

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF  
**CASTROVILLE COMMUNITY SERVICES DISTRICT**  
September 17, 2024

President Cosme Padilla called the meeting to order at 4:31 p.m.

**ROLL CALL:**

**Directors Present:** President Cosme Padilla, Vice President Ron Stefani, Director Glenn Oania and Director James Cochran

**Absent:** Director Greg MacMillan

**General Manager:** Eric Tynan

**Secretary to the Board:** Lidia Santos

**Staff Present:**

**Guest:** Engineering Manager Tim O'Halloran and Externa Affairs Manager both with California American Water, Greg Findley and District Legal Counsel Heidi Quinn

**PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Director Ron Stefani 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 Ron Stefani and seconded by James Cochran to approve the draft minutes of the August 6, 2024 Special Meeting with correction to reflect under New Business item 1, the Ad Hoc Committee of Stefani and Padilla for the Hiring/Recruitment of a New General Manager and the draft minutes of the August 20, 2024, Regularly Scheduled Board Meeting with a correction to reflect under New Business, item 1, The Ad Hoc Committee (Stefani & Padilla) for the Hiring/Recruitment of a New General Manager. The motion carried by the following roll call votes:

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

*Consent Calendar accepted as presented*

**CORRESPONDENCE:**

1. Letter from General Manager Eric Tynan to Mr. Dominic Dursa, District Director to Assemblymen Rivas regarding the need for funding critical projects.
2. Letter from SDRMA to Castroville Community Services District regarding no paid workers' compensation claims in 2023-24.

*Correspondence Calendar accepted as presented*

**Director James Cochran arrives at 4:32 p.m.**

**INFORMATIONAL ITEMS:**

1. Summary about the Castroville Community Services District in English & Spanish
2. Monterey Bay Water Works Association Annual Vendor Show/BBQ, Thursday, September 19, 2024

*Informational items accepted as presented*

**PRESENTATIONS:**

1. California American Water (Cal AM) desal project update – Tim O'Halloran, Engineering Manager and Josh Stratton, External Affairs Manager both with California American Water introduced themselves to the Board and provided them with a PowerPoint presentation on the summary of the Cal Am Desal Project. The Coast Commission had approved this project in November of 2022 with twenty conditions to meet. The biggest issues they are facing are habitat, conservation, and mitigation. They are still moving forward with this project and in October of 2025 it is scheduled to be under construction. In addition, Castroville CSD has a Water Purchase Agreement with Cal AM. They both thanked the board for their time and left the meeting. President Cosme Padilla wished them well with this project and stated he has always supported this project from the beginning.
2. Agent Greg Findley representing property owner Mitchell, Wylie W. et al. regarding the purchase of real property APN: 133-073-009, located at the intersection of Castroville Blvd., Castroville bike path and Highway 156 – Mr. Greg Findley greeted the Board and wanted to clarify that he was not an agent solely representing property owner Mitchell, Wylie W. et al, but also owned fifty percent of the property. In addition, this parcel has been officially assigned a new APN as of today, APN: 133-073-011. He wanted to see if the Board was still interested in purchasing this property as they have a potential buyer. Director Ron Stefani informed Mr. Findley that the Board had already previously discussed and rejected purchasing this property in 2023. This APN: 133-073-011 will be further discussed in closed session. Mr. Findley thanked the Board for their time and left the meeting.

**NEW BUSINESS:**

1. Consider appointment of two Directors to open bids on Tuesday, October 29, 2024, at 2 p.m. for construction project regarding Well No. 6 – Vice President Ron Stefani stated he would like to be present to open the bids and wants to also attend the pre-bid conference for the project to be held on Wednesday, September 25, 2024, at 10:00 a.m. at the Castroville CSD office. The advertisement for bids can be viewed on page 20 of this board packet. The advertisement also provides the link for the bid documents. After some discussion, a motion is made by Glenn Oania and seconded by James Cochran to appoint Directors Stefani and Oania to open bids on Tuesday, October 29, 2024, at 2 p.m. Castroville CSD office. The motion carried by the following roll call votes:

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

2. Update regarding proposal from Maggiora Bros Drilling, Inc. for Well #3 casing inspection, not to exceed \$12,650 – General Manager Eric Tynan informed the Board that he has contracted with Maggiora Bros Drilling, Inc. to do the Well #3 casing inspection. They will pull the existing turbine pump and 12-inch casing liner. After removal of the casing liner, they will video logging of the well. Proposal can be viewed on page 21 of this board packet.
3. Consider request for proposals for Merritt Street laterals and hydrants to replace/relocate for the Caltrans Beautification project – General Manager Eric Tynan requested the Board consider request for proposal for Merritt Street laterals and hydrants that will need to be replaced or relocated by Castroville CSD. Caltrans is scheduled to start the Beautification project in January 2025 on Merritt Street. A motion is made by Ron Stefani and seconded by James Cochran to approve having General Manager Eric Tynan move forward with request for proposals for Merritt Street laterals and hydrants that will need to be replaced or relocated by Castroville CSD. The motion carried by the following roll call votes:

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

**UNFINISHED BUSINESS:**

1. Update on Water Line Replacement Project awarded to contractor Teichert Constructions – General Manager Eric Tynan reported to the Board that Teichert Construction has completed the Water Line Replacement Project. As mentioned last month, the project has increased by \$10,000, which he authorized for the replacement/repair of deteriorated saddles that were discovered during the Water Line Replacement project. Teichert Construction is performing the Roads and Bridges Work for the County, and as part of these improvements and is currently behind. Work will be done from Wood Street through Main Street.
2. Update on water main and valve replacement on Merritt Street in front of Burger King by J Johnson & Company – General Manager Eric Tynan reported to the Board that he has received the final invoice for the emergency water main and valve replacement for this project. He is currently reviewing the invoice with the contractor.
3. Update on General Manager recruitment progress - General Manager Eric Tynan has let the Board know that he will be giving a tour of the District and sites to the general manager candidates. Per Vice President Ron Stefani, recruitment for the general manager position closes on September 22, 2024. Hiring interview with Regional Government Services (RGS) support will be a Closed Session Special Board meeting on October 22, 2024, from 9:00 a.m.-5:00 p.m. Directors Padilla and Stefani asked if Castroville CSD is able to provide travel money to the selected applicants. President Padilla wanted to make sure this is permissible and not considered a gift of public funds. District Legal Counsel Heidi Quinn will need to investigate this and also recommended General Manager Eric Tynan work with RGS to see if this is offered during recruitment and if so, work on a travel budget and have this policy ratified at the next regularly scheduled board meeting, October 15, 2024.
4. Update on Well levels – General Manager Eric Tynan reported to the Board that the well levels graph from January 2018 to present can be viewed on page 22 of the board packet. The wells levels have risen slightly, which is good news. 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.
5. Update on the status of the **Moss Landing Wastewater System Rehabilitation Project** – General Manager Eric Tynan informed the Board that he met with Monterey County Public Works to resolve flooding on Struve Road. In addition, he has asked Nick Panofsky with MNS Engineers for an engineer's proposal for the pipeline under the bridge and to build under the existing structure a 4" pipeline, which is right over the Elkhorn Slough, Marine Sanctuary and Harbor. Discussed at prior board meetings, he had received an email with unwelcomed news from Matt Chamber with the State Water Resources Control Board stating that due to limited funding, only priority projects were included on the fundable list for grant funding. Priority projects include consolidation, regionalization, septic-to-sewer and projects that address violations of a system's WDR and/or NPDES permit. Additional projects will be added to the fundable list throughout the 2024-2025 fiscal year; however, it is unlikely that non-priority projects will be placed on the fundable list/funded 2024-2025. This means that the two Castroville projects (Moss Landing Wastewater System Rehabilitation Project & Washington Sewer Trunk Line Bypass Project) are unlikely to receive grant funding in 2024/2025. DFA does have low interest loans available for funding. In other news, the California Coastal Commission has approved the Coastal Development Permit to

allow the construction of the sewer system for Moss Landing. Other information, reimbursement from the Clean Water Small Communities Planning Grant in the amount of \$118,456 has been requested and approved for reimbursement to CCSD and payment received. Also, discussed prior the current project status is 60% Design is complete. The State Water Resource Control Board CWSRF is the construction funding source for this project. LAFCO approved the annexation of Finepro, LLC Property APN: 413-012-014 to the Castroville Community Services with Resolution No. 23-10. This land acquisition is for Lift Station 1. Ortega (FINEPRO, LLC (seller) approved the sale for the easement for \$10,000 in Moss Landing, which was completed February 2024. Upon completion of the land acquisition, the coastal development permit application will be submitted for approval. 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 Agreement (LSAA) notification for work on the Elkhorn Slough Bridge, which MNS/Rincon are preparing an amendment to add this work to the Project Scope. 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.

6. Update on status of the **Castroville-Sewer Zone 1 (Washington Sewer Trunk Line Bypass Project)**  
– General Manager Eric Tynan informed the Board there is no update other than the information that was mentioned last month that he had received an email with unwelcome news from Matt Chamber with the State Water Resources Control Board stating that due to limited funding, only priority projects were included on the fundable list for grant funding. Priority projects include consolidation, regionalization, septic-to -sewer and projects that address violations of a system's WDR and/or NPDES permit. Additional projects will be added to the fundable list throughout the 2024-2025 fiscal year; however, it is unlikely that non-priority projects will be placed on the fundable list/funded 2024-2025. This means that the two Castroville projects (Moss Landing Wastewater System Rehabilitation Project & Washington Sewer Trunk Line Bypass Project) are unlikely to receive grant funding in 2024/2025. DFA does have low interest loans available for funding. MNS received authorization for preparation of the Caltrans Stormwater The District is working to negotiate easement purchase and will be discussed further in closed session. Castroville CSD approved the environmental proposal from MNS Engineers for this project, which is complete. State Water Resources Control Board, CWSRF set aside for small, disadvantaged communities, "The Small Community Clean Water Wastewater 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 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.
7. Update on the status of competitive bid process and grant/projects for Castroville-Water Zone 1 **Emergency Deep Aquifer Supply and Storage Tank Project** for system upgrades and improvements  
– General Manager Eric Tynan stated that MNS prepared the bid documents to go out to bid. The advertisement for bids was published in the Monterey County Weekly on September 9, 2024, and is scheduled to be published again on September 26, 2024. The pre-bid conference for the Project will be held on Wednesday, September 25, 2024, at 10:00 a.m. and the bids will be received at the District office Tuesday, October 29, 2024, at 2:00 p.m. local time. Prior, MNS Engineers and Pueblo collaborated to

develop final bid documents for Well No. 6 and have provided template from end documents, published by EJCDC for District legal review. MNS Engineers recommended these documents be used rather than the District's template as it is current with respect to public contract code and is more comprehensive. The application for construction to the Bureau of Reclamation WaterSMART Drought Resiliency Projects Grant Program was submitted fall 2023. The project scope of the Emergency Deep Aquifer Deep Well No. 6 was too large for the grant to fund. The project scope needs to be narrowed to correspond to a project cost less than \$10 million to compete for the grant. The project scope can be narrowed by the District proceeding with drilling of the well and leaving the remaining scope to be funded by the grant. The grant application can be resubmitted in Fall 2024 to the Bureau of Reclamation at no additional cost to the District; anticipated grant request amount to be approximately \$9.6 million. If a construction contract is awarded, it will be funded using reserves and construction funds from the current grant and the grant application will be resubmitted. He is also considering working with the grant writer used by Monterey One Water to assist with this grant. Discussed prior, MNS is not doing the design of Well #6, Pueblo is doing the design. The Board approved grant writing services, fee proposal from MNS Engineers for Bureau of Reclamation WaterSMART: Drought Resiliency Projects, not to exceed \$29,415. 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. 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. 30% of the design has been completed as of May 2022. 60% of the 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.

8. Update on the status of grant/projects for **Castroville Landmark Sign at Highway 183 Project**: Per General Manager Eric Tynan, Corby Kilmer, District 5 Senior Landscape Architect with Caltrans has resubmitted the updated structures plan and calcs to their structure's reviewer. Civil work plans have also been submitted to Caltrans. This project should be completed before the end of the year. On pages 23-24 a project budget tracking can be viewed. As discussed at prior board meeting, the project was also discussed with Assemblyman Robert Rivas aids to assist with getting this project moving along and finalized. They would also like to be present at the ribbon cutting ceremony for this project. Other information, construction funding source for this project is Caltrans which was originally for \$442,019 and has been amended to \$471,519. The concrete/foundation testing to confirm structural design has been completed by the Penhall Company, a nationwide leader in concrete solutions and the engineers have signed off on it. At the January 16, 2024, board meeting, the Castroville CSD Board of Directors reviewed and submitted the signed Amended Cooperative Agreement to Caltrans. The delay for this project again has been the foundation. 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 managing 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, a check for \$9,461.25 September 12, 2023, and a check for \$6,442.00 May 8, 2024.

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.

9. Update on the State of California Department of Transportation (Caltrans) project: Caltrans Merritt Street Beautification Project – Per General Manager Eric Tynan as mentioned earlier, Merritt Street laterals and hydrants will need to be replaced or relocated by Castroville CSD, and he will be requesting proposal (RFPS) for this project. Caltrans is scheduled to start the Beautification project in January 2025 on Merritt Street and will be redoing the sidewalks and raising the valve boxes at their cost for this project.
10. Pedestrian Bridge Enhancement/Improvement Project; Pedestrian Overpass Maintenance (Landscape) Agreement –General Manager Eric Tynan spoke with Corby Kilmer, District 5 Senior Landscape Architect with Caltrans, and she informed him that the fencing needs to be installed before the ribbon cutting ceremony can be scheduled. Shipment of the fencing has been delayed. President Padilla stated he also wants the local schools to be part of the ribbon cutting ceremony when it is scheduled. Other information, North County Recreation and Park District should also be included for the ribbon cutting ceremony. Caltrans will be reaching out to the elected officials to attend as it is their project. The County is responsible for replacing the rails and the fencing on the pedestrian bridge and Castroville CSD is only responsible for the lighting on the bridge and minor cosmetic maintenance such as graffiti. NCRPD will maintain the landscaping.
11. Update on grant assistance outreach- General Manager Eric Tynan stated that he has contacted a grant writer who has also done work for Monterey One Water to consider her to assist the District. He is waiting to hear back from her.

**District Legal Counsel Heidi Quinn, with Noland Hamerly & Etienne excused herself from Closed Session during discussion of Vegetable Ranches, LLC. As she represents them.**

**CLOSED SESSION: At**

At 5:44 p.m. the Board went into Closed Session.

CONFERENCE WITH REAL PROPERTY NEGOTIATOR pursuant to Government Code Section 54956.8

Property Location: APN: 030-141-022-000 and 030-141-023-000, Southwest corner of Merritt Street and Washington Street, Castroville, CA

Negotiating Parties: Castroville CSD and Salvador Alvarez and Hermilinda Alvarez  
Property Owner: Salvador Alvarez and Hermilinda Alvarez  
Under Negotiation: Property Negotiations

Property Location: APN: 133-143-016-000, Highway 1 at Watsonville Road, Castroville, CA

Negotiating Parties: Castroville CSD and Vegetable Ranches, LLC  
Property Owner: Vegetable Ranches, LLC  
Under Negotiation: Property Negotiations

**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. At 5:57 p.m. the Board returned to Open Session. District Legal Counsel Heidi Quinn, also returned to the board meeting. Per President Cosme Padilla, there was no reportable action taken on the items discussed just further direction given to General Manager J. Eric Tynan. Per General Manager Eric Tynan, APN:133-143-016-000, should reflect Highway 1 at Watsonville Road, Castroville CA.

**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 – Per Vice President Ron Stefani at this last meeting MIW General Manger Pual Sciutto received a significant raise. They also established salary

classifications and ranges for all MIW employees. M1W is still proposing that wastewater fees for conveyance and treatment be collected on the property tax bill which most of the MIW Board supports.

2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) meeting – Vice President Ron Stefani reported they are getting serious about the 180/400-Foot Aquifer Subbasin. The Groundwater Sustainability Plan (GSP) was submitted to the Department of Water Resources (DWR) on January 23, 2020. The GSP Amendment 1 (updates original 2020 GSP) was drafted in 2022 to align with the other Salinas Valley Basin GSPs and will be submitted in January 2025 together with 2025 Periodic Evaluation. SVBGSA is undertaking feasibility studies to address seawater intrusion and studying the deep aquifers. This project will take about 10 years and if nothing is accomplished the State will come in and take over.
3. Update on meetings or educational classes attended by the Directors –Per President Cosme Padilla he and Vice President Ron Stefani attended the Ad Hoc Committee meeting for the Recruitment of a New General Manager. Per Vice President Ron Stefani he attended the Pajaro Valley ACWA Region 5 Program and Tour on Friday, September 13, 2024, for an immersive day-long program designed to deepen your understanding of Pajaro Valley’s water management and agricultural resilience. He received useful information at this event.

**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** – August 2024. A motion was made by Glenn Oania and seconded by James Cochran to pay all bills presented. The motion carried by the following roll call votes:


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

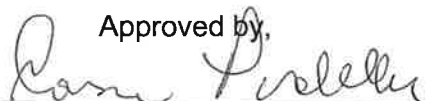
There being no further business, a motion was made by Ron Stefani and seconded by James Cochran to adjourn to the next scheduled Board meeting; the motion carried by the following roll call votes:

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

The meeting was adjourned at 6:14 p.m.

Respectfully submitted by,

  
\_\_\_\_\_  
Lidia Santos  
Secretary to the Board

Approved by,  
  
\_\_\_\_\_  
Cosme Padilla  
President