



AGENDA

935 Hartle Court, Napa, CA 94559
(707) 258-6000

<u>Chair</u> Jill Techel Mayor City of Napa	<u>Vice-Chair</u> Mark Luce Supervisor County of Napa	<u>Director</u> Mark van Gorder Councilmember City of Napa	<u>Director</u> Charles Gravett, III Public Appointee City of Napa	<u>Director</u> Charles Shinnamon Public Appointee County of Napa
Tim Healy General Manager		Cheryl Schuh Board Secretary	John Bakker Legal Counsel	

REGULAR MEETING
Wednesday, December 7, 2011
1515 SOSCOL FERRY ROAD, SOSCOL TREATMENT PLANT

GENERAL INFORMATION

The Board of Directors meets the first and third Wednesdays of the month at 4:00 P.M. at 1515 Soscol Ferry Road, Napa, California. Napa Sanitation District encourages and appreciates interest in their meetings.

The meeting room is wheelchair accessible. Assistive listening devices and interpreters are available from the Secretary of the Board. Requests for disability-related modifications or accommodations, aids or other special arrangements or services may be made by contacting the Board Secretary's office no less than 72 hours prior to the meeting date by calling (707) 258-6000 (253-6088TDD), by writing to Cheryl Schuh at P.O. Box 2480, Napa, CA 94558, or by email to *cschuh* at *napasan.com*.

Any writing that is a public record relating to a Board open session agenda item which is distributed less than 72 hours prior to the meeting shall be available for public inspection at the District Offices at 935 Hartle Court, Napa, CA.

If a citizen wishes to challenge the nature of actions taken by the Board of Directors in court, they may be limited to raising only those issues they or someone else raised at the public discussion of the item, or in written correspondence delivered to the Napa Sanitation District during or prior to the action being taken by the Board.

In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the Chair or Board.

1. **OPEN SESSION - 4:00 PM**
2. **ROLL CALL**
3. **REVIEW OF AGENDA**
4. **SAFETY MOMENT - Tips to keep safe during Holiday Season**

While you are shopping:

- Stay alert and be aware of everything around you. Take a minute to observe who may be watching you.
- Park in a highly visible well-lighted space. It may be daylight when you arrive at the Mall, but when you come out at 5 or 6 P.M. it will be dark.
- Lock your vehicle both when driving and parked.
- Carry your purse close to you body, not dangling by the straps. Put a wallet in an inside coat or front pants pocket.
- Have your car keys in your hand and be ready to open the car door immediately.
- Place all shopping bags, packages and gifts out of sight (trunk, under seat).

DISTRICT IS LOST-TIME ACCIDENT FREE SINCE JUNE 15, 2011.

5. **PUBLIC COMMENT PERIOD (five minute per person limitation)**

Pursuant to Section 54954.3 of the Brown Act, this is the time allotted for the public to address the Board on any subject relevant to the District that is not on the agenda. The Board can take no action on your subject, but Boardmembers may briefly respond to statements made or questions posed by the public, ask for clarification from staff, refer the matter to staff, or request staff to report back on the matter.

6. **SPECIAL PRESENTATIONS**

A. **4:00 PM**

Recognition to Nick Becker for promotion to Collection System Supervisor.

7. **CONSENT CALENDAR**

- A. Approval/Correction of Minutes from the Regular Meeting on November 16, 2011.
- B. Receive County of Napa Voucher Register Dated 11/01/11 through 11/21/11.
- C. Approve revised Hartford 457 Plan Document incorporating Legislation Changes, Plan Document Certification, and Participant Loan Program Document.

- D. Approve Amended VALIC 457 Deferred Compensation Plan Documents, including the Resolution and the 457 (b)Deferred Compensation Plan for Governmental Employers.
- E. Receive General Manager's Report for October, 2011.

8. REGULAR CALENDAR

- A. Receive staff recommendations for setting recycled water rates and provide policy direction to staff.
- B. Discuss appointment of one representative and alternate member to the Board of Directors of the North Bay Water Reuse Authority, and establish the term of service to the Board.
- C. Cancel the regular meetings on January 4, 2012 and January 18, 2012, due to the holiday schedule and attendance by Board members and the General Manager at the CASA conference, and hold a meeting on January 11, 2012.

9. GENERAL MANAGER REPORT

10. LEGAL COUNSEL REPORT

11. UPCOMING MEETINGS

- Regular Board meeting - December 21, 2011
- Regular Board meeting - January 4, 2012 (may be cancelled)
- Regular Board meeting - January 18, 2012 (may be rescheduled to January 11, 2012)
- Regular Board meeting - February 1, 2012

12. BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION

- A. Long Term Planning Committee meeting (11/23/11)
- B. North Bay Watershed Association (12/02/11)

13. ADJOURN TO CLOSED SESSION (If necessary)

- A. Conference with Legal Counsel - Anticipated Litigation
Initiation of litigation pursuant to subdivision (c) of Section 54956.9: One (1) Case

14. RECONVENE TO OPEN SESSION

15. REPORT FROM LEGAL COUNSEL ON CLOSED SESSION

16. ADJOURNMENT

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, December 21, 2011 at 4:00 P.M.