

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF
CASTROVILLE COMMUNITY SERVICES DISTRICT
December 17, 2019

President Adriana Melgoza called the meeting to order at 4:30 p.m.

ROLL CALL:

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

Absent:

General Manager: Eric Tynan

Secretary to the Board: Lidia Santos

Staff Present:

Guest: Alfredo Diaz-Infante, Paul Tran and Andy Hunter

PLEDGE OF ALLEGIANCE

At the request of President Adriana Melgoza, Director Ron Stefani led the pledge of allegiance.

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 19, 2019 Scheduled Board Meeting. The motion carried by the following vote:

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

Consent Calendar accepted as presented

CORRESPONDENCE:

1. Letter from Ellison Schneider Law Firm on behalf of Cal-Am to Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) Board of Directors regarding their October 10, 2019 board meeting; item 8.C. - Direct staff to negotiate management agreement between SVBGSA and County to ensure timely SGMA compliance.
2. Letter from Gallery & Barton Law Corporation on behalf of RMC Pacific Materials, LLC (CEMEX) to City of Marina regarding comments on the City of Marina's Groundwater Sustainability Plan.

Correspondence Calendar accepted as presented

INFORMATIONAL ITEMS:

1. *Monterey Herald* – Salinas Valley groundwater maneuvering continues as state deadline arrives
2. *Environment & Energy Report* – PFAS legislative timelines not feasible, EPA's Wheeler says (1)

Informational items accepted as presented

PRESENTATIONS:

1. Castroville Oaks affordable housing development (CHISPA) – Alfred Diaz-Infante, President/CEO and Paul Tran, Project Manager from CHISPA introduced themselves along with their civil engineer Andy Hunter to the Board. Per Mr. Diaz-Infante, CHISPA (Community Housing Improvement Systems and Planning Association, Inc. is the largest private, nonprofit housing developer

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in Monterey County. Since its incorporation in 1980, CHISPA has built and renovated 2,268 single-family homes and apartments for low and moderate-income people in Monterey, San Benito, and Santa Cruz Counties. In addition he has been very involved in the Castroville Community Plan. This 45 acres parcel is the last high density large parcel in Monterey County that is available to do this type of development. Moreover, Mr. Tran and Mr. Hunter provided the Board with a PowerPoint presentation on design of the proposed Castroville Oaks affordable housing development; to be built on their 45 acres property that they have owned for over 25 years now. This property is adjacent to the Monte Del Lago Mobile Park near Highway 156 and Castroville Boulevard. While presenting the project he also addressed any questions or concerns the Board had. CHISPA plans to move forward with this housing development and is requesting Castroville CSD provide similar services as they do for the Rancho Moro Cojo subdivision. CHISPA staff thanked the Castroville CSD for their time and this opportunity.

NEW BUSINESS:

1. Consider contracting for services with CHISPA for the Castroville Oaks affordable housing development – Director Padilla was concerned that there was no written contract/agreement on what services and fees would be assessed and that sewer capacity was available. General Manager Eric Tynan informed the Board that he would not recommend Castroville CSD contract with services without these concerns being addressed first. He had this item as motion only for the reason to give the Board the ability to move forward with a contract if they wish to consider providing services to the Castroville Oaks affordable housing development but it is contingent upon a contract that will need to be approved by the Board. After some discussion, a motion is made by Cosme Padilla and seconded by Glenn Oania to accept providing services to CHISPA for Castroville Oaks affordable housing development, which is contingent upon a contract that will require board approval. General Manager Eric Tynan will work with CHISPA to develop a contract. The motion carried by the following vote:

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

2. Consider obtaining quotes to replace pump at Well #2 – General Manager Eric Tynan let the Board know that the pump went out and needs to be replaced. Well #2 is down which means Well #5 is also down because you need Well #2 to blend with Well #5 to cool it off. He has already received two quotes for Maggiora Bros Drilling with one for rebuilding the pump and the other for replacing it with a new pump. He recommended replacing the pump for \$6,000 with this contractor since he has already had them pull and inspect the pump. A motion is made by Ron Stefani and seconded by Glenn Oania to approve Maggiora Bros Drilling with replacing the pump at Well #2. The motion carried by the following vote:

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

3. Approve one-time incentive bonus of \$250 for Operator Orozco along with a \$1 pay increase per hour for certification obtained from State Water Resources Control Board for Grade 2 Water Treatment certification. Once copy of certificate submitted, certification incentive bonus and certification pay will be effective the next full pay day, which begins on a Thursday – General Manager Eric Tynan reported to the Board that per section 8.4 Certification Incentive Bonus and section 8.5 Certification Pay of the Employee Handbook, CCSD shall pay a one-time incentive bonus of \$250 per certificate for employees who obtain authorized certifications and CCSD provides a one-

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time, \$1 pay increase, per hour; incentive pay, which is subject to general manager recommendations and also subject to Board approval. A motion is made by Ron Stefani and seconded by Glenn Oania to approved one-time incentive bonus of \$250 for Operator Orozco along with a \$1 pay increase per hour for certification obtained from State Water Resources Control Board for Grade 2 Water Treatment certification and pay will be effective the next full pay day, which begins on a Thursday. The motion carried by the following vote.

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

4. Approve Castroville CSD Destruction Certificate #2019-2 as retention periods for the listed records on certificate have expired – CSD Destruction Certificate #2019-2 can be viewed on page 24 of this board packet that list the records to be destroyed. Once reviewed by the Board, a motion is made by Cosme Padilla and seconded by James Cochran to approve Castroville CSD Destruction Certificate #2019-2 as retention periods for the listed records on certificate have expired. The motion carried by the following vote:

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

5. Well #3 pump repair/deepening by Maggiora Bros. Drilling, Inc. invoice M19-201A for \$16,378.75 and invoice M19-201B for \$14,526.85 (rehabilitation of Well #3 ended up requiring a lot more additional work that was necessary to get the well functioning properly) – General Manager Eric Tynan reminded the Board as discussed at last month's board meeting, Maggiora Brothers Drilling, Inc. is the contractor that did the rehabilitation of Well #3 and ended up doing a lot more additional work that was necessary to get the well functioning properly; about \$14,000 in labor and \$16,000 in parts. As General Manager he is authorized up to 20k approval of invoices without Board approval and this job ended up exceeding this amount and for this reason he would like to apologize to the Board. Again, the additional work was necessary and the District needed to get Well #3 online quickly. A motion is made by Glenn Oania and seconded by Ron Stefani to approve Well #3 pump repair/deepening by Maggiora Bros. Drilling, Inc. invoice M19-201A for \$16,378.75 and invoice M19-201B for \$14,526.85. The motion carried by the following vote:

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

UNFINISHED BUSINESS:

1. Status of Well #3 – General Manager Eric Tynan informed the Board that Well #3 is back online and just in time since the pump on Well #2 is not working. Maggiora Brothers Drilling, Inc. is the contractor that did the rehabilitation of Well #3 and ended up doing a lot more additional work that was necessary to get the well functioning properly.
2. 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 let the Board know that the IRWMP grant was submitted today. With only one day notice, Castroville CSD needed to submit a letter of support along with this grant and Pastor Rich from the community agreed to sign the letter of support for the Castroville CSD. The grant for Zone 3 Moss Landing has

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already been submitted. The Zone 1 Sewer Washington Bypass project is stalled at this time. For Zone 1 Water, Castroville CSD is still waiting to hear if the planning and implementation grant (Prop 1A funding) for \$347,000 through the Monterey Integrated Regional Management Plan will be awarded to Castroville CSD as it is considered a severely disadvantaged community. Current funding efforts: Moss Landing sewer system improvements, Castroville emergency well replacement, Castroville water supply improvements and Castroville wastewater improvements.

3. Update on Moss Landing Manhole Replacement Project out to bid – General Manager Eric Tynan notified the Board that the Moss Landing Manhole Replacement Project has been completed by Monterey Peninsula Engineering. Eric stated during this week that the contractor was working on the manholes; he was at the ACWA Conference in San Diego and it is also the week it rained quite heavily. This area has a high water table, so the contractor was trying to pump water out while putting the manholes in. He met with the contractor today, who wanted to submit some additional change orders, which he did not agree with and the MNS Engineer that was assisting Castroville CSD is now working as the General Manager for Sunny Slope Water District. He will be meeting with another MNS Engineer Paul Greenway to discuss the change orders. Furthermore, the manhole in front of the restaurant Whole Enchilada when the lid was exposed the entire cone had collapsed. He was waiting to receive the grant funds to complete this project but could not wait any longer as these manholes needed to be replaced soon. Again, the project was delayed due to the Underground project that was just completed in Moss Landing as it would have interfered with this project.
4. Update on Cal Am's Monterey Peninsula Water Supply Project (MPWSP) – General Manager Eric Tynan reported that at this time they are basically just waiting for the Coastal Commission hearing that is scheduled for March 2020 in Scotts Valley.
5. Progress report on Design for Reservoir No. 4 Fill Modification Project – General Manager Eric Tynan informed the Board that he is meeting with the Engineer tomorrow as they had a scheduling conflict. He had reviewed the engineer's initial plans but they were not going to work since he wants it to tie into a second tank. He will also be involving Lead Operator Galvez with the project since he has knowledge of the valving and system very well. Other than the documents being signed, there is still no further information to report at this time.

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 board meeting – Director Ron Stefani reported to the Board that they had a short regular board meeting in November. The Pure Water Monterey project is scheduled to start producing water in January. The project is six months behind. The Pure Water Monterey Expansion Project which has caused all the controversy; EIR is out for comments. They will be having a special meeting this Thursday at 3:00 p.m. to consider extending those comments for the reason that Monterey County Water Resources Agency requested an extension. There is a conflict on water rights between Monterey County Water Resources Agency and Monterey One Water as to what they believe they are. Per Ron the Monterey One Water board is split 6-4 (Monterey, Seaside, Pacific Grove and Marina). The comment period will probably be extended at this meeting on Thursday.
2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) – Director Ron Stefani let the Board know that the GSA plan is out for a 45 day review. Monterey County Board of Supervisors took proper action last week to take over the 400 acres site of the Cemex property as the GSA. Monterey County will in turn sign an agreement with SVBGSA to manage the property together. Marina has threatened to sue since this property happens to be the intake for the desal project. On 11th of January, the GSA is set to approve the first ground water sustainability plan for the 180/400 our basin that is underneath us. The plan is required to be submitted by the 31st of

January. As mentioned before, the SVBGSA plan needs to be all out in draft form by November 2019 and accepted by the State in January 2020.

3. Update on meetings or educational classes attended by the Directors – Directors Melgoza, Stefani, Padilla and General Manager Eric Tynan provide a summary of the ACWA Fall Conference and Exhibition they all had attended in San Diego early this month. They found some of the classes to be very beneficial but felt it was oversold with too many attendees. There was no hotel accommodation where the conference was held and seating was limited for some of the classes. Under these conditions, they will not want to attend the conference again.

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 – November 2019. A motion was made by Cosme Padilla and seconded by Glenn Oania to pay all bills presented .The motion carried by the following vote:

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

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

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

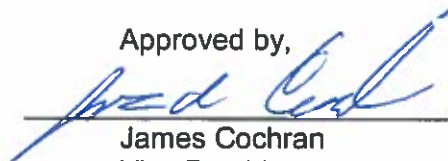
The meeting adjourned at 5:37 p.m. until the next scheduled meeting

Respectfully submitted by,



Lidia Santos
Secretary to the Board

Approved by,



James Cochran
Vice President