

MENDOCINO CITY COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS 9-30-2024 MEETING AGENDA

MENDOCINO CITY COMMUNITY SERVICES DISTRICT  
P. O. BOX 1029  
MENDOCINO, CA 95460  
Business Phone (707) 937-5790 Treatment Plant (707) 937-5751

AGENDA

REGULAR MEETING

Monday, September 30, 2024

5:30 PM

Community Center of Mendocino, 10525 School St., Mendocino, Ca 95460

- 1) CALL TO ORDER
- 2) APPROVAL OF AGENDA
- 3) PUBLIC COMMENT: non agenda items
- 4) COMMUNICATIONS
- 5) FINANCIAL REPORT  
Discussion and Possible Action to Approve District Disbursements/Expenditures
  - a) July Disbursements
  - b) August Disbursements
- 6) CONSENT AGENDA  
All matters on the Consent Agenda are to be approved by one action without discussion unless a Board Member requests separate action on a specific item.
  - a) APPROVAL OF MINUTES from 7-29-24
  - b) APPROVAL OF MINUTES from 8-27-24
  - c) APPROVAL OF MINUTES from 9-4-24
- 7) DISCUSSION AND POSSIBLE ACTION REGARDING ANY CONSENT AGENDA ITEM NEEDING SEPARATE ACTION
- 8) NEW BUSINESS
- 9) OLD BUSINESS
  - a) Discussion of the Focus Workshops that took place on 8-27-24 and 9-4-24, regarding the community water system feasibility study.
- 10) DISTRICT SUPERINTENDENT'S REPORT  
Monthly Report
- 11) GROUNDWATER MANAGEMENT REPORT  
Monthly Groundwater Management Report
- 12) COMMITTEE UPDATES
- 13) MATTERS FROM BOARD MEMBERS
- 14) ADJOURNMENT

MENDOCINO CITY COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS 9-30-2024 MEETING AGENDA

STANDING COMMITTEES: For 2024

- 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:----- Jim Sullivan and Donna Feiner
- Groundwater Management:----- Jim Sullivan and Ishvi Aum

*Pursuant to Americans with Disability Act (ADA Title II), MCCSD will make reasonable arrangements to ensure accessibility to the meeting. If you need special assistance to participate in this meeting, please contact the business office at 707- 937-5790.*

**MENDOCINO CITY COMMUNITY SERVICES DISTRICT**

**Post Office Box 1029  
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mccsd@mcn.org**

**MENDOCINO CITY COMMUNITY SERVICES DISTRICT SPECIAL BOARD MEETING**

**ACTION MINUTES – July 29, 2024**

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

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**AGENDA ITEM NO. 1 – CALL TO ORDER – 5:00 p.m.**

**Present:** Directors Jim Sullivan, Donna Feiner, and VP Matthew Miksak

**Staff Present:** Katie Bates, Board Secretary

**AGENDA ITEM NO. 2. – APPROVAL OF AGENDA**

**Board Action:** Upon motion by Director Feiner and 2<sup>nd</sup> by Director Sullivan, IT IS ORDERED to approve the agenda. The Motion carried by the following vote:

AYE: 3

ABSENT: 2 (Aum, Murphy)

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

None

**AGENDA ITEM NO. 4- COMMUNICATIONS**

None

**AGENDA ITEM NO. 5- FINANCIAL REPORT**

- a) June Disbursements  
Presenter: Katie Bates**

**Board Action:** Upon motion by Director Feiner and 2<sup>nd</sup> by Director Sullivan, IT IS ORDERED to approve June disbursements. The Motion carried by the following vote:

AYE: 3

ABSENT: 2 (Aum, Murphy)

**AGENDA ITEM NO. 6- CONSENT AGENDA****a) APPROVAL OF MINUTES FROM 6-24-24**

**Board Action:** Upon motion by Director Sullivan, and 2<sup>nd</sup> by VP Miksak, IT IS ORDERED to approve the minutes from June 24, 2024. The Motion carried by the following vote:

AYE: 3

ABSENT: 2 (Aum, Murphy)

**AGENDA ITEM NO. 7—DISCUSSION AND POSSIBLE ACTION REGARDING ANY CONSENT AGENDA ITEM NEEDING SEPARATE ACTION**

None

**AGENDA ITEM NO. 8- DISTRICT SUPERINTENDENT’S REPORT**

**Presenter:** Katie Bates

**Board Comment:** VP Miksak

**AGENDA ITEM NO. 9- GROUNDWATER MANAGEMENT**

**Presenter:** Katie Bates

**Board Comment:** Director Feiner

**AGENDA ITEM NO. 10- COMMITTEE UPDATES**

None

**AGENDA ITEM NO. 11- MATTER FROM BOARD MEMBERS**

Director Feiner discussed leak at Hills Ranch tank, and roots in plumbing joint of MUSD water system. VP Miksak asked for an update on the tank project. Director Sullivan reported the project is on pause while navigating the CDP process.

**AGENDA ITEM NO. 12- ADJOURNMENT**

IT IS ORDERED to approve adjourning the meeting at 5:29 p.m.

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

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- *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](http://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:----- Dennak Murphy and Jim Sullivan

Safety: ----- Jim Sullivan

Street Lighting:----- Donna Feiner and Jim Sullivan

Groundwater Management:----- Ishvi Aum and Jim Sullivan

Respectfully submitted,

Katie Bates

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**MENDOCINO CITY COMMUNITY SERVICES DISTRICT SPECIAL BOARD MEETING**  
**ACTION MINUTES – August 27, 2024**  
**BEFORE THE BOARD OF DIRECTORS**  
**FAIR STATEMENT OF PROCEEDINGS**  
**(PURSUANT TO CALIFORNIA COMMUNITY SERVICES DISTRICT LAW**  
**Government Code §61000)**

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**AGENDA ITEM NO. 1 – CALL TO ORDER**

**Present:** Directors Ishvi Aum, Jim Sullivan and Donna Feiner

**Staff Present:** Katie Bates, Board Secretary and Ryan Rhoades, District Superintendent

**Public Present:** Ryan Crawford, Adam Rausch, Holly Ziegler, Matt Kennedy, Matt Foster, Michaela Ellis, Zach Rounds, Tara Ouitavon, David Better, Jason Morse, Vincent Adultman, John Allen, Judy Chapman, Steve Gomes, Zoe Wu, SEJ, M Rowan, Denise, J Smith, Ricardo Berrospi, Andera Shepard, Dan Potash, Trevor, Chet Anderson, Paul Niles, SMWC, Tom Tetzlaff, Tom Arden

**AGENDA ITEM NO. 2- PRESENTATION AND WORKSHOP BY GHD REGARDING THE COMMUNITY WATER SYSTEM FEASIBILITY STUDY**

**Presenters:** Mary Anne Petrillo, Adam Rauch, Holly Ziegler, Ryan Crawford, Matt Foster

**Public Comment:** Steve Gomes

**AGENDA ITEM NO. 3. –PUBLIC COMMENT: PUBLIC WATER SYSTEM REPRESENTATIVES**

**Board Comment:** Jim Sullivan, Ishvi Aum

**Public Comment:** Ryan Crawford, Holly Ziegler, Adam Rausch, Mary Anne Petrillo, Donna Feiner, Dan Potash, Steve Gomes, Jason Morse, David Better, John Allen, Monte, Dan Potash

**AGENDA ITEM NO. 4 – PUBLIC COMMENT: LIMITED TO 3 MINUTES PER SPEAKER**

**Comments offered during agenda item 3**

**AGENDA ITEM NO. 5- PUBLIC COMMENT FOR NON-AGENDIZED ITEMS**

**Public Comment:** Tom Arden, Steve Gomes

**AGENDA ITEM NO. 6 –ADJOURNMENT**

Meeting is adjourned 1:39 p.m.

- After the presentation public comment opened up and public water system reps as well as the general public commented, therefore agenda items 3 and 4 ran together.

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*Board of Directors*

STANDING COMMITTEES:

Finance:----- [Dennak Murphy and Ishvi Aum](#)

Personnel:----- [Dennak Murphy and Matthew Miksak](#)

Plant Operations:----- [Dennak Murphy and Jim Sullivan](#)

Safety: ----- [Jim Sullivan](#)

Street Lighting:----- [Donna Feiner and Jim Sullivan](#)

Groundwater Management:----- [Ishvi Aum and Jim Sullivan](#)

Respectfully submitted,

Katie Bates

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**MENDOCINO CITY COMMUNITY SERVICES DISTRICT SPECIAL BOARD MEETING**

**ACTION MINUTES – September 4, 2024**

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

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**AGENDA ITEM NO. 1 – CALL TO ORDER**

**Present:** Directors Ishvi Aum, Jim Sullivan, Matthew Miksak, and Donna Feiner

**Staff Present:** Katie Bates, Board Secretary and Ryan Rhoades, District Superintendent

**Public Present:** Adam Rausch, Ryan Crawford, Mary Anne Petrillo, Carrie Browder, James Greg, Tina Aranguren, Bob Aranguren, Mary Falkenrath, Maggie O'Rourke, Andrea Shepard, Phyllis Coppage, 3 unknown attendees

**AGENDA ITEM NO. 2- PRESENTATION AND WORKSHOP BY GHD REGARDING THE COMMUNITY WATER SYSTEM FEASIBILITY STUDY**

**Public Comment:** Mary Anne Petrillo, Adam Rauch, Ryan Crawford, Andrea Shepard, Carrie Browder

**AGENDA ITEM NO. 3 – PUBLIC COMMENT: LIMITED TO 3 MINUTES PER SPEAKER**

**Board Comment:** Jim Sullivan, Ishvi Aum, Matthew Miksak

**Staff Present:** Ryan Rhoades

**Public Comment:** Ryan Crawford, Adam Rausch, Maggie O'Rourke, Mary Falkenrath, James Greg, Tina Aranguren, Andrea Shepard, Carrie Browder, Phyllis Coppage

**AGENDA ITEM NO. 4- PUBLIC COMMENT FOR NON-AGENDIZED ITEMS**

**None**

**AGENDA ITEM NO. 5 –ADJOURNMENT**

Meeting is adjourned 7:58 p.m.



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

***Board of Directors***

**STANDING COMMITTEES:**

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- Personnel:----- [Dennak Murphy and Matthew Miksak](#)
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- Groundwater Management:----- [Ishvi Aum and Jim Sullivan](#)

Respectfully submitted,

Katie Bates

## Memo

**To:** MCCSD Board of Directors  
**From:** District Superintendent  
**cc:** Seph Petta  
**Date:** August 20, 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 August is 0.19" inches. 0.23" inches of rainfall has been measured in the District for the month, as of August 20, 2024 (Figure 1, Table 1).

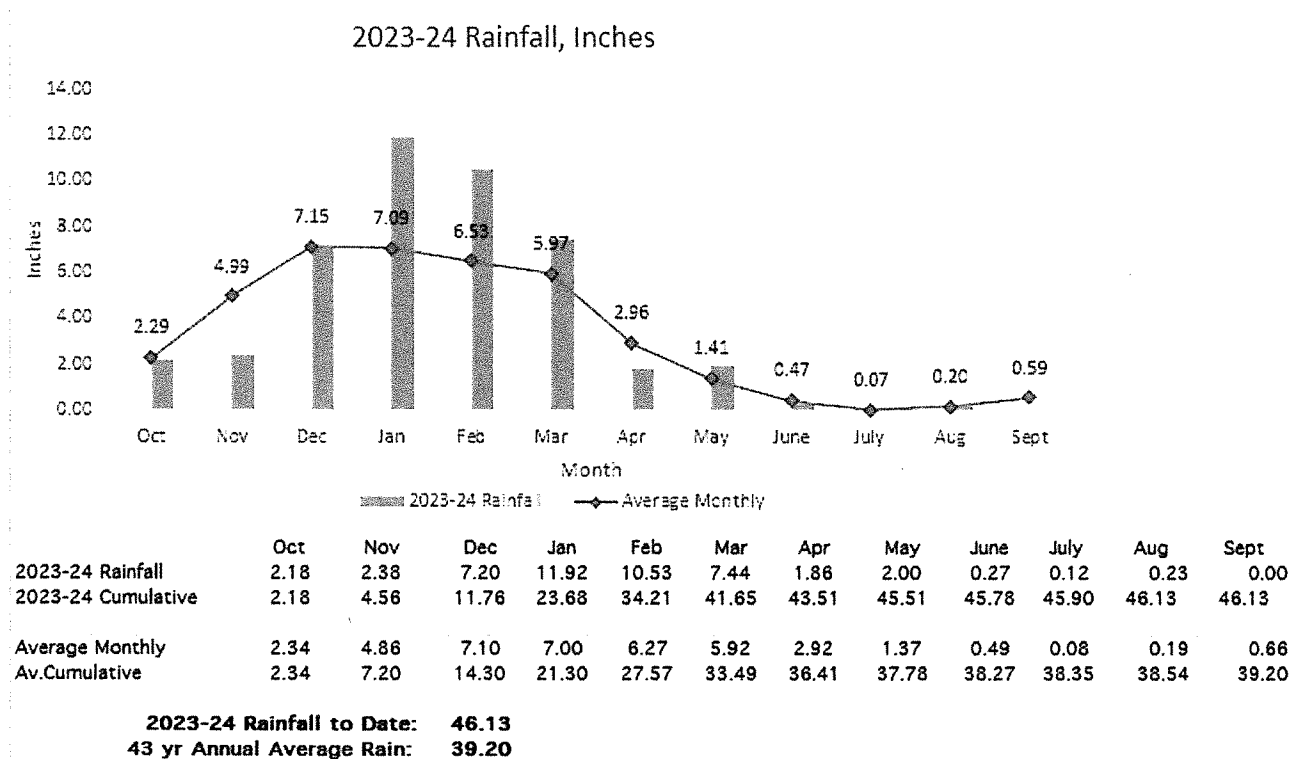


Figure 1, Table 1

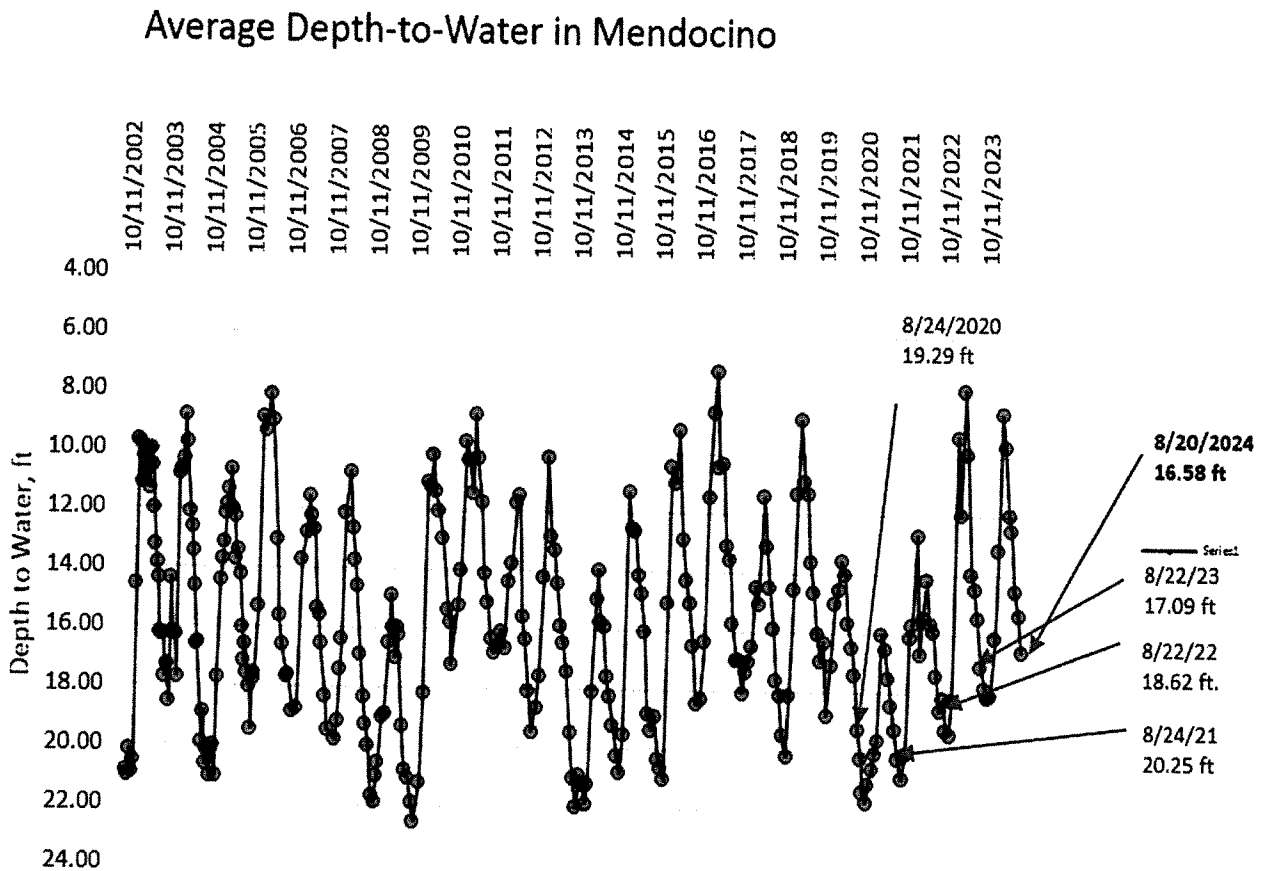
Total Rainfall for Rain Year 2022-23 was 41.93" inches. Mendocino received 106% of normal annual rainfall during the last water year. By August 20, 2024, total rainfall since October 1, 2023 was 46.13" inches, 118% of average annual rainfall.



August 2024 Depth-to-Water (DTW)

The average DTW measurements District-wide in the 24 monitoring wells on August 20, 2024 was 16.58 ft. DTW averages are 1.2 ft. lower than July of 2024. The DTW averages in the five drought monitoring wells reported and average of 19.15 ft. a decrease of 1.1' ft. from July of 2024. DTW averages are 0.5 ft better than August 2023, and nearly 4 ft. better than a drought year like 2021.

Figure 2 August 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.

**Memo**

**To:** MCCSD Board of Directors  
**From:** District Superintendent  
**cc:** Seph Petta  
**Date:** September 23, 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 September is 0.66" inches. 0.19" inches of rainfall has been measured in the District for the month, as of September 23, 2024 (Figure 1, Table 1).

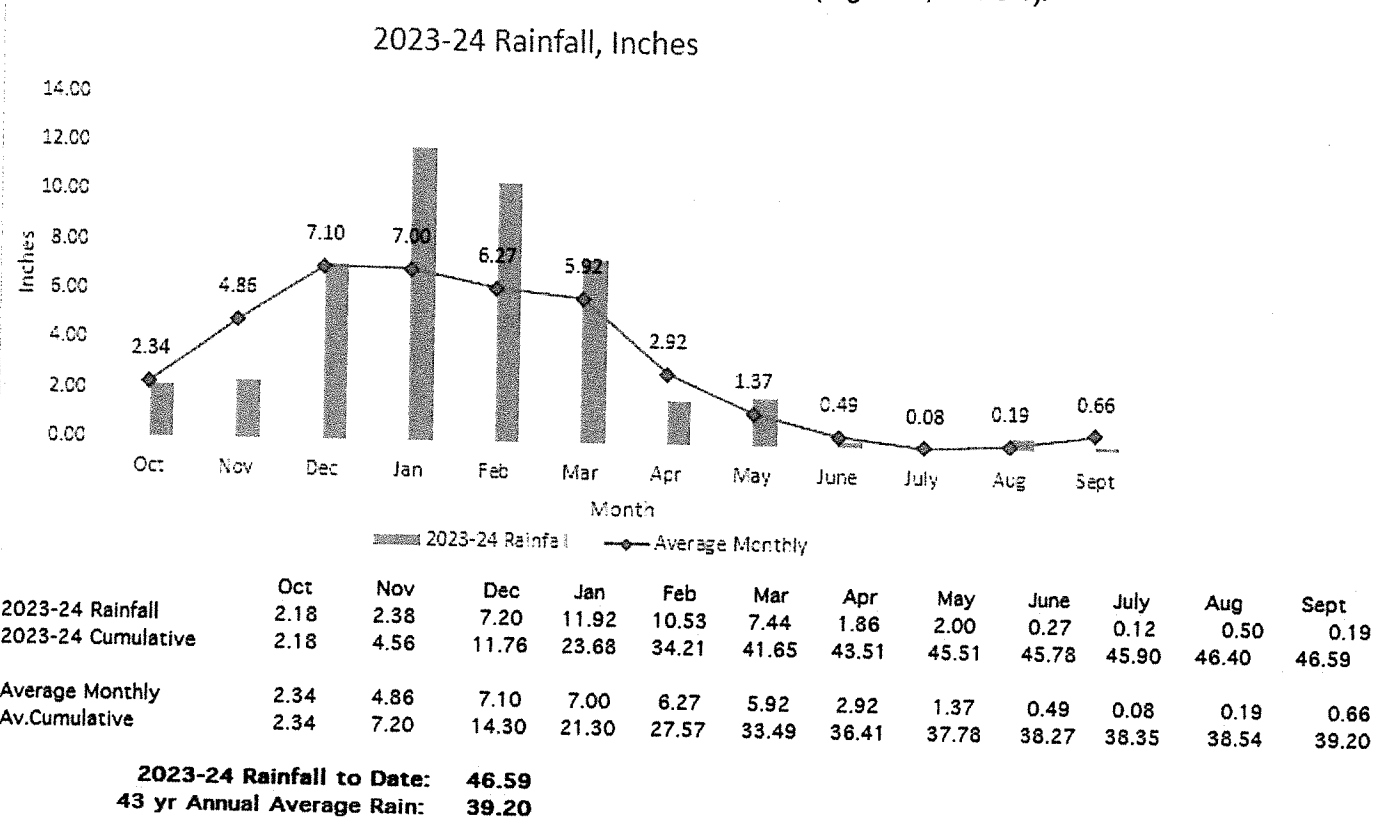


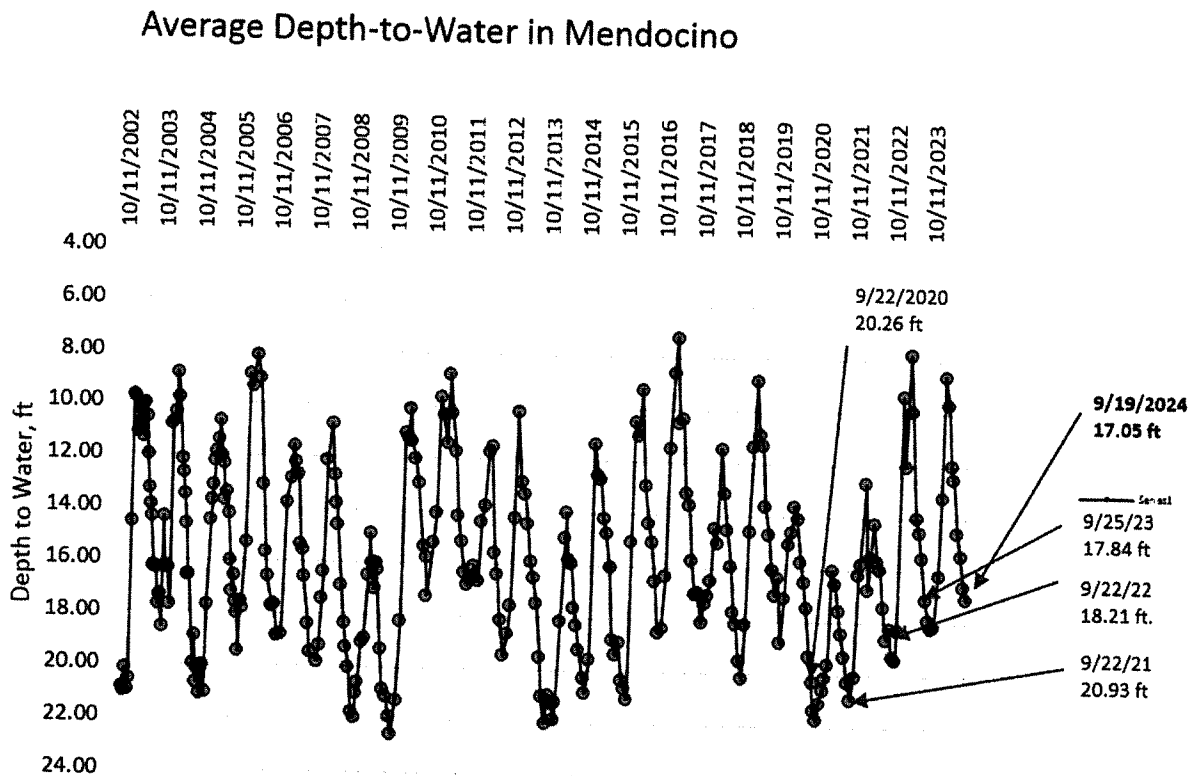
Figure 1, Table 1



September 2024 Depth-to-Water (DTW)

The average DTW measurements District-wide in the 24 monitoring wells on September 19, 2024 was 17.05 ft. DTW averages are 0.50 ft. lower than August of 2024. The DTW averages in the five drought monitoring wells reported an average of 20.49 ft. a decrease of 1.34' ft. from August of 2024. DTW averages are 0.5 ft better than August 2023, and nearly 4 ft. better than a drought year like 2021.

Figure 2 August 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. The next evaluation date will be in the new rain year, on January 31, 2025.

## August 2024 Superintendent's Report

### **Wastewater Treatment Plant:**

- Operators performed routine repair and maintenance to the WWTP in August of 2024.
- The headworks bar screen was repaired and back in service July 26, after nine days out of service.
- No update on the replacement garage doors. Norvell's was contacted multiple times.
- The Ford Ranger service truck had about \$3200 in maintenance work completed at Sport Auto Center. A little more work is still required and scheduled for the end of September.
- Operators are continuing preparations for annual sewer main cleaning and have located and checked all related manholes and cleanouts for this year. Having the vehicles serviced was part of cleaning prep.
- Operators made some adjustment to the treatment unit, exercising valves and using diffusers normally off line, which stirred up old sludge and sediment. This helps to clean out the aeration basin but it also generated some increased odors and higher turbidity for a couple days. Operations and odors have returned to normal.

**Outfall Update:** Alpha Diving reached out and stated they plan to complete the annual survey and Biological report by the end of the month. Fingers crossed for continued good weather.

### **Recycled Water:**

- MCCSD did not transfer any recycled water during the month of August.

### **Biosolids:**

- MCCSD staff transported one load of biosolids to Redwood Landfill in August.

### **Grant and Project Updates:**

- No updates from the RCAC Technical Assistance visit.
- Cal Rural Water Association energy efficacy circuit rider returned for a second visit on 8-21-24. No report or update has been provided.
- No updates from FEMA for the January 2023 Storm Damage re-imburement. The application is under environmental review and we have been assigned to a third or fourth project manager
- The SAFER feasibility study is moving forward. GHD with the support of West Company launched the project web site, as presented at the June Board meeting. August 27, GHD and West Company are hosting a workshop to inform small public water systems of the study and hear questions. A draft source water study is expected in September/October.
- The MUSD/MCCSD Water Storage Tank project is still being delayed by the Coastal Commission appeal and a modified plan is being discussed with regulatory agencies. Both funding agencies are aware of the delay.

### **Safety Meeting and Plant Safety Inspection:**

The 30-minute monthly safety meeting for July was held Aug 22, 2024. The topic was *Flagging and Traffic Safety*. 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- Aug 21, 2024



## September 2024 Superintendent's Report

### **Wastewater Treatment Plant:**

- Operators performed routine repair and maintenance to the WWTP in September of 2024.
- Norvell's is no longer able to provide the replacement garage doors as ordered in May. We are back to square one and seeking new estimates.
- The Ford Ranger service truck has an appointment for September 27.
- Operators continue with annual sewer main cleaning, as of 9-23-24 about 50% of annual cleaning is complete
- Hach Field Service is scheduled for early October replace the card reader in the SC200 turbidity and D.O recorder. Currently we are unable to download data.
- R.F. McDonald had staff on site 9/24/24 to evaluate removal and replacement of the failed effluent pump. We hope to receive a labor quote soon.
- We had recent discussions with the MHS guidance counselor and are working on resuming our internship/work experience program with an eligible student.

**Outfall Update:** Alpha Diving showed up in the office 9/5/24 and stated they plan to complete the diving operations by the end of the month. We checked in again with them on 9/16 and they confirmed this is still the plan. Fingers crossed for continued good weather. If this does not happen this month we are ready to move ahead with another company.

### **Recycled Water:**

- MCCSD did not transfer any recycled water during the month of September.

### **Biosolids:**

- MCCSD did not transport any biosolids to Redwood Landfill as of September 24, but the trailer is about full.

### **Grant and Project Updates:**

- No updates from the RCAC Technical Assistance visit.
- Cal Rural Water Association energy efficacy circuit rider returned for a second visit on 8-21-24. No report or update has been provided.
- No update on FEMA reimbursement for the January 2023 Storm Damage. The application is still under environmental review and we have been assigned to a fourth or fifth project manager.
- The SAFER source water feasibility study continues to move forward. GHD has requested an additional month (until 10/18/24) to complete the draft source water study, after which the draft study will be posted on the project web site for public review and comment. My understanding is that GHD was granted the extensions. GHD with the support of West Company launched the project web site, as presented at the June 24, Regular MCCSD Board meeting. There was some miscommunication as to whom was responsible for maintaining the site and checking for questions submitted on the site. This was discovered and resolved on 9/16/24. Holly, Project manager for GHD will be checking the site and responding to question on a weekly basis. In an effort to gather information for the study, GHD and West Company held two focus group workshops. One on August 27, was virtual and intended to inform small public water systems in the area of the study and hear initial thoughts. A second workshop was held on September 4, 2024 in person at the Mendocino Community Center. These workshops evolved to

become MCCSD Special Board Meetings. In an effort to be more inclusive of the public and MCCSD Board members, a larger audience was notified. In addition to those involved with the project a total of 28 members of the public attended between the two meetings. Compared with routine participation in MCCSD meetings, this is great public involvement, even so we continue to encourage and request more public participation. Now that some questions have been heard and some data has been collected, the next proposed SAFER Community meeting, really intended as the first community meeting in relationship to the GHD project work plan, is as scheduled as a Special MCCSD Meeting on Tuesday October 29, 2024 at 6:00 p.m and the Mendocino Community Center. We hope to see you there.

-The MUSD/MCCSD Water Storage Tank project is still being delayed by the Coastal Commission appeal and a modified plan is being discussed with regulatory agencies, and was submitted to Mendocino County on September 24, 2024. Both funding agencies are aware of the delay.

**Safety Meeting and Plant Safety Inspection:**

The 30-minute monthly safety meeting for July was held September 24, 2024. The topic was *Ergonomics*. No safety incidents were reported for the period. Operators received new safety footwear.

**Sanitary Sewer Collection System:**

There were no Sanitary Sewer over flows to report for the period April 12, 2023- Sept 24, 2024. The Superintendent investigated a report of a growing puddle on private property, Friday 9/23/24. It was discovered to be a broken ¾ inch water line in the garden.