

NOVATO SANITARY DISTRICT

Meeting Date: August 12, 2019

The Board of Directors of Novato Sanitary District will hold a regular meeting at 5:30 p.m., Monday, August 12, 2019, at the District Offices, 500 Davidson Street, Novato.

Materials related to items on this agenda that are public records, are available for public inspection at the District Office, 500 Davidson Street, Novato, during normal business hours. They are also available on the District's website: www.novatosan.com. Note: All times and 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. Each individual will be limited to a three-minute presentation, and comments must be spoken into the microphone set up to receive public comment. No action will be taken by the Board at this time as a result of any discussion or any public comments made.

4. **REVIEW OF MINUTES:**

- a. Approve minutes of the August 8, 2019 special meeting.

5. **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, June 10 – August 12, 2019.
- b. Ratify payroll and payroll related disbursements, June and July 2019.
- c. Receive deposit summary, June and July 2019.
- d. Receive 4th Quarter Investment Report, Fiscal Year (FY) 18-19.
- e. Receive 4th Quarter Financial Report, FY 18-19.
- f. Receive Accounts Receivable (A/R) Summary Report as of June 30, 2019.
- g. Approve transfer of \$93,757 from unspent funds in the "Salaries and Benefits" categories of the FY 18-19 Operating Budget as of June 30, 2019, to the District's Public Agency Retirement Services (PARS) Trust account.
- h. Approve transfer of \$25,990 from the Capital Fund to the Operating Fund for staff time spent on Capital Fund projects in FY 18-19.
- i. Approve Subordination Request from the Successor Agency to the Dissolved Redevelopment Agency of the City of Novato.
- j. Authorize the General Manager-Chief Engineer to renew the District issued Class I Non-Domestic Temporary Discharge Permit No. ExxonMobil-031.

6. **CLEAN WATER STATE REVOLVING FUND LOAN REFINANCING:**

- a. Receive update on refinancing process from financing team.
 - b. Receive Standard and Poor's Global Ratings Letter and Report on its "AAA" rating for the District's Series 2019 Revenue Refunding Bonds, and raising its rating on the District's 2017 outstanding Series 2017 Revenue Refunding Bonds to "AAA" from "AA+".
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7. ANNUAL BUDGET: FINAL FISCAL YEAR (FY) 19-20 BUDGET:

- a. Receive and adopt the Final FY 19-20 District Annual Budget.
- b. Adopt Resolution No. 3139 establishing appropriations limit for FY 19-20.

8. SOLID WASTE OPERATIONS:

- a. Receive Recology 1st and 2nd Quarter 2019 reports.
- b. Receive verbal report on Marin County JPA and Local Task Force.
- c. Receive verbal report on SB 1383 (Lara) regulations.
- d. Receive Annual 2018, and 1st Quarter 2019 AB 939 Disposal/Diversion reports; and 1st and 2nd Quarter 2019 Recology Disposal/Diversion reports.
- e. Receive Per Capita Diversion Calculation report for 2018.
- f. Receive 2019 Household Hazardous Waste (HHW) and E-Waste reports.

9. WASTEWATER OPERATIONS:

- a. Receive draft Collection System Master Plan (CSMP) document, and set a special meeting at 4:00 p.m., September 9, 2019, for a workshop presentation on the CSMP.
- b. Receive Wastewater Operations Report, June and July 2019:
 - i. Collection Systems
 - ii. Treatment Facilities
 - iii. Reclamation Facilities

10. RECLAMATION: SLUDGE DISPOSAL, ACCOUNT NO. 63115

- a. Approve contract with Custom Tractor Services (CTS) for biosolids disposal and sludge lagoons cleaning in a not-to-exceed amount of \$211,450, and authorize the General Manager-Chief Engineer to execute it.

11. CAPITAL PROJECTS:

- a. *Annual Treatment Plant Improvements, Account No. 72805:* Approve a proposal from Veolia Water in the amount of \$175,256 to perform the cleaning of Digester No. 1 at the Novato Treatment Plant, as "Additional Services" under Section 8 of the 2014 Amended and Restated Contract Service Agreement (Agreement), and authorize the General Manager-Chief Engineer to execute an Addendum to the Agreement in the not-to-exceed amount of \$175,256.
- b. *Collection System Improvements, Account No. 72706 - Golden Gate Rush Creek Sewer Phase II Project:* Review bids received, and authorize the General Manager-Chief Engineer to award the construction contract to JMB Construction, Inc., and to execute it in the bid amount of \$618,281.
- c. *Collection System Improvements, Account No. 72706 - Redwood Blvd. Sewer Rehab. Project:* Review bids received, and authorize the General Manager-Chief Engineer to award the construction contract to KJ Woods Construction, Inc., and to execute it in the bid amount of \$888,000.
- d. Receive Capital Projects Update, June and July 2019.

12. STAFF REPORTS: (INFORMATION ONLY)

- a. Receive report on CalPERS Health Plan Premium Rates for 2019.
- b. Receive report on Fiscal Year (FY) 18-19 Capacity Charges, California Government Code (CGC) §66013.
- c. Receive report on Uniform Public Construction Cost Accounting Act (UPCCAA) implementation for Fiscal Year (FY) 18-19.

13. BOARD OF DIRECTORS:

- a. Presidential appointment of Board members to Board Committees, FY 19-20.

14. BOARD MEMBER REPORTS AND REQUESTS:

- a. North Bay Watershed Association (NBWA) meeting, July 12, 2019.

15. GENERAL MANAGER'S REPORT AND ANNOUNCEMENTS:

16. ADJOURN:

Next Resolution No. 3140.

Next meeting date: Monday, September 9, 2019, Special Meeting at 4:00 p.m., followed by a regular meeting at 5:30p.m., 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.