

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF  
CASTROVILLE COMMUNITY SERVICES DISTRICT  
May 19, 2015

Vice President Ron Stefani called the meeting to order at 4:32 p.m. (President David Lewis was present and was not feeling well and asked for Stefani to chair the meeting.)

**ROLL CALL:**

**Directors Present:** President David Lewis, Vice President Ron Stefani, Director Adriana Melgoza, Director Betty MacMillan and Director Silvestre Montejano

**Absent:**

**General Manager:** Eric Tynan

**Secretary to the Board:** Lidia Santos

**Staff Present:** None

**Guest:** Lloyd Lowrey, Willy Nowotny, and Grant Leonard

**PLEDGE OF ALLEGIANCE**

Director Adriana Melgoza led the Pledge of Allegiance.

**PUBLIC COMMENTS**

1. None

**CONSENT CALENDAR**

1. A motion was made by Adriana Melgoza and seconded by Betty MacMillan to approve the minutes of the April 21, 2015 Regular Board Meeting. The motion carried by the following vote:

AYES:	5	Directors:	Stefani, Melgoza, Montejano MacMillan and Lewis
NOES:	0	Directors:	None
ABSENT/NOT PARTICIPATING:	0	Directors:	None

*Consent Calendar accepted as presented*

**CORRESPONDENCE:**

1. Letter to California Coastal Commission, Monterey Bay National Marine Sanctuary, and State Water Resources Control Board from Castroville CSD (CCSD) informing them that CCSD has entered into a Memorandum of Intent to become a member of a Joint Powers Authority (JPA) to be formed in the future to consider purchasing 1000 acre feet of potable water from DeepWater Desal's Monterey Bay Regional Water Supply Project (DWD Desalination Project).

**INFORMATIONAL ITEMS:**

1. *The Hanford Sentinel* – Small communities face water use cuts – on paper
2. *Blogs.KQED.org* – State passes historic water conservation rules
3. *California Water Impact Network* – Riparian Rights, Appropriative Rights, Prescriptive Rights and Overlying Rights
4. *The Salinas Californian* – Ruling may put Monterey County water agency on hot seat

*Informational items accepted as presented*

**PRESENTATIONS:**

1. None

**UNFINISHED BUSINESS:**

1. Update on well levels – General Manager Eric Tynan informed the Board on the current static well levels. Well #2 is currently at -26.4 feet below sea level, which is 5.4 feet lower as of April 13, 2015. Well #3 is at -35.7 feet below sea level, which is 11.2 feet lower as of April 13, 2015. Well #4 is at -61.7 feet below sea level, which is 16.9 feet lower as of April 13, 2015. A picture of the well trends can be viewed on page 20 for April 13, 2015 of the board packet. As mentioned at the April board meeting, there has not been much rain this winter and agriculture companies have started irrigating their fields again. General Manager Eric Tynan will continue to update the Board on the levels of the wells at the next board meeting.
2. Update on Castroville CSD's conservation measures put in place for District customers both residential and commercial – General Manager Eric Tynan reported to the Board that notices both in English and Spanish regarding water conservation measures put in place were mailed out to all District customers. The notices can be viewed on pages 21-24 of the board packets. The notice explains the new requirements for all Castroville CSD water users. In addition, he also contacted several commercial businesses on Commercial Parkway with large landscapes regarding the new water conservation measures. The County also donated 120 conservation kits to the District and these kits are being distributed to high residential water users. Director Melgoza thought the Spanish notice was well written and clearly communicated the water conservation measures put in place to Spanish speaking customers.
3. Update on the local groundwater sustainability agency (GSA) and representation – General Manager Eric Tynan let the Board know that Marina Coast Water District wants to partner with Castroville CSD to form a GSA. However, it has been difficult to get key members to agree to a meeting date. Monterey County Water Resources Agency (MCWRA) is still trying to obtain a facilitator and it is anticipated when facilitated meetings commence, water purveyors will be invited to attend.
4. Update on Prop 84: Well 5 (formerly Well 2B) Arsenic Treatment project – General Manager Eric Tynan informed the Board that the District has received an email from State Water Resources Control Board that they will approve and sign the amendment to include Design-Build in the grant contract for Well 5. The advertisement for requests for qualifications (RFQ) of Design-Build entities was published in the Monterey County Weekly, April 30, 2015. Per Mr. Nowotny, PMP, MNS Engineers, which is the firm Castroville CSD Board selected for engineering services for procurement, contracting and constructions of a Design-Build Entity of the Well 5 Arsenic Removal Treatment System discussed with the Board the preliminary schedule that is anticipated for this project. The pre-qualification questionnaires are due by May 22, 2015 by 4:00 p.m. and the Invitations to submit technical proposal provided by May 27, 2015. The complete advertisement can be viewed on pages 25-30 of the board packet. Mr. Nowotny expects that this project will move quickly and completed by September or October of 2015.
5. Update on requirements of a Proposition 218 measure – General Manager Eric Tynan updated the Board that the District is currently on step 2 of the checklist for adopting water and sewer rates, connection fees and capacity charges (see page 51 of board packet.) He has requested proposals from Harris & Associates and MNS Engineers for a water rate study. He will invite other consultants as well to submit a proposal. He has also been working on the capital improvement project plan (CIP) for the District.
6. Update on Moss Landing Sewer Allocation Plan – General Manager Eric Tynan stated that he will be meeting on the 10<sup>th</sup> of June with RMA Deputy Director Carl Holmes with Monterey County to discuss the Moss Landing Sewer Allocation Plan and how it relates to the Moss Landing Community Plan. For the Moss Landing Sewer Allocation Plan, he would like to increase the allocations from 105,000 gallons per day to 140,000 per day and make the allocations district wide instead of allocating it to specific zones. He will have District Legal Counsel Lloyd Lowrey advise the District on the proper course of action to take to move forward with these changes.
7. Update on tax measure for North County Recreation and Park District (NCRPD) – General Manager Eric Tynan informed the board that Director Adriana Melgoza, NCRPD General Manager Judy Burditt, NCRPD Director Grant Leonard, the facilitator, Mr. Ramos with Ramos Cordova Strategy Group and he will be meeting today at six after this board meeting to discuss the tax measure for NCRPD. He will update the board on the outcome of this meeting at the next regularly scheduled board meeting. Director Adriana Melgoza requested that NCRPD provide Castroville CSD with an actual expense report of how



funds acquired from this District for recreational services are applied.

**NEW BUSINESS:**

1. Discuss proposed soccer field at North entrance of town – General Manager Eric Tynan reported to the Board that he and Vice President Ron Stefani scheduled a meeting with former CCSD director Nancy Ausonio, former supervisor Lou Calcagno and realtor Allison Goss to discuss the empty lot at the North entrance of town. Mrs. Ausonio and Mr. Calcagno were advocating for Castroville CSD to consider purchasing the empty lot at the North entrance of town to install a soccer field. General Manager Eric Tynan advised them that this lot is in the coastal zone, CCSD does not have the funds to purchase this lot. California is currently in a drought and NCRPD is not interested in acquiring this soccer field if there is no funding source available to maintain it. Vice President Ron Stefani stated that the asking price for the lot is too high.
2. Castroville CSD applying for 4.5 million in Integrated Regional Water Management grant funding for new wells – General Manager Eric Tynan reported to the Board that the grant has been scaled back to 3.3 million. He is having Paul Greenway with MNS Engineers assist him with applying for the Integrated Regional Water Management grant. He will update the Board when any new developments arise with this grant.
3. Approve Castroville CSD Actuarial Study of Retiree Health Liabilities as of July 1, 2015 – Office Manager Lidia Santos informed the Board that CCSD is required to submit an actuarial study every odd fiscal year to California Employees Retirement Benefit Trust (CERBT) since they administer the irrevocable trust for the District. Total Compensation Systems, Inc prepared the study for the District and the annual required contributions (ARC) year beginning July 1, 2015 will be \$16,012. The ARC as of July 1, 2013 and July 1, 2014 was \$24,626. Having the second tier in place for those employees hired on or after January 1, 2013 per the District employee handbook has definitely lowered the ARC for the District as of July 1, 2015. After some discussion, a motion is made by David Lewis and seconded by Betty MacMillan to approve the Castroville Community Services District Actuarial Study of Retiree Health Liabilities as of July 1, 2015 as prepared by Total Compensation System Inc. The motion carried by the following vote:

YES:	5	Directors:	Stefani, Melgoza, Montejano, MacMillan and Lewis
NOES:	0	Directors:	None
ABSENT/NOT PARTICIPATING:	0	Directors:	None

4. Select annual budget committee (two directors) – General Manager Eric Tynan informed the Board that it is time once again to select the annual budget committee and last year it was Directors Ron Stefani and Silvestre Montejano. After some discussion, a motion is made by Betty MacMillan and seconded by Ron Stefani to select Directors Adrian Melgoza and David Lewis for the annual budget committee. The motion carried by the following vote:

AYES:	5	Directors:	Stefani, Melgoza, Montejano, MacMillan and Lewis
NOES:	0	Directors:	None
ABSENT/NOT PARTICIPATING:	0	Directors:	None

5. Select annual personnel committee – General Manager Eric Tynan informed the Board that it is time once again to select the annual personnel committee and last year it was Directors David Lewis and Adriana Melgoza. After some discussion, a motion is made by Adriana Melgoza and seconded by David Lewis to select Directors Betty MacMillan and Silvestre Montejano for the annual personnel committee. The motion carried by the following vote:

AYES:	5	Directors:	Stefani, Melgoza, Montejano, MacMillan and Lewis
NOES:	0	Directors:	None
ABSENT/NOT PARTICIPATING:	0	Directors:	None

**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 MRWPCA board meeting – Director Ron Stefani reported that MRWPCA had a big spill in Pacific Grove. He also provided each board member with information on the Pure Water Project. MRWPCA had been negotiating with Marina Coast Water District for several months to acquire the pipeline on General Jim Moore Road and seemed to have their support only to be denied by FORA. If there is no agreement, when hearings are scheduled in November with the PUC, the PUC may deny the Pure Water Project. Denial of this project would please Cal Am.
2. Update on Oversight board meeting – Director Ron Stefani stated there was no meeting this month. The meetings are held quarterly.

### 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, New Service Installation Status Update, Current Contractor Work Update, Maintenance/Repair Update
  - b) Sewer & Storm Drain – Jetting, Connections, Maintenance/Repair Update
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** – April 2015. A motion was made by David Lewis and seconded by Adriana Melgoza to pay all bills presented. The motion carried by the following vote:

AYES:	5	Directors:	Stefani, Melgoza, Montejano, MacMillan and Lewis
NOES:	0	Directors:	None
ABSENT/NOT			
PARTICIPATING:	0	Directors:	None

### CLOSE:

Before closing, District Legal Counsel Lloyd Lowrey complimented the Castroville CSD Board for working well together and stated that this Board is a model for other boards. There being no further business, a motion was made by Adriana Melgoza and seconded by Ron Stefani to adjourn to the next scheduled Board meeting; the motion carried by the following vote:

AYES:	5	Directors:	Stefani, Melgoza, Montejano, MacMillan and Lewis
NOES:	0	Directors:	None
ABSENT/NOT			
PARTICIPATING:	0	Directors:	None

The meeting adjourned at 5:13 p.m. until the next scheduled meeting.

Respectfully submitted by,



Lidia Santos  
Secretary to the Board

Approved by



Ron Stefani  
Vice President