



AGENDA

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

Chair Jill Techel Mayor City of Napa	Vice-Chair Keith Caldwell Supervisor County of Napa	Director Peter Mott Councilmember City of Napa	Director Charles Gravett, III Public Appointee City of Napa	Director David Graves Public Appointee County of Napa
Tim Healy General Manager		Cheryl Schuh Board Secretary		John Bakker Legal Counsel

REGULAR MEETING
Wednesday, August 3, 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 - The best way in is not always the best way out**

Sometimes safety is about quickly getting away from an unsafe situation. That's why it pays to know your exits. Chances are you're aware of the exits from your home or your workplace. But what about the stores where you shop, the public buildings you enter, the venues you take your family to, or the hotels where you stay? Maintain situational awareness by getting in the habit of locating the emergency exits wherever you are. If you know exactly where to go, you'll get there a lot quicker.

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

5. PUBLIC COMMENT PERIOD (three 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 July 13, 2016.
- B. Receive County of Napa Voucher Register Dated 6/28/16 through 7/18/16.
- C. Cancel the Regular Board meeting on October 5, 2016 due to lack of business.
- D. Approve new job descriptions and salaries for Operations Services Director, Asset Management Analyst I and II and Regulatory Compliance Manager; approve revised job description and salaries for Technical Services Director and Director of Administrative Services; and revised job description for Operations Supervisor.
- E. Approve the attached resolution pledging sewer service revenues to repay the Clean Water State Revolving Fund (CWSRF) loan for the Browns Valley Road Sewer Interceptor and West Napa Pump Station Improvements project.
- F. Authorize Purchasing Agent to execute a task order for engineering design services in the amount of

\$398,595 with Carollo Engineers for the MST Recycled Water Pipeline Expansion Project (CIP 16722), after authorization from Napa County to proceed with design.

- G. Approve Project and Concur with Staff's CEQA Determination for the PG&E Energy Audit Project - LED Pole/Arm Mounted Fixtures (CIP 17718).
- H. Accept the Dry Creek Subdivision Sanitary Sewer Improvements for Maintenance and Operation and release performance bond in the amount of \$114,400 following receipt of Maintenance Bond in the amount of \$11,440.
- I. Approve Project and Concur with Staff's CEQA determination that project is Categorical Exempt for the Manhole Rehabilitation - Nipak Project (CIP 17703)
- J. Authorize the General Manager to issue Notice Inviting Bids for the Recycled Water Reservoir Lining Project (CIP 16716).
- K. Receive General Manager's Report for June, 2016.

8. REGULAR CALENDAR

- A.
 - 1) Conduct the Public Hearing on the Written Report Containing a Description of Each Parcel of Real Property within the District Receiving Sewer Services and the Amount of the Charge for Each Parcel for FY 2016-17;
 - 2) Hear and Consider any Protests;
 - 3) Determine Whether There is a Majority Protest; and,
 - 4) If There is no Majority Protest, Adopt the Attached Resolution.
- B. Receive presentation from Staff on the District's new NPDES permit adopted July 13, 2016 by the Regional Water Quality Control Board.
- C. Receive presentation outlining the final draft of the communications plan and approve final communications plan document.
- D. Adopt resolution accepting completion and direct General Manager/District Engineer to file the Notice of Completion at the Office of the Recorder, Napa County, California for the LCWD Recycled Water Pipeline Project (CIP 15718, formerly CIP 14733).

9. GENERAL MANAGER REPORT

10. LEGAL COUNSEL REPORT**11. BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION**

- A. Personnel Committee meeting (7/14/16)

- B. NBWRA Board Meeting (7/25/16)

12. UPCOMING MEETINGS

- | CASA Conference - August 9-12, 2016
- | NBWRA Board meeting - August 22, 2016
- | Regular Board meeting - September 7, 2016
- | North Bay Watershed Association meeting - September 9, 2016
- | Regular Board meeting - September 21, 2016

13. ADJOURN TO CLOSED SESSION (If necessary)

- A. 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

- 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 LEGAL COUNSEL—ANTICIPATED LITIGATION
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: 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, September 7, 2016 at 4:00 P.M.