



# AGENDA

1515 Soscol Ferry Road, Napa, CA 94558  
(707) 258-6000

<b><u>Chair</u></b>	<b><u>Vice-Chair</u></b>	<b><u>Director</u></b>	<b><u>Director</u></b>	<b><u>Director</u></b>
Jill Techel Mayor City of Napa	Keith Caldwell Supervisor County of Napa	Peter Mott Councilmember City of Napa	Charles Gravett, III Public Appointee City of Napa	David Graves Public Appointee County of Napa

Tim Healy  
General Manager

Cheryl Schuh  
Board Secretary

John Bakker  
Legal Counsel

## **REGULAR MEETING** **Wednesday, April 6, 2016** **1515 SOSCOL FERRY ROAD**

### **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 1515 Soscol Ferry Road, 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 1515 Soscol Ferry Road, 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 - Distracted Driving Awareness**

Thousands of people die each year in car crashes involving cell phone use. New technology allows us to make phone calls, dictate texts or emails and update social media while driving – all actions that are proven to increase crash risk. The National Safety Council observes April as Distracted Driving Awareness Month to draw attention to this epidemic. We at the Napa Sanitation District join the NSC in their efforts to empower drivers to put safety first and Take Back Your Drive.

- Stop using cell phones while driving
- Recognize that hands-free devices offer very limited safety benefits
- Understand the dangers of cognitive distraction while driving
- Tell others about the dangers of distracted driving

**The District is Lost-Time Accident Free Since April 15, 2015.**

**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****7. CONSENT CALENDAR**

- A. Approval/Correction of Minutes from the Regular Meeting on March 16, 2016.
- B. Receive County of Napa Voucher Register Dated 3/01/16 through 3/21/16.
- C. Award construction contract for the Sarco Creek Pipeline Replacement Project (CIP 15703) to W.R. Forde Associates for the amount of \$678,945 and authorize the General Manager to execute the Agreement with the Contractor and issue the Notice to Proceed, when appropriate.
- D. Authorize Purchasing Agent to execute a Memorandum of Agreement with Xylem Water Solutions USA, Inc. in the amount of \$121,807 for the purchase of Aeration Basin diffuser equipment for Aeration Basin Diffusers, Instrumentation and Controls Project (CIP 15713).

- E. Authorize Chair to sign the Private Main & Lateral Agreement for Napa Town Center (APN 003-164-024, 003-164-025 and 003-164-027)
- F. Authorize the Purchasing Agent to execute a task order with Consolidated CM to provide Construction Management and Inspection Services for the Sarco Creek Pipeline Replacement Project (CIP 15703) in the amount of \$265,932.
- G. Authorize the Purchasing Agent to execute a task order with ESA to provide Environmental Services during construction of the Sarco Creek Pipeline Replacement Project (CIP 15703) in the amount of \$64,258.90.
- H. Authorize the Purchasing Agent to execute a task order with Carollo Engineers to provide Engineering Services During Construction for the Sarco Creek Pipeline Replacement Project (CIP 15703) in the amount of \$87,736.
- I. Receive General Manager's Report for February, 2016.

## 8. REGULAR CALENDAR

- A. Conduct an appeal hearing and make a determination whether to grant request for relief on application by extending the capacity charge credit period for 201 and 251 Riverside Drive (APN's 005-123-006 & 005-123-011).
- B. Receive presentation from staff on an alternative sewer service charge proposal, its potential impact to the operating budget and the Capital Improvement Plan, and provide direction to staff.
- C. Receive presentation and discuss financing alternatives for the Browns Valley Road Sewer Interceptor Project (CIP 14703).
- D. Authorize the Purchasing Agent to execute Task Order No. 50 with GHD to provide Design Services for the Browns Valley Trunk Project (CIP 14703) in the amount of \$980,278, and receive presentation from Staff on the status of the project.
- E. Discuss Public Comment Statement of Policy and Provide Direction to Staff.

## 9. GENERAL MANAGER REPORT

## 10. LEGAL COUNSEL REPORT

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

- A. NBWRA Board Meeting (3/28/16)
  
- B. North Bay Watershed Association (4/01/16)
  
- C. Lands Committee meeting (4/04/16)

**12. UPCOMING MEETINGS**

- | Finance Committee meeting - April 11, 2016
- | Long Term Planning Committee meeting - April 12, 2016
- | Regular Board meeting - April 20, 2016
- | North Bay Watershed Association Conference - April 22, 2016 at Embassy Suites
- | Regular Board meeting - May 4, 2016

**13. ADJOURN TO CLOSED SESSION (If necessary)**

- A. Public Employee Performance Evaluation  
Title: General Manager
  
- B. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: 60-day Notice of Violations and Intent to File Suit under the Clean Water Act from California River Watch dated February 15, 2016
  
- C. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Property: APN # 003-144-009-000 (1210 West Street, Napa)  
Agency Negotiator: Tim Healy, General Manager  
Negotiating Parties: City of Napa  
Under Negotiation: Price and terms of payment
  
- D. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: One (1) Case  
Facts and circumstances: Correspondence from Michael Durkee to District Counsel, dated March 16, 2016

**14. RECONVENE TO OPEN SESSION**

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

**16. ADJOURNMENT**

**Adjourn to Napa Sanitation District Regular Meeting on Wednesday, April 20, 2016 at 4:00 P.M.**