

Mendocino County Waterworks District II
Regular Meeting Agenda
September 18, 2023
4:30 p.m.

Location: ELAINE JACOB CENTER, 38550 South Highway One, Gualala, CA
OR VIA TELECONFERENCE or ZOOM MEETING
Pursuant To Executive Order N-6-23 Issued by Governor Newsom

Join Zoom Meeting

<https://us06web.zoom.us/j/89751278159?pwd=MFJINXB0RnI1UFBZMUppMUt5QzFKZz09>

(for an email link, write to board@mcwd2.org)

Meeting ID: 897 5127 8159

Passcode: 590242

One tap mobile

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This is a regular meeting of MCWD2, and will be conducted as follows: Public input during Public Comment and on agenda items will be limited to three minutes for each person. Comments on agenda items shall be limited to the subject under discussion. After an item for discussion and/or action has been introduced by the chair, the public may comment on that item. Afterwards members of the Board will discuss and if appropriate, take a vote. Members of the public are invited to send written comments to the board of MCWD2 at board@mcwd2.org This meeting is being recorded.

I. CALL TO ORDER

II. PUBLIC COMMENT: Members of the public may address the Board of Directors on any item of interest that is within the jurisdiction of the Board.

III. ROLL CALL: Jens Shelby ___ Alex Staidle ___ Linda-Marie Koza ___

IV. ADOPTION OF AGENDA

V. CONSENT AGENDA

1. Minutes of Regular Board Meeting –8/17/23

VI. REPORTS

1. General Manager report [Troyan]
2. MH#7 Emergency update [Troyan]
3. Administrator’s report and budget FY 23-24 [LiaBraaten]
4. Board Governance Update [Ratcliffe]

VII. DISCUSSION ITEMS

1. Update on appointment of new board members [Koza]
2. Update on MC Engineering Planning Grant Application [Troyan]
3. Campground Insurance Claim [Koza]
4. Website update (Koza)

5. Board Governance Update (Ratcliffe)

VIII. ACTION ITEMS

1. **RCU Authorized Signatures** Resolution adding new board members to the authorized signers on Redwood Credit Union accounts, effective upon the new signers' appointment to the MCWD2 Board by the Mendocino County Board of Supervisors, which appointment is scheduled for September 26, 2023. (Resolution 23-24-05)
2. **Resolution requiring two authorized signatures on bank checks.** Resolved that the Board of Directors of the Mendocino County Waterworks District #2 (MCWD2) wishes to require two authorized signers sign every check drawn on the District's Redwood Credit Union checking, investment and share accounts #291307-10, 291307-20 and 291307-01.
2. **Budget for FY 23-24 (LiaBraaten)** Possible Action: Approve budget
3. **Appointment of three Citizens' Advisory Committees**, each to draft for Board consideration a guiding document related to the list below,
 - a. Personnel Manual
 - b. Conditions of Use Ordinance
 - c. Policy Manualeach committee to include:
 - d. at least one board member,
 - e. General Manager Chris Troyan,
 - f. and possibly up to 2 additional members of the public from within the district.Committees to report to Board at October 19 meeting: on names of members, schedule for completing draft, ideally by December 31st.
4. **Approve Consulting Agreement with GCSD**
5. **Approve \$250/month rent to GCSD**, retroactive to August 1, 2023.
6. **Petition County Auditor's Office for permission to do bi-annual Audits.** Report to State Controller will still be required every year. Possible Action: Approve and instruct staff to petition County Auditor.

IX. REQUEST FOR FUTURE AGENDA ITEMS

X. ADJOURNMENT