

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF  
CASTROVILLE COMMUNITY SERVICES DISTRICT

July 19, 2022

President James Cochran called the meeting to order at 4:30 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:**

**PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Secretary to the Board Lidia Santos at the request of President James Cochran.

**PUBLIC COMMENTS**

1. None

**CONSENT CALENDAR**

1. A motion was made by Ron Stefani and seconded by Cosme Padilla to approve the minutes of the June 21, 2022 Regularly 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 and Melgoza

*Consent Calendar accepted as presented*

**CORRESPONDENCE: Director Adriana Melgoza arrives at 4:33 p.m.**

1. Via electronic mail to the Salinas Valley Basin Groundwater Sustainability Agency Board of Directors from the Salinas Basin Water Alliance regarding June 9, 2022 Board of Directors meeting-second comment letter-Agenda Item No. 7.d; Consider Adopting a Resolution in Response to Governor' Order N-7-22 regarding continuing drought conditions and establishing a well permitting response to a well permitting agency.
2. Letter to the Salinas Valley Basin Groundwater Sustainability Agency General Manager Meyers regarding AB 2201-Oppose from Farm Bureau Monterey; Salinas Basin Water Alliance, Grower-Shipper Association; Monterey Wine Country, Sustainable AG & Energy and Salinas Valley Water Coalition.

*Correspondence Calendar accepted as presented*

**INFORMATIONAL ITEMS:**

1. California State Water Resources Control Board – New Drought Requirements for Small Water Suppliers
2. *Mavensnotebook.com* – SGMA implementation update with the deadline looming for the GSPs deemed incomplete, the State Water Board prepares for possible intervention
3. *Mavensnotebook.com* – Groundwater 101, the basics

*Informational items accepted as presented*

**PRESENTATIONS:**

1. None

**NEW BUSINESS:**

1. Resolution No. 22-10 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. 22-10 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, Padilla, Melgoza and Cochran  
NOES: 0 Directors:  
ABSENT/NOT  
PARTICIPATING: 1 Directors: Oania

2. Consider approving proposal from MNS Engineers for Proposal for Professional Engineering Services-Castroville Sign Replacement-Construction Management and Inspection (not to exceed \$25,210) – General Manager Eric Tynan recommended the Board approve the proposal from MNS Engineers to provide engineering services for the Castroville Sign Replacement in regards to the construction management and inspections at this board meeting. The proposal can be viewed on pages 48-49 of this board packet. He has communicated to Caltrans in regards to the maintenance agreement that Castroville CSD would not be responsible for trash cans and trees on Merritt Street for this project as there is no funding to maintain them and would also be a significant liability to the District. The District would only take care of the Castroville overhead sign. Director Adriana Melgoza mentioned that she may be able to reach out to a group that can adopt and assume this responsibility for trash cans and trees but will need to additional information. At subsequent board meeting he will probably recommend MNS also handle the administration of this project as well since he is very busy with various projects and the Office Manager's time is limited since she is on jury duty for the next three months. These fees would be covered by the grant funding provided by Caltrans as long as the District does not exceed the budgeted category amounts set by Caltrans. After some discussion, a motion is made by Cosme Padilla and seconded by Ron Stefani to approve the proposal from MNS Engineers for Professional Engineering Services-Castroville Sign Replacement-Construction Management and Inspection (not to exceed \$25,210). The motion carried by the following roll call votes:

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

3. Consider approving proposal from MNS Engineers for Proposal for Professional Engineering and Construction Management Services-Washington Sewer Trunk Line Bypass Final Design and Construction (not to exceed \$498,141) contingent on award of grant to CCSD – General Manager Eric Tynan reported to the Board that he was only informed verbally that Castroville CSD had been awarded a \$3.5 million grant for this project and would like to see it in writing first. For this reason at this time he recommends the Board only approve this proposal pending in writing that this grant has been awarded to the Castroville CSD before moving forward with this proposal. The proposal can be viewed on pages 50-75. A motion is made by Ron Stefani and seconded by Adriana Melgoza that the MNS Engineers for Proposal for Professional Engineering and Construction Management Services-Washington Sewer Trunk Line Bypass Final Design and Construction (not to exceed \$498,141) contingent on award of grant to CCSD. The motion carried by the following roll call votes:

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

4. ACWA JPIA Property Program adopted a 20% increase in the Property Program rates effective for policy year July 1, 2022 through June 30, 2023 – General Manager Eric Tynan informed the Board that property program coverage for policy year July 1, 2022 through June 2023 has increased by 20% with ACWA JPIA. The notice from David deBernardi, Director of Finance with ACWA JPIA notifying the District of this increase can be viewed on pages 76-77 of this board packet. This increase was due to a hard market found in obtaining excess insurance.

#### 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 78 of this board packet. Per the graph, Well levels continue to drop. Well #3 is not pumping and the motor is not hooked up. He is considering a desalter for Well #3. He is also working with the GSA to discuss options. Marina Coast Water District has also suggested an intertie with Castroville CSD.
2. Update on Asset Management and Maintenance Projects – General Manager Eric Tynan reported to the Board that the action plan prepared by MNS Engineers for these projects can be viewed on pages 79-80 of this board packet. The Castroville North Water Services Project was awarded to J Johnson & Company, Inc, which includes 28 laterals. J Johnson & Company is currently doing the saw cutting and next week will start working on the laterals. MNS Engineers will assist as needed with the projects listed on the Action Plan report for Asset Management and Maintenance Project..
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 a summary of the action plans/description meeting can be viewed as follows: **Moss Landing Sewer (July 11, 2022 Action Plan meeting, pages 81-83)**. MNS is to work with Rincon, which is the subconsultant working on including requirement to environmental document and MNS to prepare 30% design by end of June 2022. He has been reviewing the 60% Design plans with the engineers as he had a few questions. The 60% Design plans should be completed by the end of September 2022. MNS has also prepared a construction application following the 60% completion. **The Washington Bypass (June 27, 2022 Action Plan meeting, pages 84-85)**. As mentioned last month, the State has requested the full application for \$3.5 million projects by mid-July. CCSD just approved the environmental proposal from MNS Engineers for this project. 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 and still waiting to hear on the status of this 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. The proposal for Professional Engineering and Construction Management Services-Washington Sewer Trunk Line Bypass Final Design and Construction (not to exceed \$498,141) is contingent on award of grant to CCSD. **Emergency Deep Aquifer Supply and Storage Tank (July 11, 2022 Action Plan meeting, pages 86-90)**. As previously mentioned, 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. He contacted the property owner today but has not heard back. The 30% design has

been completed as of May 2022. MNS to check back with DWR on the grant and MNS to prepare a Future Grant Application if SCDR is a “no go”. Also, potential future activity of a Federal Earmark. District to consider this action after August as potential Plan C. 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 (June 27, 2022 Action Plan meeting, pages 91-92).** Per General Manager Eric Tynan, the Board approved the draft copy of the Cooperative Agreement and draft copy of the Maintenance Agreement with Caltrans for the Overhead Sign. 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 for approval. The District is also requesting a constructions schedule from Signs by Van. As mentioned earlier, General Manager Eric Tynan will most likely have MNS handling the administration for this project pending board approval. 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.

4. Update on Monterey One Water (M1W) lateral repair – General Manager Eric Tynan notified the Board that M1W has been following up with residents to obtain a sign a “License Agreement to Enter Property and Inspect Sewer Lateral” and have had a few residents not respond. However, with the assistance of Castroville CSD’s Customer Service Representative Lupe Ibarra many residents have responded and have signed the consent forms needed by M1W. As mentioned, Cypress Alley has routine blockage problems causing challenges for the District. He is still 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. M1W will need to get approval from the Central Coast Water Board before moving forward with this project. 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. M1W is waiting on State funding. 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 M1W needs to move fairly quickly on this project. The budget for the Private Lateral Rehabilitation Project is \$790,000.

**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 they had a special board meeting also because the public hearing got carried over because of a request to build seventeen lots in the city of Monterey and they want to pump their own well. They want to do what Castroville CSD is also considering doing, brackish water and putting in a desalination treatment plant. However, they want to dump it into the sewer line. M1W rejected it at first but it was appealed on their behalf by their attorney. The City of Monterey and all the other cities were supportive of this project. The growers were the only ones against the project since it adds to the salt content of CSIP. Ron stated he was also really against it but did vote in favor of it since he would be the only one opposed. It is temporary until the cease and desist order is lifted, which will probably be beyond his lifetime. In addition, if a developer is allowed to dump into the sewer line, then Castroville CSD should be granted the same option. General Manager Eric Tynan stated he has been doing his research on the District considering doing brackish water and putting in a desalination treatment plant.

2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) meeting – Director Ron Stefani stated the his alternate Grant Leonard attended in his place. The plans have all been submitted and the GSA is just waiting to hear from the State. The biggest issue for the GSA , continues to be that the State wants the GSA to be the final well permitting authority. Governor Newsom issued his executive order saying that GSA's approve no new wells, as long as there is a drought which will open them up for potential litigation against farmers who want to drill a new well as the GSA will deny the permits.
3. Update on meetings or educational classes attended by the Directors – None

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

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

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

The meeting adjourned at 5:22 p.m. until the next scheduled meeting

Respectfully submitted by,



Lidia Santos  
Secretary to the Board

Approved by,



James Cochran  
President