

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF
CASTROVILLE COMMUNITY SERVICES DISTRICT
January 18, 2022

President James Cochran called the meeting to order at 4:30 p.m.

ROLL CALL:

Directors Present (Meeting was held virtually): President James Cochran, Director Cosme Padilla, Director Adriana Melgoza and Director Ron Stefani

Absent: Vice President Glenn Oania

General Manager: Eric Tynan

Secretary to the Board: Lidia Santos

Staff Present:

Guest:

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by General Manager Eric Tynan at the request of President James Cochran

PUBLIC COMMENTS

1. None

CONSENT CALENDAR

1. A motion was made by Cosme Padilla and seconded by Ron Stefani to approve the minutes of the December 21, 2021 Regularly Scheduled Board Meeting. The motion carried by the following roll call votes:

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

Consent Calendar accepted as presented

CORRESPONDENCE:

1. Letter and "President's Special Recognition Award" certificate from ACWA JPIA to Castroville CSD recognizing the District for having a loss ratio of 20% or less in the Property Program for the period 04/01/2017- 06/30/2020.
2. Letter from Public Water Now to LAFCO of Monterey County regarding the Salinas Basin Water Alliance letter of October 33 brings up water supply issues that have nothing to do with activating the Monterey Peninsula Water Management District latent powers or the buyout of Cal Am. The decision at hand is the ownership of the Peninsula's water system.

Correspondence Calendar accepted as presented

INFORMATIONAL ITEMS:

1. *Monterey Herald* – LAFCO finalizes denial of Monterey Peninsula Water Management District's Cal Am takeover
2. J. Eric Tynan, General Manager "Certificate of Completion" for the following courses: Water Industry Maintenance on Pumps, Motors, and Circuits, Coronavirus 105-Cleaning and Disinfecting your Workplace, Water Industry Corrosion Control, and Anti-Harassment Training for Supervisors and Managers-California (SB1343/AB1825)

Informational items accepted as presented

PRESENTATIONS:

1. None

NEW BUSINESS:

1. Resolution No. 22-01, A Resolution of the Board of Directors of the Castroville Community Services District Continuing Board of Directors Authority to Hold Virtual Meetings Pursuant to AB 361– General Manager Eric Tynan recommended to the Board verbally and in a memo that due to increased COVID-19 activity within Monterey County and the District, he has reconsidered the circumstances of the state of emergency and has determined that it has directly impacted the ability to meet safely in person and recommended the Board approve Resolution No. 22-1. The memo and Resolution No. 22-01 can be viewed on pages 14-16 of this board packet. The Board of Directors of the Castroville Community Services District finds that the Governor’s March 4, 2020, declaration of state of emergency due to the COVID-19 pandemic remains active. Every 30 days resolution to meet virtually must be approved if there is still a declaration of state of emergency. A motion is made by Adriana Melgoza and seconded by Ron Stefani to approve Resolution No. 22-01, A Resolution of the Board of Directors of the Castroville Community Services District Continuing Board of Directors Authority to Hold Virtual Meetings Pursuant to AB 361. The motion carried by the following roll call votes:

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

2. District Office Closed to Public as of 1-7-2022 due to increased COVID-19 cases in Monterey County – General Manager Eric Tynan reported to the Board that with the recent increased Covid-19 activity in Monterey County, for the safety of staff and the public the office has been closed to the public as of 1-7-2022. Although the front office is closed, staff is still working onsite and can be reached during working business hours. Customers are still able to drop off payment thru the drop box, call by phone to pay, pay online or mail their payment. The office will remain closed until further notice.

3. Consider Approving MNS Engineers Fee Proposal to provide funding application services with State Water Resources Control Board-Small Community Funding Program (SCFP) for the Washington Street Sewer Bypass, not to exceed \$21,688 – General Manager Eric Tynan requested the Board consider approving the MNS Engineers fee proposal to provide funding application service with the State Water Resources Control Board for the Small Community Funding Program (SCFP) for the Washington Street Sewer Bypass. This grant would be for construction. The proposal can be viewed on pages 17-21 of this board packet. After some discussion a motion is made by Ron Stefani and seconded by Cosme Padilla to approve the MNS Engineers Fee Proposal to provide funding application services with State Water Resources Control Board-Small Community Funding Program (SCFP) for the Washington Street Sewer Bypass, not to exceed \$21,688. The motion carried by the following roll call votes:

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

4. Discussion of a conceptual plan, Cypress Alley Sewer Realignment Project – General Manager Eric Tynan reported to the Board that the sewer main is not sustainable at this location and continues to be a chronic problem. It has sags, cannot be adequately videoed and has intruded and has break-in-laterals. He has acquired an opinion of probable construction cost from MNS Engineers which can be viewed on pages 22-23. A possible solution is to have Monterey One Water(M1W) consider doing the Private Lateral Rehabilitation Project for this area as part of an enforcement action by the

Central Coast Water Board. The budget for M1W for this project is \$790,000. Castroville CSD would install the sewer main and the proposed sewer main would be installed on Cypress (745'), Oak Street (221') and Merritt Way (690'). The current sewer main that is in the alley between Cypress Street and Merritt Way would be abandoned. He has briefly discussed this option with M1W and they may consider this project. Another meeting has been scheduled with M1W to discuss further. He will update the Board at the next regularly scheduled board meeting on the outcome. Gant Leonard joined the meeting at 4.45 p.m.

5. Discussion of Asset & Item Repairs report – Eric Tynan, General Manager asked the Board to view pages 25-26. This report has a list of the assets that are becoming deficient and action that is needed, ranked in level of priority from high, medium and low. Some of this projects will need to go out to bid. **Director Glenn Oania joined the meeting at 4.48 p.m.**

UNFINISHED BUSINESS:

1. 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 reported to the Board that a summary of the action plans/description as of the December 20, 2021 meeting can be viewed as follows: Moss Landing Sewer (pages 27-29). Currently, working on right of way acquisition for Lift Station #1, easement. Also, CCSD is still waiting for the MOU to be approved by the County in regards to the Moss Landing Sanctuary Scenic Trail Bridge Crossing. CCSD pipeline to cross over the proposed bridge as the current pipeline is made of cast iron. He will contact Public Works Director Randy Ishi on the status on the MOU. The Washington Bypass (pages 30-31), potholing has been completed, just waiting on acquiring the funding, which will take four to five months and another year or so for construction before the pipeline could be put in place. This all depends on how fast CHISPA moves on the development planned for Castroville Boulevard. It is imperative CCSD move quickly on this project for the reason that the pipeline is already surcharging. Emergency Deep Aquifer Supply and Storage Tank (pages 32-35), the gate has been installed on the new property and he is working on getting it graded. The retaining wall is already in place. At this time, CCSD is working with Pueblo Water Resources, Inc. to finish the design of the new well. The site layout has been mostly completed, pending is whether the well will require arsenic treatment which will not be known until the well is drilled and starts producing water. The Overhead Sign at Highway 183 (pages 36-39). As discussed at last month's board meeting, Signs by Van was requesting a \$50k advance as the cost of materials may go up. However, he spoke with Corby Kilmer, District 5 Landscape Architect with Cal Trans and she informed him in two weeks she should have an answer if the funding has been secured for this project and a cooperative agreement between Cal Trans and Castroville CSD still needs to be executed as well. Director Adriana Melgoza had the community vote on the design of the sign. At this time, she has had seventy-five responses and it appears the design with the gold sun has the most votes to date (can be viewed on page 41 of this board packet). Voting will close on January 21, 2022. She will continue to reach out to the community and look to get the youth in the community involved so they can take ownership of the beautification of their hometown too. The action plan was put together by Paul Greenway, G7ei Inc. and provides him with 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.
2. Update on well levels – General Manager Eric Tynan had the Board review page 42 of the board packet for the graph of the Castroville Well Levels 2015-2022. He informed the Board as mentioned at last month's board meeting, well levels for Well #2, and Well #4 continue to rise and are used for production.

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Well #3 is not being used for production and water levels are just being monitored. However, Well #5 does not seem to be recharging like the other wells and instead seems to be slowly trending down, which is not good. Despite all the rain, all well levels are still significantly below sea level.

3. Update on lot line adjustment for acquisition of Well #6 land – General Manager Eric Tynan informed the Board that a map of the site layout map for the Castroville CSD Well #6 project can be viewed on page 43 of this board packet. Ausonio Andrew E ETA AL has finished trenching and putting up the retaining wall per the land purchase agreement. The lot line adjustment would accommodate necessary water infrastructure improvements (Well #6) for the Castroville CSD. The fence will be put in by Castroville CSD and the contractor has installed the gate and will be working on installing the fence. The lot-line adjustment has been approved by the County and the District is still waiting to get the title documents and to pay the \$95,000 owed for the land purchased. He will follow-up to see when the purchase of this land will be expected to be finalized so the District can move forward with the well project.
4. Update on Monterey One Water (M1W) lateral repair – General Manager Eric Tynan notified the Board that he would like M1W to consider doing the Private Lateral Rehabilitation Project for CCSD on the conceptual plan, for the Cypress Alley Sewer Realignment Project. This project is part of an enforcement action by the Central Coast Water Board. He will be discussing further with M1W. A summary of the project timeline can be viewed on page 44-46 of this board packet. The budget for this project is \$790,000. Castroville CSD staff is assisting them with any questions they may have to help facilitate this project.

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 to the Board that there was no meeting in December 2021.
2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) meeting – Director Ron Stefani informed Castroville CSD Board that they reviewed all 5 GSPs have been approved and submitted with a resolution to the Department of Water Resources. Montgomery & Associate has been selected to conduct the Deep Aquifer study over the next two years. The consultant findings will be reported to the 180'-400 Aquifer Advisory Committee, which he and General Manager Eric Tynan, along with Grant Leonard are on. The purpose of this committee is to implement the plan and stop seawater intrusion.
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 2021. A motion was made by Adriana Melgoza and seconded by Glenn Oania to pay all bills presented. The motion carried by the following roll call votes:

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

Also before adjourning the meeting, General Manager Eric Tynan informed the Board that former Director Egidio Tonus passed away. He served on the board member from 1972-1989. There being no further business, a motion was made by Glenn Oania and seconded by Ron Stefani to adjourn to the next scheduled Board meeting; the motion carried by the following roll call votes:

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

The meeting adjourned at 5:24 p.m. until the next scheduled meeting

Respectfully submitted by,



Lidia Santos
Secretary to the Board

Approved by,



James Cochran
President