

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

August 15, 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, Director Glenn Oania and Director Greg MacMillan

**Absent:**

**General Manager:** Eric Tynan

**Secretary to the Board:** Lidia Santos

**Staff Present:**

**Guest:** Jenny Balmagia, Lower Salinas Valley SGMA Watershed Coordinator

**PLEDGE OF ALLEGIANCE**

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

**PUBLIC COMMENTS**

1. None

**ADDITIONS OR CORRECTIONS TO THE AGENDA**

General Manager Eric Tynan informed the Board that the final bids were not received until this past Friday night after the agenda had already been posted. Immediate action is required for the purchase of two generators for Via Linda and Castroville Boulevard for the following reasons:

- The age and poor shape of the existing generators
- New generators ordered will be on back order for 20-25 weeks
- The three proposals received are only valid for 30 days

A motion is made by Ron Stefani and seconded by Greg MacMillan to approve adding this matter under new business to the agenda; consider selecting a proposal/vendor for the purchase of two 25KW standby generators for Via Linda and Castroville Boulevard. The motion carried by the following roll call votes:

AYES: 5 Directors: MacMillan, Stefani, Oania, Padilla and Cochran

NOES: 0 Directors:

ABSENT/NOT

PARTICIPATING: 0 Directors:

**CONSENT CALENDAR**

1. A motion was made by James Cochran and seconded by Ron Stefani to approve the minutes of the July 18, 2023 Regularly Scheduled Board Meeting. The motion carried by the following roll call votes:

AYES: 3 Directors: MacMillan, Stefani, and Cochran

NOES: 0 Directors:

ABSENT/NOT

PARTICIPATING: 2 Directors: Oania and Padilla

*Consent Calendar accepted as presented*

**CORRESPONDENCE:**

1. None

*Correspondence Calendar accepted as presented*

**INFORMATIONAL ITEMS:**

1. For Immediate Release from the City of Monterey – Monterey to Explore housing water supply opportunities with Marina Coast Water District
2. July 2023 Water Quality Report for Castroville CSD
3. *Cronkite Report* – Regulators and advocates grapple with new Water of the United States (WOTUS) Regulations

*Informational items accepted as presented*

**PRESENTATIONS:**

1. None

**NEW BUSINESS:**

1. Financial investment transfer of \$6,000,000 from LAIF to CAMP – General Manager Eric Tynan reported to the Board that the wire transfer as the Board directed was completed. Funds were allocated to the proper fund accounts. The CAMP Consolidated Summary Statement that reflects the closing market value as of July 31, 2023 can be viewed on pages 22-23 of this board packet. The current yield is 5.43%. Also, as requested by Vice President Ron Stefani a manual with Castroville CSD's portfolio of investments was created and made available with all this information for the board to review on a regular basis, in particular the interest rates.
2. Consider selecting a proposal/vendor for the purchase of two 25KW standby generators Via Linda and Castroville Boulevard – General Manager Eric Tynan informed the Board that he has reviewed the three proposal submitted (Valley Power Systems \$161,922, Collins Electric \$89,649 and Conte's Generator Service \$73,600 for the purchase of two 25KW standby generators. Conte's Generator Service is the lowest bidder and recommended the Board select this vendor for the purchase of two 25KW standby generators. As mentioned earlier, immediate action is required for the following reasons: The age and poor shape of the existing generators, new generators ordered will be on back order for 20-25 weeks and the three proposals received are only valid for 30 days. After some discussion, a motion was made by James Cochran and seconded by Glenn Oania to select Conte's Generator Service for the purchase of two 25KW standby generator for \$73,600 for Via Linda and Castroville Boulevard. the motion carried by the following roll call votes:

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

**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 24 of this board packet. Per the graph, well levels have dropped but still not looking too bad in comparison to well levels in years 2015 and 2022. Director Glenn Oania asked how often are well level measurements taken. Per General Manager Eric Tynan, well level measurements are taken in real time since the District uses bubblers. He can access the well level measurements on his cellular phone at any time to obtain a measurement as it is tied to the SCADA system. He will continue working on considering alternate well sites, the desalter and the pipeline. The District continues to monitor the chloride levels of all the wells. Well #3 is not pumping and the motor is not hooked up. The static level is dropping for Well #3. A desalter is being considered for Well #3.
2. Update on Asset Management and Maintenance Projects (Castroville Water Valves Replacement Project - General Manager Eric Tynan informed the Board that the Castroville Valves Replacement Project has been completed and did not exceed the budget. As a reminder, Monterey Peninsula Engineering (MPE) was awarded the project, not to exceed \$121,000 for the Castroville Water Valves Replacement Project.
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– General Manager Eric Tynan reported to the Board on the following projects:
  - (1) **Caltrans Merritt Street Beautification Project** - A Maintenance Opinion Table for this project can be viewed on pages 25-26 of this board packet, which he obtained from Caltrans when he met with them. This table shows the items each agency will be responsible to maintain. Castroville CSD will only provide maintenance of lighting and graffiti abatement for this project. At a previous board meeting, a Cooperative Agreement was signed and Caltrans will raise the valves and manholes at their cost for this project. Caltrans will also be upgrading the lighting to a historical look. There might also be some hydrants moved at their cost, which is great for the District. Per his conversation with Alex, NCRPD General Manager he agreed to provide the landscaping for this project. Caltrans should complete this project in 2024 if they are not held up by PG&E.
  - (2) **Pedestrian Bridge Enhancement/Improvement Project** – A Maintenance Opinion Table for this project can be viewed on page 27 of this board packet, which he obtained from Caltrans when he met with them. The table shows the items each agency will be responsible to maintain. The Board approved the Pedestrian Overpass Maintenance “Landscape” Agreement for this project at a previous board meeting. CSD will take care of the solar lighting on the pedestrian bridge, mural maintenance and graffiti abatement. For this project, Caltrans is planning to put a little parklet on either side of the pedestrian overpass. NCRPD will be taking the responsibility for the landscaping and the parklet, which is the agreement they will sign with Caltrans.
  - (3) **Castroville Boulevard Roundabout Project** – As mentioned at last month’s board meeting, the deadline for this project has been extended for one year. Caltrans needs to work with PG&E to move this project forward. Caltrans will cover the work for the Castroville Boulevard Roundabout Project 100% and CCSD 0% because of California S & HC 703. This project will start in 2028. There is no additional update on this project.
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 – General Manager Eric Tynan reported to the Board on the following projects:

**The Washington Bypass Sewer Project (Action Plan as of July 27, 2023 and Gantt Chart with additional information can be viewed on pages 28-41 of this board packet)** – MNS Engineers sent a letter along with the encroachment permit application to Caltrans regarding notification to perform construction for a new 24" sewer bypass in the community of Castroville in unincorporated Monterey County, California – Washington Sewer Trunk Line Bypass Project. Castroville CSD will construct approximately 1,350 linear feet of 24" trunk sewer bypass from the intersection of Washington St. and Merrit St., then across the undeveloped areas and beneath Route 1 to the Monterey One Water station pump located at the south end of Watsonville Road. Approximately 450 feet of the proposed sewer line will be in the Caltrans right-of-way. As mentioned prior, the coastal development permitting is on hold pending land acquisition and Caltrans encroachment permitting. A draft application package has been submitted to MNS and the District for review. Right-of-way acquisition consultant has been contracted to initiate land acquisition for the agricultural field and trailer park. Caltrans encroachment permitting is being initiated. MNS is currently preparing legal descriptions and plat maps for temporary and permanent easements. Also, jurisdictional permitting associated with crossing the agricultural ditch is being initiated. 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 is complete. 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. The Board approved at the August 15, 2023 board meeting MNS Engineers proposals for Professional Engineering Services-Washington Sewer Trunk Line Bypass Regulatory Permitting Support (\$19,622) and Washington Sewer Trunk Line Bypass Right-of-Way Acquisition (\$81,610) total \$101,232.

**Moss Landing Wastewater System Rehabilitation Project (Gantt Chart and Notice of Exemption for Annexation of APN: 413-012-014-000 to CCSD service area can be viewed on page 42-43 of this board packet)** – The coastal development permitting is ongoing. The coastal permit is anticipated to be obtained within 2-3 months. As mentioned prior, in order to finalize the purchase of the land, to relocate the lift station, CCSD is in the process of submitting the full application to LAFCO, finalizing the CEQA document, with the mapping done. Originally, LAFCO was only asking for a letter from the Health Department stating why it was a health safety but per LAFCO the letter was not justified. 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. However, the seller is aware it is helpful to the LAFCO process to get a signed Ortega easement deed and Right of Way Agreement which is held in escrow and not recorded until the LAFCO process is completed, and the sewer project is authorized and the seller authorized for sewer hook-up. An escrow agreement would be needed for this process. Also 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 the Elkhorn Slough, Marine Sanctuary and Harbor. For this project, MNS is to prepare a construction application following the 60% completion. In addition, the Coastal Commission is requiring an arborist to analyze the trees. The Board had approved a proposal with MNS Engineers to provide professional engineering services for the Moss Landing Wastewater System Rehabilitation Project \$462,722 in 2021. General Manager Eric Tynan had previously approved Amendment No.1 for this project for an additional \$14,520 for the arborist and at the August 15, 2023 board meeting the Board approved Amendment No. 2 for \$59,104 as costs have increased due to plans specifications changing due to the County not building the bridge noted above.

**Emergency Deep Aquifer Supply and Storage Tank (Action Plan as of July 27, 2023 and Gantt Chart can be viewed on pages 44-46 of this board packet)** – MNS submitted a draft Project Monitoring Plan. Comments were received and the Project Monitoring Plan is currently being revised for resubmittal. As mentioned prior, construction funding is pending to move the project forward. The hydrogeologic approach was discussed with Mike Burke the hydrologist with Pueblo who will advance the well contract documents to nearly bid ready, to be finalized and advertised upon securing project construction funding. In addition, MNS has substantial budget remaining in the budget (\$60k), which MNS will review if these remaining funds can be used for applying for construction funding for the project. 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 CEQA is complete.

**Desalter at Well Three (Update can be viewed on page 47 of this board packet)** - Per General Manager Eric Tynan, Maggiora Brothers Drilling was not able investigate and video the well as the pump is still on it. Castroville CSD needs a good valuation of Well No. 3. General Manager Eric Tynan is recommending to investigate the condition of well casing and perforations to evaluate use as brackish water supply for RO treatment and consider an appropriate response. There are alternatives to consider to mitigate the seawater intrusion of Well #3 by having the well investigated using a video. In addition the Well No. 3 Desalination Facility would provide the SVBGSA with critical information on water quality, treatment efficiency and performance, and sea water intrusion extraction barrier and brackish treatment project as a potential regional solution. As mentioned prior, MNS acknowledges the initial grant was not completed satisfactorily, and is in the process of preparing an additional grant application at no charge to the District.

**The Overhead Sign at Highway 183:** Per General Manager Eric Tynan it will be about two more months, October 2023 before this project will be finalized. Castroville CSD is currently waiting for Caltrans' structural engineers to approve the plans and Signs by Van is waiting to order the steel until the plans are approved by Caltrans. As mentioned prior, the traffic study and encroachment permit have been submitted to Monterey County Public Works. The project was supposed to be done by June 30, 2023 but Caltrans could not come to an agreement as to where the poles should be located but have finally come to a consensus. The funds have been sequestered for this project by Caltrans and reimbursement can still be expected. Jeremy with Signs by Van informed him it would also take about two months for the fabrication to get done once the plans are approved by Caltrans. 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. 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 and \$17,580 May 24, 2023. The original placement of the post, will remain in the same spot as long as Castroville CSD Engineers say it is safe. Previously, Caltrans was telling Signs By Van where to put them and the locations that they want has a lot of underground utilities.

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.

Minutes of the Castroville Community Services District  
August 15, 2023 Regular Board Meeting  
Page 6

**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 – Vice President Ron Stefani stated that M1W sent out a package to all the M1W rate payers to explain the switch they want to make from bi-monthly bills to putting the charges on the property tax bill instead. In his opinion, M1W has done a great job, getting the word out to the rate payers. Salinas Mayor Kimberly Craig stated that Salinas council members do not understand it and therefore the community will not understand it. More community outreach is being done. President Cosme Padilla stated as a rate payer he has received a lot of information from M1W. As mentioned at last month's board meeting, M1W is moving forward with the Expansion project and will be awarding a \$16-\$17 million contract award to the bid that is selected for this advance water purification treatment, additional facility to produce the 2,500 acre feet of expansion water for treatment. However, the Expansion project could get held up by PG&E.
2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) meeting –Vice President Ron Stefani stated that SVBGSA did not have a meeting this month as staff was out of town.
3. Update on meetings or educational classes attended by the Directors – None to report at this time. However, President Cosme Padilla will be meeting with a representative from the NMCUSD . At the next board meeting he may have more information.

**Closed Session: 5.20 p.m.**

1. 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 returned to open session at 5:30 p.m. and action was taken.** A motion was made by Ron Stefani and seconded by Glenn Oania for General Manager Eric Tynan to reject the offer for the purchase of the property located at intersection of Castroville Blvd., Castroville bike path and Highway 156 and inform property owner Mitchell, Wylie W. et al, agent Greg Findley. The motion carried by the following roll call votes:

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

**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

Minutes of the Castroville Community Services District  
August 15, 2023 Regular Board Meeting  
Page 7

- 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 – July 2023.** A motion was made by Glenn Oania and seconded by Ron Stefani to pay all bills presented. The motion carried by the following roll call votes:

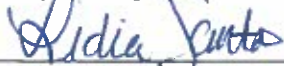
AYES:	5	Directors:	MacMillan, Stefani, Oania, Padilla and Cochran
NOES:	0	Directors:	
ABSENT/NOT			
PARTICIPATING:	0	Directors:	

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

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

The meeting adjourned at 5:50 p.m. until the next scheduled meeting

Respectfully submitted by,



Lidia Santos  
Secretary to the Board

Approved by,



Ron Stefani  
Vice President