

THE OFFICIAL MINUTES OF THE REGULAR BOARD MEETING OF
CASTROVILLE COMMUNITY SERVICES DISTRICT
October 18, 2016

President Ron Stefani called the meeting to order at 4:30 p.m.

ROLL CALL:

Directors Present: President Ron Stefani, Vice President Silvestre Montejano, Director Adriana Melgoza, Director Betty MacMillan and Director James Cochran

Absent: None

General Manager: Eric Tynan

Secretary to the Board: Lidia Santos

Staff Present: None

Guest: Dr. Eugene J. Guglielmo and NCRPD Director Grant T. Leonard

PLEDGE OF ALLEGIANCE

Director Betty MacMillan led the Pledge of Allegiance.

PUBLIC COMMENTS

1. None

CONSENT CALENDAR

1. A motion was made by Betty MacMillan and seconded by Adriana Melgoza to approve the minutes of the September 20, 2016 Scheduled Board Meeting. The motion carried by the following vote:

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

Consent Calendar accepted as presented

CORRESPONDENCE:

1. Letter from Marina Coast Water District (MCWD) to Castroville CSD regarding a public hearing conducted on September 6, 2016 where the MCWD Board of Directors voted unanimously to move forward with the formation of one or two Exclusive Groundwater Sustainability Agencies for the Seaside Area and Corral de Tierra Subbasins in their service area.
2. Letter from Special District Risk Management Authority (SDRMA) formally acknowledging the dedicated efforts of the Castroville Community Services District's Governing Body, management and staff towards proactive loss prevention and workplace safety. No Paid Workers' Compensation Claims in 2015-16.

Correspondence Calendar accepted as presented

INFORMATIONAL ITEMS:

1. *BC Water News* – Why California May Ban New Small Water Agencies
2. *ACWA News* – Desalination Contracts Voided by Corruption
3. *Santa Cruz Sentinel* – Santa Cruz County Water Agencies Grappling with Carcinogen

Informational items accepted as presented

PRESENTATIONS:

Before the presentation began, President Ron Stefani announced that he has a financial interest that gives rise to the conflict of interest or potential conflict of interest and stated he has been doing work for Dr. Guglielmo who is also his friend and therefore he will need to recuse himself from discussing and voting on this matter. President Stefani turned the board meeting over to Vice President Silvestre Montejano and left the room at 4:48 p.m.

1. Dr. Eugene J. Guglielmo to present three options to Castroville CSD Board of Directors in order to prepare for the California and USDA loan and grant applications for the Bayview Road area – Dr. Guglielmo began his presentation and presented the Board with three options in order to prepare for the California USDA loan and grant application for the Bayview Road area. These options can be viewed on pages 21 of the board packet. Out of the three options, he stated that option 1 and 2 would be of strategic value to CCSD in opening the possibility of using federal and state funding in the future to serve the CCSD. **The Board skipped down to New Business.**

UNFINISHED BUSINESS:

1. Update on levels for Well #2, #3 and #4 – General Manager Eric Tynan informed the Board on the current well levels as of October 1, 2016 were as follows: Well #2 is currently at -6.1 feet below sea level and on September 1, 2016 was -9.1 feet below sea level. Well #3 is at -45.1 feet below sea level and on September 1, 2016 it was -53.5 feet below sea level, and Well #4 is at -57.7 feet below sea level and on September 1, 2016 it was -72.5 feet below sea level. A graph of the well trends for the months March 2015 through October 2016 can be viewed on page 22 of the board packet. General Manager Eric Tynan stated that the well levels continue to rise, which is good news.
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 conservation efforts 2013 vs. 2016 graph can be viewed on page 23 of the board packet. There is a decline in water usage from 2013 versus 2016. For the month of September 2013 water usage was 26.4 million gallons and September 2016 it is 23.6 million gallons.
3. Update on the local groundwater sustainability agency (GSA) and representation – General Manager Eric Tynan reported to the Board that on pages 24-25 of the board packet shows information on the two paths to complying with the Sustainable Groundwater Management Act. Both he and President Ron Stefani continue to attend the GSA stakeholder forum.
4. Update on tax measure for North County Recreation and Park District (NCRPD) – General Manager Eric Tynan had Director Grant T. Leonard from NCRPD provide the update since he was present at the board meeting. Per Mr. Leonard they have finalized the naming policies for the NCRPD in regards to the capital campaign. They are hoping to place the tax measure on the April ballot. NCRPD has a meeting with David Armanasco with Armanasco Public Relations Inc (AMR), the consultant hired to assist the NCRPD with program funding for the tax measure to see what the next step should be. The NCRPD is not getting a response as quickly as they thought from the capital campaign. Also, on pages 58-62 of the board packet the first quarter report on extended recreation services activities along with NCRPD's quarterly Actual vs. Budget FY 2016/2017 reports.
5. Update on Prop 84: Well 5 (formerly; Well 2B) Arsenic Treatment project – General Manager Eric Tynan reported to the Board that he has proceeded with converting the treatment of PH content from Co2 to acid. State Water Resources Control Board agreed to reduce arsenic testing of treated Well 5 water from weekly to monthly, which reduce the cost of testing fees.
6. Update on Castroville CSD Bicycle/Pedestrian and Railroad Crossing Bridge: Project No. 8622 concerning the sewer relocation – General Manager Eric Tynan reported to the Board that this project should be going out to bid in November. The County relocated the Castroville CSD's sewer force main successfully. As mentioned at last month's board meeting, the only cost to the District were the new plans that were drawn for \$15k that would address the conflict and relocation of the sewer lines for this project. The original plans per an engineers estimate would have cost the Castroville CSD for the Moro Cojo Zone 2 service area \$149K to relocate the conflicting sewer lines.
7. Update on the Castroville CSD Medium Household Income study (MHI) to certify status as a "Disadvantaged Community" (DAC) to facilitate grant applications for water and sewer capital improvements for Castroville – General Manager Eric Tynan reported to the Board that Rural Community Assistance Corporation (RCAC) will be helping Castroville CSD to conduct a MHI study. The District has provided them with the data needed such as water service addresses to conduct the study and was informed that Prop 1 would pay for this study and not the District if all the protocols are met. Director Adriana Melgoza would like to know before the study begins what steps are involved.

8. Update on Castroville CSD grant funding for Castroville (Sewer-Zone 1) and Moss Landing (Sewer-Zone 3) for system upgrades and improvements – General Manager Eric Tynan informed the Board that Moss Landing is already certified as a “Severe Disadvantage Community” and therefore is applying for grants for Moss Landing sewer system (Zone 3) to replace the motor control centers, repair twelve manholes and the force main across Highway 1 bridge over the Elkhorn Slough. There is also an issue with the pipeline on the Island that requires maintenance. Castroville (Sewer-Zone1) is on hold from applying for grants until it is certified as a “Disadvantage Community”.

NEW BUSINESS:

The Board skipped down from the Presentation to New Business, Item 1 on the agenda.

1. Consider options for Bayview Road area – General Manager Eric Tynan informed the Board that he did not support any of the three options presented by Dr. Eugene J. Guglielmo for the Bayview Road area for several reasons and had made Dr. Guglielmo aware of his concerns by email, which can be viewed on page 34 of this board packet. Mainly, the District does not have the resources to take on any project that is outside of the District boundaries. Dr. Guglielmo requested a letter from Castroville CSD if his options presented were declined. After some discussion, a motion is made by Betty MacMillan and seconded by James Cochran in favor of not supporting any of the three options presented for the Bayview Road area as recommended by General Manager Eric Tynan. The motion carried by the following vote:

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

The Board returned to the regular order of business, Unfinished Business, item 1 and President Ron Stefani returned to the meeting at 5:02 and chaired the board meeting from this point on.

2. Approve putting out to bid, purchase of a new Jetter truck for fiscal year 2016/2017– General Manager Eric Tynan informed the Board at last month’s meeting that the 1982 Jetter truck was starting to blow a gasket and mostly likely will not last another year. A motion is made by Betty MacMillan and seconded by Silvestre Montejano to approve the General Manager putting out to bid the purchase of a new Jetter truck for fiscal year 2016/2017. The motion carried by the following vote.

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

3. Establish a policy for adopting positions on legislation (select Model Policy One, Two, Three or Four) – General Manager Eric Tynan suggested the Board establish a policy for adopting positions on legislation. The four model polices can be viewed on page 35 of the board packet. After some discussion, a motion is made by Adriana Melgoza and seconded by Betty MacMillan to adopt Model Policy Two: The General Manager along with the Board President Adopt Bill Positions. The motion carried by the following vote:

AYES:	5	Directors:	Stefani, Montejano, Melgoza, MacMillan and Cochran
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 – President Ron Stefani stated that the water purchase agreement was signed. The PUC approved the project for the Recycle Project, which benefits Monterey.

2. Update on meetings/educational classes attended by the Directors – Directors Stefani and Melgoza along with General Manager Eric Tynan and Office Manager Lidia Santos all attended the CSDA Annual Fall Conference. President Stefani partially attended the conference for the reason that he fell ill and had to go to the emergency room and is feeling much better now. Director Melgoza, General Manager Tynan and Office Manger Santos all provided an update on the classes attended at this conference and found it to be informative.

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

General Operations Reports were accepted as presented

CHECK LIST – September 2016. A motion was made by Adriana Melgoza and seconded by Betty MacMillan to pay all bills presented. The motion carried by the following vote:

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

CLOSE:

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

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

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

Respectfully submitted by,



Lidia Santos
Secretary to the Board

Approved by,



Ron Stefani
President