

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF
CASTROVILLE COMMUNITY SERVICES DISTRICT
April 19, 2022

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

ROLL CALL:

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

Absent: Vice President Glenn Oania and Director Adriana Melgoza

General Manager: Eric Tynan

Secretary to the Board: Lidia Santos

Staff Present:

Guest: Attorney Jeff Oneal and Captain Joe Moses

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by General Manager Eric Tynan at the request of President James Cochran. The Board skipped down to the Closed Session Item and will return to public comments once they have finished discussing the item listed for closed session.

PUBLIC COMMENTS

1. Captain Joe Moses introduce himself to the Board and announced that he is running for Sheriff for Monterey County. He has been working for the Monterey County Sheriff's Office for 28 years. If elected, he plans to focus on the following three topics: mental health (behavioral health center), collaboration and transparency and efficiency of operations. Furthermore, he feels he has a good understanding of how the Sheriff's department works and he is immersed in the community and understands what it takes to be the Sheriff. He thanked the Board for their time.

CLOSED SESSION Time: 4:35 (Director Adriana Melgoza arrived at 4:37 p.m.)

CONFERENCE WITH LEGAL COUNSEL

1. EXISTING LITIGATION Pursuant to Government Code Section 54956.9(d)(1) Schartow v. Castroville Community Services District, et. al. (Monterey Co. Superior Court, No. 20CV001881) Attorney – Client Privileged

There is no information to report out. The Board returned to Open Session at 4:49 p.m. and returned to Public Comments and the order of the agenda.

CONSENT CALENDAR

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

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

Consent Calendar accepted as presented

CORRESPONDENCE:

1. Letter of support sent to California Department of Conservation Division of Land Resource Protection for the Greater Monterey County IRWM Regional Water Management Group's proposed multi-benefit land repurposing project, "Lower Salinas Valley Multi-Benefit Land Repurposing Strategy and Phase 1 Project Development".
2. Letter to Monterey One Water regarding the Pure Water Monterey , Pure Water Monterey Expansion from Farm Bureau Monterey

Correspondence Calendar accepted as presented

INFORMATIONAL ITEMS:

1. The Salinas Basin Water Alliance (SBWA or the Alliance) is a California nonprofit mutual benefit corporation formed to preserve the Monterey County agricultural community's access to water
2. *Monterey Herald* – Update on Monterey County Board of Supervisors Regional Water Forum held on March 15, 2022
3. Certificate of Completion for Water Industry Water Main Installation by Lead Operator Galvez, Operator II Varela and Operator II Orozco and Water Industry Aquifer Remediation also by Varela and Orozco
4. Certificate of Completion for Storage and Distribution and Daily Operations and Maintenance Plans 101 for Lead Operator Galvez
5. Certificate of Completion for Lead and Copper Programs for Small Water Systems and Flagger and Cone Safety, Operator II Varela

Informational items accepted as presented

PRESENTATIONS:

1. None

NEW BUSINESS:

1. Recognize Operator II Jonathan Varela; employee's service contribution of 5 years (April 27, 2022) to Castroville CSD – General Manager Eric Tynan wanted the Board to recognize Operator II Jonathan Varela for his 5 years of service (employee was not present). Per District policy he will be awarded a \$50 give card of his choosing. A motion is made by Adrian Melgoza and seconded by James Cochran to recognize Operator II Jonathan Varela for his 5 years of service and award him with a \$50 gift card. The motion carried by the following roll call votes:

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

2. Resolution No. 22-03, Resolution Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges – After some discussion, a motion is made by Ron Stefani and seconded by Adriana Melgoza to approve Resolution No. 22-03, Resolution Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges. The motion carried by the following roll call votes:

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

Minutes of the Castroville Community Services District
April 19, 2022 Regular Board Meeting
Page 3

3. Resolution No. 22-04 Resolution of the Board of Directors of the Castroville Community Services District Continuing Board of Directors Authority to Hold Virtual Meetings Pursuant to AB 361– After some discussion, a motion is made by Ron Stefani and seconded by Adriana Melgoza to approve Resolution No. 22-04 Resolution of the Board of Directors of the Castroville Community Services District Continuing Board of Directors Authority to Hold Virtual Meetings Pursuant to AB 361. The motion carried by the following roll call votes:

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

4. Entry sign at Castroville Boulevard/Highway 183 stolen – Eric Tynan, General Manager informed the Board that the entry sign located at Castroville Boulevard/Highway 183 was stolen. He filed a police report and has submitted a claim with the District’s insurance carrier ACWA JPIA. The District’s deductible is \$1,000. Once the insurance carrier receives the police report they will issue a check for the value of the entry sign less the deductible of \$1,000. The entry sign was originally designed by Signs by Van. He received a quote from them to redo this sign but with steel posts instead of wood. The quote for the new entry sign will cost between \$12,000-\$13,000. He also contacted the news media and the Monterey County Weekly to see if they would publicize what had happened.

5. Memorandum from LAFCO to Independent Special Districts regarding elections of LAFCO Commissioners: (1) First ballot results (Gail Morton elected as the Special District Regular Member (2) Second ballot- election of one Alternate Special District Representative to LAFCO. Candidates (vote for one): David Kong (Greenfield Public Recreation District and Greenfield Cemetery District) or Gail Morton (Marina Cost Water District) – General Manager Eric Tynan informed the Board that on pages 32-37 of this board packet is the memorandum, ballot and completed candidate nomination forms from LAFCO for the election of one Alternate Special District Representative to LAFCO. The Board viewed the candidates forms. After some discussion, a motion is made by Ron Stefani and seconded by Cosme Padilla to vote for David Kong (Greenfield Public Recreation District and Greenfield Cemetery District) for the Alternate Special District Representative seat with LAFCO. The motion carried by the following roll call votes:

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

6. Select Annual Budget & Personnel Committee (two directors) – General Manager Eric Tynan let the Board know it is that time again for the Annual Budget & Personnel Committee to meet. Last year it was Directors Stefani and Melgoza. After some discussion, a motion was made by Adriana Melgoza and seconded by Ron Stefani to select Directors Cosme Padilla and Ron Stefani as the Annual Budget & Personnel Committee for 2022/2023. The motion carried by the following roll call votes:

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

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 March 28, 2022 meeting can be viewed as follows: **Moss Landing Sewer (pages 38-42)**. The big news is that all the time and work that has been invested, Caltrans has pulled the funding regarding the executed MOU that was sent to the County in regards to the Moss Landing Sanctuary Scenic Trail Bridge. CCSD's pipeline was going to cross over the proposed bridge as the current pipeline is made of cast iron force main, installed in 1982. Caltrans pulling the funding makes the process simpler. Will go back to the original plan, which is putting the pipeline underneath or alongside the existing bridge. The proposed new lot for the lift station can be viewed on page 42. The current lift station impedes on the driveway of a property owner, which is not feasible. The property owner of the new designated location is willing to sale this piece of land to the District since it is not zoned as farmland. **The Washington Bypass (pages 43-44)**. As mentioned previously, 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. In addition, State Water Resources Control Board, SRF set aside for small disadvantaged communities. The Small Community Clean Water Waste Water Funding Program. MNS is preparing the application as the State has requested the full application for \$3.5 million. **Emergency Deep Aquifer Supply and Storage Tank (pages 45-47)**. 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 have been submitted to MNS Engineers. Geotech indicated expansive soils and soil consolidation will need to be addressed in the design. Nick with MNS Engineers will review the Geotech report and submit comments to them. 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 48-50)**. Per General Manager Eric Tynan, he spoke with Corby Kilmer, District 5 Landscape 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 and a storm water control plan. CCSD is still waiting on the cooperative agreement between Caltrans and CCSD to be executed before disbursing any funds to Signs by Van. 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 lot line adjustment for acquisition of Well #6 land – General Manager Eric Tynan informed the Board that 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. Apparently, the delay has been for the reason that the signature of the deceased property owner was being required to finalize the purchase of the land and is in the process of being cleared up.
3. 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 51-52 of this board packet As mentioned last month,

Cypress Alley has routine blockage problems causing challenges for the District. He is waiting to hear if M1W staff will 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.

4. Update on Asset & Item Repairs Project – General Manager Eric Tynan informed the Board that he is still reviewing the Asset Item Repairs Project report prepared by MNS Engineers Inc. This report lists the assets that 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. As mentioned at last month's board meeting, 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 occur during the 2022-2023 fiscal year and accounted for in the budget.
5. 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 and 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 of 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 was provided with an estimate of \$8,000 per lateral. In his opinion it should be more like \$2,000 per lateral. Teichert is the contractor doing the work for the County. He had a meeting with Teichert and informed them the cost was too high and they will need to lower their cost as he has received quotes from two other contractors for much less. Teichert will be resubmitting their proposal.

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 at this meeting they discussed the new order put out by Governor Newsom. This order is expected to take effect mid-June is to reduce water usage by at least 20%. The contract for general legal counsel services was awarded to Best Best & Krieger as the former legal counsel for M1W has retired. In other news, the recharge to date for the Pure Water Monterey Project is about 6,100 AF and that for the expansion a third construction bid package will be needed due to the hydraulics and constructions issued related to the pipeline that will be installed between the eastern and western well fields. The completion dates for the expansion was originally 2023 but may not be completed until 2024.

2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) meeting – Director Ron Stefani stated that Governor has put the GSA in the position of approving wells. Also, an environmental impact report may need to be done. In addition, the County is not issuing any well permits at this time.

3. Update on meetings or educational classes attended by the Directors – Director Adriana Melgoza stated she spoke with Corby Kilmer, District 5 Landscape Architect with Caltrans and they will be hosting a meeting open to the public at the Japanese School community room on April 28, 2022 to learn about the improvements proposed by Caltrans. Caltrans plans to change the fence along highway 156, improve landscape, and paint a mural. There are more improvements being considered and hopes the community attends and provides some input. **Director Adriana Melgoza left the meeting at 5:41 p.m.**

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

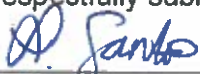
AYES:	3	Directors:	Stefani, Padilla and Cochran
NOES:	0	Directors:	
ABSENT/NOT			
PARTICIPATING:	2	Directors:	Oania & Melgoza

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

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

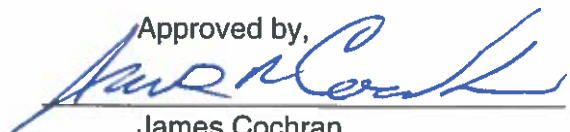
The meeting adjourned at 6:06 p.m. until the next scheduled meeting

Respectfully submitted by,



Lidia Santos
Secretary to the Board

Approved by,



James Cochran
President