

NOVATO SANITARY DISTRICT

Meeting Date: April 8, 2019

The Board of Directors of Novato Sanitary District will hold a regular meeting at 5:30 p.m. Monday, April 8, 2019, at the District Offices, 500 Davidson Street, Novato.

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.

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 March 18, 2019 special meeting.
- b. Approve minutes of the April 1, 2019 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. Ratify/approve regular disbursements, March 25 - April 8, 2019.
- b. Ratify additional payroll and payroll related disbursements, March 2019.
- c. Receive deposit summary, March 2019.
- d. Receive Accounts Receivable (A/R) Summary Report as of March 31, 2019.
- e. Receive copy of 2018 National Association of Clean Water Agencies (NACWA) Peak Performance Award Application as submitted to NACWA (information only).
- f. Approve the General Manager-Chief Engineer to attend the National Association of Clean Water Agencies (NACWA) Utility Leadership Conference and Awards Ceremony in Minneapolis, MN, July 16 - 19, 2019.

6. PUBLIC HEARING PURSUANT TO CALIFORNIA ELECTIONS CODE 10010 - DISTRICT BOUNDARIES:

- a. Open public hearing.
- b. Receive "Proposed Timeline for Consideration and Implementation of District-Based Elections", and report(s) from District Counsel, staff, and consultants.
- c. Receive Public comments.
- d. Receive Board comments.
- e. Close public hearing.

Upon Close of Public Hearing, take the following Actions:

- f. Adopt the “Proposed Timeline for Consideration and Implementation of District-Based Elections”, and
- g. Provide further direction to District Counsel, staff, and consultants, if any.

7. PUBLIC HEARING PURSUANT TO SECTION 6514.1 OF THE CALIFORNIA HEALTH AND SAFETY CODE - LEASE AGREEMENT FOR PASTURES (COLLECTIVELY “RANCH”) AT RECLAMATION FACILITY.

- a. Open public hearing.
- b. Review staff summary report and recommendations.
- c. Receive Public comments.
- d. Receive Board comments.
- e. Close public hearing.

Upon Close of Public Hearing, take the following Actions:

- f. Make findings that:
 - i. The term of the lease will not exceed ten (10) years,
 - ii. The property use will be for District compatible uses, and
 - iii. The property use will serve the public interest.
- g. Authorize staff to negotiate a new Reclamation Pastures (“Ranch”) lease agreement with a duration of up to ten (10) years.

8. WASTEWATER OPERATIONS:

- a. Receive and accept Wastewater Treatment Facilities Calendar Year (CY) 2018 Annual Operations and Maintenance Report, subject to minor edits.
- b. Approve a consulting services agreement with Woodard & Curran, Inc. in an amount up to \$107,385 for 2020 NPDES Permit renewal assistance, and authorize the General Manager-Chief Engineer to execute it.
- c. Receive Wastewater Operations Report, March 2019:
 - i. Collection Systems
 - ii. Treatment Facilities
 - iii. Reclamation Facilities

9. CAPITAL PROJECTS:

- a. *Collection System Improvements, Account No. 72706*: Golden Gate-Rush Creek Sewer Phase I; Grant Final Acceptance of the Project, and authorize staff to file the Notice of Completion (NoC).
- b. Receive Capital Projects Update, March 2019.

10. ANNUAL BUDGET:

- a. Set the date of June 10, 2019 for public hearing on individual sewer service charges, and adoption of a resolution confirming report on sewer service charges and collection on county tax rolls.
- b. Receive Schedule of Committee meetings to review Annual Solid Waste, Operating, and Capital Improvements Program (CIP) Budgets.
- c. Workshop overview of anticipated FY 19-20 Preliminary Annual Operating and CIP budgets and budget elements.

11. BOARD OF DIRECTORS:

- a. Subsequent to direction provided by the Board at its meeting of March 18, 2019, approve a five percent (+5%) merit adjustment effective January 1, 2019, to the General Manager–Chief Engineer’s base salary, thereby increasing the salary from \$20,121/month to \$21,127/month.

12. BOARD MEMBER REPORTS AND REQUESTS:

- a. North Bay Watershed Association (NBWA) meeting, April 5, 2019.

13. INFORMATIONAL ITEMS:

These items are for information only - no action will be taken on these items as a result of any comments made.

- a. New York Times article, March 17, 2019: “As Costs Skyrocket, More U.S. Cities Stop Recycling”.
- b. Marin Independent Journal article, March 30, 2019: “Marin supervisors approve 8.9 percent hike in garbage rates”.
- c. Marin Independent Journal article, March 31, 2019: “Mill Valley Refuse seeks vote on double-bin recycling”.
- d. Marin Independent Journal article, March 31, 2019: “Novato creates trust fund to ease pension jam”.

14. GENERAL MANAGER’S REPORT AND ANNOUNCEMENTS:

15. ADJOURN:

Next Resolution No. 3132.

Next regular meeting date: Monday, May 13, 2019, 5:30 p.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.