



Agenda Date: 9/7/2016  
Agenda Placement: 8A

## Napa Sanitation District Board Agenda Letter

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**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:** Introduce and Conduct First Reading of Ordinance Amending District Code 5.01, Related to Delinquent Sewer Service and Other Charges

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### **RECOMMENDATION**

Introduce and conduct First Reading of Ordinance amending District Code 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.

### **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.

### **Requested Action**

Staff recommends that the Board introduce the attached ordinance adding a new section District Code Section 5.01, reading Title and waiving First Reading.

**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

Napa Sanitation District: Approve

Reviewed By: Jeff Tucker