

MENDOCINO CITY COMMUNITY SERVICES DISTRICT

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MENDOCINO CITY COMMUNITY SERVICES DISTRICT SPECIAL BOARD MEETING

ACTION MINUTES – February 24, 2025

**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.

Present: Directors Donna Feiner, Ishvi Aum, Andrea Shepard and VP Matthew Miksak

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

Public Present: Dyan Whyte, Randy Mendosa, Jim Gregg, Carrie Browder, Dan Potash, Laurel Fong-Jean, Lisa Clifton-Bumpass, Sarah Bodner, Lee Hurvitz, Steve Gomes, Lily and Dan Robinson, Meghan Durbin, Mary Falkenrath, Rob Buckle

AGENDA ITEM NO. 2. – APPROVAL OF AGENDA

Board Action: Upon motion by Director Miksak and 2nd by Director Feiner, 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

None

AGENDA ITEM NO. 4- COMMUNICATIONS

None

AGENDA ITEM NO. 5- FINANCIAL REPORT

a) APPROVAL OF JANUARY DISBURSEMENTS

Board Comment: Ishvi Aum, Matthew Miksak, and Andrea Shepard
Public Comment: Dan Potash

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

AYE: 4

ABSENT: 1 (Sullivan)

AGENDA ITEM NO. 6— CONSENT AGENDA

a) APPROVAL OF MINUTES FROM 1-27-2025

Board Action: Upon motion by Director Feiner and 2nd by Director Miksak, IT IS ORDERED to approve the minutes from January 27, 2025. 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) Discussion and Possible Action to accept and approve the hydrological study for 44780 Little Lake Road

Board Comment: Andrea Shepard

Staff Comment: Ryan Rhoades

Public Comment: Steve Gomes, Randy Mendosa

Board Action: Upon motion by Director Aum and 2nd by Director Miksak, IT IS ORDERED to accept and approve the hydrological study for 44780 Little Lake Road. The Motion carried by the following vote:

AYE: 4

ABSENT: 1 (Sullivan)

b) Discussion and Possible Action to approve the GWEP application for 44780 Little Lake Road

Public Comment: Carrie Browder, Jim Gregg, Lee Hurvitz

Board Action: Upon motion by Director Aum and 2nd by Director Miksak, IT IS ORDERED to approve the GWEP application for 44780 Little Lake Road. The Motion carried by the following vote:

AYE: 4

ABSENT: 1 (Sullivan)

- c) **Discussion and Possible Action to accept and approve the hydrological study for 10550 Lansing St.
*Ishvi Aum recuses himself and steps out of the building**

Board Comment: Andrea Shepard

Staff Comment: Ryan Rhoades

Public Comment: Steve Gomes, Sarah Bodner, Lily Robinson

Board Action: Upon motion by Director Miksak and 2nd by VP Sullivan, IT IS ORDERED to approve the formation of a Recycled Water Project ad hoc committee. The Motion carried by the following vote:

AYE: 3

ABSENT: 2 (Sullivan and Aum)

- d) **Discussion and Possible Action to approve the GWEP application and Change in Use with increased water allotment and demand for 10550 Lansing St.**

Board Comment: Donna Feiner, Matthew Miksak

Staff Comment: Ryan Rhoades

Public Comment: Sarah Bodner, Lily Robinson, Jim Gregg

Board Action: Upon motion by Director Feiner and 2nd by Director Miksak, IT IS ORDERED to approve the the GWEP application and Change in Use with increased water allotment and demand for 10550 Lansing St. The Motion carried by the following vote:

AYE: 3

ABSENT: 2 (Sullivan and Aum)

- e) **Discussion and Possible Action to approve the purchase of a riding mower, not to exceed \$6,000
*Ishvi returns to the meeting**

Board Comment: Donna Feiner, Matthew Miksak

Staff Comment: Ryan Rhoades

Board Action: Upon motion by Director Aum and 2nd by Director Miksak, IT IS ORDERED to approve the purchase of a riding mower, not to exceed \$6,000. 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: Andrea Shepard, Ishvi Aum, Matthew Miksak

Public Comment: Jim Gregg, Carrie Browder, Lily Robinson

AGENDA ITEM NO. 10- GROUNDWATER MANAGEMENT

Presenter: Ryan Rhoades

Public Comment: Steve Gomes

AGENDA ITEM NO. 11- COMMITTEE UPDATES

NONE

AGENDA ITEM NO. 12- MATTERS FROM BOARD MEMBERS

None

AGENDA ITEM NO. 13- ADJOURNMENT

IT IS ORDERED to approve adjourning the meeting at 6:05 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
Plant Operations:----- Jim Sullivan
Safety: ----- Donna Feiner
Street Lighting:----- Donna Feiner
Groundwater Management:----- Jim Sullivan

Respectfully submitted,

Katie Bates

**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: 2/27/25

Applicant/Organization MENDOCINO FILM FESTIVAL

Title of Event EIGHTEENTH ANNUAL MENDOCINO FILM FESTIVAL

Type of Event FILM FESTIVAL

Assessor's Parcel Number(s): _____

Street Address of Event 10705 PALETTE DRIVE, MENDOCINO, CA 95460

Contact Person ALEX FIELDS, DIRECTOR OF OPERATIONS

Telephone (707) 972-4931

Fax _____

Email OPERATIONS@mendocinofilmfestival.org

Date(s) of Event MAY 29 - JUNE 1, 2025

Event of Setup Date MAY 18, 2025

Event Dismantle Date JUNE 8, 2025

Estimated Attendance Total 3000 Per Day 750

Event Co-Sponsors _____

Event Description THE FESTIVAL TENT WILL SCREEN FILMS FROM 10 AM - 10 PM ~~FRIDAY~~ FRIDAY - SUNDAY WITH AN OPENING SCREENING ON THURSDAY MAY 29TH @ 7PM.

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.



DXP Enterprises, Inc.
THE INDUSTRIAL SERVICE EXPERTS

Mendocino Sewage Plant
Ryan Rhodes
707-367-5286
12FHL Vertical Effluent Pump
Estimate# DXP-24-0408-1

Ryan,

Thank you for the opportunity to provide our service estimate for your Vertical Effluent Pump.

We offer you the estimate below:

1) Field Service for Vertical Pump Removal

- 2 Techs, full day
- Crane Service to remove pump.
- Disconnect and blind flanges (blind flange provided by customer),
- Loose pump
- Service truck with all tooling required included & flatbed truck
- Onsite safety training if needed

2) Shop DCI

- Receiving the pump visually inspect
- Complete disassemble and component inspection
- Submit all as found report and include photos
- Review and generate a final firm recommended work scope and quote for submittal and approval.

Estimate Total for DCI/Removal of Vertical Pump \$8,685.00

This Estimate is based upon standard labor rates, price could change due to unforeseen damages found or overtime required. Option for overtime must be approved prior to any service performed. Freight PP&A. Applicable taxes are not included in Estimate.

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March 2025 Superintendent's Report

Wastewater Treatment Plant:

- Operators performed routine repair and maintenance to the WWTP in March of 2025.
- Air diffuser piping on the treatment unit developed a leak. We hired a welder to come install a patch before it expanded or impacted operations. It is now repaired.
- Operators are working to replace a service disconnect switch for the bar screen that recently failed.
- We have a plan and company willing to come remove and repair the damaged effluent pump in April.
- The biosolids press received some maintenance including paint, grease and a new pulley.
- The new mower arrived and just in time to cut the Palette Drive property before it got any taller.
- The Superintendent completed and submitted the annual self-monitoring reports.
- We gave a couple of tours during the month, and one included a group of very engaged students from Mendocino High School Environmental Science class.
- We had five (5) emergency call outs for the Month, four (4) outside of normal operating hours. They were all related to power surges.

Outfall: Nothing to report

Recycled Water:

- MCCSD did not transfer any recycled water during the month of March 2025. Staff have been working to provide GHD requested information to help with design modifications for the system upgrade.

Biosolids:

- MCCSD operators transported one (1) load of biosolids to Novato in March of 2025.

Grants and Project:

- We finally heard from FEMA in relation to our reimbursement for the January 2023 Storm Damage. After two years, four project managers, and countless hours of staff time, the application for labor costs has been denied. The second application for equipment repair/replacement is still under review.
- The GHD SAFER Source Water Study has been finalized after receiving community feedback at the December 3, 2024 meeting. GHD is working on an amendment to the State work plan to include some more studies. Such as upgrading the MCCSD groundwater model, refining of reducing the proposed service area, reservoir siting, and storm water mapping. There is still no date for the next community meeting at this time. Continued community outreach and public engagement were identified with great importance.
- No updates on the U.S. EPA TA request for wastewater infrastructure replacement planning.
- The MUSD/MCCSD Water Storage Tank project UM_2024-0008 "demolition and replacement of two existing water tanks, chlorination and control building, and related infrastructure. Installation of a driveway off Little Lake Road. Improvement of two existing wells, conversion of an existing test well into a supply well, installation of up to six new test wells and demolition of two sheds." The permit was approved by the Planning Commission of Mendocino County on December 19, 2024, for the second time. It was then appealed by neighboring property owners to the Coastal Commission for a second time in January of 2025. We expect a hearing in April.

Safety Meeting and Plant Safety Inspection:

The 30-minute monthly safety meeting was held on March 18, 2025. The topic was *Driver Safety*. No safety incidents were reported for the period.

Sanitary Sewer Collection System:

There were no Sanitary Sewer overflows to report for the period April 12, 2023- March 26, 2025.

Memo

To: MCCSD Board of Directors
From: District Superintendent
cc: Seph Petta
Date: March 27, 2025
Re: Groundwater Management Report

The 2024-25 Rain Year

October 1, 2024 was the beginning of the 2024-25 rain year. Average annual precipitation in Mendocino is 39.20 inches, and average rainfall in March is 5.92" inches. 4.13" inches of rainfall have been measured in the District for the month, as of March 27, 2025 (Figure 1, Table 1).

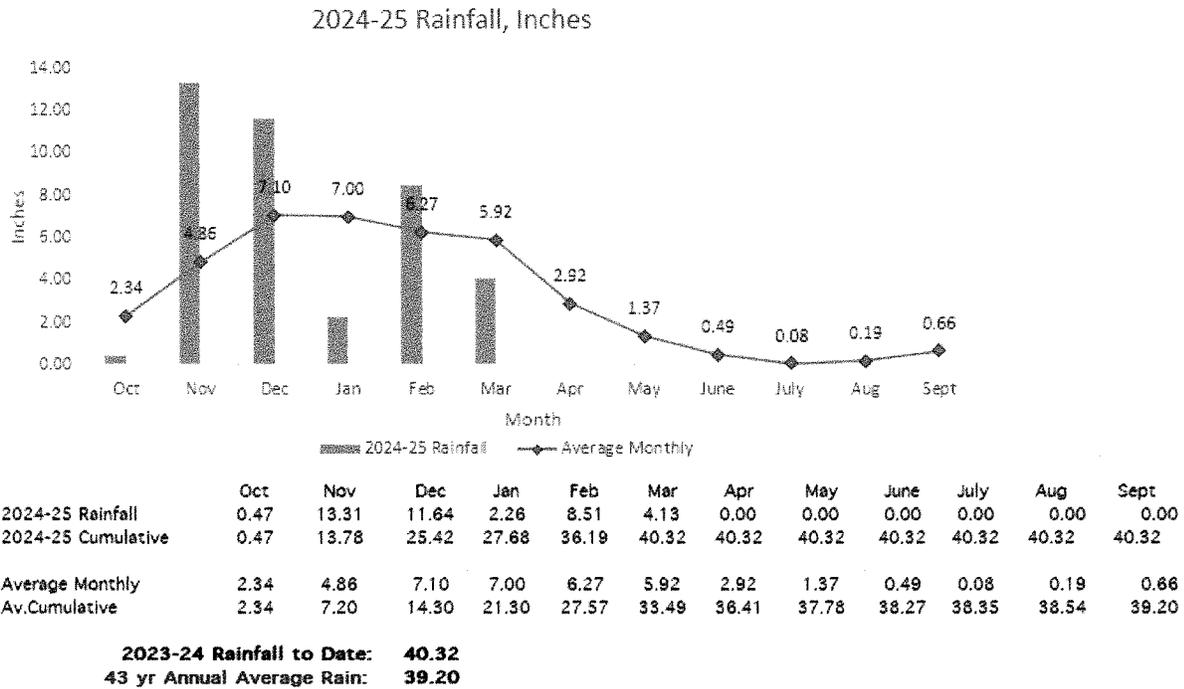
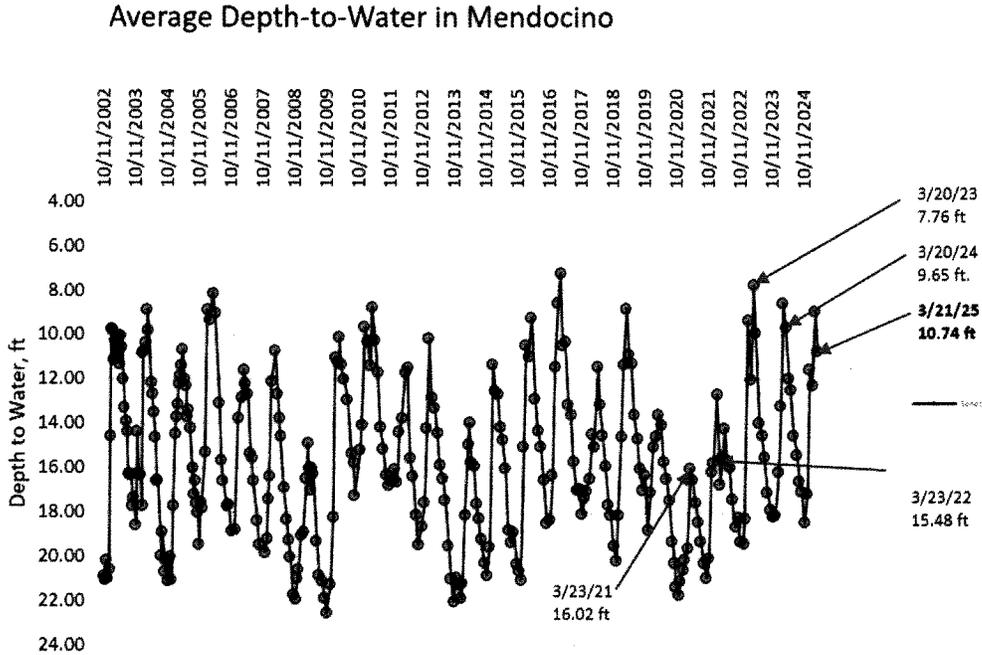


Figure 1, Table 1

March 2025 Depth-to-Water (DTW)

The average DTW measurements District-wide in the 24 monitoring wells on March 21, 2025, was 10.74 ft. DTW averages are 1.79 ft. lower than February of 2025. The DTW averages in the five drought monitoring wells reported an average of 13.36 ft. which is 2.44 ft. lower than February of 2025. DTW averages are 1.09 ft. lower than March of 2024, but 5.28 ft. better than a drought year like 2021.

Figure 2 Average Depth-To-Water Chart



Following the Water Shortage Contingency Plan, March 31, 2025, is the next water shortage evaluation date. Current rainfall totals and depth to water levels indicate there is not a water shortage within the District at this time.

The 2024-25 rain year recorded 178% of average annual rainfall from October 1-December 31, 2024. Following Groundwater Extraction Permit Ordinance 2020-01, if more than 120% of average annual rainfall is recorded in October-December, properties are allowed to extract two times the amount of a permittees' approved daily allotment during the months of January, February, and March of that rain year. According to District records very few property owners took advantage of the opportunity to extract additional water over the past three months. As of April 1, 2025, normal daily extraction limits resume for all properties within the District.