

NOVATO SANITARY DISTRICT

Meeting Date: January 11, 2021

The Board of Directors of Novato Sanitary District will hold a regular meeting at 5:30 p.m. Monday, January 11, 2021.

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/86911817341>. When prompted, enter meeting ID: 869 1181 7341

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)
- +1 346 248 7799 US (Houston)
- +1 253 215 8782 US (Tacoma)
- +1 646 558 8656 US (New York)
- +1 301 715 8592 US (Washington D.C)
- +1 312 626 6799 US (Chicago)

When prompted, enter meeting ID: 869 1181 7341

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. Times may vary and the Board of Directors may consider item(s) in a different order than set forth herein. ***Public access to the District Office is limited currently due to the COVID-19 situation.***

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AGENDA

- 1. BOARD ROLL CALL:**
- 2. PLEDGE OF ALLEGIANCE RECITAL:**
- 3. AGENDA APPROVAL (BY ACCLAMATION):**
- 4. 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. Each individual 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 smartphone.*

- 5. REVIEW OF MINUTES:**
 - a. Approve minutes of the December 14, 2020 regular meeting.

- 6. CONSENT CALENDAR:**

The General Manager-Chief Engineer has reviewed the following item(s). To his knowledge, there is no opposition to the consent action. The item(s) 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, December 15, 2020 - January 11, 2021.
 - b. Ratify payroll and payroll related disbursements, December 2020.
 - c. Receive deposit summary, December 2020.
 - d. Receive report on submittal of Financial Transactions Report (FTR) to the State Controller's Office (SCO) – information only.
 - e. Receive mid-year fiscal year (FY) 20-21 budgeted to actual revenues summary report – information only.
- 7. WASTEWATER OPERATIONS:**
 - a. Receive Wastewater Operations Report, December 2020 – information only.
 - i. Collection Systems
 - ii. Treatment Facilities
 - iii. Reclamation Facilities
 - b. Provide direction on extension of Amended and Restated Contract Service Agreement for Operation, Maintenance, and Management of the Wastewater Treatment Facilities.
- 8. CAPITAL PROJECTS:**
 - a. *Collection System Improvements (Center Road Sewer Project – Western Ave to St Francis Ave), Account No. 72706:* Approve a contract with Nute Engineering, Inc. in the not-to-exceed amount of \$112,810 for professional engineering services related to the Center Road Sewer Project – Western Avenue to St Francis Ave, and authorize the General Manager-Chief Engineer to execute it.
 - b. *Vehicle Replacement, Account No. 73090:* Approve purchase of a 6-inch portable bypass pump, and authorize the General Manager-Chief Engineer to execute a purchase order with Xylem Dewatering Solutions, Inc. in the amount of \$74,880.81.
 - c. *NTP Corrosion Control (Headworks Protective Coating Project), Account No. 73006:* Receive update on re-bid of the Headworks Protective Coating Project, Project No. 73006-2019-01- information only.

- d. Receive Capital Projects Update, December 2020 – information only.

9. BOARD OF DIRECTORS:

- a. Appoint Board officers, and designate and authorize check signers for remainder of Fiscal Year (FY) 20-21.

10. BOARD MEMBER REPORTS AND REQUESTS:

- a. North Bay Watershed Association (NBWA) meeting, January 2021 (Report by: Director Mariani) – information only. (Note: This meeting was cancelled)

11. GENERAL MANAGER'S REPORT AND ANNOUNCEMENTS:

12. ADJOURN:

Next Resolution No. 3148.

Next regular meeting date: Monday, February 8, 2021, at 5:30p.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.