition, they had wanted to plant trees and put garbage cans along Merritt Street but maintenance and the liability must be assumed by another entity before they move forward with this idea. General Manager Eric Tynan has informed Caltrans many times that there is currently no funding available for maintenance of trees and trash pickup along Merritt Street and should exclude this from the project. Director Adriana Melgoza stated the community should continue to stay on Caltrans to continue to provide the funding for this project and give the community of Castroville the attention this area deserves. Director Ron Stefani stated the community of Castroville is in the right position to receive this funding since it is considered a disadvantaged community.

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 it was a long meeting. It is the last week of interviews for new legal counsel. It was also the last meeting for MIW's current legal counsel as he is retiring . On the other hand, the Pure Water Monterey Expansion Project is moving along well.
2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) meeting – Director Ron Stefani stated that SVBGSA did a presentation today at the Monterey County Board of Supervisor meeting on the 6 subbasin that have been completed. The Board of Supervisors were impressed with the progress that has been made by SVBGSA. The 180/400-foot aquifer is the most critical subbasin and uses the most water in the valley. The 180/400-foot aquifer subbasin goes a little past Chualar. Castroville CSD is in this subbasin. The good news is that the State has given the SVBGSA \$7.6 million dollars and is looking to give them an additional \$2.4 million dollars. A total of \$10 million dollars to come up with a solution (feasibility study). Pages 50-62 of this board packet are comments from LandWatch Monterey County addressed to Members of the 180/400-Foot Aquifer Subbasin Committee for the SVBGA regarding proposed change to storage reduction sustainable management criteria.
3. Update on meetings or educational classes attended by the Directors – Per Director Ron Stefani, the Board has not attended any conferences lately and recommended the Board do a one day trip to Eastern Municipal Water District (EMWD), located in Riverside County to take the EMWD Desalination Complex Tour. General Manager Eric Tynan stated he will look at scheduling this tour for those directors interested.

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 2022. A motion was made by Ron Stefani and seconded by Adriana Melgoza to pay all bills presented. The motion carried by the following roll call votes:

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

There being no further business, a motion was made by Glenn 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:	Stefani, Melgoza, Oania and Cochran
NOES:	0	Directors:	
ABSENT/NOT			
PARTICIPATING:	1	Directors:	Padilla

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The meeting adjourned at 5:21 p.m. until the next scheduled meeting

Respectfully submitted by,



Lidia Santos
Secretary to the Board

Approved by,



James Cochran
President