

NOVATO SANITARY DISTRICT

Meeting Date: May 11, 2020

The Board of Directors of Novato Sanitary District will hold a regular meeting at 5:30 p.m. Monday, May 11, 2020.

NOTE: Consistent with the Governor's Executive Orders on the Brown Act, this Board meeting will be held via Zoom® conferencing. To participate:

Join Zoom Meeting by clicking the link or copy and paste it into your browser:
<https://us02web.zoom.us/j/82524339826> When prompted, enter meeting ID: 825 2433 9826

If you do not have internet access, you can still join the meeting by phone, dialing by your location:

- +1 669 900 9128 US (San Jose)
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 646 558 8656 US (New York)
- +1 301 715 8592 US (Germantown)
- +1 312 626 6799 US (Chicago)

When prompted, enter meeting ID: 825 2433 9826

Public comments for this meeting can be submitted via email at info@novatosan.com. The public comment period opens when the agenda is posted online and will close two hours prior to the start of the meeting. Include your name and the item you'd like to provide written comment on. Written comments submitted will be read into the record during the Public Comment period of the Board meeting.

To provide comments during the meeting:

1. If in the Zoom teleconference, use the "raise hand" feature in Zoom. The Host will notify and unmute you when it is your turn to speak.
2. If on a phone, press *9 ("star + 9"), and the Host will notify and unmute you when it is your turn to speak.

If you experience an issue providing comments during the meeting, please email those comments to the District's Administrative Secretary at julieh@novatosan.com

Materials related to items on this agenda that are public records, are available for public inspection in the District Office, 500 Davidson Street, Novato, during normal business hours. This agenda packet is also available on the District's website: www.novatosan.com. Note: All times and/or order of consideration for agenda items are for reference only. The Board of Directors may consider item(s) in a different order than set forth herein. ***There is no public access to District facilities currently due to the COVID-19 emergency.***

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AGENDA

1. PLEDGE OF ALLEGIANCE:

2. AGENDA APPROVAL:

3. PUBLIC COMMENT (PLEASE OBSERVE A THREE-MINUTE TIME LIMIT):

*This item is to allow anyone present to comment on any subject not on the agenda, or to request consideration to place an item on a future agenda. Individuals will be limited to a three-minute presentation. No action will be taken by the Board at this time as a result of any public comments made.**

**Note: Use the "raise hand" feature if in Zoom teleconference, or "star + 9" if on phone.*

4. REVIEW OF MINUTES:

- a. Approve minutes of the April 13, 2020 regular meeting.

5. CONSENT CALENDAR:

The General Manager-Chief Engineer has reviewed the following items. To his knowledge, there is no opposition to the action. The items can be acted on in one consolidated motion as recommended, or may be removed from the Consent Calendar and separately considered at the request of any person.

- a. Ratify/approve regular disbursements, April 14 – May 11, 2020.
- b. Ratify additional payroll and payroll related disbursements, April 2020.
- c. Receive deposit summary, April 2020.
- d. Receive 3rd Quarter Investment Report, Fiscal Year (FY) 19-20.
- e. Receive FY 19-20, 3rd Quarter Financial Report.
- f. Cancel regular meeting of July 13, 2020.
- g. Approve contract in not-to-exceed amount of \$59,100 with Duke's Root Control, Inc. (Duke's), and authorize the General Manager-Chief Engineer to execute it.
- h. Approve an application from Pacific Gas and Electric Company (PG&E) and authorize the General Manager-Chief Engineer to issue a one-time, temporary, Class I non-domestic discharge permit for discharge of hydrostatic test and excavation groundwater encountered at various locations on their Novato project.

6. WASTEWATER OPERATIONS (INFORMATION ONLY):

- a. Receive Wastewater Operations Report, April 2020:
 - i. Collection Systems
 - ii. Treatment Facilities
 - iii. Reclamation Facilities.

7. CAPITAL PROJECTS:

- a. *NTP Corrosion Control, Account No. 73006*: Make California Environmental Quality Act (CEQA) findings that the project is categorically exempt; and authorize the General Manager-Chief Engineer to accept plans and specifications and advertise for bids – Headworks Coating Project; Project No. 73006-2019-01.
- b. Receive Capital Projects Update, April 2020 (information only).

8. ANNUAL BUDGET:

- a. Receive Preliminary Budget for Fiscal Year (FY) 20-21 and FY 21-22.
 - b. Review FY 20-21 Preliminary Annual Operating and Capital budgets.
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9. GRAND JURY REPORT:

- a. Receive 2019-20 Marin County Civil Grand Jury report titled "Follow-Up Report on Web Transparency of Agency Compensation Practices" dated April 28, 2020.
- b. Authorize staff and District Counsel to prepare a draft response for Board consideration.

10. BOARD OF DIRECTORS:

- a. Adopt Resolution No. 3142: Requesting the Board of Supervisors to consolidate with any other election conducted on said date, and requesting election services by the Marin County Elections Department.

11. BOARD MEMBER REPORTS AND REQUESTS:

- a. North Bay Watershed Association (NBWA) meeting, May 1, 2020.

12. GENERAL MANAGER'S REPORT AND ANNOUNCEMENTS:

13. ADJOURN:

Next Resolution No. 3143.

Next regular meeting date: Monday, June 8, 2020, 5:30 p.m.

Meeting location: Novato Sanitary District office, 500 Davidson Street, Novato, CA, (or via Zoom® conferencing, depending on the COVID-19 situation).

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District at (415) 892-1694 at least 24 hours prior to the meeting. Notification prior to the meeting will enable the District to make reasonable accommodation to help ensure accessibility to this meeting.
