

MENDOCINO CITY COMMUNITY SERVICES DISTRICT

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MENDOCINO CITY COMMUNITY SERVICES DISTRICT SPECIAL BOARD MEETING

ACTION MINUTES – June 24, 2024

**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 – 5:31 p.m.

Present: Directors Donna Feiner, Jim Sullivan, Ishvi Aum (arrived at 5:42), VP Matthew Miksak, and presiding was President Dennak Murphy

Staff Present: District Secretary, Katie Bates

Public Present: Holly Cinkutis, Mary Anne Portillo, Dan Potash, Dan Robinson, Lily Robinson, Carolyn Mann

AGENDA ITEM NO. 3 – APPROVAL OF AGENDA

Board Action: Upon motion by Director Feiner and 2nd by VP Miksak, IT IS ORDERED to approve the agenda with agenda item #2 moved after agenda item #3. The Motion carried by the following vote:

AYE: 4

ABSENT: 1 (Aum)

AGENDA ITEM NO. 2- BOARD MEETING PROCEDURES

Presenter: President Murphy

AGENDA ITEM NO. 4 –PUBLIC COMMENT

None

AGENDA ITEM NO. 5 – COMMUNICATIONS

None

AGENDA ITEM NO. 6- FINANCIAL REPORT

a) May Disbursements

Presenter: Katie Bates

Board Action: Upon motion by Director Feiner and 2nd by VP Miksak, IT IS ORDERED to approve May disbursements. The Motion carried by the following vote:

AYE: 4

ABSENT: 1 (Aum)

AGENDA ITEM NO. 7- CONSENT AGENDA

- a) **APPROVAL OF MINUTES FROM 5-20-24**
- b) **APPROVAL OF MINUTES FROM 6-13-24**

Board Action: Upon motion by Director Sullivan, and 2nd by VP Miksak, IT IS ORDERED to approve the minutes from May 20, 2024 and June 13, 2024. The Motion carried by the following vote:

AYE: 4

ABSENT: 1 (Aum)

AGENDA ITEM NO. 8—DISCUSSION AND POSSIBLE ACTION REGARDING ANY CONSENT AGENDA ITEM NEEDING SEPARATE ACTION

None

AGENDA ITEM NO. 9 – NEW BUSINESS

- a) **Project Update by Holly Cinkutis of GHD and Mary Anne Portillo of West Company re: SAFER water system feasibility study**

Board Comment: President Murphy, VP Miksak, and Directors Aum, Sullivan

Staff Comment: Ryan Rhoades

Public Comment: Holly Cinkutis, Mary Anne Portillo, Carolyn Mann, Lily Robinson, Dan Potash

- b) **Public Hearing: Final Budget for Fiscal Year 2024-2025 originally introduced at the regular meeting of the Board of Directors on May 20, 2024**

Board Comment: Dennak Murphy

Staff Comment: Ryan Rhoades

Public Comment: Dan Potash, Lily Robinson, and Carolyn Mann

- c) **Discussion and Possible Action to approve Resolution 2024-319: Resolution of the Mendocino City Community Services District to Adopt the Budget for Fiscal Year 2024-2025**

Board Action: Upon motion by Director Aum, and 2nd by VP Miksak, IT IS ORDERED to adopt Resolution 2024-319: Resolution of the Mendocino City Community Services District to Adopt the Budget for Fiscal Year 2024-2025. The Motion carried by the following vote:

AYE: 5

- d) **Discussion and Possible Action to approve the engagement with a legal service provider**

Board Action: Upon motion by Director Aum, and 2nd by Director Sullivan, IT IS ORDERED to approve the recommendation by the legal ad hoc committee and Staff, and to authorize Ryan Rhoades to sign on behalf of MCCSD to enter into engagement with Shute, Mihaly, & Weinberger as the District's legal counsel. The Motion carried by the following vote:

AYE: 5

AGENDA ITEM NO. 10- DISTRICT SUPERINTENDENT’S REPORT

Presenter: Ryan Rhoades

Board Comment: Director Aum and President Murphy

AGENDA ITEM NO. 11- GROUNDWATER MANAGEMENT

Presenter: Ryan Rhoades

AGENDA ITEM NO. 12- COMMITTEE UPDATES

None

AGENDA ITEM NO. 13- MATTER FROM BOARD MEMBERS

Director Aum mentioned potentially holding BOD meetings with remote options for greater community involvement.

AGENDA ITEM NO. 14- ADJOURNMENT

IT IS ORDERED to approve adjourning the meeting at 7:35 p.m.

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:----- Dennak Murphy and Ishvi Aum
- Personnel:----- Dennak Murphy and Matthew Miksak
- Plant Operations:----- Ishvi Aum and Jim Sullivan
- Safety: ----- Donna Feiner and Matthew Miksak
- Street Lighting:----- Donna Feiner and Jim Sullivan
- Groundwater Management:----- Jim Sullivan and Ishvi Aum

Respectfully submitted,
Ryan Rhoades and Katie Bates

Memo

To: MCCSD Board of Directors
From: District Superintendent
cc: Seph Petta
Date: July 24, 2024
Re: Groundwater Management Report

The 2023-24 Rain Year

October 1, 2023 was the beginning of the 2023-24 rain year. Average annual precipitation in Mendocino is 39.20 inches, and average rainfall in July is 0.08” inches. 0.09” inches of rainfall has been measured in the District for the month, as of July 23, 2024 (Figure 1, Table 1).

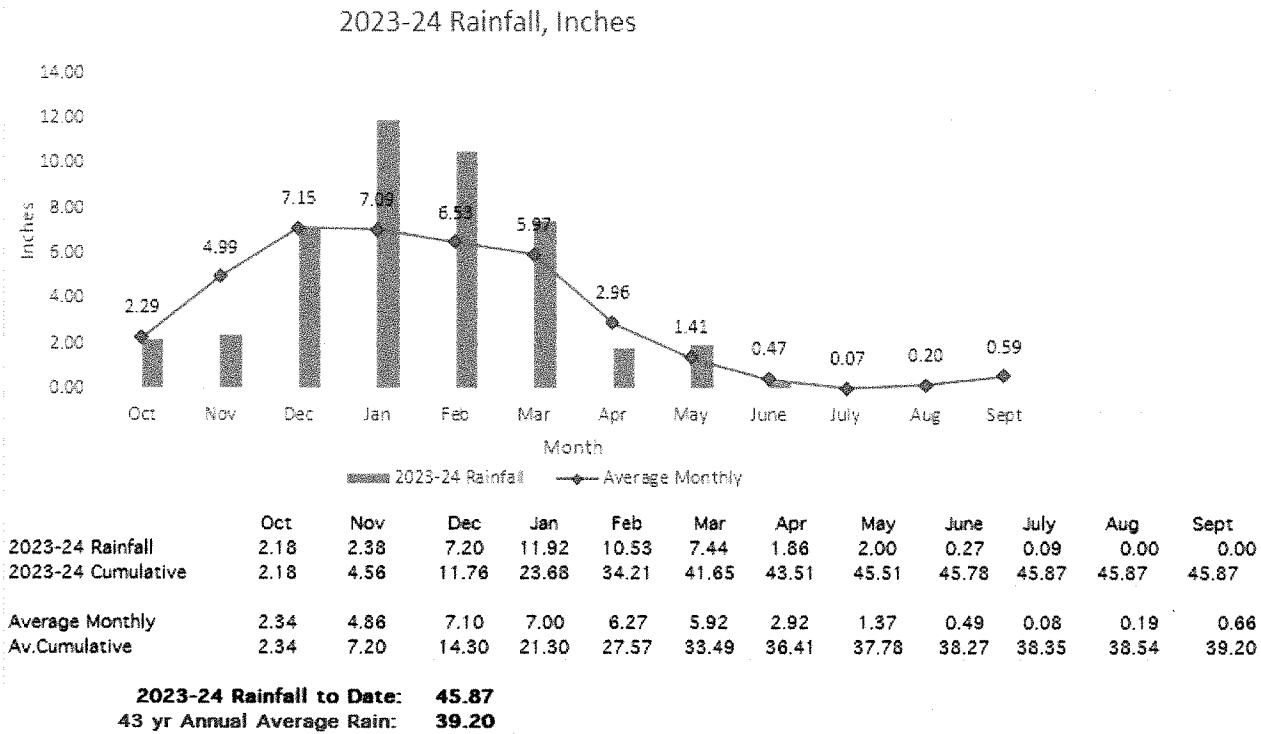


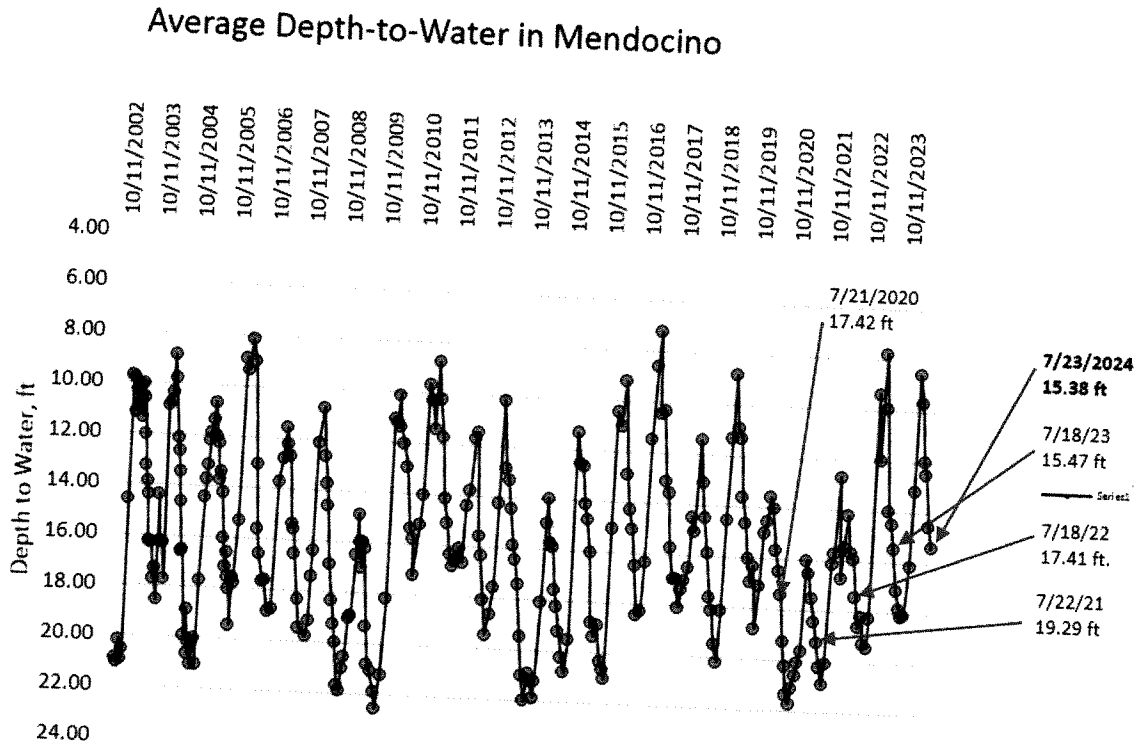
Figure 1, Table 1

Total Rainfall for Rain Year 2022-23 was 41.93” inches. Mendocino received 106% of normal annual rainfall during the last water year. By July 23, 2024, total rainfall since October 1, 2023 was 45.87” inches, 117 % of average annual rainfall.

July 2024 Depth-to-Water (DTW)

The average DTW measurements District-wide in the 24 monitoring wells on July 23, 2024 was 15.38 ft. DTW averages are 0.86 ft. below June of 2024. The DTW averages in the five drought monitoring wells reported and average of 18.06 ft. a decrease of 1.18' ft. from June of 2024. DTW averages are very similar to July 2023, and about 3 ft. better than a drought year like 2021.

Figure 2 July 2024, Depth-To-Water Chart



Following the Water Shortage Contingency Plan, May 31, 2024 was the most recent water shortage evaluation date. Current rainfall totals and depth to water averages indicate there is no water shortage in the District at this time.

There is currently one hydrological study scheduled for the year beginning on August 20th 2024, at 08:00 a.m. at 10550 Lansing St. If you believe your well might be impacted by this test and you would like to have it monitored during the study please contact Ishvi Aum, 707-813-7624 or aumconstruction@gmail.com at least 72 hrs. prior to August 20th, 2024.

July 2024 Superintendent's Report

Wastewater Treatment Plant:

- Operators performed routine repair and maintenance to the WWTP in July of 2024.
- The Superintendent responded to an after hour weekend alarm for power failure on Saturday July 20, 2024. All was okay.
- The headworks bar screen went out of service on July 17, operators completed a deep clean and disassembly. Parts are being taken to the welding shop and other parts are on order. This equipment is critical to protecting downstream operations.
- Operators are preparing to begin annual sewer main cleaning in August and September, once the primary visitor rush is over. The cleaning will include annual sections like Main St. Evergreen, Albion, and Lansing, as well as most all mains west of Kasten.
- Staff received and installed the new carbon drum air filter for the biosolids dryer.
- No update on the replacement garage doors. Norvells was contacted.
- The Superintendent completed and submitted the quarterly state self-monitoring report on July 10th (3 weeks early). We had no permit violations for the period.
- The riding mower may need replacement soon.
- Staff made significant progress on the annual report by completing effluent sampling and lab analysis, then entering hundreds of analytical results.
- We continue to collect estimates for replacement or repair of the effluent pump. We are having difficulty locating a qualified plumber interested in the job. Prices range from \$26,000-\$51,000 for parts alone.

Outfall Update: We continue to wait on Alpha Diving to complete the annual survey and Biological report. Two other companies are preparing additional estimates, in case Alpha is unable to complete the work.

Recycled Water:

-MCCSD did not transfer any recycled water during the month of July. We have not had any recent funding update from the state Division of Finance on our upgrade grant application. It does appear that majority State Recycled water funding was pulled to help balance the State Budget, and we will have to wait until the program is funding again.

Biosolids:

-MCCSD staff did not transport any loads of biosolids to Redwood Landfill in July.

Grant and Project Updates:

-July 16, 2024 we had a site visit from Edgar, our RCAC Technical Assistance Advisor assigned by the U.S. EPA to help with evaluating wastewater infrastructure needs. He spent three hrs. touring, asking questions, and taking notes.

-July 23, Brian from Cal Rural Water Association came to provide a free energy evaluation. Staff are working to provide him additional data to help in his evaluation.

-The SAFER feasibility study is moving forward. GHD with the support of West Company launched the project web site, as presented at the meeting last month. It is a good source of information and we look

forward to more information being added. We plan to hold a couple community outreach meetings in late August and early September. A draft source water study is expected in September/October.

-Another technical assistance grant application submitted to the SWRCB Division of Financial Assistance for wastewater infrastructure planning is currently under review for eligibility.

-The MUSD/MCCSD Water Storage Tank project is still being delayed by the Coastal Commission appeal and a modified plan is being discussed. Both funding agencies are aware of the delay.

-No current updates from FEMA for the January 2023 Storm Damage re-imbusement. The application is under environmental review and we have been assigned to a third or fourth project manager

Safety Meeting and Plant Safety Inspection:

The 30-minute monthly safety meeting for July was held July 23, 2024. The topic was *Fire Safety*. Staff then reviewed fire extinguisher locations and evacuation routes. No safety incidents were reported for the period.

Sanitary Sewer Collection System:

There were no Sanitary Sewer over flows to report for the period April 12, 2023- July 24, 2024