

NOVATO SANITARY DISTRICT

Board Meeting Minutes

Meeting Date: April 1, 2019

A Special meeting of the Board of Directors of the Novato Sanitary District was held at 5:30 p.m., Monday, April 1, 2019, at the District offices, 500 Davidson Street, Novato.

BOARD MEMBERS PRESENT: President Dillon-Knutson, Directors William C. Long, Jean Mariani, and Jerry Peters. Director Brant Miller was absent (excused).

STAFF PRESENT: General Manager-Secretary Sandeep Karkal, District Counsel Robin Donoghue, and Administrative Secretary Julie Hoover.

ALSO PRESENT: Dale Thrasher, Administrative Services Officer, Novato Sanitary District
Drew McIntyre, General Manager, North Marin Water District

PLEDGE OF ALLEGIANCE:

AGENDA APPROVAL: The agenda was approved as presented.

PUBLIC COMMENT: None.

ADMINISTRATION:

- Adopt a Resolution No. 3131 – “Resolution Declaring the Intent to Initiate Procedures to Transition From At-Large Elections to District-Based Elections (By Zone) Pursuant to the California Voting Rights Act and Taking Related Actions”. The General Manager stated that the resolution declares the intent of the District to initiate procedures to transition from at-large elections to district-based elections (by zone) pursuant to the California Voting Rights Act (CVRA). He stated that District Counsel Robin Donoghue was in attendance to discuss the resolution. He then read Resolution No. 3131 in its entirety.

District Counsel stated that various California cities, counties, and school districts have received litigation claims regarding alleged violations of the CVRA. She stated that the Novato Sanitary District has decided to initiate the process of establishing electoral “zones”, and change the method of electing members of the Board, in order to ensure compliance with the CVRA, and to ensure diversity and inclusion with respect to the District’s elections, to take effect commencing with the November 2020 election.

District Counsel then outlined the steps necessary to initiate transition to district-based (by zone) elections at the Novato Sanitary District. She stated that pursuant to California Elections Code Section 10010, the District is required to hold at least five public hearings in connection with the establishment of districts/zones. She stated that these initial hearings provide an opportunity for the public to give input on the criteria for and composition of the proposed districts/zones. She continued, stating that prior to drawing a draft map or maps of the proposed boundaries of the districts/zones, the District would be required to hold at least two public hearings over a period of no more than 30 days, at which time the public would be invited to provide input regarding the composition of the districts/zones.

Furthermore, the District would be required to hold at least two additional public hearings over a period of no more than 45 days, at which time the public would be invited to provide input regarding the content of the draft map or maps and the proposed sequence of elections. District Counsel stated that she would assist in securing an experienced demographer to help the District develop maps for its proposal for a district/zone-based electoral system (by zones), and that the District would be required to publish all versions of the draft map or maps and the proposed election sequencing for at least seven days before adoption.

Discussion continued between Board members, General Counsel, and the General Manager. At the close of discussion, Director Mariani proposed the following modifications to Resolution No. 3131, fourth paragraph:

WHEREAS, the District has decided to initiate the process of establishing electoral “zones” and changing the method of electing members of the Board, in order to ensure compliance with the CVRA ~~or, at minimum, avoid the potential for costly litigation under the CVRA;~~ and

On motion of Director Peters, seconded by Director Long, and carried unanimously by those members present, the Board approved, with edits, Resolution No. 3131: A Resolution Declaring the Intent to Initiate Procedures to Transition From At-Large Elections to District-Based Elections (By Zone) Pursuant to the California Voting Rights Act.

ADJOURNMENT: There being no further business to come before the Board, President Dillon-Knutson adjourned the meeting at 6:32 p.m.

Respectfully submitted,

Sandeep Karkal
Secretary

Julie Hoover, Recording