



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT, NAPA COUNTY, CALIFORNIA, HELD AND CONVENED AT SOSCOL RECYCLED WATER FACILITY ADMINISTRATION OFFICE, WEDNESDAY, APRIL 4, 2018 CALLED TO ORDER AT 4:02 PM.

DRAFT

1. **OPEN SESSION:**

2. **ROLL CALL:**

PRESENT: JILL TECHEL, Chair; RYAN GREGORY Vice-Chair; PETE MOTT, MARY LUROS and DAVID GRAVES, Directors. ALSO PRESENT: TIMOTHY HEALY, General Manager; and JOHN BAKKER, Legal Counsel.

ABSENT: None.

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

4. **SAFETY MOMENT:** Director Graves read the safety topic: Distracted Driving.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** None.

7. **CONSENT CALENDAR:**

- a. **MR 18-024:**  
**APPROVAL OF MINUTES FROM THE REGULAR MEETING ON MARCH 21, 2018.**
- b. **Receive County of Napa Voucher Register Dated 3/06/18 through 3/19/18.**
- c. **MR 18-025:**  
**AUTHORIZE THE PURCHASING AGENT TO EXECUTE AMENDMENT 1 TO TASK ORDER 5 WITH CONSOLIDATED CM FOR ADDITIONAL CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES DURING CONSTRUCTION FOR THE RECYCLED WATER RESERVOIR IMPROVEMENTS PROJECT (CIP 16716) IN THE AMOUNT OF \$69,521.75.**
- d. **Receive General Manager's Report for February 2018.**

Motion by GRAVES, seconded by MOTT, by the following vote:

AYES: GRAVES, GREGORY, LUROS, MOTT, TECHEL  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE

8. **REGULAR CALENDAR:**

a. **Accept the annual Performance Measurement Report for 2017.**

Jeff Tucker, Director of Administrative Services/CFO, gave a presentation on the annual Performance Measurement Report. He reviewed the Effective Utility Management's framework of Ten Attributes of Effectively Managed Water Utilities and the results for the past year for NapaSan. Tucker reviewed the significant changes from last year's report.

Tucker reported that overall most of the indicators are positive and show NapaSan is performing optimally. Out of 63 key performance indicators, 86% had a rating of "satisfactory", 8% had a rating of "watch" and 5% rated "unsatisfactory". One metric does not have adequate data for evaluation. Board and staff held discussion during the presentation.

9. **GENERAL MANAGER REPORT:** None.

10. **LEGAL COUNSEL REPORT:** None.

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

- a. Finance Committee meeting (4/02/18) – Vice-Chair Mott and Director Lueros attended the meeting. They discussed the budget for FY 2018-19.

12. **UPCOMING MEETINGS:**

- a. North Bay Watershed Association meeting – April 6, 2018  
b. Long Term Planning Committee meeting – April 9, 2018  
c. Regular Board meeting – April 18, 2018 (Vice-Chair Gregory absent, Alternate Pedroza will attend)  
d. Regular Board meeting – May 2, 2018 (Chair Techel absent)

13. **ADJOURN TO CLOSED SESSION: (4:27 P.M.)**

- a. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**  
(Paragraph (1) of subdivision (d) of Section 54956.9)  
Name of Case: RAJA Development Co., Inc. et al. vs. Napa Sanitation District  
Napa Superior Court Case No. 17CV001088
- b. Public Employee Performance Evaluation  
Title: General Manager

14. **RECONVENE TO OPEN SESSION: (4:40 P.M.)**

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

Legal Counsel Bakker reported the Board took no reportable action in Closed Session.

16. **ADJOURNMENT: (4:40 P.M.)**

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, April 18, 2018 at 4:00 p.m. for a Regular Meeting to be held at the Napa Sanitation District Administration Building, 1515 Soscol Ferry Road, Napa, California.

**Respectfully submitted,**

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**Clerk of the Board**