

November 1, 2012

The Strategic Planning and New Facilities Committee of the Novato Sanitary District held a special meeting at 2:34 p.m., Thursday, November 1, 2012, at the District offices, 500 Davidson Street, Novato.

COMMITTEE MEMBERS PRESENT: Members Michael Di Giorgio and Jean Mariani.

STAFF PRESENT: Manager-Engineer-Secretary Beverly James, Deputy Manager-Engineer Sandeep Karkal, and Administrative Secretary Julie Swoboda.

No members of the public were present.

MINUTES: The minutes of the August 23, 2012 committee meeting were approved as presented.

CAPITAL PROJECTS:

- Five year capital plan. The Manager reviewed the 2011-2016 Preliminary Capital Improvements Program Expenditure Projection. She noted that the total allocations are the same as the previous financial plan but shifts have been made in timing for some categories.

The Manager discussed the larger planned projects: Pump Station Rehabilitation (BMK & Gormann-Rupp), Collection System Improvements, WWTP Facilities Upgrade-Contract C (Solids Upgrades), WWTP Facilities Upgrade-Contract D Recycled Water Facility Project and Administration Building Upgrades / Maintenance Building.

- Olive Force Main Replacement alternatives. The Manager discussed the Olive Street Force Main Project and noted that the existing force main pipe was constructed in 1972 and is made mainly of Techite. She noted that this material is fragile and difficult to repair when it is damaged or when a leak occurs.

The Manager stated that the District requested an analysis by Nute Engineering which included an evaluation of four different force main rehabilitation alternatives. She noted that Nute Engineering recommended slip-lining the existing 27" pipe with a 24" HDPE pipe. The Manager stated that slip-lining would mean less impact on traffic and would be less intrusive to the exiting pipes underground.

The Manager requested that the New Facilities Committee recommend that staff request a proposal from Nute Engineering. The proposal would then be subject to approval by the District Board of Directors. Committee Members Di Giorgio and Mariani agreed to this request.

NOVATO CREEK RAILROAD BRIDGE:

- Consider proposal to contribute to the cost of raising the bridge. The Manager discussed the existing railroad bridge over the Novato Creek and noted that the City of Novato is requesting the District contribute \$50,000 to the redesign and widening of the railroad bridge pier spacing. She noted that the District had not allocated funds in the FY 2012/13 budget for this project. The Committee members discussed the proposal.

On the recommendation of the Manager and approved by Committee Members Di Giorgio and Mariani, the District declined the proposal to contribute \$50,000 to the cost of modifications to the Novato Creek Railroad Bridge.

STRATEGIC PLAN:

- Workplan status update. The Manager noted that the Workplan was recently reviewed with staff. She discussed the rate structure review and the Committee discussed a rate review for accessory dwelling hookups. She stated that the District will be looking at a rate structure review in Spring, 2013.

The Manager reviewed and discussed the Workplan, updating the Committee on goals achieved and providing progress reports on future goals.

The Manager stated that she anticipates scheduling a Board Workshop in April, 2013, to review the Strategic Plan and the Fiscal Year 2013/14 budget.

ADJOURNMENT: The meeting was adjourned at 3:41 p.m.

Respectfully submitted,

Beverly B. James
Secretary

Julie Swoboda, Recording