

ERNIE WIPF
CHAIR

JULIE BAWCOM
VICE-CHAIR

THERESA MCNERLIN
DIRECTOR

DARWIN DICK
DIRECTOR

CANDACE HORSLEY
DIRECTOR

UKIAH VALLEY SANITATION DISTRICT REGULAR MEETING

WEDNESDAY September 8, 2021 AT 6:00PM

LOCATION: TELECONFERENCE VIA ZOOM

Call in number: 1-669-900-6833

Meeting ID: 883-9478-7132

Zoom Link: <https://us02web.zoom.us/j/88394787132>

*Note: Except for public expression, unless otherwise noted, all items are considered for action. The Board welcomes participation in the Board meetings. If you are joining the meeting via Zoom and wish to make a comment on an item, press the "raise a hand" button. If you are joining the meeting by phone, press *9 to indicate a desire to make a comment. The chair will call you by name or phone number when it is your turn to comment. Speakers will be limited to 3 minutes. If you choose not to observe the meeting via Zoom and wish to make a comment on a specific agenda item, please submit your comment via email to the Board Secretary at aa@uvosd.org at least one hour before the meeting. All public comments submitted to the Board Secretary will be read verbatim for up to 3 minutes.*

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need disability-related modifications or accommodation to participate in this meeting, then please contact Chelsea Teague, Board Secretary at 707-462-4429. Requests must be made as early as possible, and at least one-full business day before the start of the meeting. The times indicated for agenda items are estimated and the Board reserves the right to address items either earlier or later than scheduled.

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. PUBLIC EXPRESSION OF NON-AGENDIZED ITEMS**
- 4. APPROVAL OF BOARD MEETING MINUTES**
 - August 19, 2021 Special Meeting
- 5. CONSENT CALENDAR**
 - Check Register for August 2021
 - LAIF Statement – August 2021
 - Unaudited Monthly Financial Statements

ERNIE WIPF
CHAIR

JULIE BAWCOM
VICE-CHAIR

THERESA MCNERLIN
DIRECTOR

DARWIN DICK
DIRECTOR

CANDACE HORSLEY
DIRECTOR

6. OLD BUSINESS

- A. DISCUSSION AND POSSIBLE ACTION RE: Adoption of Ordinance Repealing and Recasting Ordinance No. 13 Allowing the District to Adopt Sewer Charges by Resolution and Requiring the Placement of Delinquent Sewer Charges on the Property Tax Rolls

Recommended Action: Approve Ordinance repealing and recasting Ordinance No. 13 allowing the District to adopt sewer charges by resolution and requiring the placement of delinquent sewer charges on the property tax rolls

7. NEW BUSINESS

- A. DISCUSSION AND POSSIBLE ACTION RE: 1) Consideration of Resolution 2021-2 Accepting the Grant of Sewer Easement for 2399 North State Street, Ukiah, CA 95482; and 2) Consideration to Authorize the City of Ukiah to Proceed with the Bidding Process for the Construction of a Sewer Line for Said Property

Recommended Action: 1) Adopt Resolution 2021-2 Accepting the Grant of Sewer Easement for 2399 North State Street, Ukiah, CA 95482; and 2) Authorize the City of Ukiah to Proceed with the Bidding Process for the Construction of a Sewer Line for Said Property

- B. DISCUSSION AND POSSIBLE ACTION RE: Introduction and First Reading of Ordinance No. 41 Repealing Ordinance No. 31 Relating to Board Member Compensation for Meeting Attendance

Recommended Action: Waive first reading and read by title only Ordinance No. 41 Repealing Ordinance No. 31 Relating to Board Member Compensation for Meeting Attendance

8. ANNOUNCEMENTS/OTHER BUSINESS/MATTERS FROM STAFF

- a) General Manager Report of Ongoing District Activities
- b) Staff Report
- c) Report on JPA
- d) Directors' Reports
- e) Letters Received or Sent
- f) Announce the Next Regular Meeting – October 13, 2021

9. ADJOURNMENT

UVSD Special Board Meeting August 19, 2021, via teleconference

1. CALL TO ORDER by Chair Wipf at 6:04pm. Roll call by Chelsea Teague – Vice-Chair Bawcom arrived at 6:12pm.

2. APPROVAL OF THE AGENDA

Motion to approve the Agenda by Director Horsley, seconded by Director McNerlin. Roll call vote: Ayes – 4 Nays – 0. Motion carries.

3. PUBLIC EXPRESSION OF NON-AGENDIZED ITEMS

No public comment.

4. APPROVAL OF BOARD MEETING MINUTES

No public comment. Motion to approve Board Meeting Minutes by Director Dick, seconded by Director McNerlin. Roll call vote: Ayes – 4 Nays – 0. Motion carries.

5. CONSENT CALENDAR

Board discussion. No public comment. Chair Wipf pulled the July 2021 Check Register for discussion. Vice-Chair Bawcom arrived at 6:12pm. Motion to accept the July 2021 Check Register by Director Horsley, seconded by Director McNerlin. Roll call vote: Ayes – 5 Nays – 0. Motion carries. Motion to accept the remainder of the Consent Calendar by Director Horsley, seconded by Vice-Chair Bawcom. Roll call vote: Ayes – 5 Nays – 0. Motion carries.

6. OLD BUSINESS – NONE. No action taken.

7. NEW BUSINESS

A. DISCUSSION AND POSSIBLE ACTION RE: LETTER AGREEMENT WITH RON FRANZ FOR CIVIL ENGINEERING AND LAND SURVEYING SERVICES FOR SEWER EASEMENT, SEWER LINE PLANS, AND CONSTRUCTION STAKING AT 2399 NORTH STATE STREET, UKIAH, CA 95482

Recommended Action: Approve Letter Agreement with Ron Franz, in a form approved by General Counsel, for Civil Engineering and Land Surveying Services for Sewer Easement, Sewer Line Plans, and Construction Staking at 2399 North State Street, Ukiah, CA 95482

Item addressed by Joanna Gin, District Legal Counsel. Board discussion. No public comment. Motion to approve the Letter Agreement with Ron Franz, in a form approved by General Counsel, for Civil Engineering and Land Surveying Services for Sewer Easement, Sewer Line Plans, and Construction Staking at 2399 North State Street by Director Dick, seconded by Director Horsley. Roll call vote: Ayes – 5 Nays – 0. Motion carries.

B. DISCUSSION AND POSSIBLE ACTION RE: AMEND POLICY 4020 – ATTENDANCE AT MEETINGS & MEETING STIPEND

Recommended Action: Approve amended Policy 4020 as proposed

No public comment. Motion to amend Policy 4020 to reflect \$25.00 stipend per Board meeting with a cap of \$600.00 per Board Member per calendar year by Director McNerlin, seconded by Vice-Chair Bawcom. Roll call vote: Ayes – Wipf, Bawcom, McNerlin, Dick. Nays – Horsley. Motion carries.

C. DISCUSSION AND POSSIBLE ACTION RE: REPEAL POLICY 4030 – REMUNERATION AND REIMBURSEMENT

Recommended Action: Repeal Policy 4030

No public comment. Motion to repeal Policy 4030 by Vice-Chair Bawcom, seconded by Director Horsley. Roll call vote: Ayes – 5 Nays – 0. Motion carries.

D. DISCUSSION AND POSSIBLE ACTION RE: AMEND POLICY 4090 – REIMBURSEMENT FOR DISTRICT BUSINESS

Recommended Action: Approve amended Policy 4090 as proposed

No public comment. Motion to amend Policy 4090 as proposed with amendments by Director Horsley, seconded by Vice-Chair Bawcom. Roll call vote: Ayes – 5 Nays – 0. Motion carries.

8. ANNOUNCEMENTS/OTHER BUSINESS/MATTERS FROM STAFF

- a) Wing-See Fox gave a report regarding the Out of Area Service Agreement, Ad Hoc Committee Meetings, progress regarding the allocation calculation with Mark Hildebrand and detachment.
- b) None.
- c) Director McNerlin gave a report on URRWA's July and August Board Meetings.
- d) Director Horsley made a comment regarding the FY 2021-22 recalculation of sewer bills.
- e) Letters attached.
- f) Next Regular Meeting – September 8, 2021

9. ADJOURNMENT - Meeting adjourned at 7:09p.m.

Ukiah Valley Sanitation District
Check Detail
August 2021

	Type	Num	Date	Name	Account	Paid Amount	Original Amount
	Bill Pmt -Check	1449	08/01/2021	City of Ukiah	100 - UVSD Checking		-215,958.00
	Bill	082021	08/01/2021		805 - Operating Expense Allocation	-215,958.00	215,958.00
TOTAL						-215,958.00	215,958.00
	Bill Pmt -Check	1450	08/12/2021	Best Best & Krieger LLP	100 - UVSD Checking		-4,372.50
	Bill	910060	06/30/2021		625A - Attorney Fees	-4,372.50	4,372.50
TOTAL						-4,372.50	4,372.50
	Bill Pmt -Check	1451	08/12/2021	Mark DeMeulenaere	100 - UVSD Checking		-225.00
	Bill	072021	07/31/2021		615A - Financial Consultants	-225.00	225.00
TOTAL						-225.00	225.00
	Bill Pmt -Check	1452	08/12/2021	Rick Sands	100 - UVSD Checking		-212.50
	Bill	07312021	07/31/2021		643 - Professional Fees	-212.50	212.50
TOTAL						-212.50	212.50
	Bill Pmt -Check	1453	08/12/2021	The Ukiah Daily Journal	100 - UVSD Checking		-568.27
	Bill	0001304830	07/31/2021		625B - Legal Notices & Publications	-568.27	568.27
TOTAL						-568.27	568.27
	Bill Pmt -Check	1454	08/12/2021	Tri-Cities	100 - UVSD Checking		-100.15
	Bill	210700577101	07/31/2021		610C - Telephone & DSL	-100.15	100.15
TOTAL						-100.15	100.15
	Bill Pmt -Check	1455	08/12/2021	Urban Futures, Inc.	100 - UVSD Checking		-6,225.00
	Bill	0621-005	06/30/2021		605E - Management Contract (UFI)	-1,600.00	1,600.00
	Bill	0721-002	07/31/2021		605E - Management Contract (UFI)	-4,625.00	4,625.00
TOTAL						-6,225.00	6,225.00
	Bill Pmt -Check	1456	08/12/2021	Victor A Sanchez	100 - UVSD Checking		-180.00
	Bill	082021	08/01/2021		643 - Professional Fees	-180.00	180.00
TOTAL						-180.00	180.00
	Bill Pmt -Check	1457	08/12/2021	Willow Water District	100 - UVSD Checking		-12,269.94
	Bill	121	07/31/2021		605C - MSA - Willow	-11,346.00	11,346.00
					610J - Information Systems	-199.95	199.95
					610C - Telephone & DSL	-161.39	161.39
	Bill	507	08/01/2021		610A - Office Rent	-425.00	425.00
					610B - Office Utilities	-137.60	137.60
TOTAL						-12,269.94	12,269.94
	Bill Pmt -Check	1458	08/12/2021	Clifton Larson Allen, LLP	100 - UVSD Checking		-2,500.00
	Bill	2971209	07/31/2021		615A - Financial Consultants	-2,500.00	2,500.00
TOTAL						-2,500.00	2,500.00
	Check	1459	08/17/2021	Shannon River	100 - UVSD Checking		-46.53
					400A - Residential	-46.53	46.53

Ukiah Valley Sanitation District
Check Detail
August 2021

	Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL						-46.53	46.53
	Check	1460	08/17/2021	Jay Bromley	100 - UVSD Checking		-146.63
					400A - Residential	-146.63	146.63
TOTAL						-146.63	146.63

Savings Bank of Mendocino County
Beginning Balance as of 08/01/2021 \$482,529.17
Ending Balance as of 08/31/2021 \$617,246.17

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

September 01, 2021

[LAIIF Home](#)
[PMIA Average Monthly Yields](#)

UKIAH VALLEY SANITATION DISTRICT

GENERAL MANAGER
151 LAWS AVENUE, SUITE B
UKIAH, CA 95482

[Tran Type Definitions](#)

Account Number: 70-23-001

August 2021 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
8/4/2021	8/3/2021	RW	1682487	N/A	MARK DEMEULENAERE	-1,000,000.00

Account Summary

Total Deposit:	0.00	Beginning Balance:	8,351,060.09
Total Withdrawal:	-1,000,000.00	Ending Balance:	7,351,060.09

UKIAH VALLEY SANITATION DISTRICT

**FINANCIAL STATEMENTS
MONTH ENDED AND FISCAL YEAR TO DATE
JULY 31, 2021**

Working Draft For
Discussion Purposes
Only

THIS PAGE INTENTIONALLY LEFT BLANK

Working Draft For
Discussion Purposes
Only

**UKIAH VALLEY SANITATION DISTRICT
TABLE OF CONTENTS
MONTH ENDED AND FISCAL YEAR TO DATE JULY 31, 2021**

Basic Financial Statements

Fund Financial Statements

Statement of Net Position	1
Statement of Revenues, Expenses, and Changes in Fund Net Position	2
Selected Notes To The Financial Statements	3

Working Draft For
Discussion Purposes
Only

These accrual basis financial statements have not been subjected to an audit, review, or compilation engagement, and no opinion nor assurance is provided hereon. Substantially all disclosures and RSI required by US generally accepted accounting principles have been omitted. See Selected Information.

**UKIAH VALLEY SANITATION DISTRICT
STATEMENT OF NET POSITION
JULY 31, 2021**

ASSETS

Current Assets:

Cash and Investments	\$ 9,001,942
Accounts Receivable	850,110
Interest Receivable	50,000
Restricted Cash	502,017
Due from City of Ukiah	1,000,000
Prepaid Expenses	2,448
Total Current Assets	11,406,517

Noncurrent Assets:

Due from City of Ukiah	1,000,000
Capital Assets:	
Depreciable, Net	28,917,994
Total Noncurrent Assets	29,917,994
Total Assets	41,324,511

LIABILITIES

Current Liabilities:

Accounts Payable	35,686
Accrued Interest	238,219
Customer Deposits Payable	21,300
Bonds Payable - Due in One Year	1,430,000
Total Current Liabilities	1,725,205

Long-Term Liabilities:

Bonds Payable - Due in More Than One Year	22,195,000
Total Long-Term Liabilities	22,195,000
Total Liabilities	23,920,205

NET POSITION

Net Investment in Capital Assets	5,292,994
Unrestricted	12,111,312
Total Net Position	\$ 17,404,306

These accrual basis financial statements have not been subjected to an audit, review, or compilation engagement, and no opinion nor assurance is provided hereon. Substantially all disclosures and RSI required by US generally accepted accounting principles have been omitted. See Selected Information.

**UKIAH VALLEY SANITATION DISTRICT
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION
MONTH ENDED AND FISCAL YEAR TO DATE JULY 31, 2021**

	Month Ended July 31, 2021	Fiscal Year to Date July 31, 2021
OPERATING REVENUES		
Charges for Services	\$ 462,129	\$ 462,129
Connection Fees	-	-
Total Operating Revenues	<u>462,129</u>	<u>462,129</u>
OPERATING EXPENSES		
Services and Supplies	45,671	45,671
Operating Expense Allocation - City of Ukiah	215,958	215,958
Legal Expense	-	-
Depreciation and Amortization	65,598	65,598
Total Operating Expenses	<u>327,227</u>	<u>327,227</u>
OPERATING INCOME (LOSS)	134,902	134,902
NONOPERATING REVENUE (EXPENSES)		
Taxes and Assessments	-	-
Interest Income	5,002	5,002
Other Revenue (Expenses)	-	-
Interest and Bond Expense	(47,644)	(47,644)
Total Nonoperating Revenue (Expenses)	<u>(42,642)</u>	<u>(42,642)</u>
CHANGE IN NET POSITION	92,260	92,260
Net Position - June 30, 2021 and June 30, 2021	<u>17,312,046</u>	<u>17,312,046</u>
NET POSITION - END OF PERIOD	<u>\$ 17,404,306</u>	<u>\$ 17,404,306</u>

These accrual basis financial statements have not been subjected to an audit, review, or compilation engagement, and no opinion nor assurance is provided hereon. Substantially all disclosures and RSI required by US generally accepted accounting principles have been omitted. See Selected Information.

**UKIAH VALLEY SANITATION DISTRICT
SELECTED NOTES TO THE FINANCIAL STATEMENTS
FISCAL YEAR TO DATE JULY 31, 2021**

Ukiah Valley Sanitation District

Selected Information

For the month ended and fiscal year to date July 31, 2021

The accompanying financial statements include the following departures from accounting principles generally accepted in the United States of America:

The financial statements omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America.

The financial statements omit all required supplementary information, such as management discussion and analysis as required by accounting principles generally accepted in the United States of America.

The effects of these departures have not been determined.

These accrual basis financial statements have not been subjected to an audit, review, or compilation engagement, and no opinion nor assurance is provided hereon. Substantially all disclosures and RSI required by US generally accepted accounting principles have been omitted. See Selected Information.

Ukiah Valley Sanitation District
151 Laws Avenue
Ukiah, CA 95482

STAFF REPORT
September 8, 2021

To: Board of Directors
From: Wing-See Fox
Meeting Date: September 8, 2021

Item #6A: Adoption of Ordinance Repealing and Recasting Ordinance No. 13 Allowing the District to Adopt Sewer Charges by Resolution and Requiring the Placement of Delinquent Sewer Charges on the Property Tax Rolls

Background:

Under the County Sanitation District Act (Health & Safety Code section 4700 et seq.), the District may adopt ordinances to carry out the provisions of Health and Safety Code 5473 to 5473.11, to place charges on the property tax roll. On August 29, 1985, the District adopted Ordinance No. 13, which requires the District to collect delinquent sewer charges on the property tax roll. The District annually places delinquent sewer charges that have not been paid in six months on the property tax roll by forwarding a list of delinquent accounts to the Mendocino County-Auditor in August.

Discussion:

On July 8, 2021, the County Auditor-Controller's Office requested the District correct a statutory reference in the Ordinance No 13. The proposed ordinance (see attached) would repeal Ordinance No. 13 as adopted on August 29, 1985 in its entirety and replace it with new language. The new language clarifies that the statutory authority the District is relying on to place delinquent sewer charges on the tax roll is Article 4 of Chapter 6 of Part 3 of Division 5 of the Health and Safety Code (commencing with section 5470).

In addition, California Health and Safety Code section 5471 et seq. previously required public agencies that collect public utility fees and charges on the property tax roll, such as the District's sewer fees, to adopt new or increased fees by ordinance. Senate Bill 974 (Chapter 366, Statutes of 2016) authorized the adoption of new or increased service fees for sewer by resolution as well as by ordinance. Ordinance No. 13 is also being amended to clarify that the District can adopt new or increased service sewer charges by resolution or ordinance.

Under Health and Safety Code section 5474.4. the Board must, by August 10, certify to the county auditor a list of the parcels with delinquent sewer charges and the amounts of those charges to be entered against the parcels on the assessment roll.

At its July 14, 2021 Board meeting, the Board of Directors approved an urgency ordinance repealing and recasting Ordinance No. 13 allowing the District to adopt sewer charges by resolution and requiring the placement of delinquent sewer charges on the property tax rolls. The urgency ordinance was similar to the proposed ordinance and took effect immediately. That way, the amended Ordinance No. 13 was in effect when the Board held a special meeting and conducted a public hearing on August 5, 2021 to place the delinquent charges on the tax roll in

order to meet the August 10 deadline. As a precautionary measure, staff also recommends adopting the same amended Ordinance No. 13 as a regular ordinance in the event there are any issues with the urgency measure. If approved by the Board, the ordinance will take effect in 30 days.

Recommendation:

1. Approve Ordinance repealing and recasting Ordinance No. 13 allowing the District to adopt sewer charges by resolution and requiring the placement of delinquent sewer charges on the property tax rolls.

Attachments:

1. Ordinance No. 13 adopted August 29, 1985
2. Regular Ordinance

Respectfully submitted,



WING-SEE FOX
Interim District Manager

ORDINANCE NO. 13

ORDINANCE OF THE BOARD OF DIRECTORS OF THE
UKIAH VALLEY SANITATION DISTRICT
IMPLEMENTING SECTION 8.11 PERTAINING TO THE
COLLECTION OF DELINQUENT ACCOUNTS

The Board of Directors of the Ukiah Valley Sanitation District does hereby ordain as follows:

The District shall collect delinquent charges for services it provides by forwarding a list of delinquent accounts to the Mendocino County Auditor to be added to other taxes imposed on that parcel and collected in the same manner and to the same extent as such other taxes.

For purposes of this ordinance a "delinquent account" means an account for which charges have not been paid for six months or longer.

The amounts of such charges and interest thereon shall constitute a lien against the lot or parcel of land which incurred those charges.

The charges so levied and collected shall conform to the provisions of Article 6, Chapter 8, Part 3 of Division 5 of the Health and Safety Code.

If any provision of this ordinance is held to be invalid or unconstitutional, the remaining portions shall remain in full force and effect.

PASSED AND ADOPTED this 29th day of August, 1985, by the following vote on roll call:

AYES: Directors Redding, Myers
NOES: None
ABSENT: Director Cimolino

WHEREUPON, the Chairman declared said ordinance passed and adopted and SO ORDERED.



CHARLEY MYERS, CHAIRMAN

ATTEST:



Virginia Goodacre, Secretary

ORDINANCE NO. 13

AN ORDINANCE OF THE UKIAH VALLEY SANITATION DISTRICT REPEALING AND RECASTING ORDINANCE NO. 13 ALLOWING THE DISTRICT TO ADOPT SEWER CHARGES BY RESOLUTION AND REQUIRING THE PLACEMENT OF DELINQUENT SEWER CHARGES ON THE PROPERTY TAX ROLLS

WHEREAS, the Ukiah Valley Sanitation District (“District”) is a County Sanitation District organized and existing under the California County Sanitation District Act (California Health and Safety Code Section 4700 et seq.); and

WHEREAS, pursuant to Health and Safety Code section 4766, the District Board of Directors is authorized to adopt ordinances to carry out the provisions of Health and Safety Code 5473 to 5473.11, inclusive, and the procedure for the adoption of such ordinances is governed by Government Code section 25120 et seq.; and

WHEREAS, California Health and Safety Code section 5471 and the statutes following previously required public agencies that collect public utility fees and charges on the property tax roll, such as the District’s sewer charges, to adopt new or increased charges by ordinance; and

WHEREAS, effective January 1, 2017, Sections 5471 and the statutes following were amended to allow for adoption of new or increased service fees for sewer by resolution as well as by ordinance; and

WHEREAS, this Ordinance would require the District to collect delinquent sewer charges for services it provides by forwarding a list of delinquent accounts to the Mendocino County Auditor to be added to other taxes imposed on that parcel and collected in the same manner and to the same extent as such other taxes.

NOW, THEREFORE:

The Board of Directors of the Ukiah Valley Sanitation District hereby ordains as follows:

1. The above recitals are true and correct and are incorporated herein by this reference.

2. Ordinance No. 13, adopted August 29, 1985 is hereby repealed, and replaced by this Ordinance No. 13.

3. The District hereby authorizes any future new or increased fees or charges for sewer to be adopted by resolution. Any new or increased fee or charge adopted by resolution pursuant to the authority granted by this Ordinance shall have the same force and effect as if such new or increased fee or charge had been adopted by ordinance, and to the extent authorized in such resolution, shall repeal or replace any conflicting fee or charge previously adopted by the

District, whether such conflicting fee or charge had been adopted by resolution or ordinance.

4. The District shall collect delinquent charges for services it provides by forwarding a list of delinquent accounts to the Mendocino County Auditor to be added to other taxes imposed on that parcel and collect in the same manner and to the same extent as other taxes. For purposes of this ordinance, a “delinquent account means an account for which charges have not been paid for 6 months or longer. The amount of such charges, interests, and penalties shall constitute a lien against the lot or parcel of land which incurred those charges.

5. Some or all of the sewer service charges specified in this Ordinance may be collected on the tax roll in the same manner, by the same persons, and at the same time as, together with and not separately from, the general taxes applicable to real property within the District in accordance with the following procedure. A written report shall be prepared each year and filed with the board secretary, which shall contain a description of each parcel of real property receiving sewer services and the amount of the sewer service charge for each parcel for the year, computed in conformity with the charges adopted by the District. The District Board shall adopt a resolution each year authorizing the county controller to place the sewer service charges on the tax roll for the upcoming fiscal year and authorizing the county tax collector to collect such taxes. The procedure to place the charges on the tax rolls and publication of notices and hearings shall be that prescribed in California Health and Safety Code Section 5473 et seq.

6. All sewer service charges required to be paid by this Ordinance and collected in the manner described in Section 4 shall be paid to the county tax collector who shall remit such collections to the District less the applicable collection charge. The District shall use such sewer service charge collections solely for the purposes allowed by law.

7. The provisions of this Ordinance are hereby declared to be severable. If any provision, clause, sentence, or paragraph of this Ordinance, or the application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions of this Ordinance or the application of those provisions.

8. This Ordinance shall take effect and be in full force and effect thirty (30) days from and after the date of its final passage and adoption.

9. The Board Secretary shall certify to the adoption of this Ordinance and cause the same to be published as required by law.

THIS ORDINANCE WAS INTRODUCED ON July 14, 2021 AND ADOPTED ON THIS THE 8th DAY OF September, 2021, by the Board of Directors of the Ukiah Valley Sanitation District, County of Mendocino, State of California, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Ernie Wipf, Board Chair

ATTEST:

Chelsea Teague
Board Secretary

APPROVED AS TO FORM:

Joanna Gin
General Counsel

Ukiah Valley Sanitation District
151 Laws Avenue
Ukiah, CA 95482

STAFF REPORT
September 8, 2021

To: Board of Directors
From: Wing-See Fox
Meeting Date: September 8, 2021

Item #7B: Introduction and First Reading of Ordinance No. 41 Repealing Ordinance No. 31 Relating to Board Member Compensation for Meeting Attendance

Background:

On August 19, 2021, the Ukiah Valley Sanitation District Board of Directors (Board), amended Policy 4020 to provide that each Board member shall receive a \$25 meeting stipend for each Board meeting attended, up to a total of \$600 per Board member per year. Accordingly, Ordinance No. 31, also relating to meeting stipends is obsolete and should be repealed.

Discussion:

On April 23, 2008, the Board adopted Ordinance No. 31 establishing a stipend for Board members at \$25 per meeting attended or for each day's service at the Board's request, up to six days in a calendar month. Ordinance No. 31 also specified that all expenses shall be reimbursed in accordance with the District Expense Reimbursement Policy. Additionally, the former Policy 4030 specified that Directors receive a meeting stipend for every Board meeting attended, with the amount to be annually set by the Board at its December meeting. Meeting stipends were suspended in Fiscal Year 2019-20.

The Board has since revised meeting stipends. The District budgeted \$2,500 for meeting stipends for Fiscal Year 2021-22. At its August 19, 2021 meeting, the Board amended Policy 4020 to specify that Directors shall receive a \$25 meeting stipend for each Board meeting attended, up to a total of \$600 per Director per year. The Board also repealed Policy 4030 and amended Policy 4090 relating to the reimbursement of expenses for Directors who attend training, education and conferences. Given that Policy 4020 addresses the Board's current policy on meeting stipends and the Board has updated its reimbursement policy, staff recommends the Board repeal Ordinance No. 31, which is now obsolete.

Recommendation:

Waive first reading and read by title only Ordinance No. 41 Repealing Ordinance No. 31 Relating to Board Member Compensation for Meeting Attendance

Attachment:

1. Ordinance No. 41

Ukiah Valley Sanitation District
151 Laws Avenue
Ukiah, CA 95482

Respectfully submitted,



WING-SEE FOX
Interim District Manager

ORDINANCE NO. 41

**AN ORDINANCE OF THE UKIAH VALLEY SANITATION DISTRICT
REPEALING ORDINANCE NO. 31 RELATING TO BOARD MEMBER
COMPENSATION FOR MEETING ATTENDANCE**

WHEREAS, on April 23, 2008, the Board of Directors had adopted Ordinance No. 31 establishing the compensation for Board members at \$25 per meeting attended or for each day's service at the Board's request, not to exceed a total of six days in a calendar month, and specifying that all expenses shall be reimbursed in accordance with the District Expense Reimbursement Policy; and

WHEREAS, at its August 19, 2021 Board meeting, the Board amended Policy 4020 to provide that each Board member shall receive a \$25 meeting stipend for each Board meeting attended, up to \$600 per member per year, and repealed Policy 4030 relating to remuneration and reimbursement; and

WHEREAS, the Board desires to repeal Ordinance No. 31, which has been superseded by Policy 4020 and is obsolete.

NOW, THEREFORE, the Board of Directors of the Ukiah Valley Sanitation District hereby ordains as follows:

- 1.** The above recitals are true and correct and are incorporated herein by this reference.
- 2.** Ordinance No. 31, adopted April 23, 2008, is hereby repealed.
- 3.** This Ordinance shall take effect and be in full force and effect thirty (30) days from and after the date of its final passage and adoption. The Board Secretary shall certify to the adoption of this Ordinance and cause the same to be published as required by law.

This Ordinance was introduced on September 8, 2021 and adopted on _____, 2021, by the Board of Directors of the Ukiah Valley Sanitation District, by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Ernie Wipf, Board Chair

ATTEST:

Chelsea Teague
Board Secretary