

MENDOCINO CITY COMMUNITY SERVICES DISTRICT

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Per California Governor Gavin Newsom’s Executive Orders N-25-20 and N-29-20, the meeting is being held via teleconference.

MENDOCINO CITY COMMUNITY SERVICES DISTRICT SPECIAL BOARD MEETING

ACTION MINUTES – December 16, 2020

**BEFORE THE BOARD OF DIRECTORS
FAIR STATEMENT OF PROCEEDINGS
(PURSUANT TO CALIFORNIA COMMUNITY SERVICES DISTRICT LAW
Government Code §61000)**

AGENDA ITEM NO. 1 – CALL TO ORDER – OPEN SESSION 4:03 p.m.

Present: Directors James Sullivan, Hauck presiding, Maggie O’Rourke, Christina Aranguren, and Dennak Murphy.

Staff Present: Mr. Ryan Rhoades, District Superintendent.

Legal Counsel Present: Matt Emrick; Attorney.

Public Present: Michelle Blackwell (Mendocino Beacon), Chet Anderson, and an unidentified member of the public.

AGENDA ITEM NO. 2. – APPROVAL OF AGNEDA

Presenter/s: President Hauck

No Comment or requests for change at this time.

AGENDA ITEM NO. 3 – PUBLIC COMMENT: non agenda items

None

AGENDA ITEM NO. 4–COMMUNICATIONS

Presenter: Superintend Rhoades had no Official District Communications

Board Comment: Director Hauck mentioned a phone call form Ed O’Brien; bringing attention to a Board Position Opening on the GSRMA (Golden State Risk Management Authority) Board of Directors. GSRMA is the insurance provider for MCCSD. No MCCSD board members expressed interest.

Board Action: None

AGENDA ITEM NO. 5–FINANCIAL REPORT

5a) Financial Update from KMC

Presenter/s: Director Hauck, as Kristine McKee was unable to attend

Public Comment: Matt Emrick

Board Comment: All Board Members

Board Action: None

5b) Discussion and Possible Action to Approve District Disbursements/Expenditures

Presenter/s: Director Hauck

Public Comment: None

Board Comment: All Board Members

Board Action: Upon motion by Director Murphy, seconded by Director Sullivan, it is Ordered to approve all District expenses/disbursements as reported during the month of October 2020.

Aye: 5 – Directors Aranguren, O'Rourke, Murphy, Sullivan, and Hauck

No: 0 – None

Absent: 0 – None

AGENDA ITEM NO. 6 –NEW BUSINESS

6a) Elections of Officers Board President and Vice President

Presenter/s: Director Hauck is the only member interested in the position of President, and Director Sullivan is the only member interested in the position of Vice President.

Public Comment: None

Board Comment: All Board Members

Board Action: Upon motion by Director O'Rourke, seconded by Director Aranguren, it is Ordered to approve Director Hauck as Board President and Director Sullivan as Board Vice President for the next one year term, without need for election.

Aye: 5 – Directors Aranguren, O'Rourke, Murphy, Sullivan, and Hauck

No: 0 – None

Absent: 0 – None

6b) Appointment of Board Members to Standing Committees: Safety, Street Lighting, Plant Operations, Water Management, Finance, Personnel, and Groundwater Management Advisory

Presenter/s: President Hauck, asked each member what committees they would like to serve on, and mentioned that with seven Standing Committees, members need to serve on at least two or three committees to fill all positions.

Public Comment: None

Board Comment: All Board Members

Board Action: Upon motion by Director Murphy, seconded by Director O'Rourke, it is Ordered to approve Director appointments to the following committees:

Finance:	Harold Hauck and Maggie O'Rourke
Personal:	Harold Hauck and Maggie O'Rourke
Plant Operations:	Dennak Murphy and Tina Aranguren
Safety:	Dennak Murphy and Jim Sullivan
Street Lighting:	Dennak Murphy and Maggie O'Rourke
Water Management:	Tina Aranguren and Jim Sullivan
Groundwater Management Advisory:	Tina Aranguren and Jim Sullivan

Aye: 5 – Directors Aranguren, O'Rourke, Murphy, Sullivan, and Hauck

No: 0 – None

Absent: 0 – None

AGENDA ITEM NO. 7 –DISTRICT SUPERINTENDENTS REPORT

7a) November/December Monthly Report

Presenter/s: Superintendent Rhoades

Public Comment: None

Board Comment: Sullivan and Aranguren

Board Action: None

AGENDA ITEM NO. 8 –GROUNDWATER MANAGEMENT REPORT

8a) November/December Monthly Groundwater Management Report

Presenter/s: Superintendent Rhoades

Public Comment: Michelle Blackwell

Board Comment: All Member Comment

Board Action: None

AGENDA ITEM NO. 9 –OLD BUSINESS

9a) Discussion and Possible Action to Change or Maintain Current Water Shortage Emergency Stage.

Presenter/s: Superintendent Rhoades

Public Comment: None

Board Comment: All Member Comment

Board Action: None

9b) Discussion and Possible Action to Extend Current District Policy of Not Assessing Late Penalties for Payments Delayed due to the COVID-19 Pandemic.

Presenter/s: Superintendent Rhoades

Public Comment: None

Board Comment: O'Rourke, Murphy, Hauck

Board Action: Upon motion by Director O'Rourke, seconded by Vice President Sullivan, it is Ordered to continue current District Policy of not assessing late penalties on customers that are late in making payments through the First Quarter of 2021, March 31, 2021.

Aye: 5 – Directors Aranguren, O'Rourke, Murphy, Sullivan, and Hauck

No: 0 – None

Absent: 0 – None

AGENDA ITEM NO.10 –CONSENT AGENDA

10a) Approval of Meeting Minutes

10a-1) 10-26-20 Regular Meeting Minutes

Presenter/s: President Hauck

Public Comment: None

Board Comment: All Member Comment

Board Action: Upon Motion by Director Murphy, and Seconded by Vice President Sullivan, it is Ordered to approve all Consent Agenda Items.

Aye: 3 - President Hauck, Director Murphy, and Vice President Sullivan.

No: 0 – None

Abstain: 2 – Aranguren and O'Rourke

Absent: 0 - None

AGENDA ITEM NO. 11–DISCUSSION AND POSSIBLE ACTION REGARDING ANY CONSENT AGENDA ITEM NEEDING SEPARATE ACTION

None

Superintendent Rhoades suggested at this point to amend the Agenda and move item 14, Matters from Board Members up to item 12. Because Agenda item 12, Committee Updates was going to be in Closed Session and thus required all members of the public to sign off from the meeting or an un known period of time. Superintendent Rhoades felt it important that members of the public be able to hear and comment on Agenda Item 14. President Hauck agreed with the recommendation, no other comments were made and the Agenda was amended.

AGENDA ITEM NO. 14 now NO. 12- MATTER FROM BOARD MEMBERS

Presenter/s: Vice President Sullivan discussed the importance of an energy audit as a cost saving tool. Director Murphy expressed appreciation and gratitude for the job Superintendent Rhoades is doing, as well as the desire to further investigate Risk and Opportunities that currently exist for the District.

Public Comment: None

Board Comment: None

Board Action: None

AGENDA ITEM NO. 13 –COMMITTEE UPDATES

13a) Adjourn to Closed Session –Per Government Code 94057 54957 at 5:56 p.m.

Presenter/s: Superintendent Rhoades

Public Comment: None

Board Comment: All Members Comment

Board Action: Motion by Director Murphy and seconded by Director Aranguren, to authorize Superintendent Rhoades to make an official MCCSD offer of employment to the top applicant.

Aye: 5 - President Hauck, Director O'Rourke, Director Murphy, Director Aranguren, and Vice President Sullivan.

No: 0 – None

Absent: 0 – None

AGENDA ITEM NO. 13 now NO. 14 -REPORT OUT OF CLOSED SESSION

Presenter/s: President Hauck

Public Comment: None

Board Comment: President Hauck reported that the Board authorized Superintendent Rhoades to make an offer of employment for the position of Administrative Assistant.

AGENDA ITEM NO. 15–ADJOURNMENT

Presenter/s: Hauck

Public Comment: None

Board Comment: None

Board Action: Motion Director O'Rourke, seconded by Vice President Sullivan to adjourn the meeting

Aye: 5 - President Hauck, Director O'Rourke, Director Murphy, Director Aranguren, and Vice President Sullivan.

No: 0 – None

Absent: 0 – None

NOTICE: PUBLISHED MINUTES OF THE MENDOCINO CITY COMMUNITY SERVICES DISTRICT MEETINGS

- *Effective May 11, 2020, the Board of Directors’ minutes will be produced in “action only” format.*
- *Minutes are considered draft until adopted/approved by the Board of Directors*
- *Please reference the District’s website to obtain additional resource information for the Board of Directors: www.mccsd.com.*

Thank you for your interest in the proceedings of the Mendocino City Community Services District

Board of Directors

STANDING COMMITTEES:

Finance:----- Harold Hauck and Maggie O’Rourke

Personal:----- Harold Hauck and Maggie O’Rourke

Plant Operations:----- Dennak Murphy and Tina Aranguren

Safety: ----- Dennak Murphy and Jim Sullivan

Street Lighting:----- Dennak Murphy and Maggie O’Rourke

Water Management:----- Tina Aranguren and Jim Sullivan

Groundwater Management Advisory:---- Tina Aranguren and Jim Sullivan

Respectfully submitted,

Ryan Rhoades

District Superintendent