

# NOVATO SANITARY DISTRICT

Meeting Date: March 11, 2024

**The Board of Directors of the Novato Sanitary District will hold a regular in-person meeting at 5:30 p.m., Monday, March 11, 2024, at the District Office, 500 Davidson Street, Novato.**

*Materials related to items on this agenda that are public records and are available for public inspection at 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](http://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.*

## REGULAR MEETING AGENDA

- 1. ROLL-CALL & PLEDGE OF ALLEGIANCE:**
- 2. AGENDA APPROVAL (BY ACCLAMATION):**
- 3. PUBLIC COMMENT (PLEASE OBSERVE A THREE-MINUTE TIME LIMIT):**

*This item is to allow anyone wishing to address the Board of Directors on matters within the District's jurisdiction but not on the posted agenda\*. Each individual will be limited to a three-minute presentation. The Board President may refer any matter to staff for follow-up, or elect to have the matter placed on a future agenda. No action will be taken by the Board at this time as a result of any public comments made.*  
*\*Note: Raise your hand and the Board President will recognize and notify you when it is your turn to speak.*

**4. REVIEW OF MINUTES:**

- a. Approve minutes of the regular meeting of February 12, 2024.

**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/ratify regular disbursements, February 13 – March 11, 2024.
- b. Ratify payroll and payroll related disbursements, February 2024.
- c. Receive deposit summary, February 2024.
- d. Receive report on the District's Government Compensation in California (GCC) statement for Calendar Year 2023, as filed with State Controller's Office (SCO).
- e. Review and adopt updated District Statement of Investment Policy, Policy No. 3120 - Investment of District Funds.
- f. Authorize the General Manager-Chief Engineer to accept the Sewer Main Extension (SME) – Del Toro Land Division.

**6. ANNUAL BUDGET:**

- a. Receive draft proposed schedule for adoption of Fiscal Year (FY) 24-25 Final Budget and FY 25-26 Preliminary Budget, Appropriations Limit, and Sewer Service Charges.
  - b. Review and ratify Board Resolution No. 3180: A Resolution Implementing Sewer Service Charge Schedule For Fiscal Years 2023-2027 Pursuant To Ordinance No. 123, as adopted by the District Board on March 13, 2023.
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**7. SOLID/HOUSEHOLD HAZARDOUS WASTE OPERATIONS: (Information Only)**

- a. Receive Recology 4<sup>th</sup> Quarter 2023 report.
- b. Receive 4<sup>th</sup> Quarter 2023 Recology Disposal/Diversion report.
- c. Receive verbal report on Marin County JPA and Local Task Force.
- d. Receive 2023 Annual HHW and E-waste report.
- e. Receive verbal update on Senate Bill SB 1383 activities to date.

**8. WASTEWATER OPERATIONS:**

- a. Receive Wastewater Operations Report for February 2024 – information only:
  - i. Collection Systems
  - ii. Treatment Facilities
  - iii. Reclamation Facilities

**9. CAPITAL PROJECTS:**

- a. *Administration Building Upgrades, Account No. 73003; Administration Building Roof Repair Project*: Review bids received, and authorize the General Manager-Chief Engineer to award to, and execute the construction contract with, Fuse Service, Inc., in the bid amount of \$340,000.00.
- b. Receive Capital Projects Update Report through February 2024 – information only.

**10. BOARD MEMBER REPORTS AND REQUESTS:**

- a. North Bay Watershed Association (NBWA) meeting, March 2024 – information only.

**11. GENERAL MANAGER'S REPORT AND ANNOUNCEMENTS:**

- a. Receive General Manager-Chief Engineer's report, California Association of Sanitation Agencies (CASA), Washington DC Policy Forum (February 26 - 28, 2024) – information only.
- b. Receive other verbal reports and announcements.

**12. ADJOURN:**

Next Resolution No. 3192.

**Next regular meeting date: Monday, April 8, 2024, 5:30 p.m.**

**Meeting location: 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.*