



**MINUTES OF THE SPECIAL MEETING OF THE  
DISTRICT BOARD OF THE RODEO SANITARY  
DISTRICT HELD ON APRIL 24, 2018**

The Board of Directors of the Rodeo Sanitary District met in special session at John Swett Unified School District, 400 Parker Avenue, Rodeo, California 94572.

President Batchelder called the meeting to order at 6:00 P.M.

- 1) **ROLL CALL** President Batchelder took the roll, and the following members were present:

**DIRECTORS PRESENT** Connie Batchelder, President  
Janet Callaghan, Vice President  
Richard Frakes, Secretary  
Terry Tigh, Director  
Angela Noble, Director

**ABSENT** None

**STAFF PRESENT** Steven Beall, District Manager  
Nancy Lefebvre, Administrative Assistant  
Carl Nelson, District Counsel

**OTHERS PRESENT** None

a) **PLEDGE OF ALLEGIANCE TO THE FLAG**

President Batchelder led the Pledge of Allegiance.

- 2) **PUBLIC COMMENTS-Communication from the public on subjects not on the agenda.**

No public comment was received.

- 3) **CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER**

None

4) REPORTS

None

5) CONSENT CALENDAR-

None

6) EMERGENCY SITUATIONS REQUIRING BOARD ACTION

None

7) OLD BUSINESS: None

8) NEW BUSINESS:

A) DRAFT FISCAL YEAR 2018-2019 OPERATIONS BUDGET (DISCUSSION AND ACTION)

The Budget Committee met several times over the past few months and has developed the Draft Fiscal Year 2018-2019 Operations Budget. In addition to the Operations Budget the Board was provided a spreadsheet which detailed the operations budget and reserve status for the past several years and planned into the future. In 2013 the Board of Directors passed and adopted ordinance 2013-100 that allowed for annual CPI increases beginning with fiscal year 2016/2017. The District has not increased rates since fiscal year 2015/2016. Currently the CPI is at 3.6%. The District will potentially have a minor operating deficit in fiscal year 2020/2021. The Budget Committee wanted to project five years into the future and proposed the following sewer service fee changes:

- 2018-2019 2.5%
- 2019-2020 1%
- 2020-2021 1%
- 2021-2022 2.5%
- 2022-2023 1%

With a 2.5% increase in sewer service fees the requested Fiscal Year 2018-2019 Operations Budget will result in a surplus of \$1,149,293. The required SRF reserve deposit is \$872,000. The required operations transfer of former loan debt service is \$248,900. Therefore, the District has the potential to have a \$28,393 Operations Budget surplus for the Fiscal Year. The proposed Fiscal Year 2018-2019 Operations Budget represents a 1.3% increase in expenditures when compared to the 2017-2018 fiscal year operations budget. The annual sewer service fee will increase to \$986.50.

MOTION: By Frakes, seconded by Tigh to approve the 2018-2019 operations budget as recommended by the Budget Committee with a 2.5% increase for year one with 1%-1%-2.5% and 1% increases for the remaining four years as set forth on Agenda Item 8A. The Board set the public hearing for July 10, 2018 and authorized distribution of the Proposition 218 Notices.

VOTE: AYES: Callaghan, Batchelder, Tigh, Frakes  
NOES: Noble  
ABSTAIN: None  
ABSENT: None

9) **PUBLIC HEARING:** None

10) **COMMUNICATION:** None

11) **CLOSED SESSION:** None

12) **REPORT OUT OF CLOSED SESSION-** None

13) **ANNOUNCEMENTS AND SUGGESTIONS FOR FUTURE AGENDA ITEMS**

None

14) **ADJOURNMENT**

Meeting adjourned at 7:46 P.M. The next meeting of the Rodeo Sanitary Board of Directors will be held on Tuesday May 8, 2018 at 6:00 P.M. at John Swett Unified School District Board Room, 400 Parker Avenue, Rodeo, California.

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Connie Batchelder, President  
Rodeo Sanitary District

Countersigned:

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Nancy Lefebvre, Administrative Assistant  
Rodeo Sanitary District