



Irish Beach Water District

Meeting Packet

January 15, 2022



**NOTICE OF THE REGULAR MEETING OF THE
IRISH BEACH WATER DISTRICT BOARD OF DIRECTORS
REX DUNNING FIREHOUSE, 15401 FOREST VIEW ROAD, MANCHESTER, CA 95459
Saturday, January 15, 2022, 10:00 A.M.**

PLEASE NOTE: The January 15, 2022, regular bi-monthly meeting of the IBWD will be held via ZOOM teleconferencing. IBWD directors/employees will be emailed an invitation to the meeting with a link to log-in to the meeting. For guests to join the meeting: E-mail Judy Murray at jmurray@mcn.org. The Meeting Packet can be accessed at IBWD.org.

Join Zoom Meeting

<https://us02web.zoom.us/j/83138795850?pwd=WjZOLzdDR0tkT3BhckR0YWp5TnBzQT09>

1. **CALL TO ORDER AND ROLL CALL: Attendance via Zoom Teleconferencing**
2. **SWEARING IN OF NEW BOARD MEMBERS HEATHER HACKETT AND SANDRA REGAN TO FILL WHITAKER AND ELLISON VACANCIES, EFFECTIVE NOVEMBER 3, 2021, (Terry)**
3. **ELECTION OF SLATE OF OFFICERS FOR CALENDAR YEAR 2022. (Terry)**
4. **APPROVAL OF MINUTES:**
5. **COMMUNICATIONS AND CORRESPONDENCE. None.**
6. **PUBLIC INPUT: (limited to five minutes for each person's input)**
7. **REPORTS:**
 - A. **TREASURER: (MURRAY) - Treasurer's Report, Checks Issued.**
 - B. **WATER STORAGE FACILITIES/CONVEYANCE LOSS: (ACKER)**
 - C. **SAFETY COMMITTEE: (ACKER)**
 - D. **LEGAL COUNSEL: (EMRICK)**
 - E. **DIRECTORS:**
8. **OLD BUSINESS:**
 - A. **DISCUSSION AND OR ACTION: CONNECTION FEE INCREASE PROCESS. (MURRAY).**
 - B. **DISCUSSION AND OR ACTION: GRANT APPLICATION UPDATE. (DIAL/HACKETT)**
9. **NEW BUSINESS:**
10. **EXECUTIVE (CLOSED) SESSION.**
 - A. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION: SUBDIVISION (A) OF CALIFORNIA GOVERNMENT CODE §54956.9: WILLIAM H. MOORES ET AL. V. IRISH BEACH WATER DISTRICT, MENDOCINO SUPERIOR COURT NO. SC-UK-CV-G-09-0054665-000; First District Court of Appeal No. A151867.**
 - B. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED/ POTENTIAL LITIGATION: SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO PARAGRAPHS (2) OR (3) OF SUBDIVISION (D) OF SECTION 54956.9: (1 POTENTIAL CASE).**

ADJOURNMENT

ASSISTANCE WILL BE PROVIDED TO HANDICAPPED PERSONS WHO REQUIRE IT TO PARTICIPATE IN THE MEETING, PER GOVERNMENT CODE SECTION §549 PER CALIFORNIA 50-54963. PUBLIC RECORDS ARE AVAILABLE PER CALIFORNIA PUBLIC RECORDS ACT GOVT. CODE §6250-6276.48, UNLESS THEY ARE EXEMPT UNDER PUBLIC RECORDS.

Cash Statement

Cash Statement

January 15, 2022 Board Meeting		1/2/2022 This period	11/4/2021 This period
IBWD Cash and Assets:		January-2022	November-2021
TIME DEPOSITS	Checking	\$33,113	\$48,784
	Operations Reserve	\$0	\$0
	< 40 Year Reserve	\$0	\$0
TOTAL CASH ASSETS		\$33,113.00	\$48,783.63
TOTAL OTHER ASSETS	Accounts Receivable	\$61,274	\$6,711
	County Tax Rolls	\$5,006	\$5,006
	Accounts Payable-includes Emr Resp	-\$40,032	\$0
		\$26,248.00	\$11,717.00
TOTAL UNRESTRICTED ASSETS		\$59,361.00	\$60,500.63
TOTAL RESTRICTED ASSETS	Emergency Response Augmentation-	\$0	\$37,952
	> 40 Year	\$81,825	\$81,791
	Loan Receivable	\$76,000	\$76,000
		\$157,825	\$157,791
AWDF/Mallo Pass		\$431,465	\$431,465
TOTAL RESTRICTED ASSETS		\$ -	\$627,208.00
TOTAL ASSETS		\$648,651.00	\$687,708.63

New Business A

HOOK UP FEE REVIEW FOR NOVEMBER 13, 2021, BOARD MEETING

Resolution 89-7 Increasing Fees for Hooking up to the water system to \$1,800 from \$600. Not known when \$600 fee was initiated

Resolution 89-8 states that District not accept hook-up fees from anyone who does not hold clear title to property, and that the District will not accept hook-up fees in advance of completion of water mains to property, or to any property which does not have all proper permits by Mendocino County Coastal Commission, and I. B. Architectural Com.

Resolution 2000-1 Collection of standby fees by District from owners of unmetered and undeveloped lots is hereby terminated forthwith. (This was result of Prop 218 lawsuit ordering refund of standby fees collected after July 1, 1997. Minutes of March 11, 2000, state the loss of revenue of over \$98,000.

Resolution 2002-7 reduction and suspension of water connection fees. The resolution reduces the connection fee to \$150 from \$1,800 during the suspension period to cover the actual cost of connection. The term "suspended" was used so that the Board has the right to change the fee back to \$1,800 if it needs to. This was done after resolution 2002-6 which implemented the district wide capital improvement assessment pursuant to parcel holders' approval of the new prop 218 assessment stating that the new 218 capital improvement assessment will provide funds partially funded heretofore by water connection fees of \$1,800 per parcel. Further stating the \$150 fee shall remain in effect until changed by resolution of the board.

Resolution 2008-xx provides formula for calculating hook-up fees for parcels not previously in the District, but requesting water hook-up. (Hunolt) Approximately \$4,000.

Letter from Wm Moores dated March 10, 2004 indicating the fact that "All other building sites at Irish Beach indirectly paid a \$1,800/connection initial capital improvement cost share in purchasing their sites from the original developer in 1965 and thereafter. (This was presented in discussion to determine cost of buying into district – Hunolt)

After the above review it seems the current “Hook-up Fee” should be revised by resolution to an estimated amount of the actual cost of labor and materials to install a meter to an undeveloped lot not currently hooked up to system but within the district.

In summary it appears the current hook-up fee is documented to be \$150. At some point in the past that \$150 fee was amended to \$250 to reflect actual cost of installing a meter. (I believe this estimate was updated by staff)

After Board Review with any revisions of cost summary below and suggested yearly increases to provide for equivalent contribution to capital improvement reserve:

Motion would be to direct staff to prepare resolution referencing resolution 2002-7 providing current estimate of actual cost plus cost of capital replacement reserve to provide meter service to an undeveloped lot in the district.

January 15, 2021, estimate to install meter to undeveloped lot in district:

\$250.00 Cost of new meter

\$ 30.00 Share of EMR upgrade

\$ 58.00 Cost of fittings and other necessary piping

\$308.00 Cost of material

\$105.66 Cost of two workers for 2 hours.

\$ 23.75 Cost of two admin staff for .5 hours.

\$ 26.26 Cost of manager for .5 hours

\$155.61 Cost of direct labor

\$ 31.12 Cost of salary driven benefits

\$187.00 Total cost of salary and benefits

\$ 75.00 Cost of indirect costs estimated at 15%

\$570.00 Total estimated cost of materials and labor to install one meter

Staff suggests revising hook-up fee resolution to charge:

\$570 for the 2022 calendar year

Each calendar year, thereafter, add \$250 to contribute to the capital replacement reserve established in 2021-2022 fiscal year to collect \$52,224 for first year.

\$820 for the 2023 calendar year \$1,070 for the 2024 calendar year

\$1,320 for the 2025 calendar year \$1,570 for the 2026 calendar year

\$1,820 for the 2027 calendar year with cost review and possible revise of resolution.