



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT, NAPA COUNTY, CALIFORNIA, HELD AND CONVENED AT THE SOSCOL RECYCLED WATER FACILITY ADMINISTRATION OFFICE, WEDNESDAY, NOVEMBER 18, 2015 CALLED TO ORDER AT 4:04 PM.

1. **OPEN SESSION:**

2. **ROLL CALL:**

PRESENT: JILL TECHEL, Chair; KEITH CALDWELL, Vice-Chair; CHUCK GRAVETT and CHUCK SHINNAMON, Directors; and MARY LUROS, Alternate Director. ALSO PRESENT: TIMOTHY HEALY, General Manager and JOHN BAKKER, Legal Counsel.

ABSENT: PETE MOTT, Director.

3. **REVIEW OF AGENDA:** No changes.

4. **SAFETY MOMENT:** Avoiding Hand Injuries

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:**

a. None.

7. **CONSENT CALENDAR:**

Item 7C was pulled by legal counsel for discussion of a minor change.

a. **MR 15-101:**  
**APPROVAL/CORRECTION OF MINUTES FROM THE REGULAR MEETING ON NOVEMBER 4, 2015.**

b. **Receive County of Napa Voucher Register Dated 10/20/15 through 11/02/15.**

d. **MR. 15-102:**  
**AUTHORIZE THE PURCHASING AGENT TO EXECUTE TASK ORDER NO. 49 WITH GHD TO PROVIDE PROFESSIONAL SERVICES FOR THE INFLOW AND INFILTRATION (I&I) REDUCTION PROGRAM**

**(CIP 13705) FOR COLLECTION SYSTEM FLOW MONITORING IN THE AMOUNT OF \$141,855.**

- e. **MR. 15-103:**  
**ACCEPT THE BIG RANCH ROAD SUBDIVISION SANITARY SEWER IMPROVEMENTS FOR MAINTENANCE AND OPERATION AND RELEASE PERFORMANCE BOND IN THE AMOUNT OF \$329,390 FOLLOWING RECEIPT OF MAINTENANCE BOND IN THE AMOUNT OF \$32,939.**
- f. **Receive and file the Quarterly Report on Priority Project Status for July, August and September, 2015**
- g. **Receive status report on the Los Carneros Water District Recycled Water Project (CIP 15718) for the month of October 2015.**
- h. **Receive status report on the MST Recycled Water Project (CIP 14726) for the month of October 2015.**

Motion by GRAVETT, seconded by CALDWELL, by the following vote:

AYES: CALDWELL, GRAVETT, LUROS, SHINNAMON, TECHEL  
 NOES: NONE  
 ABSENT: MOTT  
 ABSTAIN: LUROS (Item 7A only)

- c. **MR 15-104:**  
**AUTHORIZE CHAIR TO SIGN INDEMNIFICATION AGREEMENT (AS REVISED) WITH HARRINGTON ASSOCIATED WITH THE BIG RANCH ROAD SUBDIVISION FOR OFF-SITE IMPROVEMENTS WITHIN A DISTRICT SANITARY SEWER EASEMENT.**

Motion by GRAVETT, seconded by SHINNAMON, by the following vote:

AYES: CALDWELL, GRAVETT, LUROS, SHINNAMON, TECHEL  
 NOES: NONE  
 ABSENT: MOTT  
 ABSTAIN: NONE

Legal counsel Bakker recommended revising the language in the Indemnification Agreement Section 3 to read “resulting from Owner’s installation “*and maintenance*” of site improvements within the sanitary sewer easement that *was* recorded as: 2014-0020614”. The Board approved the motion with these language revisions. Staff also directed to add this language to all future Indemnification Agreements.

**8. REGULAR CALENDAR:**

- a. Received presentation on sewer service rate study policy alternatives and directed staff to pursue policy option 1, Alternate 2.

Jeff Tucker, Director of Administrative Services/CFO, introduced the item and gave background on the previous discussions on this matter. He reviewed the figures showing the different rate structures for the current CIP debt plan and an increased debt plan, including and excluding revenue from the large hotel developments. Tucker introduced Greg Clumpner from NBS who reviewed the steps to be taken in the process and the different financial plan and rate scenarios. He reviewed the two debt options 1) current debt plan, and 2) increased debt plan, and the rate structure each would incur with the base CIP and two alternatives for additional sewer Inflow and Infiltration (I&I) and Renewal and Replacement (R&R) projects.

The Board, staff and consultant held discussions on the two options and sewer alternatives and the resulting rate estimations. The Board directed staff and consultant to pursue Option 1 (current debt plan) with Alternative 2 (current CIP replacement plan for first three years and add additional \$1.9 million annually in sewer renewal & replacement projects in CIP years four to ten), which would result in the lowest rate increase in the first year of the ten year plan.

9. **GENERAL MANAGER REPORT:**

- a. General Manager Healy reported that he has been contacted by a group from the Secretary of Tourism and Director of International Relations in Baha, Mexico for a tour of our recycled water facility. They are pursuing a recycled water production and distribution plan for vineyards. The potential dates for the tour are December 2<sup>nd</sup> and 3<sup>rd</sup>. Healy inquired whether any Board members are interested in attending the tour. Healy will report back when the date is secured to see which Board members are available.
- b. Healy reported that the ribbon cutting for the Influent Pump Station project has been moved to December 16<sup>th</sup> due to an issue with a change order on the project.

10. **LEGAL COUNSEL REPORT:**

- a. None.

11. **BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION:**

- a. North Bay Watershed Association meeting (11/06/15) – Vice-Chair Caldwell reported he attended the meeting and gave a presentation on the NBWRA updates.

12. **UPCOMING MEETINGS:**

- a. Regular Board meeting – December 2, 2015 (Caldwell will not be attending)
- b. North Bay Watershed Association meeting – December 4, 2015
- c. NBWRA Board meeting – December 14, 2015
- d. Regular Board meeting – December 16, 2015

13. **ADJOURN TO CLOSED SESSION: 5:37 p.m.**

- a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Property: APN 057-010-036 and part of APN 057-010-037 (Somky Ranch)  
Agency Negotiator: Timothy Healy  
Negotiating parties: Capbridge  
Under Negotiation: Price and terms of payment

14. **RECONVENE TO OPEN SESSION: (5:52 p.m.)**

15. **REPORT FROM LEGAL COUNSEL ON CLOSED SESSION:**

Legal counsel reported that the Board took no reportable action in Closed Session.

16. **ADJOURNMENT: (5:52) p.m.**

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, December 2, 2015 at 4:00 p.m. for a Regular Meeting at the Napa Sanitation District Administration Building, 1515 Soscol Ferry Road, Napa, California.

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CHAIR

ATTEST:

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Clerk of the Board