

NOVATO SANITARY DISTRICT

December 8, 2008

A regular meeting of the Board of Directors of the Novato Sanitary District will be held at 4:30 p.m., Monday, December 8, 2008, at the District Office, 500 Davidson Street, Novato.

Materials related to items on this agenda are available for public inspection in the District Office, 500 Davidson Street, Novato, during normal business hours.

AGENDA

1. PLEDGE OF ALLEGIANCE:

2. AGENDA APPROVAL:

3. PUBLIC COMMENT:

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. BOARD MEMBER REPORTS:

5. REVIEW OF MINUTES:

- a. Consider approval of minutes of November 24, 2008 meeting.

6. PUBLIC HEARING – CONSIDER RECOMMENDATIONS OF THE BOARD'S AD HOC RATE REVIEW COMMITTEE FOR MODIFICATIONS TO REFUSE COLLECTION RATES.

- a. Open public hearing.
- b. Review of Committee's recommendations.
- c. Public comments.
- d. Board comments.
- e. Close public hearing.

Consider action on:

- f. Consider adoption of a Resolution setting the maximum allowable solid waste rates.

7. CONSENT CALENDAR:

The Manager-Engineer has reviewed the following items. To her 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 holiday schedule.
- b. Approve disbursements.

8. LOCAL AGENCY FORMATION COMMISSION:

- a. Consider nomination for Special District Member.

9. NORTH BAY WATERSHED AUTHORITY:

- a. Review proposed letter and give direction to staff.

10. STAFF REPORTS:

- a. Water Environment Research Foundation Forum

11. MANAGER'S ANNOUNCEMENTS:

12. ADJOURNMENT:

Next resolution no. 2996

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.

NOVATO SANITARY DISTRICT BOARD AGENDA ITEM SUMMARY

TITLE: Solid Waste Rates	MEETING DATE: December 8, 2008
AGENDA ITEM NO.: 6	
RECOMMENDED ACTION: Adopt a Resolution setting the maximum allowable solid waste rates for 2009.	
<p>SUMMARY AND DISCUSSION:</p> <p>The franchise agreement between Novato Disposal and the District provides for adjusting the Company's compensation annually based on a detailed rate review for purpose of setting the rates for calendar years 2008 and 2013, and a Refuse Rate Index (RRI) adjustment for purposes of setting the rates for all other years of the Agreement, including 2009.</p> <p>The RRI provides for adjusting the following components of the Company's costs based on changes in specified indices: Labor, Fuel, Vehicle Replacement, Vehicle Repair, and Other Operating Costs. In addition, the RRI provides for an operating ratio (profit) of 90%.</p> <p>Novato Disposal applied for a rate increase of 9.51% for 2009 on August 28, 2008. R3 Consulting reviewed the requested rate increase as discussed at the Board meeting on October 22nd, and recommends a rate increase of 8.0%. The differences between the two is due to:</p> <ul style="list-style-type: none"> • An adjustment to the calculated rate impact of the elimination of free services to public agencies; • Additional costs for providing free trash pick up at parks and from sidewalk containers, valued at \$38,805; • The use of FYE 2007 actual revenues rather than the forecasted rate revenues used by the Company as the basis for calculating the required RRI rate adjustment; and • The rounding of the RRI indices to one decimal place rather than two as calculated by the Company. <p>Novato Disposal agreed to the above adjustments.</p> <p>The District has published the notice of the rate adjustment and public hearing and has received no written comments.</p> <p>Staff Recommendation</p> <p>Staff recommends adopting the attached Resolution and schedule of maximum allowable charges.</p>	
ALTERNATIVES: Do not approve the rate increase.	
BUDGET INFORMATION: NA	
DEPT.MGR.:	MANAGER:

NOVATO SANITARY DISTRICT BOARD AGENDA ITEM SUMMARY

TITLE: Holiday Schedule	MEETING DATE: December 8, 2008
AGENDA ITEM NO.: 7a	
RECOMMENDED ACTION:	
<p>SUMMARY AND DISCUSSION:</p> <p>This year Christmas and New Year's Day fall on Thursdays. Because of this, a number of agencies are closing on December 26th and January 2nd. The City of Novato will be closed from December 24th through January 2nd.</p> <p>The District provides the holidays of December 25th and January 1st along with a half holiday on the 24th and the 31st. Typically the District has allowed employees to combine the half holidays for a full day on either the 31st or the 24th.</p> <p>Staff Recommendation</p> <p>Staff recommends the following:</p> <ol style="list-style-type: none"> 1. Continue the past practice of allowing employees to combine the two half holidays and use them on either December 24th, 26th, 31st, or January 2nd. 2. Closing the office on December 24th, 25th, 26th and January 1st and 2nd allowing non-essential employees to either come in to work or use vacation or floating holidays for the additional two days. 3. Essential staff would be scheduled as necessary to provide adequate coverage. December 26th and January 2nd would not be considered holidays for the purpose of calculating pay if someone is assigned to work those days. 	
ALTERNATIVES: Do not approve the holiday schedule	
BUDGET INFORMATION: NA	
DEPT.MGR.:	MANAGER:

NOVATO SANITARY DISTRICT BOARD AGENDA ITEM SUMMARY

TITLE: LAFCO Special District Representative	MEETING DATE: December 8, 2008
	AGENDA ITEM NO.: 8a
RECOMMENDED ACTION: No recommendation	
SUMMARY AND DISCUSSION: Nominations are open for the Special District representative to LAFCO. Einar Asbo of Homestead Valley Sanitary District has been the representative since May 2004. District staff understands that he intends to seek another term. Nominations must be received by January 16, 2009.	
ALTERNATIVES: NA	
BUDGET INFORMATION: NA	
DEPT.MGR.:	MANAGER:

NOVATO SANITARY DISTRICT BOARD AGENDA ITEM SUMMARY

TITLE: NBWA Lateral Op-Ed	MEETING DATE: December 8, 2008
	AGENDA ITEM NO.: 9a
RECOMMENDED ACTION: Authorize the President of the Board of Directors to sign the attached Op-Ed	
SUMMARY AND DISCUSSION: <p>The District has been working with the other Sanitary Agencies in Marin, including Central Marin Sanitation Agency, Ross Valley Sanitary District, San Rafael Sanitation District, Sanitary District No. 2, Sausalito-Marín City Sanitation District, Sewerage Agency of Southern Marin, North Marin Water District, and Las Gallinas Valley Sanitary District to draft a model ordinance regulating the repair of private sewer laterals.</p> <p>The Districts agree that there is a need for meaningful public participation in this process and plans a series of meetings with key stakeholders as well as outreach to the general public. The attached Op-Ed will be submitted to the Marin IJ and is intended to introduce the public to the issue. Each of the member agencies have reviewed the proposed article. The Ross Valley Sanitary District Board has approved it.</p> <p>Staff Recommendation</p> <p>Staff recommends approving the attached Op-Ed.</p>	
ALTERNATIVES: Do not approve the Op-Ed.	
BUDGET INFORMATION: NA	
DEPT.MGR.:	MANAGER: