

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF
CASTROVILLE COMMUNITY SERVICES DISTRICT
August 15, 2017

President Ron Stefani called the meeting to order at 4:31 p.m.

ROLL CALL:

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

Absent: Vice President Silvestre Montejano

General Manager: Eric Tynan

Secretary to the Board: Lidia Santos

Staff Present:

Guest: Lloyd Lowrey, Paul Tran and Grant T. Leonard

PLEDGE OF ALLEGIANCE

President Ron Stefani led the Pledge of Allegiance.

PUBLIC COMMENTS

1. Two women who did not identify themselves asked the Board what was the function of the District and who would they address regarding recreational services for the community of Castroville. Director Adriana Melgoza explained to them what services the Castroville CSD provides and directed them to contact the North Monterey County Recreation and Park District (NCRPD). They were informed that the NCRPD Board President Grant T. Leonard was present at this meeting as well. Mr. Grant stated he would advise them who to contact at the NCRPD to address their questions and concerns.

CONSENT CALENDAR

1. A motion was made by Glenn Oania and seconded by Adriana Melgoza to approve the minutes of the July 18, 2017 Scheduled Board Meeting. The motion carried by the following vote:

AYES:	4	Directors:	Melgoza, Cochran, Oania and Stefani
NOES:	0	Directors:	
ABSENT/NOT			
PARTICIPATING:	1	Directors:	Montejano

Consent Calendar accepted as presented

CORRESPONDENCE:

1. Letter from Brent Hastey respectfully requesting the Castroville CSD's support of his nomination to succeed Kathy Tiegs as the President of ACWA.

Correspondence Calendar accepted as presented

INFORMATIONAL ITEMS:

1. JPIA Offers Sexual Harassment Prevention Class for Managers and Board Members via Webinar
2. *The Monterey Herald* – Salinas Valley seawater intrusion moved deeper, groundwater levels dropped during drought
3. *The Editorial Board* – PD Editorial: The new general in a state's water wars
4. *The Monterey Herald* – CPUC delays Cal Am desal project environmental reports six months
5. *Brown and Caldwell Water News* – California's marine sanctuaries may face new drilling threat
6. New operators: Varela and Torres both have Water Treatment Grade T2 and Water Distribution D2 certification

Informational items accepted as presented

PRESENTATIONS:

1. CHISPA to present proposed Castroville Oaks subdivision – Project Manager Paul Tran informed the Board that he was taking the place of Alfred Diaz-Infante, President/CEO of CHISPA who was not

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able to attend after all. Mr. Tran presented the Board with a PowerPoint presentation of the proposed Castroville Oaks project. The proposed project is to be built on 44.9 acre property at the intersection of Highway 156 and Castroville Blvd. The overall site plan is showing single family development (90 homes) and multifamily development (124 units). The single-family lot site plan will consist of the following: 17 3-bedroom/1-story, 7 4-bedroom/1-story, 42 3-bedroom/2-story and 24 4-bedroom/2-story. The multi-family lot site plan will consist of the following: 12 1-bedroom units, 56 2-bedroom units, 47 3-bedroom units and 9 4-bedroom units. CHISPA is currently going through the entitlement process with the County of Monterey which can take anywhere from a year to several years. Per General Manager Eric Tynan, Castroville CSD would only provide sewer services. Water service would be provided by Cal Water for this project.

NEW BUSINESS:

1. Paul W. Davis, AIA Architect with The Paul Davis Partnership present on behalf of the Housing Authority requesting to continue with master meters for the new construction of all their apartments – Mr. Davis was not present at the board meeting nor was there anyone else present on behalf of the Housing Authority. A motion is made by Adriana Melgoza and seconded by Glenn Oania to table this item to the next regularly scheduled board meeting. The motion carried by the following vote:

AYES:	4	Directors:	Melgoza, Cochran, Oania and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Montejano

2. Revise Ordinance No. 59 to include consequences for not complying with the requirement of separate metering or sub metering of individual units in multi-unit structures –General Manager Eric Tynan reported to the board that Castroville CSD should consider revising Ordinance 59 to include consequences for those water customers that are not complying with the requirement of separate metering or sub metering of individual units in multi-unit structures. He is currently working with District Legal Counsel Lloyd Lowrey to revise the ordinance to address the issue of non compliance. The ordinance will be ready for next month's board meeting which is scheduled for the 19th of September.
3. Consider putting Tank 4 recoating project out to bid – General Manager Eric Tynan informed the board that he had great news for Tank 4. He had set a budget of 200k of which the Board had approved for recoating Tank 4 for fiscal year 2017/18. However, he recently had Tank 4 inspected and was informed it would cost around 30k to recoat not the 200k. The project will still need to be put out to bid and he requested the Board authorize him to move forward with doing so. A motion is made by Glenn Oania and seconded by James Cochran to authorize General Manger Eric Tynan to put Tank 4 recoating project out to bid. The motion carried by the following vote:

AYES:	4	Directors:	Melgoza, Cochran, Oania and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Montejano

4. Authorize payment of \$213,691.96 to 3T Equipment Company for new Jetter – General Manager Eric Tynan reported to the Board that the new Jetter that the Board selected has arrived and is available for anyone who wants to take a closer look at it, at the conclusion of this board meeting. The Jetter is currently parked on the District parking lot and can be seen from the board room. General Manager Eric Tynan stated that he was very pleased with the 2018 Model M2106 Freightliner. The District will need to transfer funds from the LAIF water fund to the General Fund to cover this invoice for payment. A motion is made by Adriana Melgoza and seconded by Glenn Oania to transfer funds from LAIF water fund to the General Fund and authorize the payment of \$213,691.96 for the Jetter-2018 Model M2106 Freightliner to 3T Equipment Company. The motion carried by the following vote:

AYES:	4	Directors:	Melgoza, Cochran, Oania and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Montejano

5. Sell, donate or dispose of 1982 Jetter truck – General Manager Eric Tynan asked the Board if they would want him to sell, donate or dispose of the 1982 Jetter truck. His recommendation was to offer to sell it to the County of Monterey Public Works Department first. He believes the value of the truck may be from \$5,000 to \$7,000, however he will do further research to confirm this amount. A motion is made by James Cochran and seconded by Glenn Oania to authorize General Manager Eric Tynan to sell the 1982 Jetter truck for whatever amount he decides would be the best deal for the district. The motion carried by the following vote:

AYES:	4	Directors:	Melgoza, Cochran, Oania and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Montejano

6. Status on tort claim submitted by the Duran Family Trust – General Manager Eric Tynan let the Board know that notice was hereby given to the Duran Family Trust that their claim that was presented on July 11, 2017 to the Clerk of the Board of Castroville CSD was rejected on July 18, 2017 by the Castroville CSD Board. On January 17, 2017 JT Plumbing was called to clear a sewage blockage at 11041 Merritt Street. JT Plumbing provided Castroville CSD with a written statement of what they believe had occurred to the sewer line. In summary, the lateral appeared aged and since the sewer was installed in the 1950s and the house was built in 1948, they believe this is the reason the plug and break is age related. The notice can be viewed on page 34 of the board packet. The Duran Family Trust has six months from the date this rejection notice was deposited in the mail to file a court action on this claim.

UNFINISHED BUSINESS:

1. Update on the Local Groundwater Sustainability Agency (GSA) – General Manager Eric Tynan turned it over to President Ron Stefani as of today and from this point forward since he is the primary director on the Small Water System/Disadvantaged Community seat for the GSA Joint Powers Authority. Per President Ron Stefani the main topic discussed was the effects of seawater intrusion and the 2015 maps released by the Monterey County Water Resource Agency.
2. Update on levels for Well #2, #3, #4 and #5 – General Manager Eric Tynan informed the Board on the current well levels as of August 1, 2017 were as follows: Well #2 is currently at -22.2 feet below sea level and July 1, 2017 it was -25.7 feet below sea level. Well #3 is currently at -61 feet below sea level and July 1, 2017 it was -49.9 feet below sea level, and Well #4 is at -81 feet below sea level and July 1, 2017 it was -85.2 feet below sea level. Well #5 is currently at -8.6 feet below sea level and July 1, 2017 it was -2-7 feet below sea level. A graph of the well trends for the months August 2015 through August 2017 can be viewed on page 35 of the board packet. General Manager Eric Tynan stated that all the well levels are pretty close to the same levels as they were last year. He is also disappointed to see that Well #5 levels continue to decline. As mentioned at last month's board meeting, the latest seawater intrusion maps by Monterey County Water Resource Agency were just released which show as of 2015 how seawater intrusion can and will affect Castroville wells as it continues to move inland. Unfortunately, the maps are always two years behind to due lack of resources. However, if the desal water project by Cal Am comes online as planned, then there will be no need for Castroville CSD to drill another well if seawater intrusion becomes a factor with the wells.
3. Update on tax measure for North County Recreation and Park District (NCRPD) – General Manager Eric Tynan informed the Board that NCRPD General Manager Judy Burditt put on a nice presentation regarding the NCRPD at the Castroville Rotary. This presentation could be helpful with gaining support for the tax measure that NCRPD plans to put on the ballot. Director Grant T. Leonard from NCRPD was also present and stated they will be doing more outreach with the community to continue to garnish support for their tax measure that will be placed on the ballot, November 2018. Also, NCRPD was informed that they did not get the North Monterey County Community grant through the Foundation that they had applied for after all.

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4. Update on request for MRWPCA Board of Directors to preserve the ex-officio seat on the MRWPCA Board of Directors for one person residing in the territory comprising the jurisdiction of the former Moss Landing County Sanitation District, which is due to expire on November 30, 2017, to be appointed by action of the Castroville CSD – General Manager Eric Tynan reported to the Board that President Ron Stefanie and he met with General Manager Paul Sciuto of Monterey One Water formerly MRWPCA to discuss the ex-officio seat. Legal issues still need to be resolved in regards to the ex-officio seat per Mr. Sciuto. The Board directed the General Manager Eric Tynan to send a letter to Monterey One Water to address the ex-officio seat which is about to expire on November 30, 2017 and for District Legal Counsel Lloyd Lowrey to assist with helping Castroville CSD move forward with permanently keeping the ex-officio seat.
5. CalTrust vs. LAIF, continue with CalTrust Medium Term Fund investment or transfer monies back to LAIF- General Manager Eric Tynan provided the Board with CalTrust vs. LAIF monthly distribution yield percentage (2013-present) which can be viewed on pages 36-39 of the board packet. It appears CalTrust provides a higher yield. After some discussion, a motion is made by Adriana Melgoza and seconded by Glenn Oania to continue and remain with CalTrust Medium Term fund investment. The motion carried by the following vote:

AYES:	4	Directors:	Melgoza, Cochran, Oania and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Montejano
6. Castroville CSD 2% or 3% wage step program as of 2017 for current employees – General Manager Eric Tynan presented the board with a 2% and 3% step program for current employees. General Manager Eric Tynan stated that the majority of the employees are capped out with the exclusion of the two newly hired operators. However, he prefers not to have a step program since the operators hourly pay can vary based on the experience and certifications her or she may have and he does not want to be locked in to a wage step program that may not account for this. The Board reviewed the wage step programs and decided instead to revisit it next year when the annual budget and reviews are set.

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 – President Ron Stefani reported to the Board that at this meeting there MRWPCA is now known as Monterey One Water. They are going through a name change and are all please with the new name. There are also having problems with one of the Contractors, Anderson Pacific who is building the Pure One Water project. Director James Cochran concurred with what President Stefani said.
2. Update on meetings/an educational class attended by the Directors – None to report

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 Issues
 - 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

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General Operations Reports were accepted as presented

CHECK LIST – July 2017. A motion was made by Adriana Melgoza and seconded by Glenn Oania to pay all bills presented. The motion carried by the following vote:

AYES:	4	Directors:	Melgoza, Cochran, Oania and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Montejano

CLOSE:

There being no further business, a motion was made by Adriana Melgoza and seconded by Glenn Oania to adjourn to the next scheduled Board meeting; the motion carried by the following vote:

AYES:	4	Directors:	Melgoza, Cochran, Oania and Stefani
NOES:	0	Directors:	
ABSENT/NOT PARTICIPATING:	1	Directors:	Montejano

The meeting adjourned at 5:31 p.m. until the next scheduled meeting

Respectfully submitted, by,



Lidia Santos
Secretary to the Board

Approved by,



Ron Stefani
President