

NOVATO SANITARY DISTRICT

Meeting Date: November 8, 2021

The Board of Directors of Novato Sanitary District will hold a regular meeting at 5:30 p.m. Monday, November 8, 2021.

NOTE: Consistent with provisions of the California Government Code as established by Assembly Bill AB361, 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/89978627567> When prompted, enter meeting ID: 899 7862 7567

If you do not have internet access, you can still join the meeting by phone, dialing by your location:

- +1 253 215 8782 US (Tacoma)
- +1 669 900 9128 US (San Jose)
- +1 346 248 7799 US (Houston)
- +1 312 626 6799 US (Chicago)
- +1 646 558 8656 US (New York)
- +1 301 715 8592 US (Washington DC)

When prompted, enter meeting ID: 899 7862 7567

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.

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AGENDA

1. ROLL-CALL & 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. 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 phone.*

4. REVIEW OF MINUTES:

- a. Approve minutes of the October 11, 2021 regular meeting.

5. CONSENT CALENDAR:

The General Manager-Chief Engineer has reviewed the following items. 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, October 12 – November 8, 2021.
 - b. Ratify payroll and payroll related disbursements, October 2021.
 - c. Receive deposit summary, October 2021.
 - d. Receive 1st Quarter Investment Report, Fiscal Year (FY) 2021-22.
 - e. Receive 1st Quarter Financial Report, FY 2021-22 (unaudited).
 - f. Reconfirm findings (a), (b), and (d) of Section 2 of District Resolution No. 3152: "Resolution Finding Proclaimed State of Emergency and that Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees; and Authorizing Meetings by Teleconference of Legislative Bodies" (adopted October 11, 2021), and authorizing remote meetings pursuant to emergency procedures under the Brown Act.
 - g. Schedule a Special Meeting for 4pm, Monday November 29, 2021, to reconfirm findings (a), (b), and (d) of Section 2 of District Resolution No. 3152: "Resolution Finding Proclaimed State of Emergency and that Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees; and Authorizing Meetings by Teleconference of Legislative Bodies" (adopted October 11, 2021), and authorizing remote meetings pursuant to emergency procedures under the Brown Act; and consider any other items that may be brought forward for the Board to act upon.
- 6. 2ND PUBLIC HEARING PURSUANT TO CALIFORNIA ELECTIONS CODE 10010 - VOTING DISTRICT BOUNDARIES SUBSEQUENT TO THE 2020 US CENSUS:**
- a. Open public hearing.
 - b. Receive District Counsel, Consultant (Q2 Data & Research, LLC), and staff reports, if any.
 - c. Public comments: Receive public input on final draft electoral divisions Map C.
 - d. Board comments: Receive Board input on final draft electoral divisions Map C.
 - e. Close public hearing.

Upon close of Public Hearing, consider Action(s) to:

- f. Adopt final electoral divisions map.

7. SOLID WASTE: PUBLIC HEARING – SET CALENDAR YEAR (CY) 2022 MAXIMUM ALLOWABLE SOLID WASTE RATES.

- a. Accept Solid Waste Committee recommendation for a Calendar Year (CY) 2022 maximum solid waste rate adjustment of +5.42 percent.
- b. Open public hearing.
- c. Receive Public comments.
- d. Receive Board comments.
- e. Close public hearing.

Upon Close of Public Hearing, consider Action(s) to:

- f. Adopt Resolution No. 3154 setting CY 2022 maximum allowable rates for refuse collection and disposal services.

8. WASTEWATER OPERATIONS:

- a. Receive Wastewater Operations Reports, October 2021:
 - i. Collection Systems
 - ii. Treatment Facilities
 - iii. Reclamation Facilities

9. CAPITAL PROJECTS:

- a. *Pump Station Rehabilitation, Account No. 72403 (Rowland Plaza Pump Station Rehabilitation Project; Project No. 72403-2019-06):* Review bids received, grant relief to bidder Pacific Infrastructure Corp. due to an error in its bid, authorize the General Manager-Chief Engineer to waive a minor irregularity and award to, and execute the construction contract with, Valentine Corporation, Inc., in the bid amount of \$1,323,369.
- b. *Collection System Improvements, Account No. 72706 (Vineyard Creek Bank Stabilization Project, Project No. 72706-2019-08):* Authorize the General Manager-Chief Engineer to accept and execute a Grant of Easement for a temporary access easement from Janet K. Powers to the District.
- c. Receive Capital Projects Update through October 2021.

10. BOARD MEMBER REPORTS AND REQUESTS:

- a. North Bay Watershed Association (NBWA) meeting, November 2021.

11. GENERAL MANAGER'S REPORT AND ANNOUNCEMENTS:

12. ADJOURN:

Next Resolution No. 3155.

Next regular meeting date: Monday, December 13, 2021, 5:30 p.m.

Meeting location: Novato Sanitary District office, 500 Davidson Street, Novato, CA, (or via Zoom® conferencing, to be determined).

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.