

December 09, 2013

A meeting of the Board of Directors of the Novato Sanitary District was held at 6:00 p.m., Monday, December 9, 2013, at the District Office, 500 Davidson Street, Novato.

BOARD MEMBERS PRESENT: President Michael Di Giorgio, Members William C. Long, Jean Mariani, Brant Miller and Jerry Peters.

STAFF PRESENT: Manager-Engineer-Secretary Beverly B. James, Deputy Manager-Engineer Sandeep Karkal, and Administrative Secretary Julie Swoboda.

ALSO PRESENT: John Bailey, Project Manager, Veolia Water
Brian Exberger, Assistant Project Manager, Veolia Water
John O'Hare, Technical Manager, Veolia Water
Thomas Swidler, Novato resident

PLEDGE OF ALLEGIANCE:

AGENDA APPROVAL: The agenda was approved as written.

PUBLIC COMMENT: None.

BOARD OF DIRECTORS:

- Receive Statement of Appointment of Nominees in lieu of election. The County of Marin Elections Department stated that pursuant to Elections Code Sec. 10515, if an election is not held, the person(s) nominated shall be appointed by the Board of Supervisors and shall serve as elected. The Manager announced that the following individuals were elected for a term of four years to the Novato Sanitary District Board of Directors: William C. Long, Michael Di Giorgio, and Brant Miller.

- Administration of Oath of Office and seating of elected Board Members. The Manager administered the Oath of Office to Board Members William C. Long, Michael Di Giorgio and Brant Miller. The elected Board members were seated.

- Consider adoption of resolution determining persons entitled to fill office. The Manager read Resolution No. 3066.

On motion of Member Mariani, seconded by Member Peters and carried unanimously, the Board adopted Resolution No. 3066: A Resolution Determining Persons entitled to Fill Offices.

- Presidential appointment of committee members. President Di Giorgio announced all committee members would remain the same and that Member Miller would fill the

vacancies left by Member Welsh. He stated that the Member Miller would be appointed to the following committee:

- Solid Waste Committee, Member
- New Facilities Committee, Alternate
- Finance Committee, Alternate

REVIEW OF MINUTES:

Consider approval of the November 21, 2013 meeting minutes.

Member Miller stated that he would abstain from voting as he was not a Board member for this meeting.

On motion of Member Peters, seconded by Member Long, and carried with the following vote, the minutes of the November 21, 2013 Board meeting were approved. Ayes: Di Giorgio, Long, Mariani, Peters. Abstain: Miller.

CONSENT CALENDAR:

Member Mariani requested item c. be pulled from the Consent Calendar for further consideration.

On motion of Member Long, seconded by Member Peters and carried unanimously, the following Consent Calendar items were approved:

- a. Approval of regular disbursements in the amount of \$316,164.67, capital project account disbursements in the amount of \$5,870,045.67, and Board member related expenses in the amount of \$1,957.67. Ratification of November disbursements as follows: regular disbursements in the amount of \$158,939.97 and capital project account disbursements in the amount of \$271,958.96.
- b. Set meeting dates for January 13 and 27, February 10 and 24, 2014.

- Item c: Accept Fixed Asset Deletion Report for Fiscal Year 2012-13: Member Mariani requested clarification of the report. The Manager stated that she would review the report with the Finance Officer and present it to the Board at the January 13th meeting.

NORTH BAY WATER REUSE AUTHORITY:

- Scoping Study overview report. The Manager provided a Power Point presentation from the North Bay Water Reuse Authority (NBWRA) Phase II Project Scoping Study. She outlined the progress of the Study and summarized the findings. She stated that the next step will be to review the projects in light of potentially available local, state, and federal funds in order to determine the scope of the studies required to demonstrate

project feasibility. The Manager noted that Novato's share of the feasibility study cost would be \$400,000 over a 3-year study period if there were no federal grants.

CAPITAL PROJECTS:

- Consider approval of Memorandum of Agreement with the County of Marin for the Novato Creek Watershed Program. Prior to discussion on this issue, Member Long recused himself.

The Manager noted that the County of Marin has authorized a program to integrate flood protection and wetland restoration in the Novato Creek Watershed and has invited the District to help fund the program. The Manager stated that the District has a significant interest in the lower Novato Creek Watershed because of existing water recycling infrastructure and conveyance structures. She provided slides which illustrated the conceptual plans being considered for the lower Novato Creek Watershed.

On motion of Member Peters, seconded by Member Miller and passed with the following vote, the Board approved the Memorandum of Agreement with the County of Marin for the Novato Watershed Program: Ayes: Di Giorgio, Mariani, Miller and Peters. Member Long was not present for the vote.

- Consider approval of a budget amendment creating a new Capital Project "72809 Novato Creek Watershed Project" with a final budget of \$50,000 in FY 2013/14 and a preliminary budget of \$50,000 in FY 2014/15. The Manager discussed the program's significant consideration of the lower Novato Creek and the focus on the baylands which directly impact District facilities. She requested that the Board approve a budget amendment from the original amount of \$30,000 to the proposed amount of \$100,000 for the Watershed Project.

On motion of Member Mariani, seconded by Member Peters and passed with the following vote, the Board approved a budget amendment adding item 73100 Novato Creek Watershed for an amount of \$50,000 in 2013/14 and \$50,000 in 2014/15. Ayes: Di Giorgio, Mariani, Miller and Peters. Member Long was not present for the vote.

Member Long returned to the Board meeting and was seated.

BOARD MEMBER REPORTS:

- North Bay Watershed Association (NBWA) meeting. President Di Giorgio discussed his attendance at the NBWA meeting which was held on December 6th at the Lucchesi Center in Petaluma. He discussed two presentations which were given: "Richardson Bay and Sea Level Rise" and "The Napa-Sonoma Salt Marsh Restoration Project".

MANAGER'S ANNOUNCEMENTS:

- The Manager was pleased to announce the CWEA Redwood Empire Section annual awards ceremony recipients:
 - Javier Vega, Collections Systems Worker of the Year
 - Novato Sanitary District Recycled Water Facility: Engineering Achievement Award
 - Joint Public Education Award, Large Budget
- The Finance Committee meeting will be held on Thursday, December 12th at 6 p.m.
- The Wastewater Operations Committee meeting will be held on Monday, December 16th at 2 p.m.
- The Strategic Planning and New Facilities Committee meeting will be held on Monday, December 16th at 4 p.m.
- The next Regular Board meeting will be held on Monday, January 13th, 2014.
- The California Association of Sanitation Agencies (CASA) 2014 Winter Conference will take place from January 15th – 17th in Indian Wells, CA.

ADJOURNMENT: There being no further business to come before the Board, President Di Giorgio adjourned the meeting at 7:34 p.m.

Respectfully submitted,

Beverly B. James
Secretary

Julie Swoboda, Recording