



RODEO SANITARY DISTRICT AGENDA For Regular MEETING July 2018

Board of Directors Regular Meeting

A Regular Meeting of the Governing Board will be held at **6:00 p.m.** on the **10th day of July, 2018**. The location of the meeting is the **John Swett Unified School District Board Room, 400 Parker Avenue, Rodeo, California 94572.**

INFORMATION FOR THE PUBLIC

Anyone wishing to address the Board of Directors should complete a speaker's card and submit it to the Board Secretary. In addressing the Board, speakers should step before the Board conference table and their names and address for the record. The Board President may direct questions to any member of the audience as appropriate at any time during the meeting. Please be aware that the signing, registering, or completion of the speakers card is voluntary and not required.

All matters listed under **CONSENT CALENDAR** are considered as being routine by the Board of Directors and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Member of the Board of Directors or the public prior to the time the Board votes on the motion to adopt.

ADDRESSING THE BOARD ON AN ITEM ON THE AGENDA

Persons wishing to speak of **PUBLIC HEARINGS** and **OTHER MATTERS** listed on the agenda will be heard when the President calls for comments from the audience, except on public hearing items previously heard and closed to public comment. The President may specify the number of minutes each person will be permitted to speak based on the number of persons wishing to speak and the time available. After the public has commented, the item is closed to further public comments and brought to the Board for discussion and action. There is no further comment permitted from the audience unless invited by the Board.

ADDRESSING THE BOARD ON AN ITEM NOT ON THE AGENDA

In accordance with State law, the Board is prohibited from discussing items not calendared on the Agenda. You may only address the Board on an item not on the Agenda, and which are within their jurisdiction, under **PUBLIC COMMENTS**. The time allotted for this discussion shall be three (3) minutes, subject to reasonable modification by the Board President. Matters raised which are not on the Agenda may be referred to staff for action or calendared on a future Agenda.

AGENDA REPORTS

Supporting materials on Agenda items are available for public review at the office of Rodeo Sanitary District. Reports of information relating to Agenda items distributed within 72 hours of the meeting to a majority of the Board are also available for public inspection at the District Office. During the meeting, information and supporting materials are available in the meeting area within the Board Room upon request.

AMERICANS WITH DISABILITIES ACT

In accordance with the **Americans with Disabilities Act and California Law**, it is the policy of the Rodeo Sanitary District to offer its public meetings in a manner that is readily accessible to everyone, including those

with disabilities. If you are disabled and require special assistance to participate in this meeting, please contact the District office at **(510) 799-2970**. Notification of at least 48 hours prior to the meeting will enable the District to make appropriate arrangements.

The Agenda items to come before the Board, and brief description of each item, are as follows:

1. **ROLL CALL**

- a) Pledge of Allegiance

2. **PUBLIC COMMENTS**

3. **CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER**

4. **REPORTS**

- a) District Manager

- 1) Discuss current pertinent activities of the District's operation including treatment, collection, construction, and other matters.

Staff Recommendation: Receive the Report

- b) Counsel for the District

- 1) Discuss current pertinent activities of the District.

Staff Recommendation: Receive the Report

- c) Secretary of the District

None

- d) Board Members

Board Member reports on future meetings or conferences for which they will receive the stipend or for which the District will pay expenses; recent meetings for which they will receive the stipend; and meetings or conferences for which the District paid their expenses.

Budget and Finance Committee

July 9, 2016 – President Connie Batchelder (stipend).

Staff Recommendation: Receive the Reports.

5. **CONSENT CALENDAR**

Staff Recommendation (Motion Required): Adopt the consent calendar as recommended.

- 1. Recommend approval of expenditures for June 2018. Reviewed by Budget Committee.
- 2. Receive June 2018 Financial Statements. Reviewed by Budget Committee.

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

7. **OLD BUSINESS - None**

8. **NEW BUSINESS**

A. **Consulting Contracts for As Needed Construction Assistance Services Associated with CWWMP Sewer Year 3C Project Construction (Discussion and Action)**

A board decision is requested to award contracts to three consultants for four construction assistance services to be performed as part of the construction management activities for the CWWMP Sewer Year 3C Project. These contracts are utilized only as needed during construction. The total of the contracts is \$36,286.

Staff Recommendation (Motion Required): Authorize the District Manager to contract with the proposed consultants for the as needed construction assistance services contracts for a total contract value of up to \$36,286. These consultants performed similar work during the previous CWWMP sewer construction projects.

B. **Approve Minutes for Regular Meeting April 24, 2018 (Discussion and Action)**

The Board will consider approving the minutes to the April 24, 2018 Regular Meeting.

Staff Recommendation (Motion Required): Approve Minutes.

C. **CSDA Board of Directors Election (Discussion and Action)**

the Districts Board of Directors needs to cast one vote on behalf of the Rodeo Sanitary District in CSDA's 2018 Board of Directors election for Seat A in the Bay Area Network.

Staff Recommendation (Motion Required): Come to a consensus on one candidate and direct the District Manager to submit the vote.

9. **PUBLIC HEARING**

A. Public Hearing to consider establishing sewer rates and charges by the adoption of Ordinance 2018-100 of the Rodeo Sanitary District and thereby superseding Ordinance 2013-100, to consider the written report prepared concerning the collection of sewer rates and charges on the property tax roll by Resolutions 2018-04 and 2018-05, directing that the sewer service charges thus established be collected on the property tax roll, and receiving and considering protests to either or both.

The District Board of Directors proposes a three-year phased-in annual flat rate adjustment. Proposed annual rates are as follow:

Current Rate	Proposed 2018 – 2019 Rate (2.5% Increase \$24.06 more ¹)	Proposed 2019 – 2020 Rate (1% Increase \$9.88 more ¹)	Proposed 2020 – 2021 Rate (1% Increase \$9.96 more ¹)	Proposed 2021 – 2022 Rate (2.5% Increase \$25.16 more ¹)	Proposed 2022 – 2023 Rate (1% Increase \$10.30 more ¹)
\$962.44	\$986.50	\$996.38	\$1,006.34	\$1,031.50	\$1,041.80

Note 1. For the respective fiscal year.

COMMERCIAL RATES

The non-residential commercial rate would receive the same annual percentage rate adjustments as noted below:

Category	Current (per hcf)	Proposed FY 18-19 Rate (hcf)	Proposed FY 19-20 Rate (hcf)	Proposed FY 20-21 Rate (hcf)	Proposed FY 21-22 Rate (hcf)	Proposed FY 22-23 Rate (hcf)
Bars w/o Dining	\$9.28	\$9.51	\$9.61	\$9.70	\$9.95	\$10.05
Restaurants/Food Service	\$16.97	\$17.39	\$17.57	\$17.74	\$18.19	\$18.37
Commercial Professional	\$8.62	\$8.84	\$8.92	\$9.01	\$9.24	\$9.33

Laundromat	\$7.71	\$7.90	\$7.98	\$8.06	\$8.26	\$8.35
Food Markets w/Bakery/Deli	\$16.97	\$17.39	\$17.57	\$17.74	\$18.19	\$18.37
Bakeries	\$16.97	\$17.39	\$17.57	\$17.74	\$18.19	\$18.37
Gasoline/Service/ Wrecking	\$9.75	\$9.99	\$10.09	\$10.19	\$10.45	\$10.55
Hospitals/Clinics	\$9.21	\$9.44	\$9.53	\$9.63	\$9.87	\$9.97
Schools/Day Care/Rec.	\$6.36	\$6.52	\$6.58	\$6.65	\$6.82	\$6.88
Churches	\$5.98	\$6.13	\$6.19	\$6.25	\$6.41	\$6.47
Commercial Laundries	\$16.16	\$16.56	\$16.73	\$16.90	\$17.32	\$17.49
Minimum Charge	\$962.44	\$986.50	\$996.38	\$1,006.34	\$1,031.50	\$1,041.80

Please note that hcf stands for hundred cubic feet of water. The District will continue to use information supplied by the water supplier concerning your annual water usage. For example, if a Laundromat discharges 250 units of water per year, then for the rate proposed to become effective on July 1, 2018 for FY 18-19 it would be: (\$7.90 per hcf) x (250 hcf per year) = \$1,975.00

Staff Recommendation (Motion Required): Conduct the Public Hearing and determine if there is a majority protest. If there is no Majority protest, proceed to items B, C, and D.

- B. Ordinance 2018-100 - Adoption Ordinance 2018-100 Establishing the sewer service charges to be billed by the Rodeo Sanitary District to all customers and superseding Ordinance No. 2013-100 (Discussion and Action)

Establish the sewer service charges as specified in Ordinance No. 2018-100

Staff Recommendation (Motion Required): Adopt Ordinance 2018-100 by a 4/5 vote of the Board.

- C. Resolution 2018-04 - Adoption of Final Engineer's Report and Sewer Service Rates; and Direct Collection of Certain Sewer Service Charges on the County Tax Roll (Discussion and Action)

Adopting Final Engineer's Report and Sewer Service Rates; and Direct Collection of Certain Sewer Service Charges on the County Tax Roll

Staff Recommendation (Motion Required): Adopt Resolution 2018-04.

- D. Resolution 2018-05 - Adoption of Rodeo Sanitary District Fiscal Year 2018-2019 Operations Budget and Authorizing Collection of Sewer Service Charges on the Tax Roll for the Fiscal Year 2018-2019 (Discussion and Action)

Formally adopt the operations budget and direct the Secretary of the District to file resolution with the Contra Costa County Auditor-Controller

Staff Recommendation (Motion Required): Adopt Resolution 2018-05.

10. PUBLIC HEARING

Resolution 2018-06 of the Rodeo Sanitary District directing that the delinquent solid waste charges be collected on the Contra Costa County Tax Roll and a lien recorded against the property.

Staff Recommendation (Motion Required): Conduct Public Hearing and Adopt Resolution 2018-06 Directing That the Unpaid Charges be Recorded as Proposed.

11. COMMUNICATION

Relevant Communications to and from the District are included in the Board packet.

12. CLOSED SESSION

13. REPORT OUT OF CLOSED SESSION

14. SUGGESTIONS FOR FUTURE AGENDA ITEMS

15. ADJOURNMENT