

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF
CASTROVILLE COMMUNITY SERVICES DISTRICT
February 18, 2025

President Ron Stefani called the meeting to order at 4:32 p.m.

ROLL CALL:

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

Absent:

General Manager: James Derbin

Secretary to the Board: Lidia Santos

Staff Present:

Guest:

PLEDGE OF ALLEGIANCE

Board President Ron Stefani led the pledge of allegiance.

ADDITIONS OR CORRECTIONS TO THE AGENDA

PUBLIC COMMENTS

1. None

CONSENT CALENDAR

1. A motion was made by James Cochran and seconded by Greg MacMillan to approve the draft minutes of the January 21, 2025, Regularly Scheduled Board Meeting. The motion carried by the following roll call votes:

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

Consent Calendar accepted as presented

CORRESPONDENCE:

1. Letter to Monterey One Water (M1W) that the Castroville CSD Board of Directors met on January 21, 2025, and duly appointed the new General Manager James Derbin as the alternate representative to the M1W Board of Directors.
2. Letter to Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) that the Castroville CSD Board of Directors met on January 21, 2025, and duly appointed the new General Manager James Derbin to the SVBGSA Technical Advisory.

Correspondence Calendar accepted as presented

INFORMATIONAL ITEMS:

1. *PUBLIC CEO News* – New cases threaten local revenues in Coziahr v. Otay Water District

Informational items accepted as presented

PRESENTATIONS:

1. None

NEW BUSINESS:

1. Consider and approve attendance of Castroville CSD Board Members and General Manager to the ACWA JPIA Membership Summit, May 12-13, 2025, and/or ACWA 2025 Spring Conference & Expo May 13-15, 2025 – After some discussion, a motion was made by Glenn Oania and seconded by Cosme Padilla to approve attendance of Board Members and the General Manager, interested in attending the ACWA 2025 Spring Conference & Expo, May 13-15, 2025. Directors Padilla and Stefani, along with General Manager Derbin, plan to attend. The motion carried by the following roll call votes:

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

2. Consider and approve emergency work on 11400 Merritt Street regarding service relocation by West Valley Construction, Attachment A; contractor's invoice \$33,307.08, and Attachment B; Sole Source Justification – General Manager James Derbin informed the Board that on November 11, 2024, the former General Manager had authorized West Valley Construction to complete emergency work on Merritt Street. Initially the work was expected to be in the \$15,000 range but the contractor encountered unforeseen underground conditions. The work ended up taking longer than expected, costing \$33,307.08. Staff report and supporting documentation can be viewed on pages 20-22 of this board packet. After some discussion, a motion is made by Glenn Oania and seconded by Greg MacMillan to approve emergency work on 11400 Merritt Street regarding service relocation by West Valley Construction, Attachment A; contractor's invoice \$33,3307.08, and Attachment B; Sole Source Justification. The motion carried by the following roll call votes:

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

3. Consider and approve Professional Service Agreement with MNS Engineers for Construction Management and Inspection Services for the Castroville Sign Replacement Project not to exceed \$59,559.00. – General Manager James Derbin notified the Board that he recommended the Board enter into a Construction Management and Inspection Services agreement for the Castroville Sign Replacement project with MNS Engineers. As mentioned at last month's board meeting, Caltrans stated they would approve additional funding for an independent inspector. Caltrans requested this additional scope of work to ensure the replacement sign fabrication and installation meets all Caltrans contract requirements. Caltrans will be reimbursing the District for this additional cost. Staff report and proposal from MNS Engineers can be viewed on pages 23-25 of this board packet. After some discussion, a motion is made by Cosme Padilla and seconded by Glenn Oania, to approve a Professional Service Agreement with MNS Engineers for Construction Management and Inspection Services for the Castroville Sign Replacement Project not to exceed \$59,559.00. The motion carried by the following roll call votes:

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

4. Consider and approve to award contract to lowest bidder, J. Johnson and Company to raise manhole rims and valve cans; not to exceed \$59,945.00 – General Manager James Derbin recommended the Board award the contract to the lowest bidder J. Johnson and Company. In late

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2024, Monterey County Public Works hired Teichert Construction to pave Geil Street, Moro Cojo Street and Wood Street, which resulted in several water valve cans, cleanouts and manhole covers of the District being paved. Staff report and proposal can be viewed on pages 26-27 of this board packet. After some discussion, a motion is made by Glenn Oania and seconded by James Cochran, to award the contract to the lowest bidder, J. Johnson and Company to raise manhole rims and valve cans; not to exceed \$59,945.00. The motion carried by the following roll call votes:

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

5. Consider and approve Castroville CSD Actuarial Study of Retiree Health Liabilities Under GASB 74/75, Roll-forward Valuation Date as of June 30, 2023, and Measurement Date as of June 30, 2024, for Fiscal Year-End June 30, 2025, prepared by Total Compensation, Inc. – The Board reviewed the study, which can be viewed as an attachment to this board packet. After some discussion, a motion is made by Cosme Padilla and seconded by Greg MacMillan to approve the Castroville CSD Actuarial Study of Retiree Health Liabilities Under GASB 74/75, Roll-forward Valuation Date as of June 30, 2023, and Measurement Date as of June 30, 2024, for Fiscal Year-End June 30, 2025, prepared by Total Compensation, Inc. The motion carried the following roll call votes:

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

6. Consider and approve updated salary schedule for Maintenance Worker and System Operator I/II to attract the most qualified applicants for current vacancies – General Manager James Derbin requested the Board consider approving the salary schedule presented. This salary update is only for the positions listed above. Staff still plans to make an overall comparison with other local agencies for all positions as part of the FY 25025/26 budget process. Staff report, updated salary schedule, and supporting information can be viewed on pages 28-32 of this board packet. After some discussion, a motion is made by Cosme Padilla and seconded by Glenn Oania to approve the updated salary schedule for Maintenance Worker and System Operator I/II to attract the most qualified applicants for current vacancies. The updated salary schedule will be effective as of Thursday, February 20, 2025. The motion carried by the following roll call votes:

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

7. Consider and approve the General Manager to procure a new F150 4x4 Super Cab to the lowest bidder, Towne Ford, Redwood City, not to exceed \$55,016.80, - General Manager James Derbin informed the Board that bids were solicited from several Ford dealerships. Staff report can be viewed on pages 33-35 of this board packet. He has requested the Board authorize the purchase of a 2025 Ford F150 4x4 XLT Super Cab from Town Ford located in Redwood City as they provided the best purchase price. After some discussion, a motion is made by James Cochran and seconded by Cosme Padilla to authorize and approve the General Manager to procure a new F150 4x4 Super Cab from the lowest bidder, Towne Ford, located in Redwood City, not to exceed \$55,016.80. The motion carried by the following roll call votes:

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

UNFINISHED BUSINESS:

1. Update on Citation dated December 19, 2024, changed to Cancellation/Rescission of Citation, lettered dated February 4, 2025, to Castroville CSD from State Water Resources Control Board (SWRCB)-Division of Drinking Water for failure to sample in accordance with the approved disinfection byproduct rule monitoring plan. – General Manager James Derbin was pleased to report that the SWRCB Division of Drinking Water issued a Rescission of Citation No. 03_05_24C_022. He reminded the Board that last month he had petitioned the SWRCB Division of Drinking Water for reconsideration of this citation. The citation was considered and downgraded to a violation, which can be viewed on pages 36-38 of this board packet. Since it has been downgraded to a violation, Castroville CSD will not be required to provide information on this matter in the Annual Consumer Confidence Report for 2024.
2. Update on needs/assessments of street lighting for Castroville Zone 1 and Moro Cojo Zone 2 – General Manager James Derbin let the Board know that he has initiated a project request with PG&E to obtain cost information on new street lighting poles, adding light to existing poles, upgrading elements, changing fixtures on the pedestrian bridge to LEDs, and short and long-term cost associated with this work. He is talking to the PGE Application Verification Team on the details. He also met with TAMC staff to discuss some potential grant funding for new street lighting in areas of concern for the community.

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 – President Ron Stefani stated the MIW will once again be discussing to put M1W rate payer fee charges on the property tax bill 2025/2026 this upcoming board meeting, scheduled for February 24, 2025. If successful, customers will no longer receive a direct bill for wastewater service from M1W and instead the bill will be replaced by an annual fee included on the parcel's property tax bill. The County of Monterey mails property tax bills in mid-October and payments may be made in two installments. The County of Monterey and the Treasurer-Tax Collector have also authorized Easy Smart Pay, a third-party vendor, to provide a monthly payment option for the payment of property taxes. Interested property owners can work directly with Easy Smart Pay to set up payments via ACH or credit card. There is a significant cost savings to M1W by going this route and are hoping they will not face an opposition this time around.
2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) meeting – President Ron Stefani announced that General Manager James Derbin was appointed to the Advisory Committee, however at this same meeting they approved an update to the Advisory Committee and directed staff to amend the Advisory Committee Charter and Bylaws accordingly. Also, discussed was Groundwater Sustainability Fee Changes FY 2026. Currently, there are a lot of businesses owners on the Board who are not knowledgeable about the Brown Act. Growers have been having meetings amongst themselves and are promoting projects that do not benefit Castroville. The Growers are trying to shift the focus.
3. Update on meetings or educational classes attended by the Directors –Per Director Cosme Padilla he attended a meeting at Supervisor Church's office along with President Stefani and General Manager James Derbin to introduce the new Castroville CSD General Manger James Derbin. They also attended the NMCUSD & Community Engagement meeting, which had a great turnout.

GENERAL OPERATIONS

1. General Manager's Report – Compliance update, current projects update, meetings/seminars update, staff update, suggestive projects discussions
2. Operations 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 – January 2025. 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:	5	Directors:	Cochran, Oania, MacMillan, Stefani, and Padilla
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:	Cochran, Oania, MacMillan, Stefani, and Padilla
NOES:	0	Directors:	
ABSENT/NOT			
PARTICIPATING:	0	Directors:	

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

Respectfully submitted by,



Lidia Santos
Secretary to the Board

Approved by



Ron Stefani
President