



**MINUTES OF THE SPECIAL MEETING OF THE
DISTRICT BOARD OF THE RODEO SANITARY
DISTRICT HELD ON JULY 2, 2019**

The Board of Directors of the Rodeo Sanitary District met in special session at Rodeo Sanitary District Office, 800 San Pablo 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
Angela Noble, Director
Maureen Brennan, Director

ABSENT Carl Nelson, District Counsel

STAFF PRESENT Steven Beall, District Manager
Nancy Lefebvre, District Administrator

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

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- 5) **CONSENT CALENDAR:** None

6) **EMERGENCY SITUATIONS REQUIRING BOARD ACTION**-None

7) **OLD BUSINESS:** None

8) **NEW BUSINESS:**

A) FISCAL YEAR 2019-2020 CAPITAL BUDGET (DISCUSSION AND ACTION)

The Budget Committee met several times to develop the Fiscal Year 2019-2020 Capital Budget. The requested Fiscal Year 2019 – 2020 Capital Budget of \$4,545,000 will potentially result in a spending deficit of \$2,281,000, due to construction of the Bar Screen Project. This will potentially reduce the total capital reserve from \$3,738,000 to \$1,457,000. The District's Capital Reserve Policy requires a \$2 million reserve, thus resulting in deficit of approximately \$543,000. At the end of the 2018 – 2019 Fiscal Year, the District will have an Operations Reserve of approximately \$2,340,000. By policy, the District is required to have an Operations Reserve of 60% of the current operating budget. Currently that results in a Operations Reserve requirement of \$1,404,000. As a result, the District has \$936,000 in excess Operations Reserve. District staff and the Budget Committee recommend the transfer of \$750,000 from the Operations Reserve to the Capital Budget to accommodate the capital cost of the Bar Screen Project.

MOTION: By Noble, seconded by Frakes to approve the F/Y 2019-2020 Capital Budget. Motion passed by unanimous vote.

VOTE: AYES:5 NOES:0

9) **SDRMA BOARD OF DIRECTIONS ELECTION (DISCUSSION AND ACTION)**

The Special District Risk Management Authority has requested the Rodeo Sanitary District assist in the election of the SDRMA Board of Directors. The Board reviewed and discussed the five candidates.

MOTION: By Brennan, seconded by Frakes to nominate Bob Swan, Sandy Seifert and Patrick K. O'Rourke for the SDRMA Board of Directors. Motion passed by unanimous vote.

VOTE: AYES:5 NOES:0

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 6:54 P.M. The next meeting of the Rodeo Sanitary Board of Directors will be held on Tuesday July 23, 2019 at 6:00 P.M. at John Swett Unified School District Board Room, 400 Parker Avenue, Rodeo, California.

Connie Batchelder, President
Rodeo Sanitary District

Countersigned:

Nancy Lefebvre, District Administrator
Rodeo Sanitary District