

MENDOCINO CITY COMMUNITY SERVICES DISTRICT

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Minutes of Special Meeting
March 17, 2014

The Special Meeting was called to order at 7:00 p.m. in the business office at the Wastewater Treatment Plant. Present were Directors Stubbs, Hauck, Waldman, and Schwartz. Director Krayneck was absent. Also present were Superintendent Steve Acker and Secretary Jodi Mitchell.

The Ad Hoc Committee met, and proposed offering an incentive program to lessen the financial burden to property owners and encourage timely submittals of Groundwater Extraction Permits, as required by the Stage 4 Water Shortage declaration. The suggestion was that MCCSD would absorb the cost of the water meter and installation by a licensed plumber, if the Groundwater Extraction Permit application was returned within 30 days. In addition, they would offer that the payment of the \$100 application fee be extended over period of two years.

Attorney Jackson responded that, based on the information provided to him for the cost of meters and installation, the MCCSD might pay up to \$60,000 and were funds which would need to be paid by other rate payers. Anyone who had already gone through the GWEP process and paid for their own water meter and the installation would object to the District providing that option to other property owners. Mr. Jackson understood that the Board was trying to consider ways to make the new requirement more palatable to the affected property owners, but he suggested that the Board be careful of not making a gift of public funds or offending due process principles by treating similarly situated property owners in different manners.

Steve Acker recommended that the established procedure for obtaining a Groundwater Extraction Permit should be followed for all developed properties that were now required to get a permit because of the Stage 4 declaration. Groundwater Extraction Permit Ordinance 07-1 established the regulations, which were applicable to all real property within the boundaries of MCCSD; 1) complete an application form with a plot plan and floor plan, 2) pay the \$100 application fee, 3) receive an allotment for current and present use, 4) execute a deed restriction, 5) install a water meter and report monthly meter readings, and 6) obtain final approval.

Consensus of the Board was for MCCSD to make available a list of interested qualified plumbers and phone numbers for the property owner's convenience in contact about scheduling the water meter installation. Also, to allow revenue deferral of the water meter and administrative permit fee up to 18 months with simple interest. It was noted the District currently offers water meters for sale to customers at the District's cost, and the charge is added to the customer's bill.

The Board reviewed the letters; 1) to property owners with an existing groundwater extraction permit, and asking for a 40% reduction, and 2) to property owners requiring a groundwater extraction permit. Suggestions were made which would be incorporated into the documents:

- ◆ Emphasize that the temporary reduction would last through the Stage 4 Water Shortage Emergency Condition and the normal allotment would resume when the shortage was rescinded.
- ◆ Begin the letter with verbiage about working together in order to manage groundwater as a Community
- ◆ No scale floor plan required. (Allowable: diagram (not to scale) or stated number of bedrooms for residential)
- ◆ The District will have water meters available to customers at the District's cost
- ◆ Permit fee and cost of meter could be paid over time up to 18 months, and charged the monthly interest rate of .833% if carried over a period of time. Otherwise, residential customers would have 100 days to pay before a one time 10% penalty was added.

The Board discussed how the groundwater extraction permit process would be applied to the three existing subdivisions, since each parcel did not have their own well, but utilized a shared well source. The MCCSD's intent was to monitor the consumption and promote conservation in order to prevent overdraft and of the aquifer. The permit process required the property owner to establish an allotment, based on the District's water use standard. A Deed Restriction would also be recorded for each individual parcel, even though they may have a shared well. The Ordinance stated that following the declaration of a Stage 4 Water Shortage Emergency, all property owners within the District with developed parcels shall be required to obtain a Groundwater Extraction Permit with an allotment.

The Board inquired about the administrative efforts that would be needed to have the applications completed within 120 days.

Those issues would be discussed at the regular March meeting.

The meeting adjourned at 9:55 p.m.

Respectfully submitted,

Jodi Mitchell
District Secretary