

MENDOCINO CITY COMMUNITY SERVICES DISTRICT

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MENDOCINO CITY COMMUNITY SERVICES DISTRICT BOARD MEETING

ACTION MINUTES – March 23, 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 – 5:00 p.m.

Board Present: Directors Andrea Shepard, Jim Sullivan, and Matthew Miksak

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

Public Present: Matt Kennedy, Maggie O'Rourke, Mary Falkenrath, Jim Gragg, Carrie Browder, Ed Powers, Alex Fields, Michael Klinger, Christina Aranguren Colin Morrow, Seph Petta, Jake Stenson, Rich Jung, Max Yeh, Keith Linden

AGENDA ITEM NO. 2. – APPROVAL OF AGENDA

Board Action: Upon motion by Director Shepard, and 2nd by Director Sullivan to approve the Agenda with these changes: cut #3, and change order of new business to effluent pump, outfall, and boiler. IT IS ORDERED to approve the agenda. The Motion carried by the following vote:

AYE: 3 (Shepard, Miksak, Sullivan)

AGENDA ITEM NO. 4- PUBLIC EXPRESSION: non-agenda items

Carrie Browder expressed issue with BOD agenda and minutes

AGENDA NO. 5- COMMUNICATIONS

Jim Gragg sent email

AGENDA ITEM NO. 6- FINANCIAL REPORT

a) January DISBURSEMENTS

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

AYE: 3 (Shepard, Miksak, Sullivan)

b) February Disbursements

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

AYE: 3 (Shepard, Miksak, Sullivan)

AGENDA ITEM NO. 7— CONSENT AGENDA**a) APPROVAL OF MINUTES FROM 1-26-2026**

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

AYE: 3 (Shepard, Miksak, Sullivan)

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

NONE

AGENDA ITEM NO. 9- NEW BUSINESS**a) Discussion and Possible Action to appoint new Board members to fill two existing vacancies with Resolution 2026-329 and Resolution 2026-330**

Each candidate was encouraged to make brief statement. Alex Fields, Jim Gragg, Mary Falkenrath, and Michael Klinger did so.

Director Sullivan asked all four “what are your view on Groundwater Management?” Each candidate responded.

Director Miksak asked all four “what is your top reason to join the Board of Directors?” Each candidate responded.

Board Action: Upon motion by Director Sullivan and 2nd by Director Miksak, IT IS ORDERED to appoint Alex Fields and Michael Klinger to the Board of Directors with Resolutions 2026-329 and 2026-330.

The Motion carried by the following vote:

AYE: 3 (Shepard, Miksak, Sullivan)

b(I) Consideration and Possible Approval of Award of Contract for the Recycled Water Project to Ghilotti Construction Company, Inc. for the amount of \$9,218,230

Board Comment: Andrea Shepard and Jim Sullivan

Public Comment: Matt Kennedy

Board Action: Upon motion by Director Sullivan and 2nd by Director Shepard, IT IS ORDERED to award the contract for the Recycled Water Project to Ghilotti Construction. The Motion carried by the following vote:

AYE: 3 (Shepard, Miksak, Sullivan)

b(II) Discussion and Possible Action to adopt Resolution 2026-331 to authorize Superintendent to approve change order with Ghilotti

Board Comment: Andrea Shepard and Jim Sullivan
Public Comment: Matt Kennedy and Tina Aranguren
Staff Comment: Ryan Rhoades

Board Action: Upon motion by Director Shepard and 2nd by Director Sullivan, IT IS ORDERED to adopt Resolution 2026-331 to authorize Superintendent to approve change orders with Ghilotti. The Motion carried by the following vote:

AYE: 3 (Shepard, Miksak, Sullivan)

b(III) Discussion and Possible Action to approve the agreement for the delivery and use of recycled water with Mendocino Unified School District (MUSD), and authorize the Superintendent to execute same on behalf of the District

Board Comment: Jim Sullivan
Staff Comment: Ryan Rhoades

b(IV) Discussion and Possible Action to adopt the Recycled Water Rate Schedule

Board Comment: Andrea Shepard

Board Action: Upon motion by Director Sullivan and 2nd by Director Miksak, IT IS ORDERED to adopt the Recycled Water Rate Schedule. The Motion carried by the following vote:

AYE: 3 (Shepard, Miksak, Sullivan)

c(IV) approve spending up to \$8,740 with DXP to remove the effluent pump

Staff Comment: Ryan Rhoades

Board Action: Upon motion by Director Shepard and 2nd by Director Sullivan, IT IS ORDERED to approve spending up to \$8,740 with DXP to remove the effluent pump. The Motion carried by the following vote:

AYE: 3 (Shepard, Miksak, Sullivan)

d(I) Approve ADI Job #02-26, spending up to \$16,000 for outfall underwater survey

Board Comment: Andrea Shepard

d(II) Approve ADI Job #03-26a, spending up to \$9,500 to fabricate an outfall clamp

Staff Comment: Ryan Rhoades

d(III) Approve ADI Job #03-26b, spending up to \$23,000 in FY 26-27 to replace the clamp at Joint 45

Staff Comment: Ryan Rhoades

Board Comment: Jim Sullivan

Board Action: Upon motion by Director Shepard and 2nd by Director Sullivan, IT IS ORDERED to approve 9dI, 9dII, and 9dIII for \$48,450. The Motion carried by the following vote:

AYE: 3 (Shepard, Miksak, Sullivan)

c(III) approve spending up to \$20,000 to replace the generator switch

Board Action: Upon motion by Director Shepard and 2nd by Director Sullivan, IT IS ORDERED to approve spending up to \$20,000 to replace the generator switch. The Motion carried by the following vote:

AYE: 3 (Shepard, Miksak, Sullivan)

c(1 and II) approve spending up to \$41,000 to repair the boiler and replace the blower element of the biosolids dryer

Board Action: Upon motion by Director Shepard and 2nd by Director Sullivan, IT IS ORDERED to approve spending up to \$41,000 to repair the boiler and replace the blower element of the biosolids dryer. The Motion carried by the following vote:

AYE: 3 (Shepard, Miksak, Sullivan)

AGENDA ITEM NO. 10- DISTRICT SUPERINTENDENT’S REPORT

Staff Comment: Ryan Rhoades
Public Comment: Tina Aranguren

AGENDA ITEM NO. 11- GROUNDWATER MANAGEMENT

Ryan Rhoades reads report

AGENDA ITEM NO. 12- COMMITTEE UPDATES

None

AGENDA ITEM NO. 13- MATTERS FROM BOARD MEMBERS

None

AGENDA ITEM NO. 14- ADJOURNMENT

7:02 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

