



AGENDA

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

<u>Chair</u> Scott Sedgley Mayor City of Napa	<u>Vice-Chair</u> Ryan Gregory Supervisor County of Napa	<u>Director</u> Mary Luros Councilmember City of Napa	<u>Director</u> Pete Mott Public Appointee City of Napa	<u>Director</u> 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, May 5, 2021
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.

ANNOUNCEMENT:

IN COMPLIANCE WITH THE DIRECTIVES OF THE COUNTY HEALTH OFFICER, STATE AND CENTER FOR DISEASE CONTROL AND PREVENTION (CDC,) THIS MEETING CAN BE VIEWED LIVE VIA ZOOM. THERE WILL BE FIVE (5) SEATS IN THE MEETING ROOM AT NAPA SANITATION DISTRICT. THE MEETING CAN BE VIEWED VIA ZOOM AT THE FOLLOWING LINK:

Join Zoom Meeting

Meeting ID: 853 9124 5054
<https://us02web.zoom.us/j/85391245054>

Dial by your location
+1 669 900 6833 US (San Jose)
Meeting ID: 853 9124 5054

Members of the public are encouraged to participate in the meeting by submitting written comments electronically. Any member of the public may submit a written comment to the Board Clerk before or during the meeting by sending it to the Board Clerk via email. Comments submitted in-person will be delivered to the Board of Directors by staff. Public comments will be accepted until the Chair closes public comment for each item during the meeting, distributed to the Board of Directors, and included in the record.

Submit Public Comments Via Email to Board Clerk at:

cschuh@napasan.com

1. **OPEN SESSION - 4:00 PM**
2. **ROLL CALL**
3. **REVIEW OF AGENDA**
4. **SAFETY MOMENT - Motorcycle Safety Month**

May is the National Highway Traffic Safety Administration's Motorcycle Safety month. All motorists are reminded to safely "share the road" with motorcycles and to be extra alert to help keep motorcyclists safe. Additionally, motorcyclists are reminded to make themselves visible to other motorists and to ride smart and sober. For more information on helping to keep motorcyclists safe please visit nhtsa.gov.

District is Lost-Time Accident Free Since January 20, 2021.

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 April 21, 2021.
- B. Receive County of Napa Voucher Register Dated 4/06/21 through 4/19/21.
- C. Approve Updated District Human Resources Policies and Procedures Manual.
- D. Authorize Chair to sign the Agreement for Capacity Fee Deferral for Caritas Village.
- E. Adopt Resolution establishing Terms and Conditions and ordering annexation of territory - APN 041-121-002 (14 Camilla Drive) - Camilla Drive No. 6 - NapaSan Annexation 000043.
- F. Adopt Resolution establishing Terms and Conditions and ordering annexation of territory - APN 041-170-010 (3084 Browns Valley Road) - Browns Valley Road No. 14 - NapaSan Annexation 000042.
- G. Authorize the Purchasing Agent to execute a Task Order with WRA Inc. to provide habitat mitigation implementation and monitoring services for the 66-inch Trunk Sewer Rehabilitation Project (CIP 19701) in the amount of \$207,918.
- H. Receive General Manager's Report for March, 2021.

8. REGULAR CALENDAR

- A. Receive presentation from staff and provide direction regarding sewer improvements at 99 Berna Avenue.
- B. Receive a presentation on the proposed FY 2021/22 Operating Budget, and provide direction to staff. Consideration for adoption scheduled for June 2, 2021.
- C. Approve NapaSan's 2021 Strategic Plan update.
- D. Introduce and Conduct First Reading of Ordinance Amending Ordinance 112 Regarding Sewer Service Charges and Other Corrections, reading Title and waiving First Reading.

9. GENERAL MANAGER REPORT

10. LEGAL COUNSEL REPORT

11. BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION

- A. Finance Committee meeting (4/15/2021)

- B. Long Term Planning Committee meeting (4/22/2021).

- C. Lands Committee meeting (4/27/2021)

12. UPCOMING MEETINGS

- | North Bay Watershed Association meeting - May 7, 2021
- | GSPAC meeting - May 13, 2021
- | Regular Board meeting - May 19, 2021
- | Regular Board meeting - June 2, 2021

13. ADJOURN TO CLOSED SESSION (If necessary)

- A. Public Employee Performance Evaluation
Title: General Manager

14. RECONVENE TO OPEN SESSION

15. REPORT FROM LEGAL COUNSEL ON CLOSED SESSION

16. ADJOURNMENT

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, May 19, 2021 at 4:00 P.M.