

NOVATO SANITARY DISTRICT

Special Meeting Date: May 6, 2019

The Board of Directors of Novato Sanitary District will hold a **SPECIAL** meeting at 5:30 p.m., Monday, May 6, 2019, at the District Offices, 500 Davidson Street, Novato.

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. They are also available on the District's website: www.novatosan.com. Note: All times and order of consideration for agenda items are for reference only. The Board of Directors may consider item(s) in a different order than set forth herein.

AGENDA

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

This item is to allow anyone present to comment on any subject listed on the agenda. Individuals will be limited to a three-minute presentation.

4. **REVIEW OF MINUTES:**
 - a. Approve minutes of the April 15, 2019 special meeting.
5. **PUBLIC HEARING PURSUANT TO CALIFORNIA VOTING RIGHTS ACT (CVRA) AND ELECTIONS CODE (EC) 10010 - DISTRICT BOUNDARIES; 3RD PUBLIC HEARING:**
 - a. Open public hearing.
 - b. Receive report(s) regarding draft district (zone) maps, and election sequencing from District Counsel, Consultant (Q2 Data & Research, LLC), and staff.
 - c. Public comments: Receive public input on draft district (zone) maps and election sequencing.
 - d. Board comments: Receive Board input on draft district (zone) maps, election sequencing, and the transition to by-district (zone) elections.
 - e. Close public hearing.

Upon close of Public Hearing, take the following Actions:

- f. Provide direction to District Counsel, Consultant, and staff, if any.
6. **ADJOURNMENT:**

Next Resolution No. 3132.

Next Regular meeting date: Monday, May 13, 2019, 5:30 PM, at the 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.

NOVATO SANITARY DISTRICT

Board Meeting Minutes

(DRAFT)

Meeting Date: April 15, 2019

A Special meeting of the Board of Directors of the Novato Sanitary District was held at 5:30 p.m., Monday, April 15, 2019, at the District offices, 500 Davidson Street, Novato.

BOARD MEMBERS PRESENT: President Dillon-Knutson, Directors William C. Long, Jean Mariani, Brant Miller, and Jerry Peters.

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

ALSO PRESENT: Jaime Clark, Q2 Data and Research
Dale Thrasher, Administrative Services Officer, Novato Sanitary District

PLEDGE OF ALLEGIANCE:

AGENDA APPROVAL: The agenda was approved as presented.

PUBLIC COMMENT: None.

- PUBLIC HEARING PURSUANT TO CALIFORNIA VOTING RIGHTS ACT (CVRA) AND ELECTIONS CODE (EC) 10010 - DISTRICT BOUNDARIES; 2ND PUBLIC HEARING:

- Open public hearing. President Dillon-Knutson opened the Public Hearing at 5:31 p.m.

- Receive report(s) regarding the composition of new voting districts (zones) to be established and the transition to by-district (zone) elections, from District Counsel, Consultant (Q2 Data & Research, LLC), and staff. The General Manager stated that, as discussed at previous meetings, the District recently became aware of a number of California public agencies who are transitioning (or intend to transition) to an electoral district based election system under the provisions of the California Voting Rights Act of 2001 ("CVRA"). He noted that at the District Board meeting of April 1, 2019, the Board unanimously adopted Resolution No. 3131 declaring its intent to voluntarily transition to by-district (or "zone") elections, and stated that the current meeting was the second of the two initial public hearings.

The General Manager stated that two additional hearings would be held after the proposed zone maps are drawn, which will give the public an opportunity to react to and provide input on specific proposed district (zone) boundary lines as well as on any proposed sequencing of elections. He stated that a final (fifth) public hearing will be held in connection with the Board's adoption of an ordinance establishing by-district (zone) elections.

District Counsel reviewed the "Timeline for Consideration and Implementation of By-District (Zone) Elections". She stated that the draft District election map would be prepared by Q2 Data and Research (Q2), and would be published on the novatosan.com website on April

29, 2019. She discussed the public comments received at the City of Novato Council meetings as they go through the process to prepare by-district elections maps. She suggested the District become more active in publishing Novato Sanitary District maps for public comment during the map line-drawing process. She introduced Jaime Clark, Q2 Demographer, and stated that she would be taking the lead on drawing the District zone map.

Ms. Clark began her PowerPoint presentation, and provided a population census map which was overlaid with the District boundary map. She stated that the total Novato population was 51,186, and noted that the map would be divided into five zones, with (ideally) 10,237 people per zone. She asked for guidance as to what areas should be kept together when map boundaries are formed. Discussion followed, and the Board provided comments on the Communities of Interest (COI) for the preliminary boundary mapping. Ms. Clark stated that after the City of Novato has prepared their draft boundary map(s), she would present her version to the Board, noting that the City map(s) and her draft map may assist the District in creating their own zone boundaries.

- Public comments: Receive public input on the composition of new voting districts (zones) to be established and the transition to by-district (zone) elections. There were no members of the public present.

- Board comments: Receive Board input on the composition of new voting districts (zones) to be established and the transition to by-district (zone) elections. No additional comments were provided by the Board.

- Close public hearing. President Dillon-Knutson closed the Public Hearing at 6:48 p.m.

- Provide direction to District Counsel, Consultant, and staff, if any. The Board requested that the map available at the third public hearing be in a large format so that street names are visible. The Board thanked Ms. Clark for her time and efforts.

ADJOURNMENT: There being no further business to come before the Board, President Dillon-Knutson adjourned the meeting at 6:52 p.m.

Respectfully submitted,

Sandeep Karkal
Secretary

Julie Hoover, Recording
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