

**CITY OF UKIAH
UKIAH CITY COUNCIL
Special Meeting
CIVIC CENTER COUNCIL CHAMBERS
300 Seminary Avenue
Ukiah, CA 95482**

**June 21, 2016
5:30 p.m.**

JOINT MEETING WITH THE UKIAH VALLEY SANITATION DISTRICT

- 1. ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. PUBLIC COMMENT**
- 4. NEW BUSINESS**
 - a. Consider Approval of Resolutions Continuing the Fiscal Year 2016-2017 Joint Wastewater System Budget Process Until after July 1, 2016.
 - b. Consider Approval of Information Exchange Policy Statement.
- 5. ADJOURNMENT**

Please be advised that the City needs to be notified 24 hours in advance of a meeting if any specific accommodations or interpreter services are needed in order for you to attend. The City complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request.

Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available for public inspection at the front counter at the Ukiah Civic Center, 300 Seminary Avenue, Ukiah, CA 95482, during normal business hours, Monday through Friday, 8:00 am to 5:00 pm

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the bulletin board at the main entrance of the City of Ukiah City Hall, located at 300 Seminary Avenue, Ukiah, California, not less than 24 hours prior to the meeting set forth on this agenda.

Dated this 17th day of June, 2016.
Kristine Lawler, City Clerk



Item No. 4a & 4b

UKIAH VALLEY SANITATION DISTRICT
and
CITY OF UKIAH

AGENDA SUMMARY REPORT
JOINT MEETING OF JUNE 21, 2016

**JOINT MEETING WITH UKIAH VALLEY SANITATION DISTRICT AND
CITY OF UKIAH**

In a continuing effort to meet jointly in consideration of business and policy related to the wastewater system, the Ukiah Valley Sanitation District (UVSD) and the City of Ukiah will meet at the Ukiah Civic Center (300 Seminary Ave) on June 21, 2016 at 5:30 pm to review the following two items:

Item 4a:

Subject: Consider approval of resolutions continuing the Fiscal Year 2016-2017 Joint Wastewater System budget process until after July 1, 2016

Discussion: The joint budget review process for the Fiscal Year 2016-17 could not be completed by July 1, 2016 because additional time is needed for the development, receipt, and review of the complete draft budget by the UVSD and the City. Each agency will consider approval of corresponding resolutions (UVSD – Attachment #1 & City – Attachment #2) to continue the budget process until after July 1, 2016. In addition, the resolutions will allow for ordinary operation and maintenance and emergency response to be provided by the City of Ukiah for the wastewater system up to August 15, 2016. Ordinary care and maintenance does not include non-routine contracts and capital expenditures other than routine or emergency repairs or replacements.

Item 4b:

Subject: Consider approval of information exchange policy statement.

Discussion: At the joint meeting on May 23, 2016, the UVSD and City discussed a number of goals and objectives. In implementation of current/future goals, the UVSD and City will consider approval of the following foundational policy:

It is the policy and viewpoint of the City and UVSD that all data and information kept or generated regarding the operations, maintenance, management and administration of

the entire sewer system (WWTP, trunk sewer and collection system) shall be readily and completely available to the City and the District.



Frank McMichael
UVSD District Manager/Clerk



Sage Sangiacomo
Ukiah City Manager

UKIAH VALLEY SANITATION DISTRICT BOARD OF DIRECTORS**RESOLUTION No. 2016-****RESOLUTION OF THE UKIAH VALLEY SANITATION DISTRICT BOARD OF DIRECTORS CONTINUING THE FY 2016-2017 JOINT WASTEWATER SYSTEM BUDGET PROCESS UNTIL AFTER JULY 1, 2016**

WHEREAS, at a special joint meeting on the 21st day of June, 2016, the Ukiah Valley Sanitation District ("DISTRICT") Board of Directors and the Ukiah City Council reviewed the FY 2016-2017 Wastewater System Budget process and schedule; and

WHEREAS, after review and discussion of the current process, the Board of Directors and the Ukiah City Council agreed the budget review process could not be completed by July 1, 2016 because additional time was needed for the development and receipt of the complete draft proposed budget and presentation; and

WHEREAS, the opportunity for this presentation and review could not occur until after July 1, 2016; and

WHEREAS, operations of the Wastewater System need to continue until the budget is adopted by both the DISTRICT and the CITY OF UKIAH in joint session;

WHEREAS, the Board of Directors and the Ukiah City Council anticipate that the necessary information can and will be provided and reviewed as necessary to allow the budget to be considered by both the DISTRICT and the CITY OF UKIAH in joint session in not more than 45 days after July 1, 2016.

NOW, THEREFORE, BE IT HEREBY RESOLVED as follows:

1. The Board of Directors and the Ukiah City Council shall meet in joint session after July 1, 2016, but not later than August 15th, 2016, to consider approval of the 2016-17 Wastewater System Budget.
2. Until the budget is approved by both the DISTRICT and the CITY OF UKIAH, ordinary operation and maintenance and emergency response may be provided by the CITY OF UKIAH for the WWTP and collection system in accordance with the 2015-16 Wastewater System Budget approved by the Ukiah City Council.
3. Ordinary care and maintenance does not include non-routine contracts and capital expenditures other than routine or emergency repairs or replacements.

The foregoing Resolution was introduced by Chair Ronco followed by a motion to adopt the Resolution from Director _____ and seconded by Director _____. Motion carried this 21st day of June, 2016, by the following roll call vote: Ayes: Directors _____; Nays: _____; Abstain: _____; Absent: _____.

WHEREUPON, the Chair declared said Resolution **ADOPTED** and **SO ORDERED** for the **DISTRICT**.

James Ronco, Chair
Ukiah Valley Sanitation District

Attest:

Frank McMichael, District Manager/Clerk

RESOLUTION No. 2016-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH CONTINUING THE FY 2016-2017 JOINT WASTEWATER SYSTEM BUDGET PROCESS UNTIL AFTER JULY 1, 2016

WHEREAS, at a special joint meeting on the 21ST day of June, 2016, the Ukiah Valley Sanitation District ("DISTRICT") Board of Directors and the Ukiah City Council reviewed the FY 2016-2017 Wastewater System Budget process and schedule; and

WHEREAS, after review and discussion of the current process, the Board of Directors and the Ukiah City Council agreed the budget review process could not be completed by July 1, 2016 because additional time was needed for the development and receipt of the complete draft proposed budget and presentation; and

WHEREAS, the opportunity for this presentation and review could not occur until after July 1, 2016; and

WHEREAS, operations of the Wastewater System need to continue until the budget is adopted by both the DISTRICT and the CITY OF UKIAH in joint session; and

WHEREAS, the Board of Directors and the Ukiah City Council anticipate that the necessary information can and will be provided and reviewed as necessary to allow the budget to be considered by both the DISTRICT and the CITY OF UKIAH in joint session in not more than 45 days after July 1, 2016.

NOW, THEREFORE, BE IT HEREBY RESOLVED as follows:

1. The Board of Directors and the Ukiah City Council shall meet in joint session after July 1, 2016, but not later than August 15th, 2016, to consider approval of the 2016-17 Wastewater System Budget.
2. Until the budget is approved by both the DISTRICT and the CITY OF UKIAH, ordinary operation and maintenance and emergency response may be provided by the CITY OF UKIAH for the WWTP and collection system in accordance with the 2015-16 Wastewater System Budget approved by the Ukiah City Council.
3. Ordinary care and maintenance does not include non-routine contracts and capital expenditures other than routine or emergency repairs or replacements.

PASSED AND ADOPTED on June 21st, 2016, by the following Roll Call Vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Stephen G. Scalmanini, Mayor

ATTEST:

Kristine Lawler, City Clerk