



Agenda Date: 9/21/2016
Agenda Placement: 8A

Napa Sanitation District Board Agenda Letter

TO: Honorable Board of Directors

FROM: Jeff Tucker - Director of Administrative Services/CFO
NS-Administration

REPORT BY: Jeff Tucker, Director of Administrative Services/CFO - 707-258-6000

SUBJECT: Conduct Second Reading, Hold Public Hearing and Adopt Ordinance No. 103 Amending District Code 5.01 Related to Delinquent Sewer Service and Other Charges

RECOMMENDATION

Adopt Ordinance Amending District Code Section 5.01 to add Section 5.01.075, authorizing the District to collect delinquent sewer service and other charges on the tax roll and to impose a lien on real property for such delinquent charges, by taking the following actions:

1. Conduct second reading of ordinance, by title only, and waive full reading.
2. Hold public hearing pursuant to rules for adopting ordinances.
3. Close public hearing.
4. Adopt Ordinance No. 103 to revise District Code 5.01 Sewer Use Charges

EXECUTIVE SUMMARY

Most of the District's revenues are collected on the tax roll (residential and commercial sewer service charges), or in advance of the issuance of building permits (e.g., capacity charges). However, there are some significant charges that are not secured that can be difficult to collect. These include sewer service charges for industrial customers and recycled water sales. Recently, the District has had difficulty collecting revenues from an industrial customer.

California Health and Safety Code Section 5470 *et seq.* authorizes the District to collect delinquent sewer service and other charges on the tax roll and to impose a lien on property for those delinquent charges. The attached ordinance establishes the rules and procedures by which the District can place delinquent charges on the tax roll, establish and enforce a lien, and identify the mechanism by which someone can appeal a charge.

The Ordinance on second reading must be approved by a 2/3 majority of the Board to pass.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

None.

SUPPORTING DOCUMENTS

A . Ordinance 103

Napa Sanitation District: Approve

Reviewed By: Jeff Tucker