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, November 30, 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=cE40NFd2T1JScFg4WFQ2SCtod0V3QT09&omn=85355873022

Meeting ID: 288 936 0093
Password: 4BezsR

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
   a) October 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 10-26-2026

7) DISCUSSION AND POSSIBLE ACTION REGARDING ANY CONSENT AGENDA ITEM NEEDING SEPARATE ACTION

8) NEW BUSINESS
   a) Discussion and Possible action to adopt Ordinance 2026-2: Ordinance of the Mendocino City Community Services District establishing informal bidding procedures for public projects pursuant to the Uniform Public Construction Cost Accounting Act
   b) Discussion and Possible Action to approve Resolution 2026-337: Resolution of the Mendocino City Community Services District approving the Evergreen sewer main replacement and Main

St. Lift Station pump replacement project and making findings of Categorical Exemption under the California Environmental Quality Act

c) Consider awarding the Recycled Water Expansion Project to Ghilotti Construction Company, in the amount of one million four hundred fifty-five thousand six hundred dollars ($1,455,600.00), inclusive of Base Bid Schedules A, B, C, D and E and Alternate Bid Schedule H, and subject to final administrative review and approval by the District Superintendent and the California Water Boards Division of Financial Assistance (DFA). A 10% contingency budget of $145,560.00 is recommended, for a total project budget of $1,601,160.00
d) Authorize the District Superintendent to approve change orders to Ghilotti Construction Company within the remaining available Water Recycling Funding Program grant funds and as approved by the California Water Boards DFA.
e) Discussion and Possible Action to authorize the Superintendent to hire the lowest qualified bidder to install a temporary, back up sewer pump at the Main St Lift Station and determine if repairs can made to existing pumps. Budget not to exceed $20,000.

9) OLD BUSINESS

10) DISTRICT SUPERINTENDENT'S REPORT
Monthly Report

11) GROUNDWATER MANAGEMENT
Monthly Groundwater Management Report

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
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 October 2026

		10/31/2026
Balance Forward**	$	100,639
Monthly Fees (Current and Past Due) Collected	$	171,580
General Property Taxes		-
Interest Income		9,883
Service to Read Water Meters		570
Ground water permit fees		200
Sales		201
Late Fee Income/NSF Fees		748
Special Events Permit Fees		-
Transfers In		619,836
Transfers In		-
Transfers In		-
Deposits	$	803,018
Total Inflows	$	903,657
Disbursements	$	(715,333)
	$	-
Prior Period Corrections from Carryforward	$	-
Balance Checking	$	188,325
General Ledger Operating Checking	$	188,325
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

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_____

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

	Date	Num	Name	Amount
Cash and Equivalents				
Cash in Checking #2837				
	10.06.2026	22030	Alpha Analytical Laboratories	-412.00
	10.06.2026	22031	CivicPlus LLC	-235.90
	10.06.2026	22032	Deep Valley Security	-39.85
	10.06.2026	22033	Kyocera (aka Wells Fargo)	-175.56
	10.06.2026	22034	Mountain Fresh Spring Water Co	-17.50
	10.06.2026	22035	O'Connor & Company	-488.75
	10.06.2026	22036	REDWOOD COAST FUELS	-265.50
	10.06.2026	22037	REDWOOD WASTE SOLUTIONS	-169.68
	10.09.2026	22038	R.F Macdonald Co.	-15,889.00
	10.13.2026	22041	Golden State Risk Managment Authority	-10,688.00
	10.13.2026	22042	PG&E	-10,096.59
	10.13.2026	22043	MENDES SUPPLY COMPANY	-1,966.57
	10.16.2026	22044	Roy's Sewer Service	-20,375.00
	10.19.2026	22045	Keith D. Linden	-1,353.31
	10.19.2026	22046	GHD	-40,760.17
	10.19.2026	22047	Ghilotti Construction Company	-569,057.60
	10.21.2026	22048	Alpha Analytical Laboratories	-206.00
	10.21.2026	22049	Harvest Market	-188.11
	10.22.2026	22050	Alpha Analytical Laboratories	-206.00
	10.22.2026	22051	Hare Creek Power Equip.	-58.40
	10.22.2026	22052	Mountain Fresh Spring Water Co	-34.25
	10.22.2026	22053	SHUTE, MIHALY & WEINBERGER	-9,104.40
	10.23.2026	22054	Grainger	-116.75
	10.23.2026	22055	REDWOOD COAST FUELS	-51.00
	10.09.2026	DD	Robert Ryan Rhoades	-3,581.12
	10.09.2026	DD	Jonathan S. Stenson	-1,896.37
	10.09.2026	DD	Keith D. Linden	-2,094.27
	10.09.2026	DD	Katharine L Bates	-2,959.99
	10.23.2026	DD	Katharine L Bates	-2,843.98
	10.23.2026	DD	Robert Ryan Rhoades	-3,431.13
	10.23.2026	DD	Keith D. Linden	-2,005.78
	10.23.2026	DD	Jonathan S. Stenson	-1,955.46
	10.01.2026		K. Mckee & Company, Inc.	-155.00
	10.01.2026		QuickBooks Payments	-343.04
	10.01.2026		K. Mckee & Company, Inc.	-300.00
	10.05.2026		QuickBooks Payments	-358.43
	10.08.2026		Bank of America	-613.90
	10.09.2026		Intuit QuickBooks Workforce	-4,192.06
	10.19.2026		CAL PERS	-446.44
	10.19.2026		Returned Customer Deposit	-357.71
	10.19.2026		CAL PERS	-1,681.08
	10.23.2026		Intuit QuickBooks Workforce	-4,156.21
	10.28.2026		QuickBooks Payments	-4.65
Total for Cash in Checking #2837				**-$ 715,332.51**

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 – October 26, 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 – 5:01 p.m.

Board Present: Directors Andrea Shepard, Michael Klinger, Alex Fields, and Matthew Miksak

Staff Present: Ryan Rhoades, District Superintendent, Katie Bates, District Secretary, Keith Linden, Operator

Public Present: Jim Gragg, Dan Potash, Michael Miller

AGENDA ITEM NO. 2. – APPROVAL OF AGENDA

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

AYE: 4

ABSENT: 1 (Sullivan)

AGENDA ITEM NO. 3- PUBLIC EXPRESSION: non-agenda items

Jim Gragg expressed GWM concerns.

AGENDA ITEM NO. 4- COMMUNICATIONS

None

AGENDA ITEM NO. 5- FINANCIAL REPORT

a) September DISBURSEMENTS

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

AYE: 4

ABSENT: 1 (Sullivan)

AGENDA ITEM NO. 6— CONSENT AGENDA

a) Approval of minutes from 9-28-2026
b) Approval of minutes from 10-19-2026

District Superintendent Rhoades points out a typo in 9/28/26 minutes. Item 3 should say MUSD not MUSH

Board Action: Upon motion by Director Shepard and 2nd by Director Miksak, IT IS ORDERED to approve the Consent Agenda with the typo correction made to the 9-28-26 meeting minutes. The Motion carried by the following vote:

AYE: 4

ABSENT: 1 (Sullivan)

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

NONE

AGENDA ITEM NO. 8- NEW BUSINESS

a) Public Hearing of Ordinance 2026-1: Ordinance of the Mendocino City Community Services District, adopting policies and procedures for purchasing supplies and equipment, for procuring professional and maintenance services, and for the disposal of surplus property

   Board Comment: Directors Shepard and Klinger
   Staff Comment: Ryan Rhoades and Katie Bates
   Public Comment: Dan Potash and Jim Gragg

Board Action: Upon motion by Director Shepard and 2nd by Director Klinger, IT IS ORDERED to waive the full reading of Ordinance 2026-1 and instead have Katie Bates solely read sections 4, 6, and 7 aloud. The Motion carried by the following vote:

AYE: 4

ABSENT: 1 (Sullivan)

b) Discussion and Possible action to approve Resolution 2026-336: Resolution of the Mendocino City Community Services District to adopt and implement the Uniform Public Construction Cost Accounting Act

   Board Comment: Directors Shepard and Miksak
   Staff Comment: Ryan Rhoades and Katie Bates
   Public Comment: Dan Potash and Jim Gragg

Board Action: Upon motion by Director Klinger and 2nd by Director Fields, IT IS ORDERED to approve Resolution 2026-336: Resolution of the Mendocino City Community Services District to adopt and implement the Uniform Public Construction Cost Accounting Act. The Motion carried by the following vote:

AYE: 4

ABSENT: 1 (Sullivan)

c) Public Hearing of Ordinance 2026-2: Ordinance of the Mendocino City Community Services District establishing informal bidding procedures for public projects pursuant to the Uniform Public Construction Cost Accounting Act

Board Action: Upon motion by Director Shepard and 2nd by Director Klinger, IT IS ORDERED to waive the full reading of Ordinance 2026-2. The Motion carried by the following vote:

AYE: 4

ABSENT: 1 (Sullivan)

d) Discussion and Possible to approve $250,000 budget amendment to collection system maintenance projects

Board Comment: Directors Shepard, Klinger, Fields, and Miksak
Staff Comment: Ryan Rhoades
Public Comment: Dan Potash and Jim Gragg

Board Action: Upon motion by Director Klinger and 2nd by Director Fields, IT IS ORDERED to move $250,000 from District reserves to the FY 2026-27 Collections System Maintenance budget and authorize the District Superintendent to expend up to $220,000 to replace the Main Street Lift Station pumping system, replace approximately 350 feet of sewer main on Evergreen Street between Ukiah St and Pine St, and replace two existing cleanouts with manholes, with the work to be coordinated with the recycled water project where feasible. The Motion carried by the following vote:

AYE: 4

ABSENT: 1 (Sullivan)

AGENDA ITEM NO. 9- DISTRICT SUPERINTENDENT'S REPORT

Presenter: Ryan Rhoades

Board Comment: Directors Shepard, Klinger, and Miksak
Staff Comment: Ryan Rhoades
Public Comment: Dan Potash

AGENDA ITEM NO. 10- GROUNDWATER MANAGEMENT

Presenter: Ryan Rhoades

AGENDA ITEM NO. 11- ADJOURNMENT

6:35 p.m.

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

- *Effective May 11, 2020, the Board of Directors' minutes will be produced in "action only" format.*
- *Minutes are considered draft until adopted/approved by the Board of Directors*

- *Please reference the District's website to obtain additional resource information for the Board of Directors: www.mccsd.com.*

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

STANDING COMMITTEES:

Finance:---------- Andrea Shepard and Michael Klinger
Personnel:---------- Matthew Miksak and Alex Fields
Plant Operations:---------- Jim Sullivan and Michael Klinger
Street Lighting:---------- Alex Fields
Groundwater Management:---------- Jim Sullivan and Andrea Shepard

Respectfully submitted,

Katie Bates

ORDINANCE NO. 2026-2

ORDINANCE OF THE MENDOCINO CITY COMMUNITY SERVICES DISTRICT ESTABLISHING INFORMAL BIDDING PROCEDURES FOR PUBLIC PROJECTS PURSUANT TO THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT

WHEREAS, the Uniform Public Construction Cost Accounting Act, commencing with Section 22000 of the California Public Contract Code, establishes uniform procedures for the accounting and bidding of public projects undertaken by participating local agencies; and

WHEREAS, the Mendocino City Community Services District ("District") has elected to become subject to the provisions of the Uniform Public Construction Cost Accounting Act ("Act"); and

WHEREAS, Public Contract Code Section 22034 requires a participating public agency to adopt an ordinance or resolution establishing informal bidding procedures for public projects subject to the Act; and

WHEREAS, the Board of Directors desires to establish procedures for the informal bidding of public projects consistent with the Act and applicable provisions of the California Public Contract Code; and

WHEREAS, the Board of Directors further desires to establish procedures that promote competitive bidding, provide opportunities for qualified contractors to participate in District projects, and permit the District to efficiently and economically complete public projects;

NOW, THEREFORE, the Board of Directors of the Mendocino City Community Services District hereby ORDAINS AS FOLLOWS:

SECTION 1. Informal Bid Procedures

Public projects, as defined by the Uniform Public Construction Cost Accounting Act, and in accordance with the limits established by Section 22032 of the California Public Contract Code, may be let to contract by informal procedures as set forth in Section 22032, et seq., of the California Public Contract Code and this Ordinance.

SECTION 2. Contractors List

The District shall comply with the requirements of Section 22034 of the California Public Contract Code concerning the development and maintenance of a list of qualified contractors.

The District Superintendent, or his/her designee, shall be responsible for administering the District's contractors list and for ensuring that the District's informal bidding procedures are implemented in accordance with applicable law.

SECTION 3. Notice Inviting Informal Bids

When a public project is to be performed that is subject to the informal bidding provisions of this Ordinance, a notice inviting informal bids shall be circulated using one or both of the following alternatives:

(1) Notices inviting informal bids may be mailed, faxed, or emailed to all contractors for the category of work to be bid, as shown on the list of qualified contractors developed and maintained pursuant to Section 2 of this Ordinance; or

(2) Notices inviting informal bids may be mailed to all construction trade journals specified by the California Uniform Construction Cost Accounting Commission in accordance with Section 22036 of the California Public Contract Code.

Additional contractors and/or construction trade journals may be notified at the discretion of the District Superintendent or his/her designee.

Notwithstanding the foregoing, if a product or service is proprietary in nature such that it can be obtained only from a certain contractor or contractors, the notice inviting informal bids may be sent exclusively to such contractor or contractors, to the extent permitted by applicable law.

SECTION 4. Contents of Notice Inviting Informal Bids

The notice inviting informal bids shall describe the public project in general terms and shall state how prospective bidders may obtain more detailed information concerning the project, including the time and place for submission of bids.

The notice shall contain such additional information as may be required by the California Public Contract Code or other applicable law.

SECTION 5. Award of Contracts

The District Superintendent, or his/her designee, is authorized to award informal contracts pursuant to this Ordinance, subject to the authority of the Board of Directors to approve, reject, or otherwise act upon a public project or contract when such approval is required by law, the District's adopted budget, another District ordinance, policy, or action of the Board of Directors.

The District Superintendent may designate an appropriate District employee to administer the informal bidding process and to perform such duties as may be necessary to implement this Ordinance.

SECTION 6. Compliance with Applicable Law

All informal bidding conducted pursuant to this Ordinance shall comply with the Uniform Public Construction Cost Accounting Act and all applicable provisions of the California Public Contract Code, as amended from time to time.

If any provision of this Ordinance conflicts with a mandatory provision of state law, the mandatory provision of state law shall control, and the remaining provisions of this Ordinance shall remain in full force and effect.

SECTION 7. Severability

If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

The District Board of Directors hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

SECTION 8. Effective Date and Publication

This Ordinance shall take effect and be in force thirty (30) days from the date of its passage.

Before the expiration of fifteen (15) days after its passage, this Ordinance or a summary thereof shall be published once, with the names of the members of the Board of Directors voting for and against the same, in a newspaper of general circulation published within the District, in accordance with applicable law.

The foregoing Ordinance was introduced at a meeting of the Board of Directors on October 26, 2026, and was adopted by the Board of Directors at the Regular November Board meeting, held November 30, 2026, by the following vote:

ROLL CALL VOTE: **AYES:**

NOES:

ABSENT:

ATTEST:

_____ _____

Katie Bates, District Secretary Andrea Shepard, Board President

RESOLUTION NO. 2026-337

RESOLUTION OF THE MENDOCINO CITY COMMUNITY SERVICES DISTRICT APPROVING EVERGREEN SEWER MAIN REPLACEMENT AND MAIN ST. LIFT STATION PUMP REPLACEMENT PROJECT AND MAKING FINDINGS OF CATEGORICAL EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

WHEREAS, the Mendocino City Community Services District (District) proposes to undertake the Evergreen Sewer Main Replacement and Main St. Lift Station Pump Replacement Project (Project) consisting of the replacement of the existing Evergreen sewer main and replacement of the existing pump at the Main St. Lift Station; and

WHEREAS, the Project is intended to maintain, repair, and improve the District's existing sewer infrastructure and does not involve a substantial expansion of the existing use or capacity of the facilities; and

WHEREAS, the Board of Directors of the District has reviewed the proposed Project, including its scope, location, plans, and supporting documentation, and has considered the nature and extent of the proposed improvements; and

WHEREAS, the District has determined that the Project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to the CEQA Guidelines, Title 14, California Code of Regulations, Sections 15301 (Class 1, Existing Facilities) and 15302 (Class 2, Replacement or Reconstruction); and

WHEREAS, the Board of Directors desires to formally approve the Project and expressly adopt its CEQA findings as part of this Resolution.

NOW, THEREFORE BE IT RESOLVED AND ORDERED that the Board of Directors of the MCCSD finds:

Section 1. The foregoing Recitals are true and correct and made a part of this Resolution.

Section 2. The Board of Directors has reviewed and considered the Project, its scope, location, proposed improvements, and supporting documentation, and finds that the Project is consistent with the District's responsibility to maintain and operate its existing publicly owned sewer facilities.

Section 3. CEQA Finding. The Board finds that the Project is categorically exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15301 (Class 1, Existing Facilities) because the Project consists of the repair, maintenance, and minor alteration of existing publicly owned sewer facilities involving negligible or no expansion of existing use.

The Board further finds that the Project is categorically exempt pursuant to CEQA Guidelines Section 15302 (Class 2, Replacement or Reconstruction) because the Project consists of the

replacement or reconstruction of existing sewer utility facilities involving negligible or no expansion of capacity.

The Board further finds that none of the exceptions to the categorical exemptions identified in CEQA Guidelines Section 15300.2 apply to the Project. Accordingly, the Board determines that the Project is exempt from further environmental review under CEQA.

Section 4. Based upon the foregoing findings, the Board hereby determines that the Project is categorically exempt from CEQA pursuant to CEQA Guidelines Sections 15301 and 15302 and approves the filing of a Notice of Exemption (NOE) pursuant to CEQA Guidelines Section 15062.

Section 5. The Board hereby approves the Sewer Repair and Replacement Project and authorizes the District to proceed with the Project, consistent with the plans, specifications, and project scope presented to the Board.

Section 6. Following approval of the Project and adoption of this Resolution, the District Superintendent is hereby authorized and directed to complete and file a Notice of Exemption with the Mendocino County Clerk pursuant to CEQA Guidelines Section 15062, identifying the applicable categorical exemptions and briefly describing the reasons supporting the District's determination.

PASSED AND ADOPTED by the Board of Directors of the Mendocino City Community Services District at the Regular Meeting on November 30, 2026 by the following vote:

ROLL CALL VOTE: AYES:

NOES:

ABSENT:

ATTEST

Katie Bates, District Secretary

Andrea Shepard, Board President

Mendocino City Community Services District

Memo

To: MCCSD Board

From: District Superintendent

cc: Seph Petta

Date: November 25, 2026

Re: Main St. Lift Station Repairs and Temporary Backup Pump Installation

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Background and Need

The age and condition of the equipment, lack of a functional back up, recurring operational concerns, and operator safety have demonstrated the need for significant upgrades at Main Street Lift Station A. The long-term solution will involve replacing the existing pump system with modern, more reliable equipment and improving the station's overall operational safety and reliability.

As previously discussed, maintaining the existing equipment has become increasingly difficult. Obtaining replacement parts and finding qualified contractors familiar with the existing system are ongoing challenges. These issues increase the risk of equipment failure and make it more difficult for staff to respond quickly when problems arise.

Current Project Status

Recent bids for the larger lift station pump replacement project came in higher than anticipated and exceeded the available budget. Additionally, the estimated lead time for the new pumps is approximately 17 weeks. Consequently, implementation of the permanent improvements will likely be delayed while staff evaluates project costs and works toward an affordable replacement solution.

In the meantime, staff believes it is prudent to address the most immediate operational concerns (the lack of a functional backup pump) rather than continue relying entirely on the aging equipment until the permanent replacement project can proceed.

Recommended Temporary Improvements

Staff recommends authorizing the Superintendent to expend up to $20,000 to have a qualified contractor procure and install a manually operated emergency backup sewer pump and troubleshoot the existing equipment to determine whether repairs can extend the service life of the primary pump system.

The proposed backup pump will provide staff with an additional pumping option that can be manually activated if the existing primary pumping equipment fails or becomes unavailable. This is a temporary measure intended to improve the District's ability to respond to an equipment

failure while the permanent lift station replacement is being developed and funded. It will not replace the need for a complete pump system upgrade or provide automatic backup pumping.

This interim approach offers several advantages:

- Improved emergency response: Provides staff with an additional pumping option that can be manually activated if the primary pump system fails.
- Reduced risk of a sanitary sewer overflow (SSO): Improves the District's ability to respond to equipment failures, particularly during periods of heavy rainfall and elevated flows. However, it does not eliminate the risk of an SSO.
- Extended equipment service life: Allows staff to identify and address repairable problems with the existing equipment while the District plans for permanent replacement.
- Cost-effective interim solution: Addresses immediate operational concerns within the current budget without committing the District to the larger replacement project before funding and equipment availability are resolved.

Staff considers this a reasonable temporary investment that will improve the District's emergency response capabilities while the permanent improvements are pursued.

Contractor Proposals and Cost

MCCSD has contacted several local plumbing and electrical contractors and requested proposals for the emergency backup pump installation. To date, Fort Bragg Electric (FBE) is the only contractor to have submitted a proposal for procurement and installation of the backup pump.

FBE has offered to perform additional trouble shooting and maintenance work on a time-and-materials basis for the primary pumps, concurrently with the installation of the new equipment.

The work will require appropriate plumbing and electrical qualifications to ensure the pump, associated piping, electrical connections, and controls are properly installed and safely integrated with the existing lift station. Contractors will be evaluated based on their qualifications and ability to complete the entire scope of work before the end of the calendar year, not price alone.

FBE has indicated that it could begin work within approximately one to two weeks after receiving a Notice to Proceed.

To allow additional contractors an opportunity to respond, MCCSD will continue accepting proposals through 3:00 p.m. on Friday, December 4, 2026. The Superintendent will review the proposals and make the appropriate selection.

The requested $20,000 authorization is intended to cover procurement and installation of the backup pump, troubleshooting, and any associated repairs to the existing equipment. All work and expenditures must remain within the authorized amount. Any additional work exceeding that amount will require further authorization.

Staff Recommendation

Staff recommends that the Board authorize the Superintendent to expend up to $20,000 for the procurement and installation of a manually operated emergency backup pump, along with associated troubleshooting and repairs, at Main Street Lift Station A.

This temporary approach will allow the District to address immediate equipment reliability concerns, improve its ability to respond to a primary pump failure, and potentially extend the service life of the existing equipment while the District works toward a permanent lift station replacement.

Recommended Motion

Move to authorize the District Superintendent to expend up to $20,000 for the procurement and installation of a manually operated emergency backup sewer pump, and associated troubleshooting and repairs, at Main Street Lift Station A, and Authorize the Superintendent to select a qualified contractor on behalf of the Board, following December 4, 2026 proposal deadline.

November 2026 Superintendent's Report

Wastewater Treatment Plant:
-Operators performed routine repair and maintenance to the WWTP in November of 2026.
-Ghilotti Construction continued work at WWTP and Tank site the first part of November.
-Hach Service technicians were on site 11-16-26 for routine annual service.
-Weston Construction was on site 11-24-26 replacing garage door cables.
-There were three (3) after-hours alarm callouts for the month as of November 25, 2026.
-There were five (5) alarms for the month during routine operations as of November 25, 2026.
-The monthly CASGEM groundwater report was turned in on November 17, 2026, to the County.

Outfall:
-Alpha Diving completed the annual inspection dive in October, we are still waiting for the report.

Biosolids:
-Operators transported one load of Biosolids to Novato 11-6-26.

Recycled Water:
-MCCSD did not produce or transfer any recycled water for the month.

Grants and Projects:
-Weather has delayed work on current phase of the Recycled Water Project. Weather permitting, they expect to return the week of December 7. Next steps include replacing some piping at the WWTP, installing new electrical equipment, and pouring the foundation for the new recycled water tank.

- -Bids for the expansion of the Recycled Water Project were opened on Monday 11/23/26 at 14:00. Four qualified contractors submitted bids. Bids ranged between $1.414 to $2.076 million. Ghilotti Construction was the low bid.

-Carollo Engineers continue work on their preliminary engineering report for a modern treatment unit, expanded emergency holding capacity, and lift station upgrades. The goal is to help MCCSD be better positioned for future grant funding opportunities.

Safety Meeting and Plant Safety Inspections:
The 30-minute monthly safety meeting was held on November 24, 2026. All staff review Emergency Operating Procedures. No safety incidents were reported for the period.

Sanitary Sewer Collection System:
-Operators completed two years' or sections of sewer main cleaning between September and October.
-FB Electric was on site 11-24-26 providing annual service to the Heeser Dr. lift station generator.
-GHD and Fort Bragg Plumbing have presented proposals for repairs to Main Street Lift Station. FBP focused on trouble shooting existing equipment and emergency backup. GHD focused on a long-term fix and improved operator safety. Four qualified bids for collection system repairs came in but exceeded budget. Staff recommend moving ahead with FBP proposal to install an emergency back up pump, then re-bid the longer-term fix.

There are no Sanitary Sewer overflows to report for the period April 12, 2023- November 24, 2026.

Mendocino City Community Services District

Memo

To: MCCSD Board of Directors

From: District Superintendent

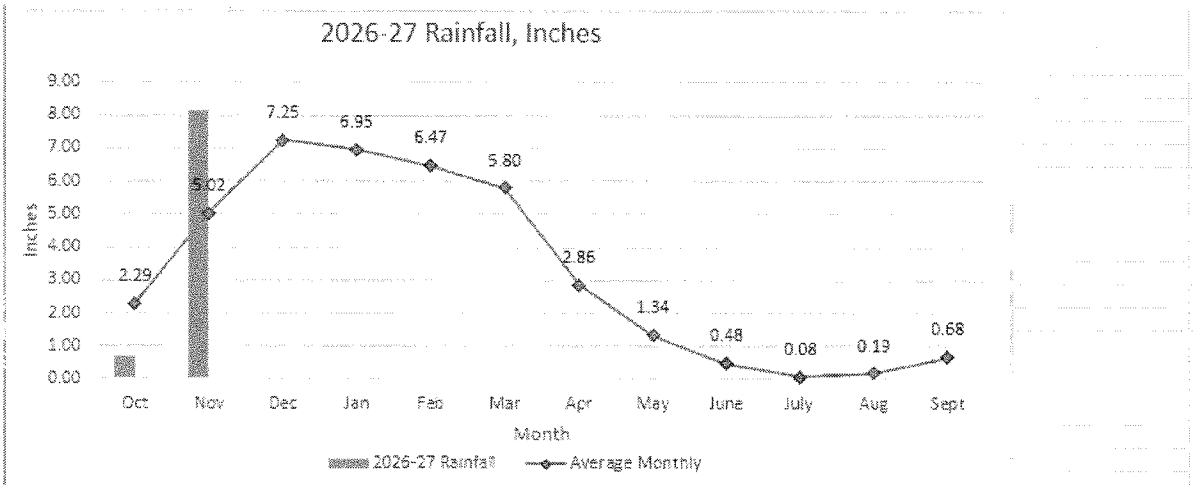
cc: Seph Petta

Date: November 25, 2026

Re: Groundwater Management Report

The 2025-26 Rain Year

October 1, 2026, was the beginning of the 2026-27 rain year. Average annual precipitation in Mendocino is 39.41 inches, and average rainfall in November is 5.02" inches. 8.15" inches of rainfall have been measured in the District for November, as of November 24, 2026 (Figure 1, Table 1).



	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept
2026-27 Rainfall	0.72	8.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2026-27 Cumulative	0.72	8.87	8.87	8.87	8.87	8.87	8.87	8.87	8.87	8.87	8.87	8.87
Average Monthly	2.29	5.02	7.25	6.95	6.47	5.80	2.86	1.34	0.48	0.08	0.19	0.68
Av.Cumulative	2.29	7.31	14.56	21.51	27.98	33.78	36.64	37.98	38.46	38.54	38.73	39.41

2026-27 Rainfall to Date:	**8.87**
43 yr Annual Average Rain:	**39.41**
Percent of Annual Rainfall:	**22.5%**

Figure 1, Table 1

Total Rainfall for Rain Year 2025-26 was 37.81" inches. Mendocino received 96% of normal annual rainfall during the last water year. By November 24, 2026, total rainfall since October 1, 2026, was 8.87 inches, 22.5% of average annual rainfall.

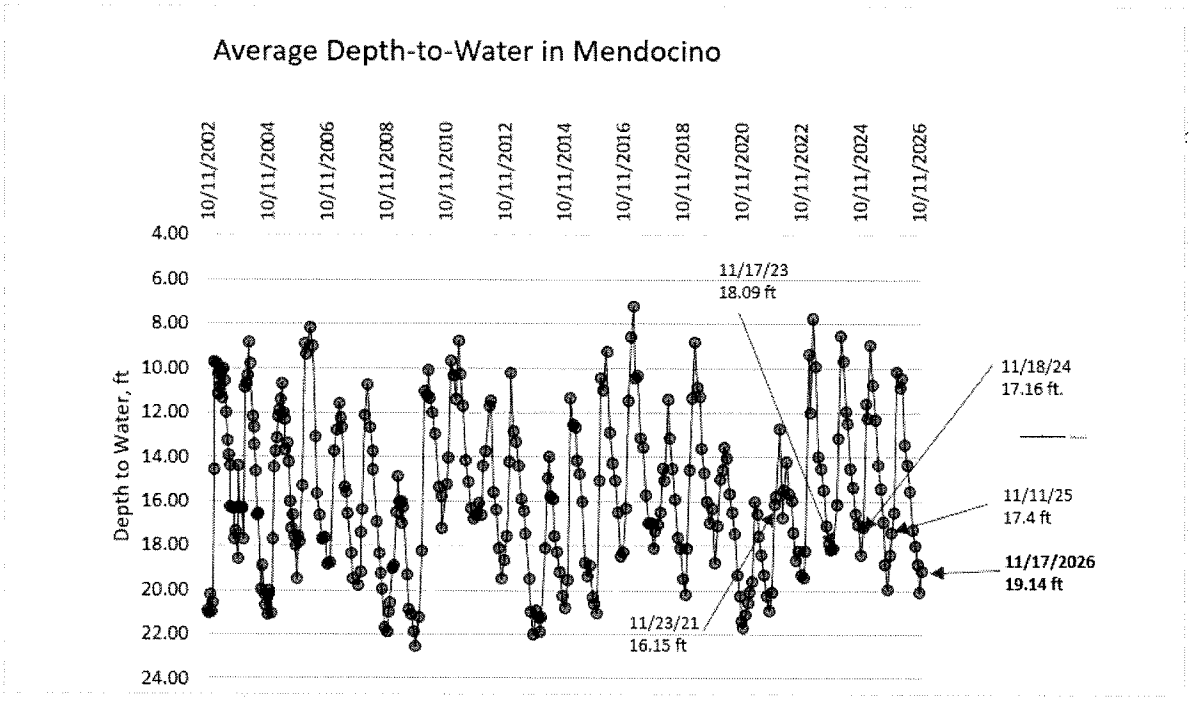
				DAILY TOTAL RAINFALL								
	2026-27											*Elevation 72 Feet*
												Latitude 39.30°
	Data From : Commumnty Service District						10AM					*Longitude -123.80°*
Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
1												
2		0.15										
3		0.01										
4												
5	0.04	0.01										
6		0.01										
7		0.03										
8	0.02											
9												
10												
11												
12		1.01										
13		0.53										
14		1.31										
15		0.12										
16		0.03										
17		1.60										
18		0.56										
19	0.01	1.03										
20		0.10										
21	0.27	0.33										
22	0.24											
23												
24		1.32										
25	0.04											
26												
27												
28												
29												
30	0.07											
31	0.03											
Sum	0.72	8.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Count	8	16	0	0	0	0	0	0	0	0	0	0
Max	0.27	1.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rainy Days		24					Water year Total Rainfall					8.87
Maximum Daily Rainfall				1.60								

Table 1 2026-27 Rainfall Record

November 2026 Depth-to-Water (DTW)

The average DTW measurements District-wide in the 24 monitoring wells on November 17, 2026, was 19.14 ft. DTW averages are about 0.94 ft. higher than October of 2026. The DTW averages in the five drought monitoring wells reported an average of 23.07 ft., which is 0.3 ft lower than October of 2026. DTW averages are about (1.7) feet lower than November 2025.

Figure 2 Average Depth-To-Water Chart



Following the Water Shortage Contingency Plan, May 31, 2026, was the most recent water shortage evaluation date. Rainfall totals at that time were (36.3") 96% of average for the rain year to date, indicating there is no water shortage within the District currently. January 31, 2027, is the next water shortage evaluation date.

The hydrological testing period for 2026 is closed as of November 19, 2026, since over 6" inches of rain fall has been recorded within the District.

Groundwater Management Notification for the Month:

0-Overage notification letter was mailed out for the month.

11-Violation 1 letters for failure to report a water meter reading

0-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