

# NOVATO SANITARY DISTRICT

Meeting Date: March 9, 2020

**The Board of Directors of Novato Sanitary District will hold a regular meeting at 5:30 p.m., Monday, March 9, 2020, at the District Offices, 500 Davidson Street, Novato.**

*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](http://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.*

## 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.*

**4. REVIEW OF MINUTES:**

- a. Approve minutes of the February 10, 2020 regular meeting.
- b. Approve minutes of the February 13, 2020 special 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. Approve regular disbursements, February 11, 2020 – March 9, 2020.
- b. Ratify payroll and payroll related disbursements, February 2020.
- c. Receive deposit summary, February 2020.
- d. Receive report on the District's Government Compensation in California (GCC) statement for Calendar Year 2019, as filed with State Controller's Office (SCO).
- e. Receive Proposed Schedule for Approval of Preliminary and Final Budget, Appropriations Limit, and Sewer Service Charges.
- f. Receive and accept Sewer Main Extension (SME) – 801 State Access Road.
- g. Receive and accept Sewer Main Extension (SME) – Oakmont Senior Living (OSL) of Novato, Johnson Street.
- h. Approve promotion of Liam O'Sullivan from Collection System Worker I to Collection System Worker II.
- i. Receive report on payment of \$14,081 to Sonoma County Water Agency (SCWA) as the District's Fiscal Year (FY) 2019-20 share of the cost of the NBWRA Phase 2 Feasibility Study – information only.
- j. Receive report on write-off of uncollectible receivable in the amount of \$51,142.59 from prior lessee on ranch lease – information only.
- k. Authorize the General Manager-Chief Engineer to approve an application from Golden Gate Bridge Highway and Transportation District and issue a one-time, temporary, Class I, non-domestic discharge permit for discharge of groundwater from a groundwater remediation and soil extraction project, at the Novato Bus Maintenance Facility, 801 Golden Gate Place, Novato.

**6. ADMINISTRATION/FINANCE:**

- a. Receive update on the District's combined Post-Employment Benefits Trust (PEBT) from Public Agency Retirement Services (PARS) representatives.
- b. Receive information on the District's outstanding Other Post-Employment Benefits (OPEB) liability and optional additional prefunding of this liability beyond current levels; and provide direction, if any.

**7. WASTEWATER OPERATIONS:**

- a. Receive status update on renewal of the District's National Pollution Elimination Discharge System (NPDES) permit ("discharge permit") – information only.
- b. Receive Wastewater Operations Reports, February 2020:
  - Collection System
  - Treatment Facilities
  - Reclamation Facilities

**8. CAPITAL PROJECTS:**

- a. *Cogeneration/Alt. Energy, Account No. 72708 – Novato Treatment Plant (NTP) Solar Project:* Approve an agreement with Environmental Science Associates (ESA) in the not-to-exceed amount of \$70,074 for CEQA consulting services related to the NTP Solar Project, and authorize the General Manager-Chief Engineer to execute it.
- b. Receive Capital Projects Update, February 2020.

**9. GENERAL MANAGER'S REPORT AND ANNOUNCEMENTS:**

- a. Receive report on recent meeting with Novato City Manager Adam McGill, subsequent to direction provided by City Council to him to explore a transfer of the District's solid waste franchise to the City – information only.

**10. BOARD MEMBER REPORTS AND REQUESTS:**

- a. North Bay Watershed Association (NBWA) meeting, March 6, 2020.

**11. ADJOURNMENT:**

Next Resolution No. 3142.

**Next regular meeting date: Monday, April 13, 2020, 5:30 PM, at the Novato Sanitary District office, 500 Davidson Street, Novato, CA.**

*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.*