

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF
CASTROVILLE COMMUNITY SERVICES DISTRICT
December 19, 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 Greg MacMillan, and Director Glenn Oania

Absent: Director James Cochran

General Manager: Eric Tynan filled in for Lidia Santos, Secretary to the Board

Secretary to the Board:

Staff Present:

Guest:

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by General Manger Eric Tynan at the request of President Cosme Padilla.

ADDITIONS OR CORRECTIONS TO THE AGENDA

PUBLIC COMMENTS

1. None

CONSENT CALENDAR

1. A motion was made by Glenn Oania and seconded by Ron Stefani to approve the minutes of the November 21, 2023 Regularly Scheduled Board Meeting. The motion carried by the following roll call votes:

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

Consent Calendar accepted as presented

CORRESPONDENCE:

1. Letter from White Pine Renewables to Castroville Community Services District General Manager Eric Tynan regarding how the district can save on energy cost savings with a solar and/or energy storage project.

Correspondence Calendar accepted as presented

INFORMATIONAL ITEMS:

1. ACWA News, Vol 51 No. 09 – 'Small but Mighty' Soquel Creek Water Answers Threat to Groundwater Supply
2. Advocacy News – U.S. EPA Releases Proposed Lead and Copper Rule – 60-Day Comment Period
3. Why Salinas Valley Basin Groundwater Sustainability Agency creates an annual report
4. SVBGSA completes third monitoring well, adding crucial subbasin data
5. November 2023 Water Quality Report for Castroville CSD

Informational items accepted as presented

PRESENTATIONS:

1. None

NEW BUSINESS:

1. Discussion on Castroville Community Services District's rules as a CSD – General Manager Eric Tynan and the Board of Directors reviewed and discussed the District's rules as a CSD. A hardcopy of the PowerPoint presentation that was originally presented to the Board by former District Legal Counsel Lloyd Lowery with Noland, Hamerly, Etienne & Hoss in 2008 was reviewed at this board meeting once again and can be seen on pages 24-37 of this board packet. The Board was mostly questioning latent powers, powers which are authorized by law but not currently utilized by the CSD. Castroville CSD utilized services provided include: water, sewer, storm water, recreation facilities, community recreation, street lighting, street maintenance, pest control and land acquisition for habitat mitigation. The Board discussed forming an Ad Hoc Committee for Community Outreach at the next board meeting.
2. Collaborate with Monterey County Water Resources Agency (MCWRA) on Drought Resilience Grant – General Manager Eric Tynan informed the Board that the Castroville CSD is collaborating with MCWRA to increase grant opportunities for the construction of the new deep well and tank at site 4.
3. Collaborate with Monterey One Water (M1W) on grant opportunities – General Manager Eric Tynan advised the Board that he had met with M1W General Manager Paul Sciuto and Director of External Affairs Mike McCullough to discuss grant opportunities for Castroville CSD. Mr. McCullough informed him he would research grant opportunities to help Castroville CSD with the deep well.
4. Repair of street light meter box on Blackie & Ocean Mist Parkway – Eric Tynan, General Manager reported to the Board that he had authorized Collins Electric to repair the street light meter box on Blackie & Ocean Mist Parkway and all necessary permits for this project were also obtained and paid by CCSD. PG&E has inspected the project and last week finally turned on the power to the street lights. Castroville CSD submitted an invoice to Ocean Mist for reimbursement cost for this project, which they stated they would pay from the insurance claim monies collected once the street light meter box was repaired and turned on.
5. Approve Castroville CSD Destruction Certificate #2023-2 as retention periods for the listed records on certificate have expired – General Manager Eric Tynan informed the Board the retention period for the listed records (Invoices for account receivable, accounts payables, financial statement, and billing registers) have expired, which can be viewed on page 38 of this board packet. A motion was made by Ron Stefani and seconded by Glenn Oania to approve Castroville CSD Destruction Certificate #2023-2 as retention periods for the listed records on certificate expired. The motion carried by the following roll call votes:

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

6. Consider request for proposals) RFP for replacement of new Castroville office windows – General Manager Eric Tynan let the Board know that the district office windows need to be replaced, specifically in the administration office area as these windows are single pane. A motion was made by Glenn Oania and seconded by Ron Stefani to obtain RFP's for the replacement of new Castroville district office windows. The motion carried by the following roll call votes:

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

7. Consider RFP for solar panels for office complex – General Manager Eric Tynan suggested the Board consider solar panels for the Castroville district office complex. After some discussion, a motion was made by Glenn Oania and seconded by Ron Stefani to obtain RFP's for solar panels for the Castroville district office complex. The motion carried by the following roll call votes:

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

UNFINISHED BUSINESS:

1. Update on application submitted to LAFCO for Annexation of Finepro, LLC Property APN: 413-012-014 to the Castroville Community Services District – General Manager Eric Tynan informed the Board that he had attended the Public Hearing for the annexation of Finepro, LLC Property APN: 413-012-014 to the Castroville Community Services District and the annexation was approved on Monday, December 4, 2023 at 3:00 p.m. LAFCO meeting with Resolution No. 23-10, which can be viewed on pages 39-42 of this board packet.
2. Update on Castroville CSD median household income (MHI) – General Manager Eric Tynan stated that after consulting with Matt Chambers with MCWRA and Kimberly Bennett with RCAC, it was recommended not to continue with an income survey if the district anticipates submitting a complete application by 3/31/2024 for grant funding for the deep well at site 4 as Castroville CSD may risk not being classified as a disadvantaged community (DAC). For this reason Castroville CSD will decline moving forward with an MHI survey. See page 43 of this board packet for further details.
3. Update on Well levels – General Manager Eric Tynan reported to the Board that the well levels report from August 2015 to present can be viewed on page 44 of this board packet. Per the graph, good news as all the well levels are looking great. The recent rains and the farmers not pumping at this time have contributed to the well levels rising. As mentioned at last month's board meeting, it appears Well #5 has recharged and well levels have gone up. The bubblers give a direct calculation of well levels. The District continues to monitor the chloride levels of all the wells. Well #3 is not pumping and the motor is not hooked up. A desalter is being considered for Well #3.
4. Update on status of grants for Castroville-Sewer Zone 1 (**Washington Sewer Trunk Line Bypass**), Moss Landing-Sewer Zone 3 **Moss Landing Wastewater System Rehabilitation Project**) land acquisition for Lift Station 1, Castroville-Water Zone 1 (**Emergency Deep Aquifer Supply and Storage Tank Project, Well No. 6**) for system upgrades and improvements, and **Castroville Landmark Sign at Highway 183**. MNS Engineers is working on all this projects for the Castroville CSD – General Manager Eric Tynan reported to the Board on the following projects:

The Washington Bypass Sewer Project – General Manager Eric Tynan stated that the easements need to be done before grant funding for construction will be available and he is still working on this. At a prior meeting, per Nick Panofsky, P.E. with MNS Engineers, once environmental and land acquisition is completed, MNS Engineers will complete the application for the next phase and will also update the engineering report submitted with the grant application. The target date is January 2024 for final grant information submittal. MNS is currently revising the appraisal for the mobile home park to reduce valued based overlap with existing easement. MNS subconsultant ARWS is preparing offer paper work. CEQA compliance is complete. Permits are required due to jurisdictional wetlands in agricultural ditch. Two

permits are required from Federal Agencies. MNS is coordinating with Rincon to obtain these permits. Mentioned at a prior meeting, 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 Merritt 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. 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. 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 Construction 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 December 19, 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.

- 5. Moss Landing Wastewater System Rehabilitation Project** – General Manager Eric Tynan stated as discussed earlier, that he had attended the Public Hearing for the annexation of Finepro, LLC Property APN: 413-012-014 to the Castroville Community Services District and the annexation was approved on Monday, December 4, 2023 at 3:00 p.m. LAFCO meeting with Resolution No. 23-10, which can be viewed on pages 39-42 of this board packet. This land acquisition is for Lift Station 1. 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 now that LAFCO has approved the annexation. Construction Grant Application for CWSRF is part of the grant. Grant application in process and MNS to research if current costs over the planning grant amount can be reimbursed by the CWSRF grant. Furthermore, California Coastal Commission is requiring a jurisdictional delineation and Lake and Streambed Alteration (LSA) notification for work on the Elkhorn Slough Bridge, which MNS/Rincon are preparing an amendment to add this work to the Project Scope. 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 a 4" pipeline, 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. 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 December 19, 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 – General Manager Eric Tynan stated as discussed earlier that he had met with M1W General Manager Paul Sciuto and Director of External Affairs Mike McCullough to discuss grant opportunities for Castroville CSD. Mr. McCullough informed him he would research grant opportunities to help Castroville CSD with the deep well. He reminded the Board that MNS is not doing the design of Well #6, Pueblo is. At a prior meeting, the Board approved grant writing services, fee proposal from MNS Engineers for Bureau of Reclamation WaterSMART: Drought Resiliency Projects, not to exceed \$29,415. 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 funds 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%

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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.

The Overhead Sign at Highway 183: Per General Manager Eric Tynan he reported to the Board that the delay for this project now is the foundation. Corby with Caltrans recommended Castroville CSD contact Penhall to do the coring work to assess the depth and condition of the foundation. On December 13, 2023 he emailed Penhall with the permit and specifications for the coring work for this project and is waiting to hear back from them. This project was started in 2019 and it was to be completed by July 2023. 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 the Project Management Professional (PMP), contract, encroachment permit. Castroville CSD received a check from Caltrans in the amount of \$127,955.28 February 2, 2023, a check for \$17,580 May 24, 2023 and a check for \$9,461.25 September 12, 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.

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 does not have a meeting for the month of December due to the holidays.
2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) meeting – General Manager Eric Tynan attended the meeting in place of Vice President Ron Stefani and reported to the Board that at the SVBGSA meeting he voted to move forward with the modified rate proposals the first 4 of 6 proposals.
3. Update on meetings or educational classes attended by the Directors – President Cosme Padilla stated he and General Manager Eric Tynan attended the Community Alliance meeting, which had a great turnout. They made a lot of new contacts as well.

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

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

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

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, Oania, MacMillan and Padilla
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Cochran

The meeting adjourned at 6:19 p.m. until the next scheduled meeting

Respectfully submitted by,



Lidia Santos
Secretary to the Board

Approved by,



Cosme Padilla
President