

MENDOCINO CITY COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS 2-26-2024 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, February 26, 2024

5:00 PM

Wastewater Treatment Plant 10500 Kelly St., Mendocino

- 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) January Disbursements
 - b) Discussion and Possible Action to approve purchase and installation of three (3) replacement garage doors
- 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 1-29-24
- 7) DISCUSSION AND POSSIBLE ACTION REGARDING ANY CONSENT AGENDA ITEM NEEDING SEPARATE ACTION
- 8) NEW BUSINESS
 - a) MCCSD Board of Directors requests Public Input re: funding WWTP upgrades/ replacement
- 9) OLD BUSINESS
- 10) DISTRICT SUPERINTENDENT'S REPORT
Monthly Report
- 11) GROUNDWATER MANAGEMENT
Monthly Groundwater Management Report
- 12) COMMITTEE UPDATES
- 13) MATTERS FROM BOARD MEMBERS
- 14) ADJOURNMENT

MENDOCINO CITY COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS 2-26-2024 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.

Memo

To: MCCSD Board of Directors
From: District Superintendent
cc: [Name]
Date: February 22, 2024
Re: Purchase Request Authorization

The January and February storms destroyed an old south facing garage door on the MCCSD dryer building. The building has two other south facing doors with dry-rot that are near failure.

Staff are working to obtain multiple quotes to replace all three doors. The first bid came in just shy of \$13,000.

Staff are seeking approval to spend of to \$15,000 to replace the three garage doors.

The MCCSD lab scale has failed. This is a critical piece of lab equipment. Replacements costs start around \$4,000.

Staff are seeking approval to spend of to \$5,000 to replace the lab scale.

Item 1) Recommended motion: Approve the purchase and installation of three replacement garage doors, not to exceed \$15,000.

Item 2) Recommended motion and approve the purchase of a new lab scale not to exceed \$5,000

MENDOCINO CITY COMMUNITY SERVICES DISTRICT

**Post Office Box 1029
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MENDOCINO CITY COMMUNITY SERVICES DISTRICT SPECIAL BOARD MEETING

ACTION MINUTES – January 29, 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 – 5:03 p.m.

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

Staff Present: District Secretary, Katie Bates

Public Present: Dan Potash, Colin Morrow, and Tony Graham

AGENDA ITEM NO. 2 – APPROVAL OF AGENDA

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

AYE: 4

ABSENT: 1 (Miksak)

AGENDA ITEM NO. 3 –PUBLIC COMMENT

None

AGENDA ITEM NO. 4 – COMMUNICATIONS

None

AGENDA ITEM NO. 5- FINANCIAL REPORT

Presenter: Katie Bates

Board Comment: Director Aum, President Murphy

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

AYE: 4

ABSENT: 1 (Miksak)

(VP Miksak arrives)

AGENDA ITEM NO. 6- CONSENT AGENDA

- a) **APPROVAL OF MINUTES FROM 12-18-23**
- b) **APPROVAL OF PROPOSED DATES FOR BOARD OF DIRECTOR’S MEETINGS**

Board Action: Upon motion by Director Feiner and 2nd by VP Miksak, IT IS ORDERED to approve the agenda and proposed dates for the 2024 Board of Director’s meetings. The Motion carried by the following vote:

AYE: 5

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

None

AGENDA ITEM NO. 8 – NEW BUSINESS

None

AGENDA ITEM NO. 9- OLD BUSINESS

Discussion and Possible Action to adopt Ordinance 2024-01: Conflict of Interest Code for Mendocino City Community Services District

President Murphy read Ordinance 2024-01 into the record.

Board Action: Upon motion by VP Miksak and 2nd by Director Sullivan, IT IS ORDERED to adopt Ordinance 2024-01: Conflict of Interest Code for Mendocino City Community Services District. The Motion carried by the following vote:

AYE: 5

AGENDA ITEM NO. 10- DISTRICT SUPERINTENDENT’S REPORT

Presenter: Katie Bates

Board Comment: Directors Aum and Sullivan

Public Comment: Tony Graham, Colin Morrow

AGENDA ITEM NO. 11: GROUNDWATER MANAGEMENT

Presenter: Katie Bates

AGENDA ITEM NO. 12: COMMITTEE UPDATES

None

AGENDA ITEM NO. 13: MATTER FROM BOARD MEMBERS

Director Sullivan brings up topic of wave energy desal project recently offered in a presentation by the Noyo Center

Tony Graham brings up concerns re: the future of the WWTP. President Murphy, Director Aum, and Dan Potash all weigh in with ideas and realities. MCCSD is looking at all known grants that make sense for the District. Director Aum requests for this topic to be agendized for the next BOD meeting, scheduled for 2/26/24; President Murphy concurs.

AGENDA ITEM NO. 14: ADJOURNMENT

IT IS ORDERED to approve adjourning the meeting at 6:03 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

February 2024 Superintendent's Report

Wastewater Treatment Plant:

- Operators performed routine repair and maintenance to the WWTP in February of 2024.
- The District Bobcat skid-steer, "tractor" is back from repair in Santa Rosa. Repairs were less than \$4,000-
- A groundwater pump at the plant failed and a new one was ordered and installed. Cost \$2,000
- A digital scale from the lab has failed, and replacements start around \$4,000.
- Ryan Cronin continues to make progress on the airline project. He expects to finish by the end of February.
- The plant made it through the most recent round of storms. High flows continue with heavy rain events, but we are better able to manage flows when the rain is spread out over a few days as opposed to three or four inches in a 24 hr period.

Outfall Update: We continue to wait on weather and safe ocean conditions for Alpha Diving to complete the annual survey and Biological report.

Recycled Water:

MCCSD did not transfer any recycled water during the month of February. Since learning in January that our proposed project with MUSD is not a State priority for funding in 2024 we have been working with consultants and DFA to see if we could at least fund basic upgrades need to resume the prior levels of recycled water production.

Biosolids Trailer and Transport:

- MCCSD staff did not transport any biosolids to Redwood Landfill in February.
- With the Bobcat back in service, staff are working to transfer biosolids to the trailer.

Grant and Project Updates: New grant funding for MCCSD is not looking promising for the immediate future.

-Staff reached out to a grant writing consultant in Anderson Valley and spoke with the AV CSD general manager about funding ideas and challenges. They are in a similar situation with many needs and limited resources.

-Katie continues to work FEMA for the January 2023 Storm Damage re-imbusement. Our project major has been transferred. She has broken our request into separate projects. It's a challenge be we are still optimistic some funding will be received.

-Staff met with members of SAFER on 2/20/24. We learned that GHD has reached an agreement with the West Company on 2/19 to assist with community engagement.

Safety Meeting and Plant Safety Inspection:

The 30-minute monthly safety meeting was held February 22, 2024. The topic was review of the *Ergonomics*. No safety incidents were reported for the period.

Sanitary Sewer Collection System:

There were no Sanitary Sewer overflow reports for the period April 12, 2023- February 21, 2024

Other:

The Superintendent continues to make progress on the 2023 annual self-monitoring report. We had no violations to report for the year.

Memo

To: MCCSD Board of Directors
From: District Superintendent
cc: Jim Jackson
Date: February 21, 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 February is 6.27" inches. 9.37" inches of rainfall has been measured in the District for the month, as of February 20, 2024 (Figure 1, Table 1).

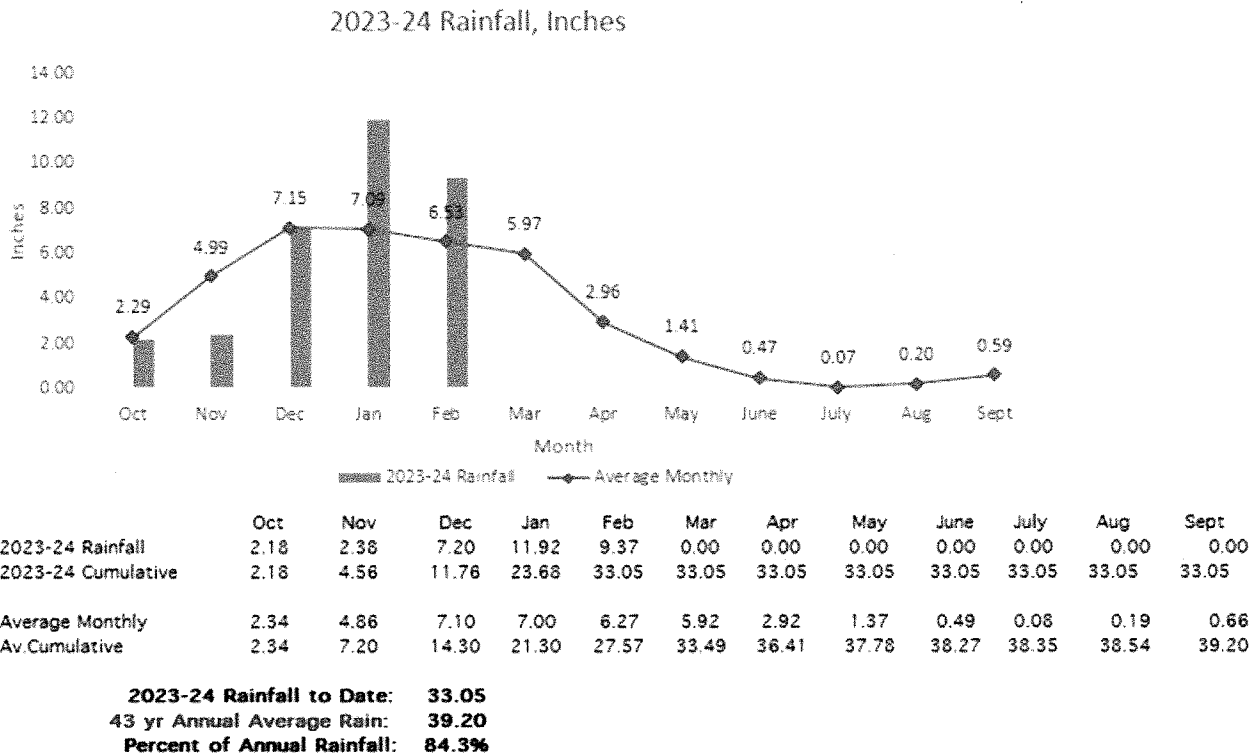


Figure 1, Table 1

Total Rainfall for Rain Year 2022-23 was 41.93" inches. Mendocino received 106% of normal annual rainfall during the last water year. By February 20, 2024, total rainfall since October 1, 2023 was 33.05" inches, 84.3 % of average annual rainfall.

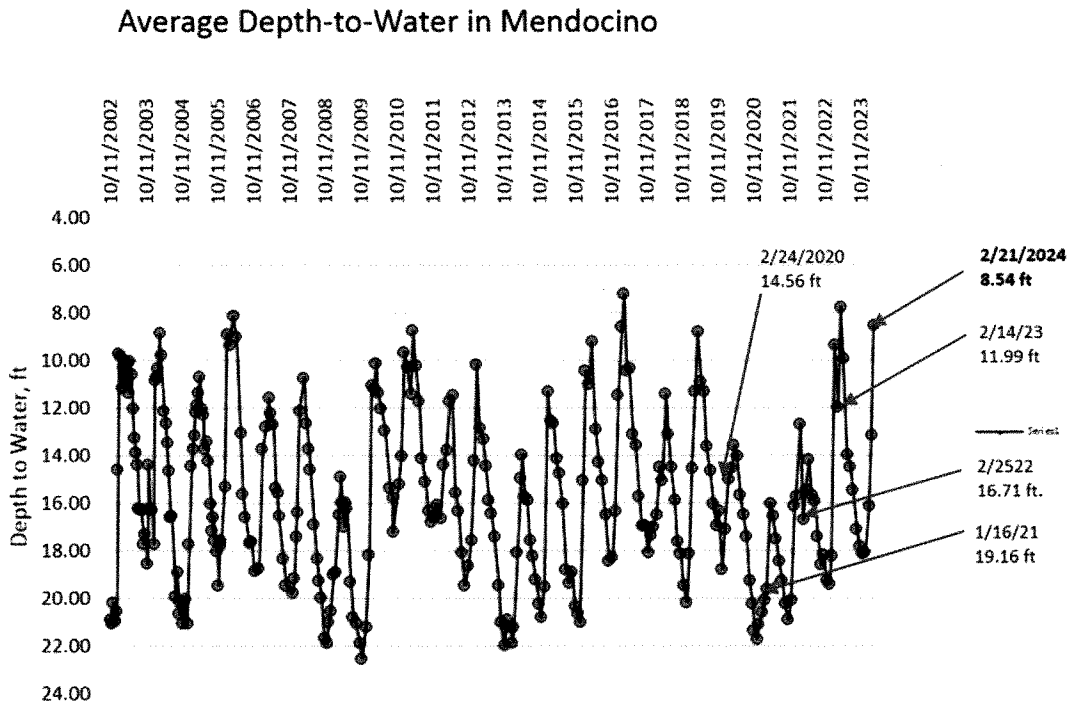
DAILY TOTAL RAINFALL														
	2023-24											<i>Elevation 72 Feet</i>		
												<i>Latitude 39.906°</i>		
	Data From : Community Service District							10AM						<i>Longitude -123.888°</i>
Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
1	0.01		0.76	0.01	0.52									
2		.01	0.31	1	0.05									
3		0.03	0.01	0.05	1.18									
4		0.21	0.02		2.06									
5		0.37	0.11	0.04	0.29									
6		0.08	0.74	0.38	0.32									
7	0.02	0.01	0.16	0.01	0.12									
8	0.24	0.01		0.40	0.01									
9	0.08			0.12										
10	0.19		0.02	0.10	0.02									
11	0.02		0.01		0.01									
12	0.01	0.03		0.84	0.02									
13	0.01	0.16		2.02	0.11									
14		0.39	0.02		0.65									
15		0.03			0.07									
16	0.29	0.03	0.23	0.88	0.51									
17	0.02	0.47	1.66	0.08	0.81									
18	0.02	0.09	0.56	0.01	1.42									
19	0.01		1.37	1.48	0.28									
20				0.42	0.92									
21	0.26	0.01	0.01	0.45										
22	0.87	0.01		0.26										
23	0.01		0.01	0.42										
24														
25	0.10													
26			0.46											
27			0.44											
28		0.20	0.30											
29	0.02	0.01												
30		0.24		2.00										
31				0.95										
Sum	2.18	2.38	7.20	11.92	9.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Count	17	18	19	21	19	0	0	0	0	0	0	0		
Max	0.87	0.47	1.66	2.02	2.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Rainy Days		94										33.05		
Maximum Daily Rainfall														

Table 1 2023-24 Rainfall Record

February 2024 Depth-to-Water (DTW)

The average DTW measurements District-wide in the 24 monitoring wells on February 21, 2024 was 8.54 ft. DTW averages are 5.3' ft. better than January of 2024. The DTW averages in the five drought monitoring wells reported at 11.12 'ft a nearly 4 ft improvement from January 2024.

Figure 2 February 2024, Depth-To-Water Chart



Following the Water Shortage Contingency Plan. The MCCSD Board declared on April 19, 2023 that no water shortage exists within the MCCSD boundaries. According to the Water Shortage Contingency Plan, (p. 14) "Calendar for Declaring Water Shortage,...If a water shortage is not declared by the end of May, no further evaluation is required until the following January 31." Looking at current rainfall totals and depth to water averages it appears there is no water shortage in the District at this time, March 31 will be the following evaluation date.