

Douglas Colucci, President  
Larry Norvall, Vice-President  
Mary Avanti, Director  
Pat Piccardo, Director  
Terry Wells Brown, Director

19720 Benedict Drive  
Woodbridge, CA 95258  
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# WOODBIDGE SANITARY DISTRICT

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## AGENDA

REGULAR MEETING OF THE BOARD OF DIRECTORS  
TO BE HELD AT THE WOODBRIDGE FIRE STATION  
400 E. AUGUSTA STREET, WOODBRIDGE, CA 95258

or

**Join Zoom Meeting**  
**Meeting ID: 584 808 1607**  
**Passcode: 410077**  
**Dial in #1-669-900-9128**  
**Passcode: 410077**

**December 08, 2021 @ 5:30 PM**

**CALL TO ORDER:**  
**ROLL CALL:**

President: Douglas Colucci  
Vice-President: Larry Norvall  
Directors: Mary Avanti, Pat Piccardo, Terry Wells Brown

**Flag Salute**

**APPROVAL OF MINUTES: 11/10/2021**

- I. **PUBLIC COMMENT:** Members of the audience may address the Board of Directors on any item not on the agenda that is within the District's subject matter jurisdiction, or that has been described in the notice for the meeting before consideration of that item.
- II. **INFORMATION, DISCUSSION & POSSIBLE ACTION:**
  1. **Consideration of Resolution 2021-10:** Discuss and consider the need for a resolution to allow Directors to participate in Board meetings remotely pursuant to AB 361.
  2. **GM Report**
  3. **USDA Project**
    - a. Engineer to update the Board on the status of the current project.
    - b. Discuss and consider approving the release of CoBank (Interim Lender) funds for Partial Payment #24.
    - c. Discuss and consider reallocation of project engineering services budget.
  4. **Approval of USDA Borrowing, Consideration of Resolution 2021-11**  
Resolution 2021-11 will:
    - a. Ratify formation of the Woodbridge Public Facilities Corporation.
    - b. Approve the form of and authorize the execution by any one of the President or Vice President of the Board or the General Manager of the District of an Installment Purchase Agreement between the District and the Woodbridge Public Facilities Corporation.

- c. Approve the form of and authorize the execution by any one of the President or Vice President of the Board or the General Manager of the District of a Trust Agreement among the District, the Woodbridge Public Facilities Corporation and the General Manager of the District as initial trustee thereunder.
  - d. Authorize the preparation, sale and delivery of the Certificate of Participation to USDA.
  - e. Authorize officers of the District to take any other actions necessary to carry out the transaction.
5. **County Fund Accounts, Resolution 2021-12**: Discuss and consider the approval of new funds accounts as required for the USDA loan; Short-Lived Asset Reserve and Debt Service Reserve.
  6. **USDA Short-Lived Asset Reserve**: Discuss and consider the approval to fund the USDA Short-Lived Asset Reserve per loan requirements.
  7. **Election of Officers**: Annual election of Board Officers, President and Vice President.
  8. **County Fund Account Authorization, Resolution 2021-13**: Discuss and consider adopting a resolution establishing signers on the County Fund Authorization form for the District.
  9. **Payroll/Timesheets, Resolution 2021-14**: Discuss and consider adopting a resolution establishing authorized signers shown on the County Fund form for the District.
  10. **Policies and Procedures**: Complete the annual review and assignment of Director Responsibilities for 2022.
  11. **Warrants**:

**PUBLIC COMMENTS:**

**LEGAL COUNSEL COMMENTS:**

**DIRECTOR COMMENTS:**

**ADJOURNMENT:**

Materials related to items on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the District Office at 19720 Benedict Drive, Woodbridge, CA during normal business hours. Regular meetings of the Board of Directors of the Woodbridge Sanitary District are held the second Wednesday of every month at 5:30 PM at the Woodbridge Fire Station, 400 E. Augusta St. "This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. & 12132) and the Ralph M. Brown Act (CA Government code & 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact Lily Mora @ (209) 368-0900 during regular business hours, at least twenty-four hours prior to the time of the meeting." **POSTED DATE** 12-03-2021

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# WOODBIDGE PUBLIC FACILITIES CORPORATION

## AGENDA

ORGANIZATIONAL MEETING OF THE BOARD OF DIRECTORS  
TO BE HELD AT THE WOODBRIDGE FIRE STATION  
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**December 08, 2021 Following the Regular Meeting of the  
Woodbridge Sanitary District to be held @ 5:30 PM**

**CALL TO ORDER:**

**ROLL CALL:**

President: Douglas Colucci

Vice-President: Larry Norvall

Directors: Mary Avanti, Pat Piccardo, Terry Wells Brown

### **I. INFORMATION, DISCUSSION & POSSIBLE ACTION:**

#### **Consideration of Resolution 2021-1**

Resolution 2021-11 will:

- a. Approve the bylaws of the Woodbridge Public Facilities Corporation.
- b. Elect Officers of the Woodbridge Public Facilities Corporation.
- c. Approve the form of and authorize the execution by any one of the President or Vice President of the Corporation of an Installment Purchase Agreement between the Woodbridge Sanitary District and the Woodbridge Public Facilities Corporation.
- d. Approve the form of and authorize the execution by any one of the President or Vice President of the Corporation of a Trust Agreement among the Woodbridge Sanitary District, the Woodbridge Public Facilities Corporation and the General Manager of the District as initial trustee thereunder.
- e. Authorize the preparation, sale and delivery of the Certificate of Participation to USDA.
- f. Authorize of officers of the Corporation to take any other actions necessary to carry out the transaction.

**PUBLIC COMMENTS:**

**LEGAL COUNSEL COMMENTS:**

**DIRECTOR COMMENTS:**

**ADJOURNMENT:**

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