

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF
CASTROVILLE COMMUNITY SERVICES DISTRICT

October 18, 2022

President James Cochran called the meeting to order at 4:37 p.m.

ROLL CALL:

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

Absent: Director Adriana Melgoza

General Manager: Eric Tynan

Secretary to the Board: Lidia Santos

Staff Present:

Guest: District Legal Counsel Christine Kemp and Jeremy Vanderkraats Signs By Van

PLEDGE OF ALLEGIANCE

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

General Manager Eric Tynan reported to the Board that he is requesting this addition be added to the agenda with District Legal Counsel's approval as an emergency; pending approval of item 2, Unfinished Business that Signs by Van receive a deposit of \$40,0000 for the Castroville Sign Landmark project as the materials needed for this project upfront would cause a cash hardship for the contractor. A motion is made by Ron Stefani and seconded by Cosme Padilla to add this request under unfinished business, item 3 to also include advancing Signs By Van \$40,000 as a motion item. The motion carried by the following roll call votes:

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

PUBLIC COMMENTS

1. None

CONSENT CALENDAR

1. A motion was made by Ron Stefani and seconded by Glenn Oania to approve the minutes of the September 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:	1	Directors:	Melgoza

Consent Calendar accepted as presented

CORRESPONDENCE:

1. Letter from General Manager Brent Buche, PE, Monterey County Water Resources Agency to Darcie L. Houck, Assigned Commissioner, California Public Utilities Commission regarding California American Water Company's Application 21-11-024.
2. Letter from Ian Crooks, California American Water to Tom Luster, California Coastal Commission regarding Monterey Peninsula Water Supply Project, CDP Application No. 9-20-0603 & Appeal No. A-3-MRA-19-0035: Potential Slant Well Network Phasing

Correspondence Calendar accepted as presented

INFORMATIONAL ITEMS:

1. Press Release: California American Water Announces Phasing for Monterey Peninsula Water Supply Project

Informational items accepted as presented

PRESENTATIONS:

1. None

NEW BUSINESS:

1. Resolution No. 22-15 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– After some discussion, a motion is made by Cosme Padilla and seconded by Ron Stefani to approve Resolution No. 22-15 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: Oania, Stefani, Padilla, and Cochran
NOES: 0 Directors:
ABSENT/NOT
PARTICIPATING: 1 Directors: Melgoza

2. Resolution No. 22-16 Resolution of the Board of Directors of the Castroville Community Services District (CCSD) Authorizing A Designee of the CCSD to Negotiate and Execute a Funding Agreement and any Amendments or Change Order Thereto, and to Certify Funding Disbursement on behalf of the CCSD with the California Department of Water Resources, Sponsoring Round 4 Funding of the Water Desalination Grant Program; Project Title Well #3 Desalination Pilot Project – After some discussion, a motion is made by Ron Stefani and seconded by Glenn Oania to approve Resolution No. 22-16 Resolution of the Board of Directors of the Castroville Community Services District (CCSD) Authorizing A Designee (General Manager Eric Tynan) of the CCSD to Negotiate and Execute a Funding Agreement and any Amendments or Change Order Thereto, and to Certify Funding Disbursement on behalf of the CCSD with the California Department of Water Resources, Sponsoring Round 4 Funding of the Water Desalination Grant Program; Project Title Well #3 Desalination Pilot Project. The motion carried by the following roll call votes:

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

3. Consider approving agreement for the Adjustment of Manhole and Valve Covers “Agreement” for the Merritt Street Improvement Project between State of California Department of Transportation (Caltrans) and Castroville Community Services District – General Manager Eric Tynan reported to the Board that raising the manhole and valve covers on this project will be done at the expense of Caltrans. However, Castroville CSD may need to cover the cost of relocating hydrants on Merritt Street and he will be discussing with Caltrans which entity is expected to cover this expense. A motion is made by Ron Stefani and seconded by Glenn Oania to approve the agreement for the Adjustment of Manhole and Valve Covers “Agreement” for the Merritt Street Improvement Project between State of California Department of Transportation (Caltrans) and Castroville Community Services District. The motion carried by the following roll call votes:

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

- Resolution No. 22-17 Authorizing A Representative to Execute the Grant Deed and Paperwork for a Portion of APN: 133-491-021, 11380 Commercial Parkway – General Manager Eric Tynan informed the Board that this Resolution No. 22-17 is needed to finalize the purchase of the lot-line adjustment. A motion is made by Cosme Padilla and seconded by Ron Stefani to approve Resolution No. 22-17 Authorizing A Representative (General Manager Eric Tynan) to Execute the Grant Deed and Paperwork for a Portion of APN: 133-491-021, 11380 Commercial Parkway. The motion carried by the following roll call votes:

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

UNFINISHED BUSINESS:

- Approve Mutual Assistance Agreement between Marina Coast Water District and Castroville CSD – General Manager Eric Tynan stated in the past both agencies have assisted each other and it would be a benefit to have this agreement in place again. A motion is made by Glenn Oania and seconded by Cosme Padilla to approve the Mutual Assistance Agreement between Marina Coast Water District and Castroville CSD. The motion carried by the following roll call votes:

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

- Resolution No. 2022-14, Engaging Signs By Van for the Design, Fabrication, and Installation of the Castroville Landmark Sign – General Manager Eric Tynan let the Board know that Signs By Van is now clear on how the grant funding will be allocated for this project. Per Jeremy, Signs By Van it was a misunderstanding with the verbiage and it all has been worked out. Signs By Van will not exceed the allocated amount approved for this project by Caltrans. District Legal Counsel Christine Kemp stated that approval of Resolution No. 2022-14 with Exhibits attached will make it clear how the funding will be allocated for this grant with Caltrans. A motion is made by Ron Stefani and seconded by Glenn Oania to approve Resolution No. 2022-14, Engaging Signs By Van for the Design, Fabrication, and Installation of the Castroville Landmark Sign. The motion carried by the following roll call votes:

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

- Emergency approval of \$40,000 prepayment to Signs By Van for the Castroville Landmark Sign project – Per General Manager Eric Tynan, Jeremey with Signs By Van requested the board consider advancing him \$40,000. Per Jeremey, he has already invested the funds necessary to purchase the materials needed and furthermore, they are a small business which cannot afford to have this much money tied up until the grant funds are disbursed. Per District Legal Counsel Christine Kemp it appears Signs by Van has already submitted an invoice to CCSD as of 10/17/2022 that has been sent to Caltrans for grant reimbursement. Murat with MNS Engineers reviewed the invoice to verify it met with Caltrans

requirements and should have an approval in 3 weeks. After some discussion, a motion is made by Ron Stefani and seconded by Glenn Oania to approve a prepayment to Signs By Van on the recently submitted invoice pending reimbursement from Caltrans in the amount of \$40,000. The motion carried by the following roll call votes:

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

4. Update on Well levels – General Manager Eric Tynan reported to the Board that the well levels report can be viewed on page 49 of this board packet. Per the graph, Well levels came up again this month with the exception of Well #5. Well #3 is not pumping and the motor is not hooked up. He is considering a desalter for Well #3. Director Ron Stefani stated that he is excited about the opportunity of a desalter.
5. Update on Asset Management and Maintenance Projects – General Manger Eric Tynan reported to the Board that the action plan prepared by MNS Engineers for these projects can be viewed on pages 50-51 of this board packet. The Castroville North Water Services Project was awarded to J Johnson & Company, Inc. which included 28 laterals. J Johnson & Company has completed the work on the laterals and the final inspection has been done for this project. General Manager Eric Tynan stated he is considering doing more work on laterals, especially on the South side of town. Maggiora Brothers Drilling will be installing a new pump submersible at Well #4 and converting it from oil to water lubrication. MNS Engineers will assist as needed with the projects listed on the Action Plan report for Asset Management and Maintenance Project.
6. 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 meeting can be viewed as follows: **Moss Landing Sewer (September 26, 2022 Action Plan meeting, pages 53-54)**. MNS is finishing up the 60% design and the environmental is underway. MNS is to prepare a construction application following the 60% completion. Ortega approved the sale for the easement for \$10,000 in Moss Landing. **The Washington Bypass (September 26, 2022 Action Plan meeting, pages 55-56)**. As mentioned in prior months, the State has requested the full application for \$3.5 million projects by mid-July. CCSD approved the environmental proposal from MNS Engineers for this project. 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, which is on hold a this time. 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 (September 26, 2022 Action Plan meeting, pages 57-62)**. As previously mentioned, the District still needs to finalize the purchase of the land that is being acquired from adjacent property owner, which should happen soon since a copy of the grant deed has been obtained from the Monterey County Clerk Recorder's Office and a copy provided to the adjacent property owner. Title Company requirements to finalize purchase: ROW resolution of the general manager (Resolution No. 22-17 approved today) 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 (September 26, 2022 Action Plan meeting, pages 63-64)**. As mentioned previously, the Board approved the draft copy of the Cooperative Agreement and draft copy of the Maintenance Agreement with Caltrans for the Overhead Sign. 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 for approval. The District is also requesting a construction schedule from Signs by Van. General Manager Eric Tynan will most likely have MNS handling the administration for this project pending board approval. At this meeting 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. 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.

7. Update on Monterey One Water (M1W) lateral repair – General Manager Eric Tynan notified the Board that there has been no progress or update as M1W is still waiting on getting approval from the Central Coast Water Board before moving forward with this project and State funding. All residents affected have signed a “License Agreement to Enter Property and Inspect Sewer Lateral”. The District would fund cost of design and construction of the sewer main and relocation. M1W would fund design and construction costs of the laterals. The District requested a proposal from MNS for the design fee of the sewer main relocation. The M1W project is part of an enforcement action for M1W by the Central Coast Water Board. The budget for the Private Lateral Rehabilitation Project is \$790,000. The Action Plan for the Cypress Alley Sewer Relocation can be viewed on pages 65-66 of this board packet.

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 at this meeting they mostly spoke about source water. The farmers are upset. If there was any illegal taking of water that legally belonged to the farmers there would be a lawsuit already filed, which has not been found. Pure Water Monterey has been taking the water that they legally have rights to.
2. Update on Salinas Valley Basin Groundwater Sustainability Agency (SVBGSA) meeting – Director Ron Stefani stated again the growers pulled something off the agenda, the Multi-benefit Land Repurposing program. The growers are not too happy about it as they think someone may take their land. He also watched the Eastside basin implementation meeting and they got a presentation from the Pajaro Water Management Agency. They have done a lot of work over there and they are partners with the growers. The other big issue is the feasibility study for the extraction barrier which they are going to be involved with desalting the brackish water. As mentioned prior, the state wants the GSA to be the final well permitting authority and Governor Newsom issued executive order saying the GSA’s approve no new wells. The farmers are not taking this well.
3. Update on meetings or educational classes attended by the Directors – Directors Cosme Padilla and Ron Stefani attended the ACWA Region 5 Program Developments in Monterey County Water Management, October 6, 2022 Tour Event Date and October 7 2022 Program Event Date in Monterey. They toured a seawater desalination plant, pure water treatment plant and heard many speakers the next day that gave a great presentation of water management. General Manager Eric Tynan only attended the Program Event Date as he has already done the tour and had other important meetings to attend.

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 – September 2022. A motion was made by Glenn Oania and seconded by Ron Stefani 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:	1	Directors:	Melgoza

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

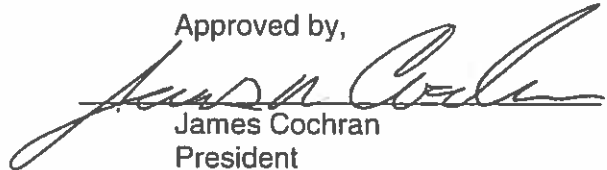
The meeting adjourned at 5:53 p.m. until the next scheduled meeting

Respectfully submitted by,



Lidia Santos
Secretary to the Board

Approved by,



James Cochran
President