

## NOVATO SANITARY DISTRICT

Meeting Date: November 29, 2021

**The Finance Committee of the Novato Sanitary District will hold a meeting at 2:30 PM, Monday, November 29, 2021.**

**NOTE: Consistent with provisions of the California Government Code as established by Assembly Bill AB361, this Committee 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/86920815761>

When prompted, enter meeting ID: 869 2081 5761

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: 869 2081 5761

Public comments for this meeting can be submitted via email at [info@novatosan.com](mailto: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 Committee 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](mailto: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](http://www.novatosan.com). Note: All times and/or order of consideration for agenda items are for reference only. Times may vary and the Committee may consider item(s) in a different order than set forth herein.*

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## **AGENDA**

**1. AGENDA APPROVAL:**

**2. 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. Individuals will be limited to a three-minute presentation. No action will be taken by the Committee at this time as a result of any public comments made.*

**3. APPROVAL OF MINUTES:**

- a. Consider approval of minutes of December 7, 2020 meeting.

**4. FISCAL YEAR (FY) 2020-21 DRAFT ANNUAL AUDIT:**

- a. Receive report from the District's independent outside auditor, Maze and Associates.
- b. Review draft Annual Comprehensive Financial Report (ACFR) for the years ended June 30, 2021 and 2020, including draft audited financial statements, and subject to minor edits, recommend that the District Board accept the audit and ACFR.
- c. Receive draft "Memorandum on Internal Control and Required Communications for Year ended June 30, 2021" from the District's independent outside auditor, Maze and Associates, and recommend that the District Board accept it.

**5. ADJOURNMENT**

*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.*