

# NOVATO SANITARY DISTRICT

Meeting Date: October 13, 2025

**The Board of Directors of the Novato Sanitary District will hold a regular in-person meeting at 5:30 p.m., Monday, October 13, 2025, at the District office, 500 Davidson Street, Novato.**

*Materials related to items on this agenda that are public records 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 September 8, 2025.

**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, September 9 – October 13, 2025.
- b. Ratify payroll and payroll related disbursements, September 2025.
- c. Receive deposit summary, September 2025.
- d. Receive Accounts Receivable (A/R) Summary Report as of September 30, 2025.
- e. Receive Environmental Programs Manager's report; North American Hazardous Materials Management Association Annual Conference, September 21- 25, 2025 - information only.
- f. Authorize General Manager-Chief Engineer to approve Sewer Main Extension (SME) plans, Ma Family residence, 1690 Hill Road.

**6. SOLID/HOUSEHOLD HAZARDOUS WASTE (S/HHW) OPERATIONS:**

- a. Receive and review R3 Consulting Group, Inc. (R3) draft report titled "*DRAFT Review of Recology Sonoma-Marin's Requested Rate Adjustment for Rate Year 2026*", and its recommendations, including a Calendar Year (CY) 2026 maximum solid waste rate adjustment of up to +5.18% (information only – no action at this time).
- b. Confirm public hearing date of November 10, 2025 to establish Calendar Year (CY) 2026 maximum solid waste rates (by acclamation).

**7. WASTEWATER OPERATIONS:**

- a. Receive Wastewater Operations Report for September 2025 – information only:
  - i. Collection Systems
  - ii. Treatment Facilities
  - iii. Reclamation Facilities

**8. CAPITAL PROJECTS:**

- a. *Pump Station Rehabilitation (Ignacio Transfer Pump Station Electrical Upgrade Project), Account No. 72403:* Approve a contract with Dudek, Inc. in the not-to-exceed amount of \$441,800 for professional engineering services related to the Phase 2 Design of the Ignacio Transfer Pump Station Electrical Upgrades Project and authorize the General Manager-Chief Engineer to execute it.
- b. *Pump Station Rehabilitation (Olive Ave. Pump Station Improvements), Account No. 72403:* Review bids received, and authorize the General Manager-Chief Engineer to award to, and execute the construction contract with, Fort Bragg Electric, Inc. in the bid amount of \$4,792,483.00.
- c. *Pump Station Rehabilitation (Olive Avenue Pump Station Improvements Project), Account No. 72403:* Approve a contract with Psomas, Inc. in the not-to-exceed amount of \$485,486 for construction management services for the Olive Avenue Pump Station Improvements Project and authorize the General Manager-Chief Engineer to execute it.
- d. *Annual Reclamation Facility Improvements, Account No. 72804 (Effluent Pond Two Levee Repair Project), Project No. 72804-2024-01:* Authorize the General Manager-Chief Engineer to execute one change order totaling \$49,770.00 for a new contract amount of \$220,570.00 with Maggiora and Ghilotti, Inc.; grant Final Acceptance of the Project and authorize staff to file a Notice of Completion.
- e. Receive Capital Projects Update Report through September 2025 – information only.

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

- a. Receive report: North Bay Watershed Association (NBWA) meeting, September and October 2025 – information only.

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

- a. Receive verbal report and announcements.

**11. ADJOURN:**

Next Resolution No. 3207.

**Next regular meeting: Monday, November 10, 2025, 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.*