

ERNIE WIPF
CHAIR

CANDACE HORSLEY
VICE-CHAIR

THERESA MCNERLIN
DIRECTOR

DARWIN DICK
DIRECTOR

BRADLEY BEST
DIRECTOR

UKIAH VALLEY SANITATION DISTRICT REGULAR MEETING
WEDNESDAY May 8, 2024 AT 6:00PM

LOCATION:

DISTRICT'S MEETING ROOM - 151 LAWS AVE., UKIAH, CA 95482

AND

THE PUBLIC MAY ALSO VIEW VIA ZOOM

Call in number: 1-669-900-6833

Meeting ID: 898-5900-5817

Zoom Link: <https://us02web.zoom.us/j/89859005817>

*The Board welcomes participation in the Board meetings. Ukiah Valley Sanitation District meetings are conducted in person at the District's Meeting Room. As a courtesy, and technology permitting, members of the public may continue to participate virtually. 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@uvsd.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 the 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. PRESENTATIONS**
 - Presentation of District Website Redesign
- 5. APPROVAL OF BOARD MEETING MINUTES**
 - April 10, 2024 Board Meeting

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6. CONSENT CALENDAR

- Check Register for April 2024
- LAIF Statement for April 2024
- CAMP Statement for April 2024
- Unaudited Monthly Financial Statements

7. OLD BUSINESS

- A. DISCUSSION AND POSSIBLE ACTION RE: Second Reading and Adoption of Ordinance Deferring Payment of Sewer Connection Fees

Recommended Action: Adopt Ordinance Deferring Payment of Sewer Connection Fees

8. NEW BUSINESS

- None

9. ANNOUNCEMENTS/OTHER BUSINESS/MATTERS FROM STAFF

- a) General Manager Report of Ongoing District Activities
- b) ESSU Statistics Report
- c) Staff Report
- d) Report on JPA
- e) Directors' Reports
- f) Letters Received or Sent
- g) Announce Regular Meeting - June 12, 2024

10. ADJOURNMENT

UVSD April 10, 2024 Regular Board Meeting Minutes

- 1. CALL TO ORDER** by Director Horsley at 6:00 pm. Roll call by Kim Saylor - Director McNerlin, Director Horsley, Director Dick, Director Best, present and attending in person.

ABSENT: Chair Wipf.

- 2. APPROVAL OF THE AGENDA**

No public comment. Motion to approve the April 10, 2024 Agenda was made by Director Horsley and seconded by Director Best. Motion carried unanimously.

- 3. PUBLIC EXPRESSION**

None.

- 4. APPROVAL OF February 21, 2024, SPECIAL BOARD MEETING MINUTES**

Motion to approve the February 21, 2024, Special Board Meeting Minutes was made by Director Best and seconded by Director Dick. Motion carried unanimously.

- 5. CONSENT CALENDAR**

- A. Check Register for February and March 2024**
- B. LAIF Statement for February and March 2024**
- C. CAMP Statement for February and March 2024**
- D. Unaudited Monthly Financial Statements**

Board discussion. No public comment. Motion to approve the Consent Calendar was made by Director Dick and seconded by Director Best. Motion carried unanimously.

- 6. OLD BUSINESS**

None.

- 7. NEW BUSINESS**

- A. DISCUSSION AND POSSIBLE ACTION RE: Introduction of Ordinance Deferring Payment of Sewer Connection Fees.**

Recommended Action: The Board waived introduction of the Ordinance Amending Section 6-4 of Ordinance Nos. 6, 35, and 37 pertaining to time of payment of sewer connection fees, with the addition of: "If the applicant fails to pay the District the deferred fees within two years after the issuance of the building permit, the applicant shall pay a 10% penalty on the amount of deferred fees due." A motion was made by Director McNerlin and seconded by Director Best. Motion carried unanimously.

- B. DISCUSSION AND POSSIBLE ACTION RE: Amendments to Policy 4020 (Attendance at Meetings & Meeting Stipends) to include ethics and sexual harassment prevention training requirements.**

Recommended Action: Adopt Resolution Amending Policy 4020 (Attendance at Meetings & Meeting Stipends) to include ethics and sexual harassment prevention training requirements.

Board discussion. No public comment. Motion to Adopt Resolution Amending Policy 4020 (Attendance at Meetings & Meeting Stipends) to include ethics and sexual harassment prevention training requirements was made by Director McNerlin and seconded by Director Best. Motion carried unanimously.

8. ANNOUNCEMENTS/OTHER BUSINESS/MATTERS FROM STAFF

A. General Manager Report of Ongoing District Activities - Wing-See Fox reported that an Ad Hoc Budget Committee meeting will be scheduled for May to review a draft of the FY24-25 Budget.

B. ESSU - Statistics Report attached.

C. STAFF REPORT - None.

D. REPORT ON JPA

E. DIRECTORS REPORT

F. LETTERS RECEIVED OR SENT - No letters received/sent.

G. Next Regular Meeting—May 8, 2024 @ 6pm

9. ADJOURNMENT — Meeting adjourned at 6:58pm.

Ukiah Valley Sanitation District
Check Details - April 2024

Vendor	Ref #	Account Number	Account Name	Txn Date	Debit	Credit
US Bank	7235064	5302	Banking Services Fees	4/1/2024	\$ 1,300.00	\$ -
Creative Technologies	INV/2024/00156	5209	Information Technology-All	4/1/2024	\$ 2,700.00	\$ -
Tri-Cities	8.77604E+11	5201	Telephone & DSL	4/10/2024	\$ 123.84	\$ -
Kyocera	55E1773837	5207	Reproduction (prints & copies)	4/17/2024	\$ 4.36	\$ -
Kyocera	55E1773837	5207	Reproduction (prints & copies)	4/17/2024	\$ 60.80	\$ -
Kyocera	55E1773837	5207	Reproduction (prints & copies)	4/17/2024	\$ 97.50	\$ -
Kyocera	55E1773838	5207	Reproduction (prints & copies)	4/17/2024	\$ 7.06	\$ -
Kyocera	55E1773838	5207	Reproduction (prints & copies)	4/17/2024	\$ 9.19	\$ -
Kyocera	55E1773838	5207	Reproduction (prints & copies)	4/17/2024	\$ 110.91	\$ -
Kyocera	55E1773838	5207	Reproduction (prints & copies)	4/17/2024	\$ 118.70	\$ -
Best Best & Krieger LLP	992423	5601	General Counsel	4/18/2024	\$ 1,334.00	\$ -
Willow Water District	194	5102	MSA - Willow	4/18/2024	\$ 13,855.61	\$ -
Willow Water District	555	5102	MSA - Willow	4/18/2024	\$ 608.15	\$ -
CliftonLarsonAllen, LLC	L241221526	5307	Financial Review/Monthly Report	4/29/2024	\$ 5,000.00	\$ -
City of Ukiah	45413	6300	Operating Expense Allocation	4/29/2024	\$213,030.30	\$ -

California State Treasurer
Fiona Ma, CPA



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

May 01, 2024

[LAIF 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

April 2024 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
4/15/2024	4/12/2024	QRD	1750968	N/A	SYSTEM	410.68

Account Summary

Total Deposit:	410.68	Beginning Balance:	38,435.85
Total Withdrawal:	0.00	Ending Balance:	38,846.53



Customer Service
PO Box 11813
Harrisburg, PA 17108-1813

ACCOUNT STATEMENT

For the Month Ending
April 30, 2024

Ukiah Valley Sanitation District

Client Management Team

Lesley Murphy

Senior Managing Consultant
1 California Street Ste. 1000
San Francisco, CA 94111-5411
415-393-7270
murphyl@pfmam.com

Kyle Tanaka

Assistant Program Administrator
633 W 5th St., 25th Floor
Los Angeles, CA 90071
213-500-8694
tanakak@pfmam.com

Jeremy King

Key Account Manager
213 Market Street
Harrisburg, PA 17101-2141
1-800-729-7665
kingj@pfmam.com

Contents

- Cover/Disclosures
- Summary Statement
- Individual Accounts

Accounts included in Statement

6168-001 Ukiah Valley Sanitation District

Important Messages

CAMP will be closed on 05/27/2024 for Memorial Day.

UKIAH VALLEY SANITATION DISTRICT
WING-SEE FOX
151 LAWS AVENUE
SUITE B
UKIAH, CA 95482

Online Access www.camponline.com

Customer Service 1-800-729-7665



Important Disclosures

Important Disclosures

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Proxy Voting PFMAM does not normally receive proxies to vote on behalf of its clients. However, it does on occasion receive consent requests. In the event a consent request is received the portfolio manager contacts the client and then proceeds according to their instructions. PFMAM's Proxy Voting Policy is available upon request by contacting Service Operations at the address below.

Questions About an Account PFMAM's monthly statement is intended to detail our investment advisory activity as well as the activity of any accounts held by clients in pools that are managed by PFMAM. The custodian bank maintains the control of assets and executes (i.e., settles) all investment transactions. The custodian statement is the official record of security and cash holdings and transactions. PFMAM recognizes that clients may use these reports to facilitate record keeping and that the custodian bank statement and the PFMAM statement should be reconciled and differences resolved. Many custodians use a settlement date basis which may result in the need to reconcile due to a timing difference.

Account Control PFMAM does not have the authority to withdraw funds from or deposit funds to the custodian outside the scope of services provided by PFMAM. Our clients retain responsibility for their internal accounting policies; implementing and enforcing internal controls and generating ledger entries or otherwise recording transactions.

Market Value Generally, PFMAM's market prices are derived from closing bid prices as of the last business day of the month as supplied by Refinitiv or Bloomberg. For certain short-term investments or where prices are not available from generally recognized sources the securities are priced using a yield-based matrix system to arrive at an estimated market value. Prices that fall between data points are interpolated. Non-negotiable FDIC-insured bank certificates of deposit are priced at par. Although PFMAM believes the prices to be reliable, the values of the securities may not represent the prices at which the securities could have been bought or sold. Explanation of the valuation methods for a registered investment company or local government investment program is contained in the appropriate fund offering documentation or information statement.

Amortized Cost The original cost of the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discount or premium with respect to short term securities (those with less than one year to maturity at time of issuance) is amortized on a straightline basis. Such discount or premium with respect to longer term securities is amortized using the constant yield basis.

Tax Reporting Cost data and realized gains / losses are provided for informational purposes only. Please review for accuracy and consult your tax advisor to determine the tax consequences of your security transactions. PFMAM does not report such information to the IRS or other taxing authorities and is not responsible for the accuracy of such information that may be required to be reported to federal, state or other taxing authorities.

Financial Situation In order to better serve you, PFMAM should be promptly notified of any material change in your investment objective or financial situation.

Callable Securities Securities subject to redemption prior to maturity may be redeemed in whole or in part before maturity, which could affect the yield represented.

Portfolio The securities in this portfolio, including shares of mutual funds, are not guaranteed or otherwise protected by PFMAM, the FDIC (except for certain non-negotiable certificates of deposit) or any government agency. Investment in securities involves risks, including the possible loss of the amount invested. Actual settlement values, accrued interest, and amortized cost amounts may vary for securities subject to an adjustable interest rate or subject to principal paydowns. Any changes to the values shown may be reflected within the next monthly statement's beginning values.

Rating Information provided for ratings is based upon a good faith inquiry of selected sources, but its accuracy and completeness cannot be guaranteed.

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Key Terms and Definitions

Dividends on local government investment program funds consist of interest earned, plus any discount ratably amortized to the date of maturity, plus all realized gains and losses on the sale of securities prior to maturity, less ratably amortization of any premium and all accrued expenses to the fund. Dividends are accrued daily and may be paid either monthly or quarterly. The monthly earnings on this statement represent the estimated dividend accrued for the month for any program that distributes earnings on a quarterly basis. There is no guarantee that the estimated amount will be paid on the actual distribution date.

Current Yield is the net change, exclusive of capital changes and income other than investment income, in the value of a hypothetical fund account with a balance of one share over the seven-day base period including the statement date, expressed as a percentage of the value of one share (normally \$1.00 per share) at the beginning of the seven-day period. This resulting net change in account value is then annualized by multiplying it by

365 and dividing the result by 7. The yields quoted should not be considered a representation of the yield of the fund in the future, since the yield is not fixed. **Average maturity** represents the average maturity of all securities and investments of a portfolio, determined by multiplying the par or principal value of each security or investment by its maturity (days or years), summing the products, and dividing the sum by the total principal value of the portfolio. The stated maturity date of mortgage backed or callable securities are used in this statement. However the actual maturity of these securities could vary depending on the level or prepayments on the underlying mortgages or whether a callable security has or is still able to be called.

Monthly distribution yield represents the net change in the value of one share (normally \$1.00 per share) resulting from all dividends declared during the month by a fund expressed as a percentage of the value of one share at the beginning of the month. This resulting net change is then annualized by multiplying it by 365 and dividing it by the number of calendar days in the month.

YTM at Cost The yield to maturity at cost is the expected rate of return, based on the original cost, the annual interest receipts, maturity value and the time period from purchase date to maturity, stated as a percentage, on an annualized basis.

YTM at Market The yield to maturity at market is the rate of return, based on the current market value, the annual interest receipts, maturity value and the time period remaining until maturity, stated as a percentage, on an annualized basis.

Managed Account A portfolio of investments managed discretely by PFMAM according to the client's specific investment policy and requirements. The investments are directly owned by the client and held by the client's custodian.

Unsettled Trade A trade which has been executed however the final consummation of the security transaction and payment has not yet taken place.

Please review the detail pages of this statement carefully. If you think your statement is wrong, missing account information, or if you need more information about a transaction, please contact PFMAM within 60 days of receipt. If you have other concerns or questions regarding your account, or to request an updated copy of PFMAM's current disclosure statement, please contact a member of your client management team at PFMAM Service Operations at the address below.

PFM Asset Management LLC
Attn: Service Operations
213 Market Street
Harrisburg, PA 17101

NOT FDIC INSURED NO BANK GUARANTEE MAY LOSE VALUE



Account Statement - Transaction Summary

For the Month Ending **April 30, 2024**

Ukiah Valley Sanitation District - Ukiah Valley Sanitation District - 6168-001

CAMP Pool

Opening Market Value	5,052,964.84
Purchases	273,061.86
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00

Closing Market Value **\$5,326,026.70**

Cash Dividends and Income 23,061.86

CAMP TERM

Opening Market Value	6,192,653.42
Purchases	0.00
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00

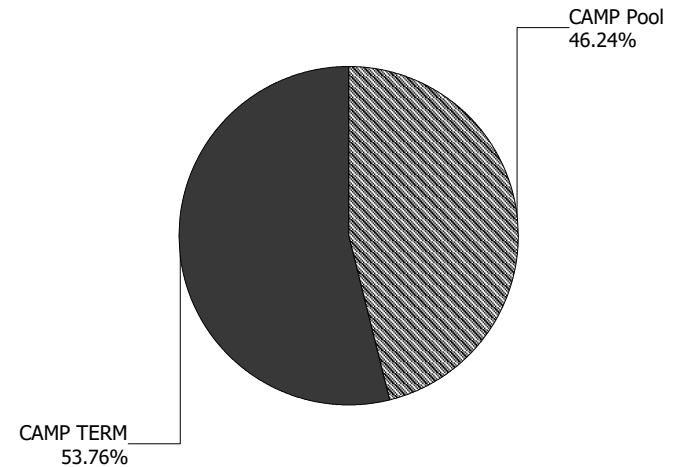
Closing Market Value **\$6,192,653.42**

Cash Dividends and Income 0.00

Asset Summary

	April 30, 2024	March 31, 2024
CAMP Pool	5,326,026.70	5,052,964.84
CAMP TERM	6,192,653.42	6,192,653.42
Total	\$11,518,680.12	\$11,245,618.26

Asset Allocation





Investment Holdings

For the Month Ending **April 30, 2024**

Ukiah Valley Sanitation District - Ukiah Valley Sanitation District - 6168-001

Trade Date	Settlement Date	Security Description	Maturity Date	Rate	Investment Amount	Estimated Earnings	Est. Value at Maturity
CAMP TERM							
06/01/23	06/02/23	TERM - California Asset Management Program Term Dec 24	05/31/24	5.2100	1,000,000.00	47,544.81	1,051,815.30
02/16/24	02/20/24	TERM - California Asset Management Program Term Dec 24	08/16/24	5.3200	5,192,653.42	53,589.32	5,327,004.11
Total					\$6,192,653.42	\$101,134.13	\$6,378,819.41



Account Statement

For the Month Ending **April 30, 2024**

Ukiah Valley Sanitation District - Ukiah Valley Sanitation District - 6168-001

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
CAMP Pool					
Opening Balance					5,052,964.84
04/17/24	04/17/24	Purchase - ACH Purchase	1.00	250,000.00	5,302,964.84
04/30/24	05/01/24	Accrual Income Div Reinvestment - Distributions	1.00	23,061.86	5,326,026.70
Closing Balance					5,326,026.70

	Month of April	Fiscal YTD July-April		
Opening Balance	5,052,964.84	5,524,561.03	Closing Balance	5,326,026.70
Purchases	273,061.86	6,094,119.09	Average Monthly Balance	5,170,400.24
Redemptions (Excl. Checks)	0.00	(6,292,653.42)	Monthly Distribution Yield	5.44%
Check Disbursements	0.00	0.00		
Closing Balance	5,326,026.70	5,326,026.70		
Cash Dividends and Income	23,061.86	251,465.67		

UKIAH VALLEY SANITATION DISTRICT
FINANCIAL STATEMENTS
MONTH ENDED AND FISCAL YEAR TO DATE
MARCH 31, 2024

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**UKIAH VALLEY SANITATION DISTRICT
TABLE OF CONTENTS
MONTH ENDED AND FISCAL YEAR TO DATE MARCH 31, 2024**

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

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
MARCH 31, 2024**

ASSETS

Current Assets:

Cash and Investments	\$ 11,946,756
Accounts Receivable	823,871
Restricted Cash	501,976
Prepaid Expenses	214,361
Total Current Assets	13,486,964

Noncurrent Assets:

Capital Assets:

Depreciable, Net	27,989,564
Total Noncurrent Assets	27,989,564
Total Assets	41,476,528

LIABILITIES

Current Liabilities:

Accounts Payable	23,075
Customer Deposits Payable	55,300
Bonds Payable - Due in One Year	1,522,000
Total Current Liabilities	1,639,146

Long-Term Liabilities:

Bonds Payable - Due in More Than One Year	17,703,000
Total Long-Term Liabilities	17,703,000
Total Liabilities	19,342,146

NET POSITION

Net Investment in Capital Assets	8,764,563
Restricted Net Position for Debt Reserve Balances	501,976
Unrestricted	12,867,843
Total Net Position	\$ 22,134,382

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 MARCH 31, 2024

	Month Ended March 31, 2024	Fiscal Year to Date March 31, 2024
OPERATING REVENUES		
Charges for Services	422,674	3,769,542
Connection Fees	-	202,579
Total Operating Revenues	<u>422,674</u>	<u>4,011,916</u>
OPERATING EXPENSES		
Services and Supplies	30,386	293,471
Operating Expense Allocation - City of Ukiah	213,030	1,917,273
Depreciation and Amortization	70,207	631,870
Total Operating Expenses	<u>313,623</u>	<u>2,842,614</u>
OPERATING INCOME (LOSS)	<u>109,051</u>	<u>1,169,302</u>
NONOPERATING REVENUE (EXPENSES)		
Taxes and Assessments	-	39,795
Interest Income	23,346	423,517
Interest and Bond Expense	(38,770)	(364,098)
Other Income	-	12,308
Total Nonoperating Revenue (Expenses)	<u>(15,424)</u>	<u>111,523</u>
CHANGE IN NET POSITION	93,627	1,241,029
Net Position - February 29, 2024 and June 30, 2023	<u>22,040,755</u>	<u>20,893,353</u>
NET POSITION - END OF PERIOD	<u>\$ 22,134,382</u>	<u>\$ 22,134,382</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 MARCH 31, 2024**

Ukiah Valley Sanitation District

Selected Information

For the month ended and fiscal year to date March 31, 2024.

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.

As of March 31, 2024, the District's actual operating expense allocation from the City of Ukiah has not been determined.

As of March 31, 2024, the District's capital expense allocation from the City of Ukiah has not been determined.

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.

STAFF REPORT
May 8, 2024

To: Board of Directors
From: Wing-See Fox
Meeting Date: May 8, 2024

Item # 7A: Second Reading and Adoption of Ordinance Deferring Payment of Sewer Connection Fees

Background:

Currently, sewer connection fees are due at the time of building permit issuance. This proposed Ordinance would allow developers of residential projects to defer the payment of sewer connection fees until final inspection or the issuance of a certificate of occupancy.

Discussion:

The County of Mendocino, the land use planning agency, reviews for proof of payment of the sewer connection fees or requires the developer to post a bond for the cost of those fees and related infrastructure as a condition of final map approval. Developers have asked whether they can defer payment of sewer connection fees in order to manage project costs. The County has indicated that if the sewer connection fees are deferred, the County could add a condition that the building permit not be finalized until the District confirms that the developer has paid the District all applicable fees owed. Although future development is expected to mostly occur outside of City of Ukiah boundaries, residential projects within City limits would follow this same timing for payment of sewer connection fees.

Currently, for each building permit, the developer must request a will-serve letter from the District to submit with the building permit application. If this Ordinance is approved, the District would issue a conditional will-serve letter to the developer for a building permit and add the condition that the building permit not be finalized until the developer pays the District all applicable fees. The proposed Ordinance would allow developers of residential projects, subject to providing the District a letter of credit as security, to defer payment until right before the final inspection or certificate of occupancy is issued.

At the April 10, 2024 regular Board meeting, the Board waived first reading of the Ordinance with the following amendment added to the Ordinance: "If the applicant fails to pay the District the deferred fees within two years after the issuance of the building permit, the applicant shall pay a 10% penalty on the amount of deferred fees due." This amendment is intended to encourage the developer to timely pay deferred fees.

Recommendation:

Adopt the Ordinance Deferring Payment of Sewer Connection Fees.

Attachment:

1. Ordinance Deferring Payment of Sewer Connection Fees

Respectfully submitted,



WING-SEE FOX
Interim District Manager

ORDINANCE NO. __

**AN ORDINANCE OF THE UKIAH VALLEY SANITATION DISTRICT
AMENDING SECTION 6-4 OF ORDINANCE NOS. 6, 35, AND 37 PERTAINING
TO TIME OF PAYMENT OF SEWER CONNECTION FEES**

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

1. Section 6-4, Time of Payment, of Ordinance No. 6 adopted on December 3, 1973, as amended by Ordinance No. 35 adopted on July 21, 2011, as amended by Ordinance No. 37 adopted on August 18, 2011, is amended in its entirety to read as follows:

“6-4 Time of Payment

(I) The base sewer connection fees and interest surcharges applied to the connection fees, as set forth in this and future amended Ordinances or by resolution if the fees are permitted to be changed by resolution, shall be payable at or before the time a building permit is issued by the County of Mendocino or City of Ukiah for a proposed building or structure or for the addition or modification to an existing building and structure, except the fees may be deferred until the certificate of occupancy is issued. If the County of Mendocino or the City of Ukiah do not have jurisdiction for issuing a permit for a Project, then the fees established herein shall be due prior to connecting the Project to a sewer under the jurisdiction of the District or due when stipulated in a Conditional Will Serve Letter.

(II) Pursuant to Section 5474 of the Health and Safety Code of the State of California, the amount of the fees and the interest surcharge applied thereon shall constitute a lien against the respective lots or parcels of land to which the facilities are connected at the time and in the manner specified in Sections 5473.5 and 5473.8 of said Health and Safety Code.

(III). For residential projects, the fees may be deferred until final inspection or the issuance of a certificate of occupancy when a Conditional Will Serve Letter is issued by the District for a Project at or before the issuance of a building permit, and the time and amount of payment is stipulated in the Conditional Will Serve Letter. If the payment of the sewer connection fees are deferred, the applicant must provide an irrevocable letter of credit guaranteeing the full amount of fees due. Any deferred fees must be fully repaid before the issuance of the certificate of occupancy or within two years after the issuance of a building permit, whichever occurs first. If the applicant fails to pay the District the deferred fees within two years after the issuance of the building permit, the applicant shall pay a 10% penalty on the amount of deferred fees due.

For non-residential projects and with the approval of the Board, the applicant may pay at the time the base connection fee is due and payable in accordance with paragraph (I) above a minimum of 25% of the base connection fee that is due and may pay the balance of the base connection fee on an annual basis at an annual interest rate of 5% over a maximum

period of twenty years. The annual payment plus installment interest payment shall be collected on the tax roll as a special assessment. Should the business for which the base connection fee was calculated cease to be in business, the owner of the parcel shall notify the District of such occurrence and the remaining amount of the connection fee owed will not be referred to the County Auditor for placement on the tax roll for the fiscal year that begins subsequent to the business failure unless the owner of the parcel elects otherwise. The equivalent sewer service units that have been paid for shall remain with the parcel for use by the property owner for future or modified businesses on that parcel. The entire amount of the interest surcharge that is due pursuant to paragraph (V) of Section 1 of Ordinance No. 27 and of Ordinance No. 35 shall be paid as set forth in paragraph (I) above.”

2. 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 _____, 2024 and adopted on _____, 2024, 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:

Board Secretary

CITY OF UKIAH AND UVSD
ESSU STATISTICS REPORT

	City Accounts # ESSU Units	UVSD #ESSU Units	Total All Acct. #ESSU Units
YTD 5/3/24	6928.266	5708.65	12636.916
% of Total ESSU's	54.83%	45.17%	100.00%
Percent New Plant ESSU's Used	59.67%	40.94%	47.50%
New Plant ESSU's Used	501.27	638.65	1139.92
New Plant ESSU's Remaining	338.73	921.35	1260.08
New Plant Agreement	35.00%	65.00%	100.00%
New Plant Capacity	840	1560	2400