



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE NAPA SANITATION DISTRICT, NAPA COUNTY, CALIFORNIA, HELD AND CONVENED AT SOSCOL RECYCLED WATER FACILITY ADMINISTRATION OFFICE, WEDNESDAY, MAY 18, 2016 CALLED TO ORDER AT 4:04 PM.

DRAFT

1. **OPEN SESSION:**

2. **ROLL CALL:**

PRESENT: JILL TECHEL, Chair; KEITH CALDWELL, Vice-Chair; CHUCK GRAVETT, PETER MOTT and DAVID GRAVES, Directors. ALSO PRESENT: TIMOTHY HEALY, General Manager and JOHN BAKKER, Legal Counsel.

ABSENT: None.

3. **REVIEW OF AGENDA:** No changes.

4. **SAFETY MOMENT:** Motorcycle Safety Month.

5. **PUBLIC COMMENT:** None.

6. **SPECIAL PRESENTATIONS:** Tim Healy, General Manager, announced the California Water Environment Association (CWEA) awards for Supervisor of the Year to Nick Becker, and Medium Size Plant of the Year to Napa Sanitation District. The awards were presented at the recent CWEA Annual Conference in San Jose, CA.

7. **CONSENT CALENDAR:**

- a. **MR 16-049:**  
**APPROVAL/CORRECTION OF MINUTES FROM THE REGULAR MEETING ON MAY 4, 2016.**
- b. **Receive County of Napa Voucher Register Dated 4/19/16 through 5/02/16.**
- c. **MR 16-050:**  
**APPROVE THE PROJECT, CONCUR WITH STAFF'S DETERMINATION THAT THE PROJECT IS CATEGORICALLY EXEMPT, AND AUTHORIZE THE GENERAL MANAGER TO ISSUE NOTICE INVITING BIDS FOR THE PRIORITIZED REHABILITATION PROJECT PHASE 1 – SOUTH TRUNK (CIP 17704).**

- d. **Receive and file the Quarterly Report and Priority Status for January, February and March, 2016.**

Motion by GRAVETT, seconded by MOTT, by the following vote:

AYES: GRAVETT, CALDWELL, GRAVES, MOTT, TECHEL  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE

8. **REGULAR CALENDAR:**

- a. **MR 16-051:**  
**REJECT BID PROTEST FROM AZTEC CONSULTANTS; AWARD CONSTRUCTION CONTRACT FOR THE AERATION BASIN DIFFUSERS, INSTRUMENTATION & CONTROLS PROJECT (CIP 15713) TO SPIESS CONSTRUCTION CO., INC. IN THE AMOUNT OF \$1,176,000; AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE AGREEMENT WITH THE CONTRACTOR AND ISSUE THE NOTICE TO PROCEED, WHEN APPROPRIATE.**

Motion by GRAVETT, seconded by GRAVES, by the following vote:

AYES: GRAVETT, CALDWELL, GRAVES, MOTT, TECHEL  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE

Kyle Broughton, Associate Engineer, gave a presentation on the bid results and award of contract for Aeration Basin Diffusers, Instrumentation & Controls Project. The Engineer's estimate for the project is \$1,060,000. Broughton reviewed the project goals and schedule. Six bids were received for the project with Spiess Construction Co., Inc. being the low bidder at \$1,176,000. He indicated that an appeal was received from Aztec Consultants, the next lowest bidder on the project. Staff evaluated and researched the protest's claims and found that the protest was unwarranted. Staff recommended that the Board reject the bid protest and award the contract to Spiess Construction for the bid amount.

- b. **Consideration of Proposed FY 2016/17 Capital Projects Appropriation Request and Update of FY 16/17 Ten-Year Capital Improvement Plan.**

Andrew Damron, Sr. Civil Engineer, and Jeff Tucker, Director of Administrative Services/CFO, gave a presentation on the proposed FY 2016/17 Capital Projects Budget and Ten-Year CIP.

Damron reviewed the current and proposed future capital projects in the Collections, Treatment Plant and Recycling departments. He also reported on the major capital projects that were completed in F/Y 2015-16.

Tucker reviewed the 10-Year Financial Plan information, including revenue from leases, capacity charges and sewer service charges, and the estimated revenue vs expenditures. Tucker reported on the debt summary of the District, both current and proposed future debt.

- c. **RES. 16-007:**  
**ADOPT RESOLUTION OF THE NAPA SANITATION DISTRICT  
 ACCEPTING COMPLETION AND DIRECTING THE GENERAL  
 MANAGER/DISTRICT ENGINEER TO FILE NOTICE OF  
 COMPLETION AT THE OFFICE OF THE RECORDER, NAPA  
 COUNTY, CALIFORNIA FOR THE SOSCOL RECYCLED WATER  
 PUMP STATION NORTH/SOUTH SPLIT PROJECT (CIP 14727).**

Motion by GRAVETT, seconded by CALDWELL, by the following vote:

AYES: GRAVETT, CALDWELL, GRAVES, MOTT, TECHEL  
 NOES: NONE  
 ABSENT: NONE  
 ABSTAIN: NONE

Kyle Broughton, Associate Engineer, gave a presentation on the North-South Split Project completion. He reviewed the project goals and location, along with the completed mechanical modifications. Broughton reported that the total construction cost is \$1.9M for the North-South Split Project with total change orders at \$109,000 (6.1% of project). Total cost of the project, including design, construction and construction management is \$2.6M. The District received \$639,000 from a WaterSMART Grant and \$813,000 from a Prop. 1 Grant, which equals 56% of total project cost reimbursed by grants.

Broughton reported that the project was completed on schedule for Spring 2016 recycled water deliveries to MST and Los Carneros Water District.

9. **GENERAL MANAGER REPORT:**

- a. General Manager Healy reported that he was notified that the District will receive an additional \$812,700 through Prop. 1 for recycled water projects. To date the District, along with Napa County and Los Carneros Water District, has received or been awarded \$24.2M for the recycled water projects.

10. **LEGAL COUNSEL REPORT:**

- a. None.

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

- a. North Bay Watershed Association (5/06/2016) - Vice Chair Caldwell reported he attended the meeting. Discussion was held on restoring the wetlands and oysters in the Bay.

- b. Chair Techel inquired about sewer lines in some areas of Napa that are currently on septic. Legal Counsel Bakker commented on what the requirements are of the District for making sewer available.

**12. UPCOMING MEETINGS:**

- a. Regular Board meeting – June 1, 2016
- b. North Bay Watershed Association meeting – June 3, 2016
- c. Regular Board meeting – June 15, 2016
- d. Regular Board meeting – July 13, 2016

**13. ADJOURN TO CLOSED SESSION: (4:55 p.m.)**

- a. **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 County  
Under Negotiation: Price and terms of payment
- 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 Clean Water Act from California River Watch dated February 15, 2016

**14. REPORT FROM LEGAL COUNSEL ON CLOSED SESSION:**

Legal Counsel reported that the Board took no reportable action in closed session.

**15. RECONVENE TO OPEN SESSION: (5:47 p.m.)**

**16. ADJOURNMENT: (5:47 p.m.)**

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, June 1, 2016 at 4:00 p.m. for a Regular Meeting to be held at the Napa Sanitation District Administration Building, 1515 Soscol Ferry Road, Napa, California.

**Respectfully submitted,**



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**Clerk of the Board**