



TO: GCSO Board of Directors

FROM: Peter Kampa, General Manager

DATE: November 13, 2018

SUBJECT: Agenda Item 6 F: Consideration of the Process and Schedule for Update of the District's Wastewater Ordinance

RECOMMENDED ACTION

Motion to approve the process and schedule for update of the District's Wastewater Ordinance

BACKGROUND

The Board of Directors has requested that the District wastewater ordinance process and schedule for update be on this agenda for discussion, as the result of a public request.

The ordinance contains regulations related to the establishment of fees and charges for sewer service, which were the subject of the public request, including the requirement for a per-gallon fee to be charged for wastewater collection and treatment, in addition to the base monthly rate. Revisions to the ordinance are needed to bring multiple sections of the language up to date and to improve its functionality and ability to be consistently enforced. Due to the multiple changes required, and the legal and publication costs for ordinance review, staff has recommended that the ordinance be completely overhauled in a single effort, rather than addressing it piecemeal and incurring effort and cost with each revision.

Due to multiple projects and high workloads in the office, staff estimates a 3 to 6 month period for update of the ordinance, including consultant/legal review and publication times. This ordinance adoption timeline is consistent with the adopted Management Objectives. We propose the following process to accomplish the revision:

- December 2018 Regular Meeting – Staff presentation and Board review and direction on proposed major changes
- January 2019 Regular Meeting - Staff presentation and Board direction on rate/financial consultant and legal work required, and associated costs and schedule
- February 2019 Regular Meeting – Review any rate consultant recommendations generated or legal considerations; provide direction on drafting of final revisions
- March 2019 Regular Meeting – Review final draft ordinance language, adopt and set public hearing. The ordinance summary is published twice, two weeks in advance of adoption.
- April 2019 – Public Hearing and final adoption

ATTACHMENTS

- None

FINANCIAL IMPACTS

Staff estimates legal and publication costs of approximately \$3000.