



# 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, September 06, 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 - Emergency Preparedness**

September is National Preparedness Month (NPM) and is sponsored by the U.S. Department of Homeland Security's Ready campaign to increase public awareness of emergency preparedness. This year's theme is "Disasters Don't Plan Ahead." The National Safety Council urges businesses and families to prepare for unexpected emergencies, both large and small. One step everyone can take is to receive training in basic First Aid, CPR, and the use of automated external defibrillators (AED). Ideally, at least one person in each household should have these life-saving skills. Anticipating emergencies and planning a response can save lives, and greatly lessen the extent of injuries and property damage.

**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 August 16, 2017.
- B. Receive County of Napa Voucher Register Dated 8/1/17 through 8/21/17.
- C. Adopt the accompanying budget amendment resolution authorizing staff to post the FY 2016-17 depreciation expense estimated to be about \$9,000,000.
- D. Adopt the accompanying resolution authorizing staff:
  - I To carry forward unspent FY 2016-17 Operating budget appropriations in the amount of \$239,950, according to the attached detailed sheet; and
  - I To carry forward unspent FY 2016-17 Capital budget appropriations in the amount of \$7,333,200 and to amend the FY 17-18 Capital budget with additional appropriation, according to the attached detailed sheet.

- E. Accept the Employee and Board of Directors Reimbursement Report for FY 2016-17.
- F. Concur with CEQA determination in City of Napa Resolutions R2016-136 and R2016-137, prepared and adopted by the City of Napa, Lead Agency under CEQA for the development project; set bond amount at \$867,128; and authorize Chair to execute the Improvement Agreement for Andersen Ranch.
- G. (1) Reject the bid from Murray Building, Inc. as non-responsive because Murray Building, Inc. does not meet any of the three safety criteria to be eligible to work for NapaSan.  
  
(2) Award construction contract for the Earthquake Repairs Project (CIP 18727) to the lowest responsive bidder, Ashron Construction and Restoration, Inc. for the bid amount of \$364,945 and authorize the General Manager to execute the Agreement with the Contractor and issue the Notice to Proceed, when appropriate.
- H. Concur with CEQA determination in City of Napa Resolution PC2016-22, prepared and adopted by the City of Napa, Lead Agency under CEQA for the development project; set bond amount at \$29,600; and authorize Chair to execute the Improvement Agreement for Byway East Apartments.
- I. Authorize an increase of change order signing authority for the General Manager from \$228,581.50 (10% of original contract) to a maximum of \$457,163 (20% of original contract) for the MST Recycled Water Expansion Project (CIP 16722) for a potential total approved contract amount of \$2,742,978.
- J. Authorize the Purchasing Agent to execute a task order with Consolidated CM to provide Construction Management and Inspection Services for the Earthquake Repairs Project (CIP 18727) in the amount of \$95,004.
- K. Receive and file the Quarterly Report and Priority Project Status for April, May, June 2017.
- L. Receive General Manager's Report for July 2017.

## 8. REGULAR CALENDAR

- A. Approve attached Deferred Compensation Plan Committee Charter establishing the 457(b) Deferred Compensation Plan and 401(a) Defined Contribution Plan Deferred Compensation Plan Committee Charter, to provide additional governance and oversight of NapaSan's 457(b) and 401(a) plans.
- B. Receive presentation by Christian Zavala, Engineering Intern on summer internship projects.

- C. Conduct first reading of ordinance amending District Code 5.04 to add new inspection fees and add a new inflation factor.
- D. Receive a presentation from staff on the 16/17 Inflow/Infiltration (I/I) Reduction Program flow monitoring results.

## 9. GENERAL MANAGER REPORT

## 10. LEGAL COUNSEL REPORT

## 11. BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION

- A. CASA Conference (8/22/17-8/24/17)
- B. NBWRA Board Meeting (8/28/17)

## 12. UPCOMING MEETINGS

- | North Bay Watershed Association meeting - September 8, 2017
- | Regular Board meeting - September 27, 2017
- | North Bay Watershed Association meeting - October 6, 2017
- | Regular Board meeting - October 18, 2017

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

- A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Property: A portion of APN 057-010-010 that consists of the surface of Pond 4 and a portion of Pond 3  
Agency Negotiator: Tim Healy, General Manager  
Negotiating Parties: Ciel Et Terre USA  
Under Negotiation: Price and terms of payment
- B. CONFERENCE WITH LEGAL COUNCIL---ANTICIPATED LITIGATION  
Initiation of litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: One (1) case.  
Facts and Circumstances: Correspondence from Michael Rupprecht to Tim Healy dated July 24, 2017
- C. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
Property: Portion of APNs 057-060-007-000 and 057-070-001-000 (Vineyard/Golf Course) along south side of State Route 12

Agency Negotiator: Tim Healy, General Manager  
Negotiating Parties: California Department of Transportation  
Under Negotiation: Price and terms of payment

**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 20, 2017 at 4:00 P.M.**