

# Response to Grand Jury Report

Report Title: **Mendocino City Community Services District**

Report Date: **April 21, 2015**

Response by: **MCCSD Board of Directors**

## Findings

The Board of Directors agrees with Findings numbered: F1, F2, F3, F4, F5, and F6.

**F1.** “The District Board responded to property owner’s concerns and eliminated the deed restriction requirement.”

**F2.** “At the four District Board meetings attended by Grand Jury members, no Brown Act violations were noted.”

**F3.** “Meeting notices and agenda were not posted in a timely manner on the website in violation of the Brown Act.”

**Response:** MCCSD staff post notices and agenda in three locations in the prescribed time prior to District meetings. The MCCSD Board has instructed staff to post notices and agendas on the website in a timely manner as well.

**F4.** “The District Board recognizes their current office space is too small for some meetings.”

**Response:** On December 28, 2011, MCCSD acquired a two acre parcel in Mendocino to build a District office and storage building. One of the features of the building is a meeting room large enough for public meetings (see attached conceptual plan). The room will seat the five person Board of Directors, staff, and an audience of thirty persons, and will be Americans with Disabilities Act compliant.

The project has been delayed four years while the Mendocino Town Plan is being updated. Mendocino County Planning and Building has recently placed the District’s project on a separate track to re-zone the parcel to Public Facility zoning. Once the site is re-zoned, MCCSD will pursue necessary funding and building permits.

**F5.** “The agenda and the minutes comply with the Brown Act.”

**F6.** “Generally the District Board and staff follow the Brown Act and are to be commended.”

## Recommendations

The Grand Jury recommends that:

**R1.** “The District Board and staff do an annual review of the Brown Act. (F3, F4)”

**Response:** The District Board and staff will do an annual review of the Brown Act, as recommended. In 2014, MCCSD staff and two Board members were able to attend Brown Act and ethics training conducted by the Mendocino County Counsel’s office and hosted by the Mendocino Fire Protection District.

  
MCCSD Board President

  
Date