

NOVATO SANITARY DISTRICT

Meeting Date: August 8, 2022

The Board of Directors of Novato Sanitary District will hold a regular meeting at 5:30 p.m. Monday, August 8, 2022.

NOTE: Consistent with provisions of the California Government Code as established by Assembly Bill AB361, **these Board meetings 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/81064120962> When prompted, enter meeting ID: 810 6412 0962

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

- +1 669 444 9171 US
- +1 669 900 9128 US (San Jose)
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 301 715 8592 US (Washington DC)
- +1 312 626 6799 US (Chicago)

When prompted, enter meeting ID: 810 6412 0962

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 Assistant at lyndaf@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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REGULAR MEETING AGENDA

1. ROLL-CALL:

2. AGENDA APPROVAL (BY ACCLAMATION):

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 June 13, 2022 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, June 14 – August 8, 2022.
- b. Ratify payroll and payroll related disbursements, June and July 2022.
- c. Receive deposit summary, June and July 2022.
- d. Receive 4th Quarter Investment Report, Fiscal Year (FY) 21-22.
- e. Receive 4th Quarter Financial Report, FY 21-22.
- f. Receive Accounts Receivable (A/R) Summary Report as of June 30, 2022.
- g. Approve transfer of \$120,864.60 from the Capital Fund to the Operating Fund for staff time spent on Capital Fund projects in Fiscal Year (FY) 21-22.
- h. Authorize the General Manager-Chief Engineer to approve the Sewer Main Extension (SME) plans for 6 Friendly Lane.
- i. Deny claim for \$665.25 from Mr. Zabaz Rosales, 90 Shields Lane, Novato, CA, and direct the General Manager-Chief Engineer to take actions as needed to effect the denial pursuant to the Government Claims Act.
- j. Authorize the General Manager-Chief Engineer to approve the Sewer Main Extension (SME) plans for the McPhail's Commercial Office, 5400 Hanna Ranch Road.
- k. Receive press release issued by CalPERS on its preliminary net investment returns for FY 21-22 – information only.

6. ANNUAL BUDGET:

- a. Receive and adopt the Final Fiscal Year (FY) 22-23 District Annual Budget, subject to edits or amendments.
- b. Adopt Resolution No. 3170 establishing Appropriations Limit for FY 22-23.

7. WASTEWATER OPERATIONS:

- a. Receive Wastewater Operations Reports, June and July 2022:
 - i. Collection Systems
 - ii. Treatment Facilities
 - iii. Reclamation Facilities

8. RECLAMATION: SLUDGE DISPOSAL, ACCOUNT NO. 63115

- a. Approve contract with Synagro WWT, Inc. for biosolids disposal and biosolids lagoons cleaning in a not-to-exceed amount of \$232,849, and authorize the General Manager-Chief Engineer to execute it.

9. CAPITAL PROJECTS:

- a. *Collection System Improvements, Account No. 72706; Arthur Street Sewer Project:* Approve a contract with GHD, Inc. in the not-to-exceed amount of \$149,707 for professional engineering services related to the Arthur Street Sewer Project and authorize the General Manager-Chief Engineer to execute it.
- b. *Annual Reclamation Facility Improvements, Account No. 72804; Outfall Inspection Services:* Authorize the General Manager-Chief Engineer to execute a contract with Woodard and Curran, Inc. in the not-to-exceed amount of \$61,310 to perform management support services on the District's effluent outfall pipeline inspection project.
- c. *Cogeneration/Alt. Energy, Account No. 72708:* Review proposal from TerraVerde Energy for professional services related to a solar photovoltaic (PV) system, and provide direction.
- d. Receive Capital Projects Update through July 2022.

10. STAFF REPORTS: (INFORMATION ONLY)

- a. Receive report on CalPERS Health Plan Premium Rates for 2023.
- b. Receive report on Fiscal Year (FY) 21-22 Capacity Charges, California Government Code (CGC) §66013.
- c. Receive report on Uniform Public Construction Cost Accounting Act (UPCCAA) implementation for Fiscal Year (FY) 21-22.

11. BOARD OF DIRECTORS:

- a. Adopt Ordinance No. 124 – An Ordinance of the Novato Sanitary District Establishing Remedies for Nonpayment of Fees and Charges.
- b. Approve continuation of Board officers, Secretary-Treasurer and Secretary Pro-tem, and check signers from Fiscal Year (FY) 21-22 into FY 22-23.
- c. Presidential appointment of Board members to Board Committees, FY 22-23.

12. BOARD MEMBER REPORTS AND REQUESTS:

- a. North Bay Watershed Association (NBWA) meeting, July and August 2022.

13. GENERAL MANAGER'S REPORT AND ANNOUNCEMENTS:

14. ADJOURN:

Next Resolution No. 3171.

Next regular meeting date: Monday, September 12, 2022, 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.