



# 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> Mary Luros 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, July 19, 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 - UV Safety**

July is the U.S. Department of Health and Human Services' UV Safety month. With skin cancer being the most common type of cancer in the United States, it is important to protect ourselves from UV rays. Ultraviolet (UV) rays from the sun are the main cause of skin cancer around the world. The good news is skin cancer can be prevented. During the month of July take action to prevent skin cancer and reduce the risk of UV damage by following these simple tips:

- Stay out of the sun between 10 a.m. and 4 p.m.
- Use sunscreen with SPF 15 or higher.
- Cover up with long sleeves and a hat.
- Check your skin once a month for changes.

For more information on how to protect yourself and family members visit the Department of Health and Human Services at [HHS.gov](http://HHS.gov)

**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 June 21, 2017.
- B. Receive County of Napa Voucher Register Dated 6/6/17 through 7/3/17.
- C. Adopt Resolution approving and adopting the new pay schedules for FY 2017-18, effective July 1, 2017.
- D. Reject bid and authorize Staff to negotiate bid with NorCal, delay project, or authorize NapaSan to perform work using NapaSan crews for the Upper Lateral Basin L Pilot #2 Project (CIP 17702).

- E. Concur with CEQA determination in City of Napa Resolution R2016-79, prepared and adopted by the City of Napa, Lead Agency under CEQA for the development project; set bond amount at \$263,600; and authorize Chair to execute the Improvement Agreement for West Pueblo Estates Project.
- F. Receive General Manager's Report for May 2017.

## **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 2017-18;
  - 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. First reading of Ordinance, amending District Code 1.02 Definitions and Section 5.02 Capacity Charges to revise charges applied to accessory dwelling units.
- C. Receive presentation from staff on Asset Management Program, discuss and provide direction to staff.
- D. Authorize the Purchasing Agent to execute Task Order 56 with GHD to provide consulting services for Phase 1A - Asset Management Program Implementation in the amount of \$145,000.
- E. Receive presentation from staff on sewer service charges and capacity fee methodology study and provide direction.
- F. Elect Chair and Vice-Chair of the Board of Directors for the Napa Sanitation District.

## **9. GENERAL MANAGER REPORT**

## **10. LEGAL COUNSEL REPORT**

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

- A. North Bay Watershed Association (7/07/17)

## **12. UPCOMING MEETINGS**

- | Regular Board meeting - August 16, 2017
- | CASA Conference - August 22-24, 2017
- | NBWRA Board meeting - August 28, 2017
- | Regular Board meeting - September 6, 2017
- | North Bay Watershed Association meeting - September 8, 2017

**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, August 16, 2017 at 4:00 P.M.**