

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

October 15, 2024

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 Glenn Oania and Director James Cochran

Absent: Director Greg MacMillan

General Manager: Eric Tynan

Secretary to the Board: Lidia Santos

Staff Present:

Guest: District Legal Counsel Heidi Quinn Adrian Ayala arrived at 4:35 p.m.

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by District Legal Counsel Heidi Quinn at the request of President Cosme Padilla.

ADDITIONS OR CORRECTIONS TO THE AGENDA

PUBLIC COMMENTS

There was no public comment during the order of business, President Cosme Padilla returned to Public Comment after Informational Items to allow Mr. Ayala to speak as his item of concern was not on the agenda and he had arrived a few minutes late. The Board then returned to the order of business.

1. Mr. Adrian Ayala voiced his concerns on behalf of the community members that he has been working to address the lack of lighting omitted by the LED streetlights in Castroville. Mr. Ayala and the community members would like to see the LED lights replaced with better lighting and additional streetlights installed in areas of concern in the township of Castroville.

CONSENT CALENDAR

1. A motion was made by Ron Stefani and seconded by Glenn Oania to approve the draft minutes of the September 17, 2024; Regularly 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

Consent Calendar accepted as presented

CORRESPONDENCE:

1. None

Correspondence Calendar accepted as presented

INFORMATIONAL ITEMS:

1. *Mavens Notebook* by Michale G. Colantuono, Esq – New case endangers water rates
2. Department of Water Resources (DWR) Agency News – Record hot summer, looming La Niña conditions, early-season uncertainty means California must be prepared for both dry conditions and flood risk
3. California's Groundwater Basins

Informational items accepted as presented

PRESENTATIONS:

1. None

NEW BUSINESS:

1. Discuss additional work and provide direction on amending agreement with Teichert Construction to include raising manholes and valve cans up to grade regarding the Water Service Line Replacement Project – General Manager Eric Tynan informed the Board that the additional work such as raising the manholes and valve cans up to grade will also need to be done. Since Teichert Construction is performing the Roads and Bridges Work for the County as part of these improvements, it would be ideal to also have them do this work. He is waiting on an estimate for this work to be done. Work will be done from Wood Street through Main Street. He has also requested other estimates from contractors.
2. Update on ensuring Castroville CSD website is ADA-compliant with a subscription agreement with Streamline Web – General Manager Eric Tynan let the Board know that Castroville CSD's website will be getting a makeover, and he has signed a subscription agreement with Streamline. Office Manager Lidia Santos stated, the District will be utilizing the Streamline platform to ensure that the District's website is ADA-compliant, which helps avoid potential legal issues and makes the District's services accessible to all community members. Many fellow Special District use Streamline as they are recommended by the California Special District Association of which the District is also a member. The Department of Justice has issued new website accessibility guidelines that will significantly impact special districts nationwide. The goal is to go live with this website by December 1, 2024. Additional information can be viewed on pages 22-34 of this board packet.

UNFINISHED BUSINESS:

1. Update on sewer later replacement program by Monterey One Water (M1W) – General Manager Eric Tynan reported to the Board that the Regional Board authorized M1W to replace laterals from up to 26 owner properties and has since been completed. Per Director Ron Stefani, MIW was fined for a spill (\$900,000) and was able to use these monies for a lateral replacement program and selected property owners in our District. He requested General Manager Eric Tynan send MIW a thank you letter on behalf of the customers that benefited from this program. The report from MIW on the process of how the property owners were selected can be viewed on pages 35-46. MIW selected the community of Castroville and Moss Landing as both are considered disadvantaged communities.
2. Update on RFP for Merritt Street laterals and hydrants to replace/relocate for the Caltrans Beautification project – General Manager Eric Tynan reported to the Board that he is still looking at estimates for this project, which he anticipates will be around \$127,000 to replace/relocate the laterals and hydrants. Caltrans is scheduled to start the Beautification project in late January 2025 or early February 2025 on Merritt Street.
3. Update on General Manager recruitment progress - General Manager Eric Tynan informed the Board that Regional Government Services has provided him with a schedule for October 22, 2024, of the times that he will be taking each candidate on an hour tour of the District. The general manager position closed 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.
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 48 of the board packet. The wells levels continue to rise 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. In addition, the casing in Well #3 needs to be verified before the well can be tested.

5. Update on the status of the **Moss Landing Wastewater System Rehabilitation Project** – General Manager Eric Tynan informed the Board that he is not pleased with MNS Engineers, and the District needs to find another grant writer. He has called Seema Chavan of Brown and Caldwell several times to assist in grant submission but has not heard back from her. A summary of prior board meeting discussions on this topic: General Manager Eric Tynan 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 will be discussed in Closed Session regarding the easements. A summary of prior board meeting discussions on this topic: General Manager Eric Tyan 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. 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 informed the Board that MNS Engineers on behalf of Castroville CSD has submitted the grant application for the WaterSmart Drought Response Program for the Drought Resiliency Projects for fiscal year 2025, which has been accepted for consideration. Also, MNS prepared the bid documents for this project to go out to bid. The advertisement for bids was published in the Monterey County Weekly on September 9, 2024, and September 26, 2024. The pre-bid conference for the Project was held on Wednesday, September 25, 2024, at 10:00 a.m. and the bids will be received at the District office on 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 a 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 first submitted in 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. 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, Caltrans has approved the plans and are going through the inspections. Corby Kilmer, District 5 Senior Landscape Architect with Caltrans sent a copy of the structural plan and the draft estimate to Jay Johnson with Johnson & Company working as subcontractor for Signs By Van on this project. As discussed last month, Ms. Kilmer 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. 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

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, a check for \$6,442.00 May 8, 2024, and a check for \$29,723.75 October 10,2024. Remibursemnt for \$64,453.40 was mailed on October 11, 2024, to Caltrans.

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 Merrit Street Beautification Project – Per General Manager Eric Tynan Caltrans is scheduled to start the Beautification project in late January 2025 or early February 2025 on Merritt Street and will be redoing the sidewalks and raising the District’s valve boxes at their cost for this project.
10. Pedestrian Bridge Enhancement/Improvement Project; Pedestrian Overpass Maintance (Landscape) Agreement –General Manager Eric Tynan stated that Caltrans is still waiting on the fencing to arrive. As mentioned last month he had spoken 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. 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.

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 5:10 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

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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 5:15 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.

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 the biggest issue discussed was the Desal Project. To consider authorizing staff to submit a Report of Waste Discharge to the Regional Water Quality Control Board to amend M1W's National Pollutant Discharge Elimination System permit related to the Monterey Peninsula Water Supply Project Desalination Brine Discharge.
2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) meeting – Vice President Ron Stefani reported that the SVBGSA is working hard with the local farmers and trying to make them realize they need to cut back on pumping. The SVBGSA has been using the term Demand Management and is looking to test a desalter near the coast.
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. He also attended a meeting with community members to discuss their concerns regarding the dim street lighting in Castroville and wanting additional streetlights installed. He and General Manager Eric Tynan also attended the County of Monterey Board of Supervisors meeting where General Manager Eric Tynan was acknowledged with a Resolution for his 24 years of public service. The Board congratulates Mr. Tynan. Per Vice President Ron Stefani he attended the town hall meeting for Supervisor Glenn Church.

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 – September 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

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There being no further business, a motion was made by Glenn Oania 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 5:49 p.m.

Respectfully submitted by,

Approved by,

Lidia Santos
Secretary to the Board

Cosme Padilla
President