



# AGENDA

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

<b><u>Chair</u></b> Jill Techel Mayor City of Napa	<b><u>Vice-Chair</u></b> Ryan Gregory Supervisor County of Napa	<b><u>Director</u></b> Peter Mott Councilmember City of Napa	<b><u>Director</u></b> Charles Gravett, III Public Appointee City of Napa	<b><u>Director</u></b> David Graves Public Appointee County of Napa
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Tim Healy  
General Manager

Cheryl Schuh  
Board Secretary

John Bakker  
Legal Counsel

**REGULAR MEETING**  
**Wednesday, February 1, 2017**  
**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 - Rainy Weather**

Good news! The California State Water District has officially declared the drought emergency over in Northern California. The bad news, there's an awful lot of rain on the roadway. Rain is blamed for thousands of accidents yearly. Many of these accidents are preventable, but are caused by intrepid drivers who don't realize that fair and foul weather driving are fundamentally different. Here are a few tips to help you arrive safely:

- Slow down.
- Stay toward the middle lanes - water tends to pool in the outside lanes.
- Maintain proper following distance.
- Drive in the tracks of a car ahead of you.
- Don't follow large trucks or busses too closely.
- Be more alert when driving in wet or slippery conditions.
- Turn your headlights on.

**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****A. 4:00 PM**

Introduction of new employee Benjamin Cullison, Collection System Worker.

**7. CONSENT CALENDAR**

- A. Approval/Correction of Minutes from the Regular Meeting on January 11, 2017.
- B. Receive County of Napa Voucher Register Dated 12/27/16 through 1/16/17.
- C. Approve refund of \$1,109.76 for FY 2016-17, \$965.00 for FY 2015-16, \$939.64 for FY 2014-15 and

\$915.84 for FY 2013-14 (total of \$3,537.22) for sewer service charges for Assessor Parcel Number 003-136-008, located at 1330 Brown Street.

- D. Authorize out-of-state travel for Human Resources Officer/Clerk Cheryl Schuh for the purpose of attending the annual Western Region International Public Management Association for Human Resources (IPMA-HR) Conference in Las Vegas, Nevada, from April 26th - April 28th, 2017.
- E. Approve budget assumptions for FY 2017/18 budget development process and budget calendar.
- F. Approve changes to the District Financial Policies to conform with changes in state law, as presented.
- G. Receive General Manager's Report for December, 2016.

## 8. REGULAR CALENDAR

- A. Adopt Ordinance Amending District Code Section 4.04.110 Prohibited Wastes and Section 4.04.190 Reporting Requirements to update local limits, and correct statutory references under the signatory requirements for industrial users, by taking the following actions:
  - 1. Conduct second reading of ordinance, by title only, and waive full reading.
  - 2. Hold public hearing pursuant to rules for adopting ordinances.
  - 3. Close public hearing.
  - 4. Adopt Ordinance No. 104 to revise District Code 4.04.110 Prohibited Wastes and Section 4.04.190 Reporting Requirements
- B. Concur with the recommended mitigations and CEQA determination that by implementing specific mitigation measures the project's impacts would be reduced to a less-than-significant level per Section 15070 (b) of the CEQA Guidelines, approve project, and adopt resolution for the Napa Sanitation District Browns Valley Trunk Project (CIP 14703).
- C. Conduct an appeal hearing and make a determination whether to grant request for relief on application by waiving or reducing the sewer service charges for Mi Sueno Winery located at 910 Enterprise Way (APN 046-531-030).
- D. Determine the Project is substantially complex and require a ten percent (10%) retention amount; Approve the Project; and Authorize the General Manager to issue the Notice Inviting Bids for the MST Recycled Water Pipeline Expansion Project (CIP 16722).
- E. Receive Presentation from staff on January 2017 storm events and response efforts.

- F. Receive report from Standard & Poor's Global, upgrading NapaSan's rating on the 2012 Certificates of Participation from "AA-" to "AA."

**9. GENERAL MANAGER REPORT**

**10. LEGAL COUNSEL REPORT**

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

**12. UPCOMING MEETINGS**

- | North Bay Watershed Association Board meeting - February 3, 2017
- | Regular Board meeting - February 15, 2017
- | Regular Board meeting - March 1, 2017
- | North Bay Watershed Association Board meeting - March 3, 2017
- | Regular Board meeting - March 15, 2017 - (Board Workshop - 3 hour meeting)

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

**14. RECONVENE TO OPEN SESSION**

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

**16. ADJOURNMENT**

**Adjourn to Napa Sanitation District Regular Meeting on Wednesday, February 15, 2017 at 4:00 P.M.**