

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF  
**CASTROVILLE COMMUNITY SERVICES DISTRICT**  
January 17, 2023

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:**

**General Manager:** Eric Tynan

**Secretary to the Board:** Lidia Santos

**Staff Present:**

**Guest:** District Legal Counsel Christine Kemp, Jeremy Vanderkraats, Gregory MacMillan, Jarrett Garife and Juan Ramirez

**PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Vice President Ron Stefani at the request of President Cosme Padilla.

**PUBLIC COMMENTS**

1. None

**CONSENT CALENDAR**

1. A motion was made by James Cochran and seconded by Glen Oania to approve the minutes of the December 20, 2022 Regularly Scheduled Board Meeting. The motion carried by the following roll call votes:

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

*Consent Calendar accepted as presented*

**CORRESPONDENCE:**

1. Request from Castroville CSD to Rural Community Assistance Corporation for technical assistance for a median income household study for Castroville proper.
2. Letter to Department of Water Resources from Community Water Center and San Jerardo Cooperative, recommendations for Department of Water Resources action regarding the 180/400 ft Aquifer Subbasin Groundwater Sustainability Plan Update
3. Email from District Attorney Christine Kemp to General Manager Eric Tynan regarding CEQA Guideline 15074.

*Correspondence Calendar accepted as presented*

**INFORMATIONAL ITEMS:**

1. Rincon-CEQA Flow Chart/Process for Notice of Exemption and IS-ND or IS-MND
2. ACWA News – Final Status of Key Water Bills for 2021-22 Legislative Session
3. Monterey County Weekly – On the move, Phil's Fish Market is gone from Moss Landing, and Phil DiGirolamo is happy

*Informational items accepted as presented*

**PRESENTATIONS:**

1. None

**NEW BUSINESS:**

1. Authorize payment to Signs By Van on balance remaining of \$62,535.28 for Invoice #279 for Castroville Sign Replacement Project (Request for reimbursement submitted to Caltrans, January 4, 2023) – General Manager Eric Tynan reported to the Board that he previously thought that reimbursement for work completed to date from Signs By Van was submitted to Caltrans by Castroville CSD in November 2022 for processing but there was additional information that they required to approve issuing the grant payment, which has been resolved. Invoice #6925 submitted by Castroville CSD on January 4, 2023 has finally been accepted by Caltrans in the amount of \$127,955.28 and a check should be issued in a month to the District. Jeremy with Signs By Van was present at this meeting and is requesting Castroville CSD pay the remaining balance due on his invoice #279 in the amount of \$62,535.28 (\$40,000 was previously paid, leaving a balance of \$62,535.28) as he needs to receive payment for the work he has already done. Jeremy stated he will now be working on the steel structure for the sign and plans to have it completed in 30-45 days. After some discussion, a motion is made by Ron Stefani and seconded by James Cochran to authorize payment to Signs By Van on the balance remaining of \$62,535.28 for Invoice #279 for Castroville Sign Replacement Project. The motion carried by the following roll call votes:

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

2. Castroville CSD Board of Directors appointment of seat: The seat was not filled during the November 2022 election and the position is to be filled until the November 2024 election. Applications for the seat will be reviewed; an appointment made and oath of office administered to the newly appointed director. The following candidates have submitted an application: Gregory MacMillan, Jarrett Garife and Juan Ramirez – At last month's board meeting, 20<sup>th</sup> of December 2022 the Board advised staff to move forward with the Public Notice regarding the vacancy for a director on the Board of the Castroville CSD. Said posting was duly completed on the 21<sup>st</sup> of December 2022 and caused to be posted in a least three public places in said District until Wednesday, 11<sup>th</sup> of January 2023 until 4:00 p.m. The notices must be posted for a minimum of 15 days. Three candidates submitted their applications: MacMillan, Garife and Ramirez. The Board reviewed the candidates applications that were submitted and then allowed each candidate to speak for three minutes if needed. Each candidate introduced himself and stated why he should be considered. The Board asked each candidate the same questions and allowed them to respond. Board President Cosme Padilla thanked all the candidates for applying for the seat and stressed that it was going to be very difficult to make a decision ( the Board concurred as well.) After some discussion, a motion is made by Glenn Oania and seconded by James Cochran to appoint Gregory MacMillan to the Castroville Board of Directors. He will hold the seat until the November 2024 election. The oath of office was immediately administered to Gregory MacMillan and he will officially take his seat at the next board meeting. He thanked the Board for their vote of confidence and remained for the entire meeting. The other two candidates excused themselves from the board meeting. The motion carried by the following roll call votes:

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

3. Resolution No.23-01, A Resolution of the Board of Directors of the Castroville CSD Approving the Moss Landing Wastewater System Rehabilitation Project ("Project") Adopting the Final Initial Study, Mitigated Negative Declaration ("Is-MND") Prepared for the Project; Approving and Adopting the Mitigation Monitoring and Reporting Program ("MMRP") Prepared for the Project; and Making the MMRP a Condition of Project Approval – General Manager Eric Tynan informed the Board that the resolution and supporting documentation (findings to adopt MND:CEQA Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program) can be viewed on pages 37-58 of this board packet. District Legal Counsel Christine Kemp let the Board know that it was important to also include the documentation for Mitigation Monitoring and Reporting Program. After some discussion, a motion is made by Ron Stefani and seconded by Glenn Oania to approve Resolution No. 23-01, A Resolution of the Board of Directors of the Castroville CSD Approving the Moss Landing Wastewater System Rehabilitation Project ("Project") Adopting the Final Initial Study, Mitigated Negative Declaration ("Is-MND") Prepared for the Project; Approving and Adopting the Mitigation Monitoring and Reporting Program ("MMRP") Prepared for the Project; and Making the MMRP a Condition of Project Approval. The motion carried by the following roll call votes:

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

4. Authorize General Manager Eric Tynan to pursue LAFCO approval of an out-of-agency service extension and minor sphere of influence amendment for wastewater services (CEQA: categorical exemption) – General Manager Eric Tynan let the Board know that the he had met with Kate McKenna, AICP, Executive Office and Jonathan Brinkman, Senior Analyst for LAFCO to discuss the Ortega/FINEPRO, LLC property. LAFCO staff explained what steps the district needed to follow to add this property to its sphere of influence. General Manger Eric Tynan reminded the Board that they had already approved and agreed to pay FINEPRO, LLC (seller) \$10,000 for the easement once LAFCO approval is met. After some discussion, a motion is made by Ron Stefani and seconded by James Cochran to authorize General Manager Eric Tynan to pursue LAFCO approval of an out-of-agency service extension and minor sphere of influence amendment for wastewater services (CEQA: categorical exemption). The motion carried by the following roll call votes:

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

5. Approve Castroville CSD Destruction Certificate #2023-1 as retention periods for the listed records on certificate have expired – Office Manager/Secretary to the Board Lidia Santos informed the Board the retention period for the listed records (Invoices for account receivable, accounts payables, financial statement, and billing registers) have expired, which can be viewed on page 59 of this board packet. A motion is made by Glenn Oania and seconded by James Cochran to approve Castroville CSD Destruction Certificate #2023-1 as retention periods for the listed records on certificate expired. The motion carried by the following roll call votes:

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

**UNFINISHED BUSINESS:**

1. Update on Well levels – General Manager Eric Tynan reported to the Board that the well levels report can be viewed on page 60 of this board packet. Per the graph, Well levels continue to rebound from the previous month's with all this rain. However, they are all still below sea level, which is not good. 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.
2. Update on Asset Management and Maintenance Projects (Castroville Water Valves Replacement Project and Maggiora Bros. Drilling Inc. for the Replacement of Well #4 Pump) - General Manager Eric Tynan reminded the Board that Monterey Peninsula Engineering (MPE) was awarded the project at last month's board meeting, not to exceed \$121,000 for the Castroville Water Valves Replacement Project. MPE was notified on January 10, 2023 of the award since he was waiting to see if he was going to be able to purchase water valves from A & S Metals to offset the cost of this project but this did not happen after all. Castroville CSD is still waiting to hear from MPE that they have accepted the project and will follow-up with them. Maggiora Brothers Drilling already has started on installing a new submersible pump at Well #4 and converting it from oil to water lubrication. Well#4 should be back online by Monday as long as it passes coliforms testing. MNS Engineers also proposed procuring generators for the District, however their proposal to do so was for \$17,500 and he could do the work instead to procure two generators to avoid their service fees. MNS Engineers will assist as needed with the projects listed on the Action Plan report for Asset Management and Maintenance Project, which can be viewed on pages 61-63 of this board packet.
3. Update on proposed water service intertie pipeline with Marina Coast Water District- General Manager Eric Tynan reported to the Board that he met with the Marina Coast Water District General Manager and informed him that the Castroville CSD wanted to own its own pipeline. The Marina Coast Water District General Manager informed him that he did not think that would work since they plan to run the pipeline all the way to Prunedale. Vice President Ron Stefani questioned if Castroville CSD needs to be considering three pipelines; Marina Coast Water District pipeline, Cal Am desal line and a brine line. The Cal Am desal line appears to be the best deal for the District as Cal Am is willing to pay for the rest of the cost and Castroville CSD would pay \$2.8 million. In his opinion, Castroville CSD should be moving strategically full speed ahead with Cal Am, although they are being sued and it may take years to resolve. Still, this should be the District's number one priority. And when Castroville CSD has the pipeline we would be glad to intertie with Marina Coast Water District. Also of concern, is that the GSA may not allow the transfer of water from one over drafted subbasin to another. General Manager Eric Tynan needs to inform Marina Coast Water District where the Castroville CSD Board stands. Per General Manager Eric Tynan, what is tricky about the pipeline, since it is a Cal Am pipeline project it is difficult to get a grant as it is a project that is not approved/built. It is easier to apply for a grant for the brine line and Castroville CSD should focus on both lines. The line would run from Well #3 and to the Marina dump, about 2 ½ miles long. The Marina Coast Water District General Manager had wanted to address the Board on the intertie pipeline with them and may do so at a future board meeting even though he made it clear to him that the District wants to own its line and maybe for this reason did not attend since they want to own the pipeline. Director James Cochran stated that two lines are better than one. The District should focus on both Cal Am desal line and the brine line. Even if the brine line is not used, the District still has that line available. The Board gave General Manager Eric Tynan direction to get busy with the brine line and pipeline with Cal Am. General Manager Eric Tynan agrees two line would be better than one.
4. Update on California American Water Company's (Cal-Am's) application for a coastal development permit for the Monterey Peninsula Water Supply Project – Eric Tynan General Manager informed the Board that Cal Am is being sued right now by the Monterey Peninsula Water Management District, Marina Coast Water District, City of Marina and Marina Coast GSA, and it will probably be years before it is resolved.

5. Update on the Merritt Street Improvement Project between State of California Department of Transportation (Caltrans) and Castroville Community Services District, adjustment of Manhole and Valve Covers "Agreement" – General Manager Eric Tynan reminded the Board that the District has an agreement with Caltrans to take care of raising the manholes, valve boxes and the fire hydrants will only be moved if needed and if they need to get a variance, they will. By Caltrans doing all of this, they will save Castroville CSD a lot of money.
6. Update on DWR Desal grant application – General Manager Eric Tynan informed the Board the DWR Desal grant application was prepared and submitted by MNS Engineers in October 2022. He is still waiting to hear on the status of the grant application as there are other applicants ahead of the District. However, the last update he received is that the District's DWR Desal grant application should be pretty competitive.
7. 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 –**Moss Landing Sewer (Action Plan pages 66-67):** General Manager Eric Tynan reported to the Board that the pipeline under the bridge is still under the mitigated negative declaration and without the bridge being built by the County, Castroville CSD will have to do it on their own and build under the existing structure, which is right over a body of water, Marine Sanctuary and Harbor. Already discussed early was authorizing the General Manager to pursue LAFCO approval of an out-of-agency service extension and minor sphere of influence amendment for wastewater services (CEQA: categorical exemption). MNS is finishing up the 60% design and the environmental is underway. MNS is to prepare a construction application following the 60% completion. Ortega(FINEPRO, LLC (seller) approved the sale for the easement for \$10,000 in Moss Landing and the District is still working on finalizing the sale of the easement pending LAFCO approval. **The Washington Bypass (Action Plan pages 68-70):** As previously mentioned, Castroville CSD applied for the \$3.5 million grant for this project. However, the only hang-up he sees right now is that there is a little ditch that parallels Sewer Road also known as Watsonville Road, which is covered by the Army Core of Engineers and will require another permit. At the next meeting board meeting, we should be issuing the Initial Study-Mitigated Negative Declaration for this project. CCSD approved the environmental proposal from MNS Engineers for this project, which they have been working on. Once the environmental is complete, MNS to submit the funding application for the next phase. Permits are required due to jurisdictional wetlands. Three permits from three Federal agencies are also required. General Manager Eric Tynan sent email on AB52, completed in November 2022. Once the environmental is completed, MNS to submit the funding application for the next phase, spring 2023. As mentioned previously, since the potholing has been completed as well as 60% of the plans, the District has received all the grant funds of \$61,807 from DWR. The District has applied for a grant for finishing the design and construction, California Housing Community Development, Infill Infrastructure Grant and still waiting to hear on the status of this grant. In addition, State Water Resources Control Board, SRF set aside for small disadvantaged communities, "The Small Community Clean Water Waste Water Funding Program." MNS is preparing the application as the State has requested the full application for \$3.5 million. 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 CCSD. **Emergency Deep Aquifer Supply and Storage Tank (Action Plan pages 72-75):** The District is still waiting to purchase the land that is being acquired from adjacent property owner for the lot-line adjustment). The District is waiting on the County to finalize the documentation so the District can move forward with this project. He may need to contact Supervisor Church for his assistance in this matter as he has already spoke to the County planner on several occasion by telephone to get this lot-line adjustment done. It has been 3 years that the District has been trying to get this lot-line adjustment for an emergency well approved. Title Company requirements to finalize purchase: ROW resolution of the general manager (Resolution No. 22-17 already submitted) authority and name change of property owner. The 30% design has been completed as of May 2022. MNS to check back with DWR on the grant and MNS to prepare a Future Grant Application if SCDR is a "no go". MNS also submitted a grant application on behalf of CCSD for the SCDR grant. However, this grant is first come first serve and there are 55 applicants ahead of CCSD. Still, partial funding is a possibility. MNS Engineers to check back

with DWR. The CEQA Notice of Exemption for the Castroville CSD to be filed at County Clerk for the Emergency Deep Aquifer Supply and Storage Tank Project. **The Overhead Sign at Highway 183 (Action Plan pages 76-77):** As mentioned previously, 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 handling the administration for this project, which did not require board approval after all. 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 a Project Management Professional (PMP), contract, encroachment permit. Castroville issued a check to Signs By Van for \$40,000 to help him off set cost previously and the Board also approved at this meeting to pay Signs By Van on the remaining balance of \$62,535.28 on their invoice 279. Invoice #6925 submitted by Castroville CSD has finally been accepted by Caltrans in the amount of \$127,955.28 and should be issued in a month to the District. The action plans were put together by Paul Greenway, G7ei Inc. and have provided a timeline on the status of where the grants are. 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.

**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 – Director Ron Stefani reported MIW does not hold a board meetings in the month of December. However, the M1W staff was very busy during the floods that affected Monterey County and rendering assistance to Salinas. As mentioned at last month's board meeting, MIW also did approve with moving forward on putting the bills on the property taxes to collect the fees. In addition, Supervisor Glen Church will also be on the M1W board. Castroville CSD should have him come speak at an upcoming board meeting.
2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) meeting – Director Ron Stefani stated that they are trying to hire a new General Manager for the SVBGSA and currently in the interview process. Discussed was all the rain California has received and how it will be good for ground water levels. Also, both he and Eric sit on the 180'-400 Aquifer Advisory Committee and at next month's meeting will be discussion the extraction barrier.
3. Update on meetings or educational classes attended by the Directors – None

## 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*

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**CHECK LIST** – December 2022. A motion was made by Glenn Oania and seconded by Cosme Padilla to pay all bills presented. The motion carried by the following roll call votes:

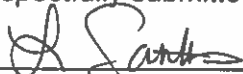
AYES:	4	Directors:	Oania, Stefani, Padilla, and Cochran
NOES:	0	Directors:	
ABSENT/NOT			
PARTICIPATING:	0	Directors:	

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

The meeting adjourned at 5:46 p.m. until the next scheduled meeting

Respectfully submitted by,



Lidia Santos  
Secretary to the Board

Approved by,



Cosme Padilla  
President