

# NOVATO SANITARY DISTRICT

Adjourned Regular Meeting Date: June 16, 2026

Please take notice that the regular meeting of the Board of Directors of the Novato Sanitary District of June 8, 2026 has been adjourned to Tuesday, June 16, 2026, at 4:00 p.m. at the District office, 500 Davidson Street, Novato.

**PLEASE NOTE:** The District will use Zoom® to allow virtual access to this meeting in addition to the in-person location listed above. To access the meeting via Zoom®:

Join Zoom Meeting by clicking on the link or copy and paste it into your browser: <https://us02web.zoom.us/j/87110215967>. When prompted, enter meeting ID: **871 1021 5967**.

To join the meeting by phone, call any of the following phone numbers and enter the meeting ID above when prompted: (253) 215-8782, (669) 444-9171, or (669) 900-9128.

To provide comments during the meeting:

1. If attending in person, raise your hand. The Board President will recognize and notify you when it is your turn to speak.
2. If attending remotely, use the “raise hand” feature in the Zoom application or press \*9 on your phone. The Host will notify and unmute you when it is your turn to speak.

*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:

*[Items 2-5 were considered and acted upon, as applicable, by the Board on June 8, 2026.]*

### 6. RESOLUTION CONFIRMING FISCAL YEAR (FY) 2026-27 SEWER SERVICE CHARGE REPORT AND ELECTING TO COLLECT ON COUNTY TAX ROLLS:

- a. Adopt Resolution No. 3214 – A Resolution Confirming Sewer Service Charge Report and Collection of Sewer Service Charges for Novato Sanitary District on the County of Marin Tax Rolls for Fiscal Year 2026-27.

*[Items 7-15 were considered and acted upon, as applicable, by the Board on June 8, 2026.]*

### 16. GENERAL MANAGER’S REPORT AND ANNOUNCEMENTS:

- a. Receive verbal report and announcements.

### 17. ADJOURN:

Next Resolution No. 3216.

**Next regular meeting: Monday, July 13, 2026, 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.*

# NOVATO SANITARY DISTRICT BOARD AGENDA ITEM SUMMARY

<b>TITLE: Administration: Sewer Service Charges – Board Resolution No. 3214.</b>	<b>MEETING DATE: June 16, 2026</b> <i>Adjourned from June 8, 2026</i> <b>AGENDA ITEMS NO.: 6.a.</b>
<b>RECOMMENDED ACTION: Adopt Resolution No. 3214 Confirming Fiscal Year (FY) 2026-27 Sewer Service Charge Report and Electing to Collect on County Tax Rolls.</b>	
<b>SUMMARY AND DISCUSSION (UPDATED):</b> <p>At its June 8, 2026 meeting, the Board held a public hearing to receive the FY 2026-27 Sewer Service Charge report and consider any protests on <i>individual</i> sewer service charges in the report. The District’s Consultant, NBS, Inc. was present at the meeting with the computerized database and Sewer Service Charge report via Zoom® teleconferencing, to provide anyone with the opportunity to request their individual sewer service rate or charge for the coming year and have an opportunity to protest it. No public comments or protests were received prior to or at the public hearing.</p> <p>Also, it was noted that adoption of draft Resolution No. 3214 (determining the charges and requesting they be collected on the County tax rolls), had a heightened voting threshold, requiring approval by a two-third majority of all five Board members, including the currently vacant seat of Electoral Division 1. Since three Board members were present (Director Dillon-Knutson was absent), the Board voted to adjourn the adoption of Resolution No. 3214 to a time/date certain meeting of 4:00pm, June 16, 2026, with the expectation of at least four Board members being present for that meeting.</p> <p>At this time, it is recommended that the Board adopt Resolution No. 3214, “A Resolution Confirming Sewer Service Charge Report and Collection of Sewer Service Charges for Novato Sanitary District on the County of Marin Tax Rolls for Fiscal Year (FY) 2026-27”.</p>	
<b>ATTACHMENT:</b> 1. <u>DRAFT</u> Resolution No. 3214: A Resolution Confirming Sewer Service Charge Report and Collection of Sewer Service Charges for Novato Sanitary District on the County of Marin Tax Rolls for Fiscal Year (FY) 2026-27; <u>for consideration and adoption at this meeting.</u>	
<b>BUDGET INFORMATION:</b> The Preliminary FY 26-27 Budget estimates that FY 2026-27 Sewer Service Charges will result in Operating Revenue of about \$12.42 million and Capital Revenue of about \$10.16 million; the corresponding figures for FY 25-26 were about \$11.80 million and \$9.71 million, respectively.	
<b>STRATEGIC PLAN INFORMATION:</b> This item addresses Goal 3 (Organizational Excellence), and Goal 4 (Outreach) of the latest Strategic Plan.	
<b>Prepared by:</b> ssk	<b>Reviewed by General Manager:</b> SSK

**DRAFT RESOLUTION NO. 3214**

**A RESOLUTION CONFIRMING SEWER SERVICE CHARGE REPORT  
AND COLLECTION OF SEWER SERVICE CHARGES FOR  
NOVATO SANITARY DISTRICT  
ON THE COUNTY OF MARIN TAX ROLLS  
FOR FISCAL YEAR (FY) 2026-27**

**RESOLVED**, by the Board of Directors of the Novato Sanitary District (District), Marin County, California, that:

**WHEREAS**, The District does hereby elect, pursuant to Section 5473 of the Health and Safety Code of the State of California, to have the sewer service charges for the Fiscal Year (FY) 26-27, established by said District, collected on the tax roll of the County of Marin, State of California, in the manner provided pursuant to Sections 5471 through 5473.11 of the Health and Safety Code of the State of California.

**WHEREAS**, Monday, the 8<sup>th</sup> day of June, 2026, at the hour of 5:30 p.m. at the regular meeting place of said District, Novato Sanitary District, 500 Davidson Street, Novato, California, was fixed as the time and place for the hearing on the sewer service charge report filed with the Secretary of this District, pursuant to law, and the Secretary published a notice of said hearing and of the filing of said report, once a week for two successive weeks with at least five days intervening between the respective publication dates, with the first publication being at least fourteen days prior to the date set for said hearing, in the Marin Independent Journal, a newspaper of general circulation printed and published in the County.

**WHEREAS**, notice was given of the time therein stated in the manner provided by law as appears by the affidavit(s) of publication on file in the office of the Secretary of said District;

**WHEREAS**, said matter came on regularly for hearing at the time fixed; and

**WHEREAS**, there were Zero (0) written or oral protests in placing the sewer service charges on the tax roll;

**NOW, THEREFORE, IT IS ORDERED**, as follows:

1. That objections to and protests against said report were not made by the owners of a majority of the separate parcels of property described in the report against which charges for the services and facilities provided by the District were fixed.

2. Zero (0) objections to, or protests against, said report were made at the hearing.

3. That said report be, and it is hereby adopted in full as revised, changed, reduced or modified by the Board, and that said charges shall be collected on the tax roll of the County of Marin, in the manner provided by law.

4. That the Secretary of this District be, and he is hereby directed to timely file a copy of said report with the Director of Finance of Marin County upon which shall be endorsed, over his signature, a statement that the report has been finally adopted by the Board of Directors of the Novato Sanitary District.

5. The Director of Finance of Marin County shall, upon receipt of said report, enter the amounts of the charges against the respective lots or parcels as they appear on the assessment roll for the fiscal year 2026-27.

6. For premises connected to the sewer system of the District, the average sewer service rate per Service Unit (SU) or Single-Family Unit (SFU); or Equivalent Dwelling Unit (EDU) for fiscal year 2025-26 shall be **SEVEN HUNDRED AND SIXTY AND 00/100 DOLLARS (\$760.00)** as established by Novato Sanitary District Ordinance No. 123 adopted May 9, 2022, and modified by Board Resolution No. 3211 adopted February 9, 2026. Said rate shall be subject to modification and change, from time to time, as may be required to permit the District to meet State and Federal revenue program guidelines and as the total number of Service Units and the budgetary requirements of the District change. Service Charges shall be calculated for various sewer user categories as described in Ordinance No. 111, and Ordinance No. 123 (including Tables 1A, 1, and 2) as modified by Board Resolution No. 3211.

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For all users whose service charges are collected on the Marin County tax roll, the fiscal year 2026-27 sewer service rate includes a County collection fee of **TWO AND 00/100 DOLLARS (\$2.00)** per County Assessor's parcel billed.

\* \* \* \* \*

I hereby certify that the foregoing resolution was duly and regularly passed and adopted by the Board of Directors of the Novato Sanitary District, Marin County, California, at a meeting thereof duly held on the 8<sup>th</sup> 16<sup>th</sup> day of June 2026, by the following vote:

AYES, and in favor thereof, Directors: \_\_\_\_\_

NOES, Directors: \_\_\_\_\_

ABSTAIN, Directors : \_\_\_\_\_

ABSENT, Directors: \_\_\_\_\_

\_\_\_\_\_  
A. Gerald Peters,  
President, Board of Directors  
Novato Sanitary District

COUNTERSIGNED:

\_\_\_\_\_  
Sandeep Karkal  
Secretary, Board of Directors  
Novato Sanitary District