

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

Tuesday, May 26, 2026

5:00 PM Regular Meeting

Wastewater Treatment Plant, 10500 Kelly St., Mendocino, Ca 95460

The meeting will be held in person at the above address and via teleconference. To participate by ZOOM call 1 (669)-900-6833, Meeting ID: 288 936 0093, Passcode: 044968

Or log in online URL:

<https://us06web.zoom.us/j/2889360093?pwd=cE40NFd2T1JSd2Fg4WFQ2SCtod0V3QT09&omn=85424937623>

Meeting ID: 288 936 0093

Password: 4BezrR

- 1) CALL TO ORDER
 - 2) APPROVAL OF AGENDA
 - 3) PUBLIC EXPRESSION: non-agenda items
 - 4) COMMUNICATIONS
 - 5) FINANCIAL REPORT
Discussion and Possible Action to Approve District Disbursements/Expenditures
 - a) April 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 4-27-2026
 - b) Approval to use the MCCSD Palette Dr parcel for the Mendocino Film Festival May 19 - June 9, 2026
 - c) Approval to use the MCCSD Palette Dr parcel for the WOWMOM music festival June 5 – June 8, 2026
 - 7) DISCUSSION AND POSSIBLE ACTION REGARDING ANY CONSENT AGENDA ITEM NEEDING SEPARATE ACTION
 - 8) NEW BUSINESS
 - a) Introduction and Discussion of Proposed Budget for Fiscal Year 2025-2026
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MENDOCINO CITY COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS 5-26-2026 MEETING AGENDA

- b) AB 2561 Report on the Status of Vacancies and Recruitment and Retention for Calendar Year 2025 (Public Hearing)
- c) Discussion and Possible Action to approve proposed changes to Governance Guidelines

9) DISTRICT SUPERINTENDENT'S REPORT
Monthly Report

10) GROUNDWATER MANAGEMENT
Monthly Groundwater Management Report

11) COMMITTEE UPDATES

12) ADJOURNMENT

STANDING COMMITTEES: For 2026

Finance:----- Andrea Shepard and Michael Klinger

Personnel:----- Alex Fields and Matthew Miksak

Plant Operations:----- Jim Sullivan and Michael Klinger

Safety:-----

Street Lighting:----- Alex Fields

Groundwater Management:----- Andrea Shepard and Jim Sullivan

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.

Cash Disbursements (Checking)
For the Period End April 2026

	4/30/2026	
Balance Forward**	\$ 490,410	
Monthly Fees (Current and Past Due) Collected	\$ 180,827	
General Property Taxes	53,249	
Interest Income	9,141	
Service to Read Water Meters	2,955	
Ground water permit fees	-	
Sales	(302)	
Late Fee Income/NSF Fees	967	
Special Events Permit Fees	300	
Transfers In	390,534	
Transfers In	12,370	
Transfers In	322,876	
Deposits	<u>\$ 972,917</u>	
 Total Inflows	 \$ 1,463,327	
 Disbursements	 \$ (1,160,560)	
	\$ -	
Prior Period Corrections from Carryforward	\$ 10,025	Corrections for Duplicate Transactions
Balance Checking	<u>\$ 312,792</u>	
 General Ledger Operating Checking	 \$ 312,792	
Difference	\$ -	

APPROVAL OF THE BOARD OF DIRECTORS

The undersigned Directors of the Mendocino City Community Service District, do hereby certify total disbursements, including checks, online CalPers, State and Federal Tax Deposits.

Print and Sign



Mendocino City Community Services District
Distribution Report by Bank Account
 April 2026

Cash and Equivalents	Date	Num	Name	Amount
Cash in Checking #2837				
	04.02.2026	21845	GHD	-97,734.21
	04.02.2026	21846	Wahlund Construction, Inc.	-264,700.97
			SHUTE, MIHALY & WEINBERGER	-10,195.07
	04.02.2026	21847	WEINBERGER	-10,195.07
	04.02.2026	21848	USA Bluebook	-204.55
	04.03.2026	21849	Robert Ryan Rhoades	-61.32
	04.06.2026	21850	Streamline	-485.90
	04.06.2026	21851	Mountain Fresh Spring Water Co	-26.25
	04.06.2026	21852	Alpha Analytical Laboratories	-4,662.00
			REDWOOD WASTE SOLUTIONS	-169.68
	04.06.2026	21853	SOLUTIONS	-169.68
	04.07.2026	21854	GHD	-67,474.60
	04.07.2026	21855	Wahlund Construction, Inc.	-235,020.88
	04.08.2026	21856	Pat Rowan	-300.00
	04.08.2026	21857	Harvest Market	-139.73
	04.08.2026	21858	Kyocera (aka Wells Fargo)	-175.56
	04.08.2026	21859	REDWOOD COAST FUELS	-288.10
	04.08.2026	21860	Pace Supply Corp.	-54.71
	04.16.2026	21861	Deep Valley Security	-37.95
			Mendocino Unified School District	-2,255.00
	04.16.2026	21862	District	-2,255.00
			Golden State Risk Management Authority	-10,688.00
	04.16.2026	21863	Authority	-10,688.00
	04.16.2026	21864	Pat Rowan	-100.00
	04.16.2026	21865	Grainger	-199.28
	04.16.2026	21866	PG&E	-7,316.99
	04.20.2026	21867	SALANT, TONY	-112.48
	04.20.2026	21868	Robert Ryan Rhoades	-68.06
	04.22.2026	21869	GHD	-122,001.11
	04.22.2026	21870	Wahlund Construction, Inc.	-255,105.93
	04.23.2026	21871	Harvest Market	-412.88
	04.23.2026	21872	Mountain Fresh Spring Water Co	-25.50
	04.23.2026	21873	Alpha Analytical Laboratories	-614.00
	04.23.2026	21874	REDWOOD COAST FUELS	-6,083.26
			SHUTE, MIHALY & WEINBERGER	-8,369.08
	04.27.2026	21875	WEINBERGER	-8,369.08
	04.16.2026	21876	hauck/ liner	-443.06
	04.29.2026	21877	Alpha Analytical Laboratories	-206.00
	04.29.2026	21878	Pace Supply Corp.	-1,417.61
	04.10.2026	DD	Robert Ryan Rhoades	-3,312.21
	04.10.2026	DD	Jonathan S. Stenson	-1,496.13
	04.10.2026	DD	Keith D. Linden	-2,034.53
	04.10.2026	DD	Katharine L Bates	-2,998.74
	04.24.2026	DD	Keith D. Linden	-1,989.20
	04.24.2026	DD	Robert Ryan Rhoades	-3,312.21
	04.24.2026	DD	Katharine L Bates	-2,527.73
	04.24.2026	DD	Jonathan S. Stenson	-1,707.04
	04.01.2026		K. Mckee & Company, Inc.	-155.00
	04.01.2026		K. Mckee & Company, Inc.	-300.00
	04.02.2026		Transfer to Savings 4276	-13,931.63
	04.02.2026		QuickBooks Payments	-3.37

04.03.2026	QuickBooks Payments	-20.00
04.07.2026	QuickBooks Payments	-416.57
04.08.2026	QuickBooks Payments	-273.56
04.10.2026	Bank of America	-1,742.19
04.10.2026	QuickBooks Payroll	-3,826.42
04.20.2026	QuickBooks Payments	-12.07
04.20.2026	CAL PERS	-1,657.10
04.20.2026	CAL PERS	-430.12
04.20.2026	CAL PERS	-200.00
04.20.2026	Bank of America	-1,742.19
04.21.2026	QuickBooks Payroll	-1,288.00
04.22.2026	Transfer to Savings 4276	-13,426.63
04.22.2026	CAL PERS	-516.54
04.23.2026	QuickBooks Payments	-173.22
04.23.2026	QuickBooks Payments	-10.00
04.24.2026	QuickBooks Payroll	-3,903.86
04.29.2026	QuickBooks Payments	-4.39

Total for Cash in Checking #2837

-\$ 1,160,560.37

MENDOCINO CITY COMMUNITY SERVICES DISTRICT

Post Office Box 1029
Mendocino, CA 95460
(707) 937-5790 (t)
mccsd@mcn.org

MENDOCINO CITY COMMUNITY SERVICES DISTRICT BOARD MEETING

ACTION MINUTES – April 27, 2026

**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 – 4:04 p.m.

Board Present: Directors Andrea Shepard, Jim Sullivan, Alec Fields, and Michael Klinger

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

Public Present: Seph Petta, Christina Aranguren, Ed Powers, Jim Gragg, Maggie O'Rourke, Mary Falkenrath, Carrie Browder, and Christina Aranguren's home

AGENDA ITEM NO. 2. – APPROVAL OF AGENDA

Board Action: Upon motion by Director Miksak, and 2nd by Director Sullivan to approve the Agenda. IT IS ORDERED to approve the agenda. The Motion carried by the following vote:

AYE: 4 (Shepard, Fields, Klinger, Sullivan)

ABSENT: 1 (Miksak)

AGENDA ITEM NO. 3- PUBLIC COMMENT ON CLOSED SESSION ITEMS

None

AGENDA ITEM NO. 4- ADJOURNMENT TO CLOSED SESSION AT 4:00

AGENDA ITEM NO. 5- REPORT OUT OF CLOSED SESSION AT 5:00

Open Session Resumes

AGENDA ITEM NO. 6- PUBLIC EXPRESSION: non-agenda items

Carrie Browder asked a question about the email she sent to Andrea Shepard re: meeting minutes
Jim Gragg requested that the website be updated with new Director's information

AGENDA ITEM NO. 7- COMMUNICATIONS

MCCSD received an email from Rod Jones re: a parcel on Rd 500D

AGENDA ITEM NO. 8- FINANCIAL REPORT

a) March DISBURSEMENTS

Public Comment: Tina Aranguren

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

AYE: 4 (Shepard, Klinger, Fields, Sullivan)

ABSENT: 1 (Miksak)

AGENDA ITEM NO. 9— CONSENT AGENDA

a) APPROVAL OF MINUTES FROM 3-23-2026

Public Comment: Tina Aranguren

Board Action: Upon motion by Director Sullivan and 2nd by Director Fields, IT IS ORDERED to approve the Consent Agenda. The Motion carried by the following vote:

AYE: 4 (Shepard, Klinger, Fields, Sullivan)

ABSENT: 1 (Miksak)

AGENDA ITEM NO. 10- DISCUSSION AND POSSIBLE ACTION REGARDING ANY CONSENT AGENDA ITEM NEEDING SEPARATE ACTION

NONE

AGENDA ITEM NO. 11- NEW BUSINESS

a) Appointment of Board Members to the Standing Committee

Director Shepard appointed Michael Klinger to the Finance Committee and the Plant Operations Committee, and Alex Fields to the Personnel Committee and Street Lighting Committee

All in favor

b) Discussion and Possible Action re: the Kidwell Trust petition for sewer service to an undeveloped parcel at 11520 Road 500D, Mendocino County, lying outside the District's jurisdictional boundary

Public Comment: Seph Petta, Jim Gragg, Tina Aranguren, Ed Powers

Board Comment: Jim Sullivan, Andrea Shepard

Staff Comment: Ryan Rhoades

Board Action: Upon motion by Director Shepard and 2nd by Director Klinger, IT IS ORDERED to issue a conditional will-serve letter to the Kidwell Trust petition for sewer service to an undeveloped parcel at 11520 Road 500D, Mendocino County, lying outside the District's jurisdictional boundary. The Motion carried by the following vote:

AYE: 4 (Shepard, Klinger, Fields, Sullivan)

ABSENT: 1 (Miksak)

- c) Discussion and Possible Action to approve Resolution 2026-332: Resolution of MCCSD establishing updated policy regarding extension of sewer service outside its' jurisdictional boundary

Public Comment: Seph Petta, Jim Gragg, Carrie Browder, Tina Aranguren

Board Comment: Andrea Shepard

Board Action: Upon motion by Director Shepard and 2nd by Director Sullivan, IT IS ORDERED to approve Resolution 2026-332: Resolution of MCCSD establishing an updated policy regarding extension of sewer service outside its' jurisdictional boundary. The Motion carried by the following vote:

AYE: 4 (Shepard, Klinger, Fields, Sullivan)

ABSENT: 1 (Miksak)

AGENDA ITEM NO. 12- DISTRICT SUPERINTENDENT'S REPORT

Public Comment: Tina Aranguren, Maggie O'Rourke

Staff Comment: Ryan Rhoades

Board Comment: Andrea Shepard

AGENDA ITEM NO. 13- GROUNDWATER MANAGEMENT

Ryan Rhoades reads report

AGENDA ITEM NO. 14- COMMITTEE UPDATES

None

AGENDA ITEM NO. 13- MATTERS FROM BOARD MEMBERS

None

AGENDA ITEM NO. 14- ADJOURNMENT

6:28 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:----- Andrea Shepard

Personnel:----- Matthew Miksak and Andrea Shepard

Plant Operations:----- Jim Sullivan

Safety: -----

Street Lighting:-----

Groundwater Management:----- Jim Sullivan and Andrea Shepard

Respectfully submitted,

Katie Bates

REQUIRED DOCUMENTATION:

1. Include a detailed Event map.
2. Attach Event Safety Plan, which includes site security
3. List of vendors
4. Will food and beverages be sold? Yes X No _____
If yes, contact Mendocino County Environmental Health at (707) 234-6625 to obtain temporary food facility permit(s)
5. Will alcohol be served or consumed? Yes X No _____
If yes, a California State Alcohol Beverage Control permit is required. ABC permit application can be downloaded at <https://www.abc.ca.gov>
6. Attach Traffic Control Plan, which includes an offsite parking plan
7. A letter of clearance from the Mendocino Fire Protection District is required prior to issuance of Special Event Permit.

INSURANCE REQUIREMENT:

PERMITTEE SHALL PROCURE AND MAINTAIN THROUGHOUT THE DURATION OF THE Agreement, insurance against claims for injuries to persons or damages to property that may arise from or in connection with the PERMITTEE'S use of the Mendocino City Community Services District (MCCSD) premises. PERMITTEE shall provide current evidence of the required insurance in a form acceptable to MCCSD and shall provide replacement evidence for any required insurance, which expires prior to the completion, expiration or termination of this permit.

Nothing in this section shall be construed as limiting in any way, the Indemnification and Hold Harmless clause contained herein in Section (fill in appropriate section #) or the extent to which PERMITTEE may be held responsible for payments of damages to persons or property.

I. Minimum Scope and Limits of Insurance

A. Commercial General Liability Insurance. PERMITTEE shall maintain commercial general liability insurance with a limit of not less than \$1,000,000 per occurrence. If such insurance contains a general aggregate limit, it shall apply separately to the Agreement or shall be twice the required occurrence limit.

B. Business Automobile Liability Insurance. PERMITTEE shall maintain business automobile liability insurance or an equivalent from with a limit of not less than \$1,000,000 each accident. Such insurance shall include coverage for owned, hired and non-owned automobiles. (This coverage is not required if PERMITTEE shall not use or operate automobiles in connection with the permitted event.

C. Host Liquor Liability. PERMITTEE shall maintain a host liquor liability policy with a limit of not less than \$1,000,000 per occurrence. If such insurance contains a general aggregate limit, it shall apply separately to the Agreement or shall be twice the required occurrence limit. (This coverage is not required if PERMITTEE shall not sell, serve or distribute alcohol beverages on or from the MCCSD premises.)

II. Deductibles and Self-Insured Retentions

Any deductible or self-insured retention must be declared to and approved by the MCCSD.

III. Other Insurance Provisions

The required insurance policies shall contain or be endorsed to contain the following provisions:

A. The MCCSD, its elected or appointed officials, officers, employees, agents and volunteers are to be covered as additional insureds with respect to liability arising out of the use of the MCCSD premises; or with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of PERMITTEE. The coverage shall contain no special limitations on the scope of its protection afforded to the MCCSD, its officials, officers, employees, agents and volunteers.

B. This insurance shall be primary insurance with respect to the MCCSD, its officers, employees, agents and volunteers and shall apply separately to each insured against whom a suit is brought or a claim is made. Any insurance or self-insurance maintained by the MCCSD, its officers, employees and volunteers shall be excess of this insurance and shall not contribute with it.

C. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the MCCSD.

IV. Acceptability of Insurers

All required insurance shall be placed with insurers acceptable to the MCCSD with current BEST'S ratings of no less than B+. All insurers shall be licensed by or hold admitted status in the State of California.

V. Verification of Coverage

PERMITTEE shall furnish the MCCSD with certificates of insurance which bear original signatures of authorized agents and which reflect insurer's names and addresses, policy numbers, coverage limits, deductibles and self-insured retentions. Additionally, PERMITTEE shall furnish certified copies of all policy endorsements required herein. All certificates and endorsements must be received and approved by MCCSD thirty (30) days before PERMITTEE uses premises. The MCCSD reserves the right to require at any time complete, certified copies of any or all required insurance policies and endorsements.

HOLD HARMLESS:

(Permittee) MENDOCINO FILM FESTIVAL shall indemnify, defend, save and hold harmless the MCCSD and its officers, officials, agents, and employees from and against any claims, actions, liabilities, damages, losses, or expenses (including court costs, attorneys' fees, and costs of claim processing, investigation and litigation)(hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Permittee or any of its owners, officers, directors, agents, employees, volunteers or subcontractors. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the failure of Permittee to conform to any federal, state, or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that MCCSD shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the MCCSD, be indemnified by Permittee from and against any and all Claims. It is agreed that Permittee will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable. In consideration of permission to hold the Special Event, Permittee agrees to waive all rights of subrogation against MCCSD, its officers, officials, agents, and employees for losses arising out of or resulting from the event.

I HAVE READ AND UNDERSTAND THE ABOVE



Signature of Applicant

DATE

3 | 31 | 20

By signing below, the applicant represents that all information contained herein is accurate, and the applicant agrees and acknowledges that the insurance and indemnity obligations set forth herein shall constitute a contract between the applicant and the Mendocino City Community Services District upon issuance of a Special Event Permit. The person signing below represents that he or she is either the applicant or is authorized to sign this application on behalf of the applicant and bind the applicant.

Executed in MENDOCINO, California on MARCH 31 2026



Signature of Applicant

**MENDOCINO CITY COMMUNITY SERVICES DISTRICT
APPLICATION FOR SPECIAL EVENT PERMIT**

Fees: Administrative _____ \$200.00
Board Approval \$300.00

The District's Special Event Guidelines shall be the presiding reference for processing this application.

Application Date: 3-20-2026

Applicant/Organization WOWMOM Mendocino LLC

Title of Event WOWMOM - A day of Community, Music & Dance

Type of Event Community Music + Dance

Assessor's Parcel Number(s): 119 14031

Street Address of Event 10705 Palette Dr.

Contact Person Scott (S.A.) Ephraim

Telephone 707-357-5282

Fax _____

Email ephrain@mcn.org

Date(s) of Event June 6-7, 2026

Event of Setup Date June 5, 2026

Event Dismantle Date June 7-8, 2026

Estimated Attendance Total < 300 Per Day _____

Event Co-Sponsors _____

Event Description Saturday live musical acts in the tent all day with last set of music 10pm-12am

'silent disco' - no sound, Sunday smaller day dance party.

UTILITIES:

District does not provide power and water for the special event. Applicant is responsible for cutting the grass on public property prior to the Special Event.

REQUIRED DOCUMENTATION:

1. Include a detailed Event map.
2. Attach Event Safety Plan, which includes site security
3. List of vendors
4. Will food and beverages be sold? Yes No
If yes, contact Mendocino County Environmental Health at (707) 234-6625 to obtain temporary food facility permit(s)
5. Will alcohol be served or consumed? Yes No
If yes, a California State Alcohol Beverage Control permit is required. ABC permit application can be downloaded at <https://www.abc.ca.gov>
6. Attach Traffic Control Plan, which includes an offsite parking plan
7. A letter of clearance from the Mendocino Fire Protection District is required prior to issuance of Special Event Permit.

INSURANCE REQUIREMENT:

PERMITTEE SHALL PROCURE AND MAINTAIN THROUGHOUT THE DURATION OF THE Agreement, insurance against claims for injuries to persons or damages to property that may arise from or in connection with the PERMITTEE'S use of the Mendocino City Community Services District (MCCSD) premises. PERMITTEE shall provide current evidence of the required insurance in a form acceptable to MCCSD and shall provide replacement evidence for any required insurance, which expires prior to the completion, expiration or termination of this permit.

Nothing in this section shall be construed as limiting in any way, the Indemnification and Hold Harmless clause contained herein in Section (fill in appropriate section #) or the extent to which PERMITTEE may be held responsible for payments of damages to persons or property.

I. Minimum Scope and Limits of Insurance

A. Commercial General Liability Insurance. PERMITTEE shall maintain commercial general liability insurance with a limit of not less than \$1,000,000 per occurrence. If such insurance contains a general aggregate limit, it shall apply separately to the Agreement or shall be twice the required occurrence limit.

B. Business Automobile Liability Insurance. PERMITTEE shall maintain business automobile liability insurance or an equivalent from with a limit of not less than \$1,000,000 each accident. Such insurance shall include coverage for owned, hired and non-owned automobiles. (This coverage is not required if PERMITTEE shall not use or operate automobiles in connection with the permitted event.

C. Host Liquor Liability. PERMITTEE shall maintain a host liquor liability policy with a limit of not less than \$1,000,000 per occurrence. If such insurance contains a general aggregate limit, it shall apply separately to the Agreement or shall be twice the required occurrence limit. (This coverage is not required if PERMITTEE shall not sell, serve or distribute alcohol beverages on or from the MCCSD premises.)

II. Deductibles and Self-Insured Retentions

Any deductible or self-insured retention must be declared to and approved by the MCCSD.

III. Other Insurance Provisions

The required insurance policies shall contain or be endorsed to contain the following provisions:

A. The MCCSD, its elected or appointed officials, officers, employees, agents and volunteers are to be covered as additional insureds with respect to liability arising out of the use of the MCCSD premises; or with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of PERMITTEE. The coverage shall contain no special limitations on the scope of its protection afforded to the MCCSD, its officials, officers, employees, agents and volunteers.

B. This insurance shall be primary insurance with respect to the MCCSD, its officers, employees, agents and volunteers and shall apply separately to each insured against whom a suit is brought or a claim is made. Any insurance or self-insurance maintained by the MCCSD, its officers, employees and volunteers shall be excess of this insurance and shall not contribute with it.

C. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the MCCSD.

IV. Acceptability of Insurers

All required insurance shall be placed with insurers acceptable to the MCCSD with current BEST'S ratings of no less than B+. All insurers shall be licensed by or hold admitted status in the State of California.

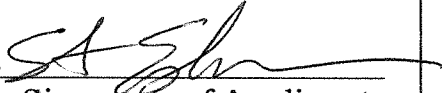
V. Verification of Coverage

PERMITTEE shall furnish the MCCSD with certificates of insurance which bear original signatures of authorized agents and which reflect insurer's names and addresses, policy numbers, coverage limits, deductibles and self-insured retentions. Additionally, PERMITTEE shall furnish certified copies of all policy endorsements required herein. All certificates and endorsements must be received and approved by MCCSD thirty (30) days before PERMITTEE uses premises. The MCCSD reserves the right to require at any time complete, certified copies of any or all required insurance policies and endorsements.

HOLD HARMLESS:

(Permittee) WOWMOM Mendocino LLC shall indemnify, defend, save and hold harmless the MCCSD and its officers, officials, agents, and employees from and against any claims, actions, liabilities, damages, losses, or expenses (including court costs, attorneys' fees, and costs of claim processing, investigation and litigation)(hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Permittee or any of its owners, officers, directors, agents, employees, volunteers or subcontractors. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the failure of Permittee to conform to any federal, state, or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that MCCSD shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the MCCSD, be indemnified by Permittee from and against any and all Claims. It is agreed that Permittee will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable. In consideration of permission to hold the Special Event, Permittee agrees to waive all rights of subrogation against MCCSD, its officers, officials, agents, and employees for losses arising out of or resulting from the event.

I HAVE READ AND UNDERSTAND THE ABOVE


Signature of Applicant

DATE 3-20-2026

By signing below, the applicant represents that all information contained herein is accurate, and the applicant agrees and acknowledges that the insurance and indemnity obligations set forth herein shall constitute a contract between the applicant and the Mendocino City Community Services District upon issuance of a Special Event Permit. The person signing below represents that he or she is either the applicant or is authorized to sign this application on behalf of the applicant and bind the applicant.

Executed in Mendocino, California on March 20 2026


Signature of Applicant

OPERATING INCOME:

1	SEWER USE FEES	1,248,826	1,323,717	1,323,717	0	0	0	74,891	6%
2	CHARGE FOR GROUNDWATER MANAGEMENT	279,994	296,848	0	296,848	0	0	16,854	6%
3	PERMIT FEES	2,500	2,500	0	2,500	0	0	0	0%
4	FEES TO READ WATER METER	9,960	10,080	0	10,080	0	0	120	1%
5	HILLS RANCH SERVICE	3,000	3,000	3,000	0	0	0	0	0%
6	WATER METER SALES	2,000	1,000	0	1,000	0	0	(1,000)	-50%
	TOTAL OPERATING REVENUE:	1,546,279	1,637,145	1,326,717	310,428	0	0	90,865	6%

NON-OPERATING INCOME:

1	General Property Taxes	116,000	120,000	0	0	0	120,000	4,000	3%
2	Savings Interest	12,000	25,000	0	0	0	25,000	13,000	108%
3	Late Fees	10,000	8,000	0	0	0	8,000	(2,000)	-20%
	TOTAL NON-OPERATING REVENUE:	138,000	153,000	0	0	0	153,000	15,000	11%
	TOTAL REVENUE	1,684,279	1,790,145	1,326,717	310,428	153,000	153,000	105,865	6%

OPERATING EXPENSES:

SALARIES:									
1	WAGES	105,728	130,554	107,054	23,500	0	0	24,826	23%
2	WAGES ADMIN	185,184	226,504	133,637	63,421	29,446	29,446	41,320	22%
	SALARY SUBTOTAL	290,912	357,057	240,691	86,921	29,446	29,446	66,145	23%

BENEFITS:

3	RETIREMENT-CALPERS	28,000	28,565	23,423	5,142	0	0	565	2%
4	DENTAL/OPT./HEALTH/LIFE	126,204	141,756	116,240	25,516	0	0	15,552	12%
	BENEFITS SUBTOTAL:	154,204	170,321	139,663	30,658	0	0	16,117	10%

WORKER'S COMP

5	WORKER'S COMP	21,000	23,784	14,033	6,660	3,092	3,092	2,784	13%
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CALPERS-UNFUNDED LIABILITY

6	CALPERS-UNFUNDED LIABILITY	53,581	57,700	34,043	16,156	7,501	7,501	4,119	8%
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PR TAXES

7	PR TAXES	44,000	28,565	16,853	7,998	3,713	3,713	(15,435)	-35%
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LABOR SUBTOTAL:

	LABOR SUBTOTAL:	563,697	637,427	445,283	148,392	43,752	43,752	73,730	13%
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PROFESSIONAL SERVICES:

8	PROFESSIONAL FEES	26,000	10,000	4,000	4,000	2,000	2,000	(16,000)	-62%
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9	LEGAL FEES	55,000	75,000	5,000	5,000	65,000	20,000	36%
10	ACCOUNTANT/ AUDIT	15,000	18,500	0	0	18,500	3,500	23%
	PROFESSIONAL FEES SUBTOTAL:	96,000	103,500	9,000	9,000	85,500	7,500	8%
	UTILITIES							
12	PG&E AND TRASH	120,000	120,000	120,000	0	0	0	0%
13	TELEPHONE/ CELL /INTERNET/ WEBPAC	10,000	10,000	0	0	10,000	0	0%
14	BIOSOLIDS DRYER FUEL	25,000	25,000	25,000	0	0	0	0%
	UTILITIES SUBTOTAL:	155,000	155,000	145,000	0	10,000	0	0%
	SUPPLIES AND MAINTENANCE							
15	OUTFALL MAINTENANCE AND REPAIR	35,000	40,000	40,000	0	0	5,000	14%
16	COLLECTION SYSTEM MAINTENANCE	160,000	260,000	260,000	0	0	100,000	63%
17	REPAIR & MAINTENANCE	123,000	160,000	150,000	10,000	0	37,000	30%
18	SAFETY SUPPLY/EQUIP.	2,400	7,000	7,000	0	0	4,600	192%
19	SUPPLIES/TOOLS	65,500	65,000	50,000	5,000	10,000	(500)	-1%
20	VEHICLE FUEL/MAINT	6,000	3,000	0	3,000	0	(3,000)	-50%
	SUPPLIES AND MAINTENANCE SUBTOTAL	391,900	535,000	507,000	18,000	10,000	143,100	37%
20	SWRCB ANNUAL NPDES/SSO (discharge p	15,000	14,000	14,000	0	0	(1,000)	-7%
21	COUNTY PERMIT FEES	5,000	8,500	8,500	0	0	3,500	70%
22	BIOSOLIDS DISPOSAL	2,000	2,000	2,000	0	0	0	0%
23	LEGAL NOTICE/PUBLICATIONS	5,000	1,000	0	1,000	0	(4,000)	-80%
24	PROPERTY AND LIABILITY INSURANCE	45,000	33,563	33,563	0	0	(11,437)	-25%
25	LAB SUPPLIES/TESTING	22,000	20,000	20,000	0	0	(2,000)	-9%
26	TRAINING/EDUCATION	4,000	3,000	3,000	0	0	(1,000)	-25%
	TOTAL OPERATING EXPENSES:	1,304,597	1,512,990	1,187,346	176,392	149,252	208,393	16%
	INCOME LESS EXPENSES	241,682	124,155	139,371	134,036	(149,252)		
	NET	379,682	277,155	139,371	134,036	3,748		
	NON-OPERATING EXPENSES							
1	Loan Payment on Biosolids Dryer	34,573	35,000	35,000	0	0	0	
2	Loan Payment on Plant Upgrades	80,109	83,000	83,000	0	0	0	
	RESERVES:							
3	Capital Improvement(From User Fees)	100,000	50,000	0	50,000	0	(50,000)	-50%

4	Operation and Maintenance	100,000	58,850	16,066	39,036	3,748	(41,150)	-41%
5	Equipment Replacement fund (from User Fees)	65,000	50,305	5,305	45,000	0	(14,695)	-23%
	TOTAL RESERVES	265,000	159,155	21,371	134,036	3,748	(105,845)	-40%
	CASH MARGIN	0	(0)	(0)	(0)	0		

(0)

**Mendocino City Community Services District Board of Directors
(MCCSD)**

Governance Guidelines

Revised and Adopted ~~12/18/2023~~0518/2026

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MCCSD Governance Guidelines

Preamble

The purpose of these Governance Guidelines for the MCCSD Board of Directors is to present a general overview of policies and procedures to assist the Board Members in carrying out their duties. The laws governing community services districts contain additional requirements. The Guidelines are not to be interpreted in a manner that is inconsistent with the law.

1. Formation and Powers of Mendocino City Community Services District

The purpose of the Mendocino City Community Services District is to provide sewer treatment services, groundwater management, and street lighting. The MCCSD, established July 19, 1971, provides services as approved by the electorate under Community Services District Law, Title 6, Division 3 of the Government Code of California, Section 61000 et seq.

The original governing powers of the MCCSD were wastewater treatment and street lighting. In 1987, the District received groundwater management authority within its boundaries (California Water Code Section 10700 – 10717). The current groundwater management program manages groundwater extraction to prevent aquifer overdraft.

2. Mission of the Board

The Board of Directors of the Mendocino City Community Services District has the ultimate responsibility for the well-being of the District. This includes the monitoring and support of the District in providing services to the public, including sewer, groundwater management, and street lighting.

Duties and Responsibilities of the Board of Directors include:

- a) Select, evaluate the performance, compensate and plan for the succession of the District Superintendent.
- b) Advise and counsel the Superintendent of the District in managing the affairs of the District. The President of the Board is responsible for day-to-day coordination with the District Superintendent, representing the board in such matters. However, the setting of policy and other responsibilities of the Board shall be in accordance with the provisions of these Governance guidelines.
- c) Identify appropriate board candidates, nominate and evaluate the performance and plan for succession of directors.
- d) Serve as stewards of the assets of the District and ensure that proper internal controls are in place.
- e) Review and approve/disapprove agreements and contracts with third parties, including professional service agreements and consulting contracts.

- f) Review and approve major District strategic and financial objectives.
- g) Ensure that the District has effective budgets and plans in place on or before July 1 of each year, and monitor the District's performance against these budgets and plans.
- h) Approve the capital spending plan of the District and ensure that it is consistent with District financial resources.
- i) Review the adequacy of systems for compliance with all applicable laws, regulations, and standards of appropriate behavior.

3. Actions that May be Taken

A majority of the total membership of the board of directors shall constitute a quorum for the transaction of business (a minimum of three (3) board members).

The responsibilities of the Board of Directors include the following:

- a) The Board of Directors shall act only by ordinance, resolution, or motion.
- b) Except as otherwise specifically provided by law, a majority vote of the total membership of the board of directors is required for the Board of Directors to take action.
- c) The minutes of the Board of Directors shall record the aye and no votes taken by the members of the Board of Directors for the passage of all ordinances, resolutions and motions, except if unanimous and so stated.
- d) The Board of Directors shall keep a record of all its actions, including financial transactions.
- e) The Board of Directors shall review and update these guidelines as needed.
- f) The Board of Directors shall adopt policies for the operation of the district, including, but not limited to, administrative policies, fiscal policies, personnel policies, procurement and purchasing policies.

4. Principles of Authority, Negotiation, and Communication

Members of the Board will, from time to time, engage in negotiation and communication with District residents and businesses, developers, consultants, government agencies and others having substantial business dealings with the District. It is the policy of the Board that, to the extent reasonable and practical, a second Board member should be present for such dealings.

It is the policy of the Board of Directors that the Board, as a whole using majority vote, has authority to act regarding the policies and operations of the District. Individual Board members have no individual authority to direct staff or to take action on behalf of the District without the approval and authority of the Board of Directors.

While routine filings and correspondence with government agencies are normally handled by the District Superintendent and/or his/her designated individual, matters of significant impact on the District shall be handled by the Board of Directors.

5. Size of the Board

The Board of Directors shall consist of 5 members, elected by the public and/or appointed by the Board in case of vacancies.

6. Conduct and Organization of the Board of Directors

The Board of Directors shall organize and conduct its business in accordance with the Community Services District Law, the Brown Act, the Public Records Act and the Political Reform Act of the State of California, and in accordance with State and federal law.

The President of the Board will chair the Board meetings. In the President's absence, the Vice President of the Board will chair the Board meetings. In the Vice President's absence, the directors present at the meeting shall elect a chairperson for the meeting.

The President and Vice-President of the Board shall be elected by the Board members at the December Board meeting and shall serve for a period of one year.

7. Selection of Agenda Items and Scheduling for Board Meetings

The President of the Board will establish the agenda for each Board meeting after consultation with the District Superintendent. Other directors are encouraged to suggest the inclusion of items on the agenda. It is the practice of the Board that draft agendas be distributed to Board members by the Superintendent (or their designated staff), at least two days prior to agenda posting, so that Board members may suggest additional items to be included in the agenda.

If a Board member has requested an item to be put on the agenda ~~and it is rejected by the President for reasons that the Board member feels are inappropriate, at the member may, at the meeting in which the item would have been agendaed had the request been granted, move to add the item to the agenda for the next Board meeting.~~ agendaed and if the request is rejected by the President for reasons that the Board member feels are inappropriate, at the member may, at the meeting in which the item would have been agendaed had the request been granted, move to add the item to the agenda for the next Board meeting. Such a motion shall be made under the "Approval of the Agenda" section of the agenda. ~~Board meeting where that item was not added to the agenda, the requesting Board member can, during "Matters for Board members" agenda portion, move to add that item to the next Board meeting.~~ If that motion receives a second from at least one other Board member, it will be added to the agenda of the next meeting.

In order for the Board to hold discussion and/or take action on any item, it must have been listed on the agenda (with minor exceptions) and the public must have opportunity for comment. The minor exceptions include brief answers to questions posed by the public, asking questions of staff for clarification, brief announcements or reports on a Director's activities, asking staff to report back on an item at a future meeting, or Director requests to place a matter of business on a future agenda.

The President, in consultation with the District Superintendent will establish a yearly calendar of regular Board meetings, generally to take place on the last Monday of each month. Changes to regular Board meetings or scheduling of special or emergency Board meetings shall be determined by the President in consultation with the District Superintendent.

8. Board Materials Distributed in Advance

Board materials are normally distributed in advance of each meeting, to allow time for review and assessment so that the Board meeting time may be conserved for discussions focused on questions that the Board has about the material. The Board President will make every effort to see that the material is distributed in advance, and that it is presented in an efficient and effective format.

9. Public Notice of Meetings

Public Notice must be given for meetings of the Board. The advance notice time depends on the type of meeting.

For Regular Board Meetings. A meeting Notice, including Agenda, must be posted in three conspicuous public places and posted on the District's website at least 72 hours prior to the meeting.

For Special Board Meetings. Twenty-four-hour notice must be given to the Board members and the public, including a brief general description of the matters to be considered or discussed.

For Emergency Board Meetings. One hour notice in case of a dire emergency.

10. Mailed Notice of Meeting

The District shall give mailed or emails notice of meetings in advance of the meeting to any person who has filed a written request for notification. Written requests for notice are valid for the calendar year and must be renewed annually on January 1 or thereafter. The District may establish a reasonable annual fee for sending the notices by mail.

11. Board Meetings Open to the Public

Board meetings will normally be held in facilities located in the District that allow sufficient space for public attendance.

12. Closed Sessions of the Board

The Board may hold closed sessions, but notice of the subject must be published in the posted agenda. Prior to each closed session, the President must announce the subject to be considered. If final action is taken in closed session, the Board generally must report the action at the conclusion of the session. Minutes will be kept for closed sessions (Government Code Section 54957.2).

Closed sessions may be held for any purpose specified in the Brown Act, Government Code 54957.6; 54957.8; 54954...57; including employee matters, public security, pending or threatened litigation, attorney client privilege, labor negotiations, and real property negotiations.

13. Board Participation

Directors are expected to read materials, prepare for, attend and actively participate in all Board and applicable Committee meetings.

14. Public Testimony

The Public may comment on agenda items during consideration by the Board as called for by the President of the meeting. In addition, time must be set aside for public comment on any other matters under the Board's jurisdiction, but not on a meeting agenda. Public comment or expression shall generally be limited to three (3) minutes per agenda item.

15. Board Committees

The Board may, from time to time, form committees of the Board to allow more focused work in specific areas of concern or interest. These committees may be standing, special advisory and ad hoc committees.

The Brown Act describes a **standing committee** as one which has "continuing subject matter jurisdiction." A standing committee is designed to handle ongoing operations and policies related to existing District programs. Standing committee meetings are public and subject to the Brown Act's notice and posting requirements. Standing committees must have no more than 2 board members and make recommendations for action to the full board

Ad hoc committees are not subject to the notice and posting requirements of the Brown Act so long as the committee is comprised of no more than two members of the Board. Ad hoc committees must have a defined purpose to address a specific problem or opportunity or to develop new programs. They should have a general time frame to accomplish that purpose.

Special advisory committees comprised of no more than two Board members and members of the public may be established by the Board in accordance with the requirements of the Brown Act. All committees are advisory, meaning they bring recommendations to the full board for action.

All committees work directly with the District Superintendent.

The District has established the following standing committees:

- (1) Plant Operations and Safety—this committee is charged with overseeing the District's sewage treatment plant, collection, system and maintenance and safety. ~~This includes~~ Committee responsibilities include assessing operational risks, reviewing and updating operational and safety policies and procedures, minor maintenance issues, equipment modifications, periodic review of safety procedures, federal, state and local safety requirements, reviewing on the job accidents and injuries and ,in conjunction with the Superintendent, making recommendations to the full Board.
- (2) Personnel and Management—this committee is responsible for developing, reviewing and updating personnel policies, including employee compensation, benefits, recruitment, and policies and procedures regarding employee ~~greivances~~ grievances and harassment.

- (3) Finance Committee—this committee is responsible to oversee the finances of the District, and may include working with the District Superintendent in creating annual budgets and other financial plans, setting rates, developing financial policies and controls, and review of an annual audit.
- (4) Groundwater Management Committee—in Mendocino, the groundwater resource is managed by the MCCSD to avert aquifer overdraft. The Groundwater Management Committee has oversight of issues affecting the Groundwater Management Program, the Water Conservation Program, the Groundwater Monitoring Program, the Data Management Program, the District’s Water Reclamation Program, and the Water Shortage Contingency Program.
- (5) Street lighting—this committee supervises the town’s street lighting system.
- ~~(6) Safety Committee—this committee works to ensure safety policies and protocols are developed and followed. This includes periodic review of safety procedures, federal, state and local safety requirements as well as reviewing on the job accidents and injuries.~~

From time to time the Board may establish, by majority vote, additional standing, advisory, and ad hoc committees as may be necessary to carry out its responsibilities.

All committees are committees of the Board, must have at least one board member on the committee and must seek Board approval for actions to be taken on behalf of the Board, including the expenditure of funds. A committee may be appointed consisting of only Board members. Special Advisory Committee members must be Board members or other residents and/or property owners within the Mendocino City Community Services District. The Board will decide a process to appoint community members to Special Advisory Committees.

Committee chairpersons shall present as needed, a report, in person or written, at a meeting of the Board of Directors of the District following a committee meeting.

16. Board Access

Directors will have access to the District’s Superintendent, and with the Superintendent, have access to employees and principal advisers, including its auditors and legal counsel, and to District information that they believe is necessary to fulfill their obligations as directors. Directors will not distract the business or operations of the District. Any disagreements between Directors and the Superintendent will be brought to the President of the Board and if unable to be resolved, will be brought to the full Board. Any contact initiated by a Director which will result in billings to the District will first be coordinated with the President of the Board. Such coordination will include identification of the account from which funds will be used to pay the billing(s).

There may be occasions when an outside advisor is retained directly by the Board in connection with a particular matter. The Board and/or its Committees may retain outside experts and advisors at the District’s expense to the extent they consider it necessary and appropriate under the circumstances. Committees will first coordinate with the Board and seek approval prior to such retention. Such coordination will include identification of the account from which funds will be used to pay the billing(s).

17. Election of Directors.

Directors shall be elected in accordance with the California Elections Code, Sections 10500-10556 and Government Code 61042-61043. Directors elected shall hold office for a term of 4 (four) years or until their successor qualifies and takes office. Directors take office at noon on the first Friday in December following their election. Directors serve staggered terms.

Pursuant to Election Code Section 1303(b) and 10404, Election Day is held on the first Tuesday after the first Monday in November of each even-numbered year, and the election shall be consolidated with all other elections held throughout the territory on that day.

18. Filling of Vacancies

Should a Director no longer be able or willing to serve the remainder of his/her elected term, the Board shall appoint a successor Director from applicants for the position as provided under Section 1780 of the Government Code, to serve out the remainder of the term, unless there are more than 2 years left of the original term of office, in which case the appointed director shall serve until the next General Election.

Gov. Code Sections 1780-1782 govern the process used for appointment of vacant Board of Director seats. The MCCSD Board of Directors has 60 days to appoint an interested individual to a vacant seat. The interested person must live within the District boundary and be a registered voter. If the District can't fill the seat within the 60-day period, the Mendocino County Board of Supervisors can appoint a Director to the MCCSD Board during the next 30-day period. If the vacant seat is not filled during the 90-day period, the seat remains empty until the next election.

19. Conflict of Interest Code.

The Board of Directors reviews the Conflict of Interest Code for the Mendocino City Community Services District, Ordinance 2023-01, biennially. Each director shall be required annually to file a Form 700 – Statement of Economics Interests – with the District and Mendocino County.

20. Continuing Education

As required under the Community Services District Law, the District will provide for continuing education for the Board members, arranging for Directors to attend State qualified education programs for Special District Directors if required. Specific areas for continuing education should include: Brown Act, Sexual Harassment, technical training in water, wastewater and related areas and any such additional topics as may benefit board members and the District overall.

21. Term Limits

The Board has not established term limits for directors. While such limits might contribute fresh ideas to the Board, they have the disadvantage of losing the contribution of directors who have developed, over a period of time, insight into the future direction and operations of the District.

22. Annual Board Evaluations

Each director will evaluate the performance of the Board annually utilizing an approved, pre-determined process.

23. At Termination of Duties

Whenever a Board member of the District leaves his/her position as a board member, through expiration of the tour of service or by voluntary action, he/she shall return all property of the District to the Superintendent including keys, manuals, official correspondence, and other publications that belong in the District Archives.

24. Publication of Guidelines

The District shall make guidelines available to Directors, employees and members of the public.

25. Changes to Guidelines

These Governance Guidelines may be changed by majority vote of the Board of Directors, taken at a public meeting of the Board, wherein members of the public are allowed comment on proposed changes.

May 2026 Superintendent's Report

Wastewater Treatment Plant:

- Operators performed routine repair and maintenance to the WWTP in May of 2026.
- Operators installed a new check and gate valve on the filter effluent pump #2
- Operators installed a replacement calcium thiosulfate (de-chlor) injection pump 5/4/26.
- Operators sent out final effluent water samples for annual chronic toxicity testing the week of 5/11.
- There were zero after-hours alarm call out for the month as of May 20, 2026.
- RFMcDonald had to re-schedule work on the boiler. No new date has been provided.
- FB Electric was on site 5/19 to trouble shoot a sludge pump VFD. It looks like a new VFD will need needed.
- The monthly CASGEM groundwater report was turned in on May 22, 2026, to the County.

Office:

- All 65 of the DWR/MFPD Water Storage tanks received have been distributed. We are still maintaining a wait list in the event more tanks become available, but at this point it appears unlikely.

Streetlights:

Outfall:

Recycled Water:

- MCCSD did not transfer any recycled water for the month. We anticipate resuming recycled water production and transfers at some point in 2027, after the system upgrades are completed.

Biosolids:

- Operators transported one load of biosolids to Novato on May 20, 2026. We have successfully renewed our disposal agreement with Waste Management for another year, but it is now an annual renewal.

Grants and Projects:

- Carollo Engineering was on site 5/8/26 for a facilities and information gathering tour. They have been assigned by the Eastern Research Group through the US EPA TA program to develop a current Preliminary Engineering Report on the WWTP facilities and lift stations at no cost to the District. The intent of this report is to better prepare the District for SRF grant funding to address infrastructure needs.

- Nothing to report related to the SAFER Technical Assistance.

-Ghilotti Construction continues to make great progress on Phase II of the Recycled Water Upgrade and Expansion Project, installing nearly 500 ft of recycled water pipe per day. The bulk of the recycled water pipe should all be installed by Friday 5/29. Boring under Hwy 1 begins the week of June 8. At least six new fire hydrants west of Hwy 1 have been installed. Staff continue to update the construction calendar on our web site. We again thank the community for your patience and understanding during this temporary inconvenience.

- MCCSD understands the MUSD potable water storage project is continuing on track.

Safety Meeting and Plant Safety Inspections:

The 30-minute monthly safety meeting was held on May 22, 2026. The topic was *Safety Takes Courage*. No safety incidents were reported for the period.

Sanitary Sewer Collection System:

There are no Sanitary Sewer overflows to report for the period April 12, 2023- May 21, 2026. The section of replacement sewer main on Little Lake, between Hwy 1 and Lansing has been installed and is in service.

Memo

To: MCCSD Board of Directors
From: District Superintendent
cc: Seph Petta
Date: May 22, 2026
Re: Groundwater Management Report

The 2025-26 Rain Year

October 1, 2025, was the beginning of the 2025-26 rain year. Average annual precipitation in Mendocino is 39.41 inches, and average rainfall in May is 1.36 inches. 0.08 inches of rainfall have been measured in the District for May, as of May 21, 2026 (Figure 1, Table 1).

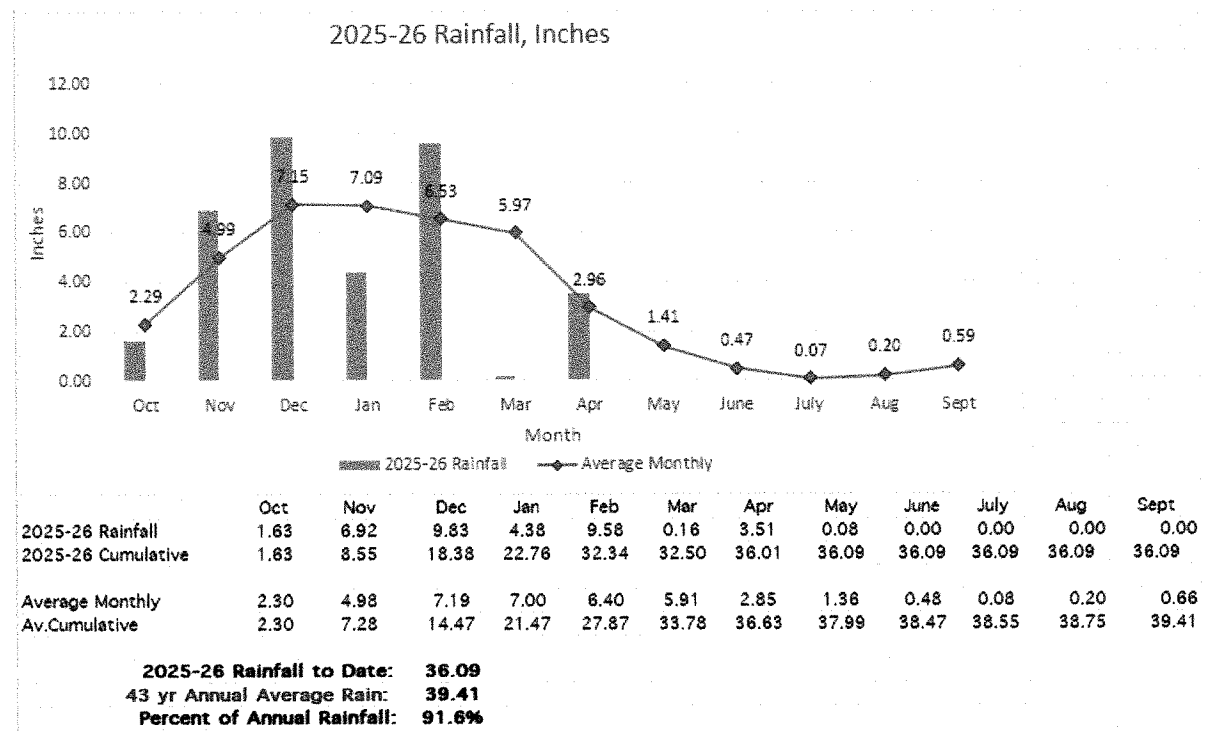


Figure 1, Table 1

Total Rainfall for Rain Year 2024-25 was 43.18" inches. Mendocino received 110% of normal annual rainfall during the last water year. By May 22, 2026, total rainfall since October 1, 2025, was 36.09 inches, 92% of average annual rainfall.

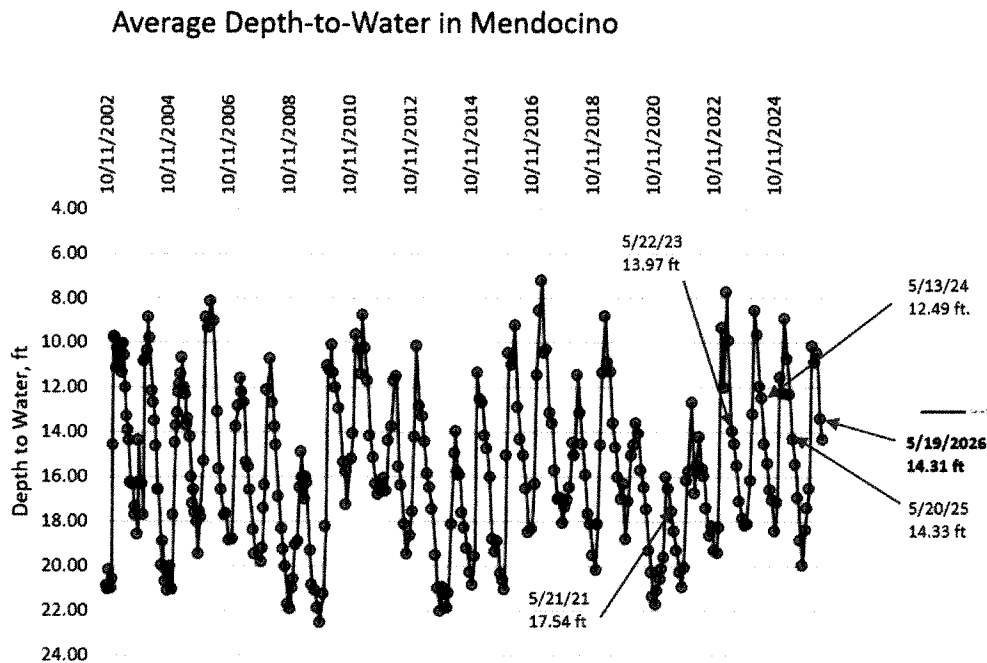
DAILY TOTAL RAINFALL												
2025-26												Elevation 72 Feet
												Latitude 39.306°
Data From: Community Service District												Longitude -123.000°
Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
1	0.01	0.02	0.04	0.26	0.01		0.35					
2				1.44		0.02						
3		1.39		0.58	0.01	0.03						
4		0.70		1.71				0.05				
5	0.01	0.15		0.15			0.01					
6		0.56										
7			0.02	0.15	0.39	0.01						
8			0.01		0.01	0.01	0.03	0.01				
9			0.01	0.01			0.15					
10	0.25		0.02		0.44		0.14	0.01				
11			0.01	0.01			1.16					
12	0.14	1.36	0.01	0.01		0.01	0.01					
13	0.45	0.46		0.01		0.01						
14				0.01	1.43							
15	0.01	0.24	0.13		2.44	0.02	0.02					
16	0.01	2.02	0.85	0.01	0.20							
17		0.02	0.01		0.54	0.01						
18			0.41	0.01	0.82	0.01						
19			1.10	0.02	0.05		0.62					
20	0.01		2.27				0.8					
21			0.83		0.08		0.21	0.01				
22			0.25		0.02							
23	0.02		0.78		1.38							
24	0.24		0.56		1.76							
25	0.40		0.89									
26	0.08		0.63									
27												
28							0.01					
29			0.01			0.01						
30												
31			0.99			0.02						
Sum	1.63	6.92	9.83	4.38	9.58	0.16	3.51	0.08	0.00	0.00	0.00	0.00
Count	12	10	21	14	15	11	12	4	0	0	0	0
Max	0.45	2.02	2.27	1.71	2.44	0.03	1.16	0.05	0.00	0.00	0.00	0.00
Rainy Days		99										36.09
Maximum Daily Rainfall				2.44								

Table 1 2025-26 Rainfall Record

May 2026 Depth-to-Water (DTW)

The average DTW measurements District-wide in the 24 monitoring wells on May 19, 2026, was 14.31 ft. DTW averages are about 0.9 ft. lower than April of 2026. The DTW averages in the five drought monitoring wells reported an average of 16.65 ft., which is 1.2 ft lower than April of 2026. DTW averages are about the same as May 2025, and 3.23 ft better than a drought year like May 2021.

Figure 2 Average Depth-To-Water Chart



Following the Water Shortage Contingency Plan, March 31, 2026, was the most recent water shortage evaluation date. Rainfall totals at that time were (32.5") 96% of average for the rain year to date, indicating there is no water shortage within the District currently. May 31, 2026, is the next water shortage evaluation date.

Groundwater Management Notification for the Month:

- 5-Overage notification letters were mailed out for the month. Almost all were related to a leak.
- 11-Violation 1 letters for failure to report a water meter reading
- 4-Violation 2 letters for failure to report a water meter reading for two consecutive months
- 0-Violation 3 letters for failure to report a water meter reading for three consecutive months