



August 11, 2016

Ukiah Valley Sanitation District
Frank McMichael, District Manager
151 Laws Avenue,
Ukiah CA, 95482

SUBJECT: Fiscal Year 2016-2017 Wastewater System Budget

Dear Mr. McMichael,

Per the participation agreement and resolution approved by each agency on June 21, 2016, the City of Ukiah requests a joint meeting with the Ukiah Valley Sanitation District Board of Directors to review and approve the Fiscal Year 2016-2017 Wastewater System Budget. As stated in the June 21, 2016, resolution, this meeting shall be scheduled no later than August 15, 2016.

The final draft of the Fiscal Year 2016-17 Budget was delivered to District staff on August 8, 2016. Previous drafts have been transmitted to and discussed with District staff since April 2016. In addition, the City Council and District Board held a joint session on May 23, 2016, to review the past year's accomplishments and consider budget performance goals and objectives for Fiscal Year 2016-17. The final draft for the budget incorporates all of this past work product.

If additional time is needed by the Ukiah Valley Sanitation District to review the final draft budget, the City of Ukiah requests the Board extend the continuing budget resolution approved on June 21, 2016, to allow for the City's ordinary care and maintenance of the system.

Please contact Sean White, Director of Water and Sewer, at (707) 467-5712 or swhite@cityofukiah.com to either schedule the joint meeting or to discuss a date certain for extending the continuing budget resolution.

Sincerely,

A handwritten signature in blue ink that reads "Sage Sangiacomo".

Sage Sangiacomo
City Manager