



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
Tim Healy General Manager		Cheryl Schuh Board Secretary		John Bakker Legal Counsel

REGULAR MEETING
Wednesday, August 4, 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: 874 8867 0158
<https://us02web.zoom.us/j/87488670158>

Dial by your location
+1 669 900 6833 US (San Jose)
Meeting ID: 874 8867 0158

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 - What to do during an earthquake**

Earthquakes strike suddenly and without warning. Knowing how to react can help ensure your safety. When the earthquake starts drop, cover and Hold On. Minimize your movements to a few steps to a nearby safe place and if you are indoors, stay there until the shaking has stopped and you are sure exiting is safe. Stay away from glass, windows, outside doors and walls, and anything that could fall, such as lighting fixtures or furniture. If you are in bed, STAY there and COVER your head and neck with a pillow. At night, hazards and debris are difficult to see and avoid. Attempts to move in the dark result in more injuries than remaining in bed. DO NOT get in a doorway as this does not provide protection from falling or flying objects and you likely will not be able to remain standing. Being prepared and knowing what to do goes a long way in staying safe. For more information on preparedness visit Ready.Gov.

District is Lost-Time Accident Free Since June 16, 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 July 21, 2021.
- B. Receive County of Napa Voucher Register Dated 7/06/21 through 7/19/21.
- C. Adopt the accompanying resolution authorizing staff:
 - I To carry forward unspent FY 2020/21 Operating budget appropriations in the amount of \$223,200, according to the attached detailed sheet; and
 - I To carry forward unspent FY 2020/21 Capital budget appropriations in the amount of \$17,498,550, according to the attached detailed sheet.
- D. Adopt the accompanying budget amendment resolution authorizing staff to post the FY 2020/21 depreciation expense estimated to be about \$10,000,000.
- E. Authorize Chair to sign the agreement with Stanly Ranch Resort for reimbursement of pump station and force main costs.
- F. Accept the Redwood Grove Subdivision (previously known as Redwood Duets) sanitary sewer improvements for maintenance and operation and release performance bond in the amount of \$292,740, following receipt of a maintenance bond in the amount of \$29,274.
- G. Authorize Chair to execute the Private Main Agreement for the Stanly Ranch Phase II development.
- H. Authorize the Purchasing Agent to execute Task Order 6 with Woodard & Curran to prepare a Climate Change Plan in the amount of \$141,151.
- I. Concur with staff's determination that the student dormitories proposed by Napa Valley College are an unusual condition which necessitate the establishment of special capacity charges; and authorize the General Manager to assess capacity charges in the amount of 0.4 EDU for each single-occupancy dormitory room and 0.8 EDU for each double-occupancy dormitory room.

- J. Authorize the Purchasing Agent to execute Amendment 2 to Task Order 1 with Timmons Group to provide professional services for the CMMS Implementation Project in the amount of \$60,400.
- K. Authorize the Purchasing Agent to execute Task Order 46 with Brown and Caldwell to provide engineering design services for the North Napa Siphon Gate Replacement Project (CIP 21718) in the amount of \$96,077.
- L. Award the construction contract for the 2021 MST Recycled Water Meter Installation Project to Benchmark Construction for the bid amount of \$85,400 and authorize the Purchasing Agent to execute the Work Order with the Contractor and issue the Notice to Proceed, when appropriate.
- M. Receive General Manager's Report for June, 2021.

8. REGULAR CALENDAR

- A. Adopt Resolution approving and adopting the new pay schedules for FY 2021-22, effective July 10, 2021.
- B. Receive presentation from staff and demonstration of Cityworks.

9. GENERAL MANAGER REPORT

10. LEGAL COUNSEL REPORT

11. BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION

- A. NBWRA Board Meeting (7/26/21)

12. UPCOMING MEETINGS

- | CASA Conference - August 11-13, 2021
- | Regular Board meeting - September 1, 2021
- | Regular Board meeting - September 15, 2021 (may cancel)
- | NBWRA Board meeting - September 27, 2021

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, September 1, 2021 at 4:00 P.M.