

NOVATO SANITARY DISTRICT

Special Meeting Date: June 24, 2026

The Board of Directors of the Novato Sanitary District will hold a Special in-person meeting at 1:00 p.m., Wednesday, June 24, 2026, 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. 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.

SPECIAL 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. CLOSED SESSION:**
 - a. Conference With Legal Counsel—Anticipated Litigation
(Paragraph (2) or (3) of subdivision (d) of gov. Code § 54956.9)
Significant exposure to litigation: (1)
- 5. REVIEW OF MINUTES:**
 - a. Approve minutes of the special meeting of June 4, 2026.
 - b. Approve minutes of the regular meeting of June 8, 2026
 - c. Approve minutes of the adjourned regular meeting of June 16, 2026.
- 6. BOARD OF DIRECTORS:**
 - a. Interview candidates for open Board position, Electoral Division 1.
 - b. Board deliberations (if any).
 - c. Nomination of new Board member.
 - d. Adopt Resolution No. 3216 appointing new Board member.
 - e. Administration of Oath of Office and Seating of new Board Member.

7. ADJOURN:

Next Resolution No. 3217.

Next regular meeting: Monday, August 10, 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

Draft Special Meeting Minutes

Meeting Date: June 4, 2026

A special meeting of the Board of Directors of the Novato Sanitary District was held and called to order at 1:10 p.m., on Thursday June 4, 2026, at the District Office, 500 Davidson Street, Novato.

BOARD MEMBERS PRESENT: President Jerry Peters, Directors: Dennis Bentley, Tim Fuelle. Director Carole Dillon-Knutson was absent (excused).

STAFF PRESENT: General Manager-Secretary Sandeep Karkal; Deputy General Manager Erik Brown; General Counsel/Administrative Services Manager Rachel Hundley; Information Technology & Security Officer Aaron Sternad; Administrative Services Analyst II Lynda Farmery.

ROLL-CALL & PLEDGE OF ALLEGIANCE:

AGENDA APPROVAL (BY ACCLAMATION): The agenda was approved by acclamation.

PUBLIC COMMENT (PLEASE OBSERVE A THREE-MINUTE TIME LIMIT): No public comments were submitted via email or regular mail prior to the meeting, and there were no public comments made during the public comment period.

BOARD OF DIRECTORS:

Consider procedures for filling the current vacancy in Electoral Division 1 of the Board of Directors, and provide direction.

The General Manager provided background regarding the vacant Board seat created by the resignation of Electoral Division 1 Board Member Jean Mariani, effective May 26, 2026. He stated that the filling of vacant Board seats for Special Districts such as the Novato Sanitary District is governed by California Government Code Section 1780, and noted the three options available to the Board to fill the vacancy, as presented in the memo provided in the Agenda packet. He also noted that draft noticing and application materials were included in the packet, if the Board decided to move forward with the appointment process.

The General Manager stated that General Counsel Rachel Hundley would provide further details on the procedural requirements. Ms. Hundley provided a brief overview of the available options, noting that if the Board chooses to fill the vacant seat by *appointment*, the person they appoint will only serve temporarily and that their term would end at the November 3, 2026 election. She then outlined the three options available to fill the vacancy: (a) replacement by appointment; (b) replacement by calling a special election; and (c) replacement by referring the appointment to the Board of Supervisors. She also distributed a handout outlining the timelines of the various filing requirements, discussed the processes and costs involved for each of the options, and outlined the necessary steps to be taken for each option. Following general discussion with Board, Ms. Hundley stated that General Council is recommending that the Board proceed with option (a) replacement by appointment.

On motion of Director Bentley, seconded by Director Fuelle, and carried unanimously by those directors present, the Board directed the General Manager-Chief Engineer fill the Board Vacancy by the appointment process.

The General Manager reiterated for the record that the Board had directed staff to proceed with option (a), replacement by appointment, to fill the vacancy. The General Manager also reiterated the timeline for completing the required steps associated with this option.

The General Counsel then requested that the Board provide direction on bringing forward a new resolution at the June 8, 2026 meeting to rescind Resolution 3213 (*Requesting the Board of Supervisors to consolidate with any other election conducted on said date and requesting election services by the Marin County Elections Department*), which had been approved at the regular meeting of May 11, 2026. She noted the new resolution would also call for a Regularly Scheduled Election and a Special Election to fill the current vacancy; request that the Board of Supervisors consolidate these elections with any other election conducted on November 3, 2026; and request election services from the Marin County Elections Department.

On motion of Director Fvette, seconded by Director Bentley, and carried unanimously by those directors present, the Board provided direction to staff to bring back a new resolution as discussed above for consideration at the June 8, 2026 meeting.

BOARD MEMBER REPORTS AND REQUESTS: There were no Board member reports or requests.

GENERAL MANAGER'S REPORT AND ANNOUNCEMENTS:

Receive verbal report and announcements.

- The General Manager reported that Director Dillon-Knutson's daughter had informed the District that Director Dillon-Knutson is in the hospital and would be unable to attend today's meeting, and the regular Board meeting of June 8, 2026. Director Dillon-Knutson had also requested that Items 9.b–e. from the May 11, 2026 meeting be further tabled to the July 13, 2026 regular meeting when she could be present.
- He noted that the next regular Board meeting is scheduled for 5:30 p.m., Monday, June 8, 2026 in person at the District Offices; however, there would be an adjournment of that meeting (and specifically consideration of its Public Hearing item) to Tuesday, June 16, 2026 @ 4:00 p.m. due to Director Dillon-Knutson's hospitalization.
- He confirmed that a Special Meeting for consideration of the Board vacancy is scheduled for 1:00 p.m., Wednesday, June 24, 2026.

ADJOURNMENT: There being no further business to come before the Board, President Peters adjourned the meeting at 2:12 p.m.

Respectfully submitted,

Sandeep Karkal
Board Secretary

Lynda Farmery, Recording

NOVATO SANITARY DISTRICT

Draft Board Meeting Minutes
Meeting Date: June 8, 2026

A regular meeting of the Board of Directors of the Novato Sanitary District was held and called to order at 5:30 p.m., on Monday June 8, 2026, at the District Office, 500 Davidson Street, Novato.

BOARD MEMBERS PRESENT: President Jerry Peters, Directors: Dennis Bentley, Tim Fuelle. Director Carole Dillon-Knutson was absent (excused).

STAFF PRESENT: General Manager-Secretary Sandeep Karkal; Deputy General Manager Erik Brown; General Counsel/Administrative Services Manager Rachel Hundley; Environmental Programs Manager Casey Poldino; Information Technology & Security Officer Aaron Sternad; Administrative Services Analyst II Lynda Farmery.

ALSO PRESENT: Derek Dill, Project Leader, Veolia Water
Stephanie Parson⁽¹⁾, NBS Government Finance Group
Jason Roth⁽¹⁾, NBS Government Finance Group
Joe Moreno, Member of Public

⁽¹⁾ via Zoom® teleconferencing

ROLL-CALL & PLEDGE OF ALLEGIANCE:

AGENDA APPROVAL (BY ACCLAMATION): The General Manager stated that item 6.a. carries a heightened voting threshold requiring a two-thirds majority. He further stated that the number of Board members currently present was insufficient to meet that requirement. Accordingly, he recommended that item 6.a. be adjourned to 4:00 p.m., Tuesday, June 16, 2026, at which point at least four Board members are expected to be in attendance. The Agenda was approved by acclamation with this recommendation.

PUBLIC COMMENT (PLEASE OBSERVE A THREE-MINUTE TIME LIMIT): No public comments were submitted via email or regular mail prior to the meeting, and there were no public comments made during the public comment period.

REVIEW OF MINUTES:

Approve minutes of the regular meeting of May 11, 2026.

Approve minutes of the special meeting of May 14, 2026.

On motion of Director Fuelle, seconded by Director Bentley, and carried unanimously by those Directors present, the May 11, 2026 regular meeting, and the May 14, 2026 special meeting minutes were approved.

PUBLIC HEARING PURSUANT TO SECTION 5471 ET SEQ. AND 6520.5 OF THE OF THE CALIFORNIA HEALTH AND SAFETY CODE – FY 2026-27 SEWER SERVICE CHARGE REPORT, AND ELECTING TO COLLECT ON COUNTY TAX ROLLS:

Sewer Service Charge Report. The General Manager stated that the intent of this item was to conduct a Hearing on the FY 26-27 Sewer Service Charge report and receive any protests on individual sewer service charges on the sewer service charge report, and electing to collect such charges on the county tax rolls. He stated that Stephanie Parson of NBS, Inc. (the District’s Consultant) and Jason Roth of NBS, Inc., were both available with the computerized database and Sewer Service Charge report via Zoom® teleconference so that anyone may request their individual sewer service charge for the coming year and have an opportunity to protest.

Open public hearing. At 5:41 p.m. President Peters opened the public hearing.

Consider protests regarding sewer service charge report. No public comments were received. It was noted that no sewer service charge related protests or public comments were received via email or regular mail prior to the Hearing.

Close public hearing. At 5:42 p.m., President Peters closed the public hearing.

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

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.

The General Manager affirmed that, in accordance with the Board's prior action during Agenda approval, item 6.a. had been adjourned to 4:00 p.m., Tuesday, June 16, 2026.

PUBLIC HEARING: AB 2561 PRESENTATION ON DISTRICT EMPLOYMENT VACANCIES, RECRUITMENT AND RETENTION

The General Manager provided a brief background on AB 2561 and introduced General Counsel/Administrative Services Manager Rachel Hundley, who would be delivering the presentation.

Open public hearing. At 5:46 p.m. President Peters opened the public hearing.

Receive oral presentation from staff. Ms. Hundley presented a PowerPoint presentation outlining the AB 2561 requirements related to District employment vacancies, recruitment, and retention. She also provided an update on current vacancies and detailed the District's ongoing recruitment and retention efforts.

Receive public comments. No public comments were received.

Receive Board comments. The Board requested that the information presented in the PowerPoint be incorporated into next year's agenda packet.

Close public hearing. At 5:51 p.m., President Peters closed the public hearing.

CONSENT CALENDAR:

- a) Approval of Board member disbursements for the month of May 2026 in the amount of \$1,670.06. Approval and ratification of operating check disbursements as follows: May 2026 second half in the amount of \$475,461.34 and June 2025 first half in the amount of \$89,223.05. Approval and ratification of capital check disbursements as follows: May 2026 second half in the amount of \$665,670.09 and June 2026 first half in the amount of \$113,014.64.
- b) Ratification of payroll and payroll related disbursements, May 2026 in the amount of \$381,286.32.
- c) Receive deposit summary, May 2026.
- d) Approve two Collection Systems Workers to attend the joint Tri-State Seminar 2026 training conference in Las Vegas, Nevada, August 3-6, 2026

On motion of Director Fvette, seconded by Director Bentley, and carried unanimously by those Directors present, the Board approved the above listed consent calendar items.

ANNUAL BUDGET:

Approve and adopt Preliminary Budget for Fiscal Years (FY) 26-28.

The General Manager noted that staff had presented the District's Preliminary Budget for Fiscal Years (FY) 26-28 at the special Board meeting held on May 14, 2026. He stated that edits and comments from the Special Board Meeting of May 14, 2026 and staff review have been

incorporated. The General Manager then requested that the Board approve and adopt the FY 26-28 Preliminary Budget as presented.

On motion of Director Fvette, seconded by Director Bentley, and carried unanimously by those Directors present, the Board approved and adopted Preliminary Budget for Fiscal Years (FY) 26-28.

SOLID/HOUSEHOLD HAZARDOUS WASTE OPERATIONS:

Approve Amendment No. 6 to Agreement No. 67500-CEE-2023-01 with Clean Earth Environmental Services, Inc. in the not-to-exceed amount of \$202,000 (thereby increasing the overall compensation amount of the Agreement from \$1,107,000 to \$1,309,000) for continuing HHW collection and disposal services at the Permanent Household Hazardous Waste Facility from July 1, 2026 through December 31, 2026, and authorize the General Manager-Chief Engineer to execute it.

The General Manager provided a brief history of the agreement noting that District staff are working through contract negotiations with Clean Earth and Recology, including provisions for a new contract. He noted that staff and a District Consultant have also been working with the California Department of Industrial Regulations (DIR) to establish prevailing wage provisions for the new contract. The DIR has now provided its Director's Special Prevailing Wage Assessment Determination for the contract, which has been forwarded to Clean Earth for review.

To allow Clean Earth sufficient time to evaluate the DIR determination and revise its cost schedules accordingly, staff believe it is in the District's best interest to extend the current Agreement for an additional six months, through December 31, 2026. This extension will also provide the necessary time for the District to continue negotiations on the new contract with both Recology and Clean Earth, and also benefit the District as Clean Earth has agreed to extend their current pricing structure through the duration of this amendment. Staff are therefore recommending that the Board approve Amendment No. 6 and authorize the General Manager-Chief Engineer to execute it.

On motion of Director Bentley, seconded by Director Fvette, and carried unanimously by those Directors present, the Board approved Amendment No. 6 to Agreement No. 67500-CEE-2023-01 with Clean Earth Environmental Services, Inc. in the not-to-exceed amount of \$202,000 (thereby increasing the overall compensation amount of the Agreement from \$1,107,000 to \$1,309,000) for continuing HHW collection and disposal services at the Permanent Household Hazardous Waste Facility from July 1, 2026 through December 31, 2026, and authorized the General Manager-Chief Engineer to execute it.

WASTEWATER OPERATIONS:

Receive Wastewater Operations Report for May 2026 – information only:

The Wastewater Operations Reports were presented via highlights of the written reports provided in the agenda packet.

- Collection Systems: Field Services Manager Jeff Boheim presented the May 2026 Collection Systems Report.
- Treatment Facilities: Field Services Manager Jeff Boheim presented the May 2026 Collection Systems Report.
- Reclamation Facilities: Field Services Manager Jeff Boheim presented the May 2026 Collection Systems Report.

CAPITAL PROJECTS:

Receive Capital Projects Update Report through May 2026 – information only.

The Deputy General Manager provided a brief update of the Capital Improvement Program projects for May 2026 by way of highlights of the written report in the agenda packet.

ADMINISTRATOR:

Per the Memorandum of Understanding (MoU) with Teamsters Local 315, and as included in the FY 26-28 Preliminary Budget, receive report on cost-of-living allowance of 3.8% for the represented employees group, effective July 1, 2026.

Consistent with the Teamsters group, and as included in the FY 26-28 Preliminary Budget, approve a cost-of-living allowance of 3.8% for the non-represented Management and Confidential (M&C) group, effective July 1, 2026.

Consistent with the Teamsters represented group and the non-represented Management and Confidential (M&C) group, and as included in the FY 26-28 Preliminary Budget, approve a cost-of-living allowance of 3.8% for the General Manager-Chief Engineer, effective July 1, 2026.

On consolidated motion of Director Fvette, seconded by Director Bentley, and carried unanimously by those Directors present, the Board received report on cost-of-living allowance of 3.8% for the represented employees group, effective July 1, 2026; approved a cost-of-living allowance of 3.8% for the non-represented Management and Confidential (M&C) group, effective July 1, 2026; and approved a cost-of-living allowance of 3.8% for the General Manager-Chief Engineer, effective July 1, 2026.

BOARD OF DIRECTORS:

Appoint Board officers, Secretary-Treasurer and Secretary Pro-tem, and designate and authorize check signers, Fiscal Year (FY) 26-27.

The General Manager stated that the Board traditionally acts in June to appoint the Board President and President Pro-tem, as well as to appoint the Secretary/Treasurer and Secretary/Treasurer Pro-tem for the upcoming fiscal year. The recommendation was made that President Peters and President Pro-tem Bentley remain in their current positions for FY 26-27.

The General Manager then recommended the Board retain himself as the Secretary/Treasurer and Administrative Services Analyst II, Lynda Farmery as the Secretary Pro-tem for FY 26-27. He then recommended that the Board authorize check signers, who are typically the Board President, President Pro-tem, another Board member, and the General Manager-Chief Engineer for FY 26-27, as is customary. He noted that because one additional signer needs to be selected and is recommending appointing Director Fvette.

On motion of Director Bentley, seconded by Director Fvette, and carried unanimously by those Directors present, the Board members agreed on the following position appointments: President (Jerry Peters), President Pro-tem (Dennis Bentley), Secretary-Treasurer (General Manager-Chief Engineer Sandeep Karkal), and Secretary Pro-tem (Lynda Farmery) for FY 26-27. It was further agreed to appoint authorized check signers for FY 26-27 as follows: Director Peters, Director Bentley, Director Fvette, and General Manager-Chief Engineer Sandeep Karkal.

Other Reports and Request(s) if any. No additional reports or requests were presented.

BOARD ELECTIONS:

Adopt Resolution No. 3215: A Resolution of the Board of Directors of the Novato Sanitary District rescinding Resolution No. 3213; Calling for a Regularly Scheduled Election and a Special Election to fill a vacancy to be held in this Jurisdiction; Requesting the Board of Supervisors to consolidate with any other election conducted on said date; And requesting election services by the Marin County Elections Department.

The General Manager noted that at its regular meeting on May 11, 2026, the Board adopted Resolution No. 3213, *Resolution of the Governing Body of the Novato Sanitary District – A Regularly Scheduled Election Be Held in This Jurisdiction; Requesting the Board of Supervisors to Consolidate*

with Any Other Election Conducted on Said Date, and Requesting Election Services by the Marin County Elections Department.

He noted that a vacancy had since occurred in Electoral Division 1 of the Board, and the Board held a special meeting on June 4, 2026, at which it acted to solicit applications and fill the vacancy by appointment until the seat could be filled by election at the November 3, 2026 general election. He noted that this two-step process conforms with California Government Code Section 1780, which requires that vacant seats with at least half of the term remaining be placed on the ballot at the next general District election.

He further stated that Resolution No. 3215 would replace Resolution No. 3213 by similarly calling for an election for the three regular four-year term seats on the District Board of Directors that are up for election in 2026 and requesting consolidation and election services by the County. The proposed resolution also calls an election for the vacant Division 1 seat, with a term expiring in 2028, and requests consolidation and election services by the County. The adoption of Resolution No. 3215 would place the three Board seats with terms expiring in 2026 and the vacant seat with a term expiring in 2028 on the ballot for the November 3, 2026 election with other local and State elections held that day. District staff are therefore recommending that the Board adopt Resolution No. 3215.

On motion of Director Bentley, seconded by Director Fvette, and carried unanimously by those Directors present, the Board adopted Resolution No. 3215: A Resolution of the Board of Directors of the Novato Sanitary District rescinding Resolution No. 3213; Calling for a Regularly Scheduled Election and a Special Election to fill a vacancy to be held in this Jurisdiction; Requesting the Board of Supervisors to consolidate with any other election conducted on said date; And requesting election services by the Marin County Elections Department.

GENERAL MANAGER'S REPORT AND ANNOUNCEMENTS:

Receive verbal report and announcements.

- The continuance of this regular Board meeting for June 16, 2026 at 4:00 p.m.
- A special Board meeting is scheduled for June 24, 2026, at 1:00 p.m.

ADJOURNMENT: There being no further business to come before the Board, at 6:36 p.m., President Peters adjourned the meeting to 4:00 p.m., Tuesday, June 16, 2026.

Respectfully submitted,

Sandeep Karkal
Board Secretary

Lynda Farmery, Recording

NOVATO SANITARY DISTRICT

Draft Adjourned Board Meeting Minutes
Meeting Date: June 16, 2026

An adjourned regular meeting of the Board of Directors of the Novato Sanitary District was held and called to order at 4:02 p.m., on Tuesday, June 16, 2026, at the District Office, 500 Davidson Street, Novato, with public access and participation also available virtually via Zoom® conferencing.

BOARD MEMBERS PRESENT: President Jerry Peters, Directors: Dennis Bentley, Carole Dillon-Knutson, Tim Fuelle.

STAFF PRESENT: General Manager-Secretary Sandeep Karkal; Deputy General Manager Erik Brown; General Counsel/Administrative Services Manager Rachel Hundley; Information Technology & Security Officer Aaron Sternad; Finance Manager Tony Clark; Administrative Services Analyst II Lynda Farmery.

ALSO PRESENT: PJ Nave, Member of Public

ROLL-CALL & PLEDGE OF ALLEGIANCE:

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

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

The General Manager announced that the regular meeting of the Board of Directors of the NSD, originally convened on Monday, June 8, 2026, had been adjourned to 4:00 p.m., Tuesday, June 16, 2026, at the District offices.

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.

The General Manager noted that the Board conducted a public hearing on June 8, 2026 to receive the FY 2026–27 Sewer Service Charge report and consider any protests to individual charges. 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 upcoming fiscal year and have an opportunity to protest it. No public comments or protests were received prior to or at the public hearing, which is reflected in the draft resolution included in the agenda packet.

He noted that adoption of draft Resolution No. 3214 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 only three Board members were present on June 8, 2026, the Board voted to adjourn consideration of Resolution No. 3214 to a meeting scheduled for 4:00 p.m., June 16, 2026, with the expectation that at least four Board members will be in attendance.

At this time, staff is recommending 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”.

On motion of Director Bentley, seconded by Director Dillon-Knutson, and carried unanimously, the Board adopted 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.]

GENERAL MANAGER'S REPORT AND ANNOUNCEMENTS:

Receive verbal report and announcements.

- Reminder that the process for filling the board vacancy in Electoral Division 1 is in process, and the application period is open, to date the District has received one (1) application. The application process closes 12:00 p.m., Monday, June 22, 2026. A special board meeting is scheduled for 1:00 p.m., Wednesday, June 24, 2026 to review submitted applications and possibly make an appointment.
- The next regular Board meeting is scheduled for Monday, July 13, 2026 @ 5:30 p.m.

ADJOURNMENT: There being no further business to come before the Board, President Peters adjourned the meeting at 4:15 p.m.

Respectfully submitted,

Sandeep Karkal
Board Secretary

Lynda Farmery, Recording

NOVATO SANITARY DISTRICT BOARD AGENDA ITEM SUMMARY

TITLE: Board of Directors: Applicant Interviews & Appointment To Fill Board Vacancy.	MEETING DATE: June 24, 2026 AGENDA ITEM NO.: 6.a.-e.
RECOMMENDED ACTION: <ol style="list-style-type: none"> a. Interview candidates for open Board position, Electoral Division 1. b. Board deliberations (if any). c. Nomination of new Board member. d. Adopt Resolution No. 3216 appointing new Board member. e. Administration of Oath of Office and Seating of new Board Member. 	
SUMMARY AND DISCUSSION: <p>The Board held a special meeting on June 4, 2026 to determine how the vacancy created by the resignation of Electoral Division 1 Board member Jean Mariani would be filled. In accordance with the direction provided, the District posted notice of the vacancy and solicited applications.</p> <p>The District received five applications from applicants who qualify as registered voters of Electoral Division 1 of the District’s jurisdiction:</p> <ul style="list-style-type: none"> • Blake Gibson Hall • Gerald Craig Hill • Paul James Nave Jr. • John Austin Ribbel • Jeffrey Jon Tarantino <p>A memorandum summarizing the Board vacancy appointment procedure and timeline is attached, as well as the applications and up to two pages of attachments for each of the candidates listed above.</p> <p>It is recommended that the Board interview each available candidate. After the interviews are complete, it is recommended that the Board deliberate as needed, nominate a new Board member, and adopt Resolution No. 3216 appointing a new Board member. A Certificate of Appointment has been prepared. Upon successful adoption of Resolution No. 3216, the District Secretary will administer the Oath of Office, and the new member will be seated.</p>	
ATTACHMENTS: <ol style="list-style-type: none"> 1. Memorandum – Board Member Appointment. 2. California Government Code Section 1780. 3. Copies of individual applications. 4. Draft Resolution No. 3216: A Resolution Appointing a Director to fill a Vacancy in an Elective Office. 5. Certificate of Appointment and Oath of Office. 	
STRATEGIC PLAN INFORMATION: This item addresses Goal 5 (Effective Governance and Administration) of the latest Strategic Plan Update.	
Prepared by: reh	Reviewed by General Manager: SSK

NOVATO SANITARY DISTRICT

MEMORANDUM

To: Board of Directors
From: Sandeep Karkal, General Manager-Chief Engineer
Rachel Hundley, General Counsel
Date : June 24, 2026
Subject: Board Member Appointment to Fill Electoral Division 1 Vacancy

Background

The Board held a special meeting on June 4, 2026, to review the requirements and available options for filling the vacancy on the Board resulting from the May 26, 2026, resignation of former Director Jean Mariani. The vacancy occurred 161 days before the next general District election on November 3, 2026, and in the first half of Director Mariani’s term. Director Mariani represented Electoral Division 1 of the District, and only registered voters residing in Electoral Division 1 are eligible for the vacant seat.

This memo summarizes the requirements and procedure for filling the Electoral Division 1 Board vacancy, as directed by the Board on June 4, 2026, and as prescribed by California Government Code Section 1780 (“Section 1780”) and the Elections Code.

A. Method of Filling Vacancy: Appointment Followed By Election

At its June 4, 2026 special meeting, the Board opted to fill the vacant Board seat by appointment until the vacant seat is filled by election at the November 3, 2026 general District election. This two-step process conforms with Section 1780, which requires vacant seats with at least half of the term remaining be placed on the ballot at the next general District election.

For this method of filling the vacancy, District actions required by State law are:

- Notify the Marin County Elections Official of the vacancy by June 10, 2026 (completed).
 - Post a notice of the vacancy in at least three conspicuous places in the District (completed).
 - Hold a meeting of the Board to call an election to fill the second half of the vacant seat’s term (completed).
 - Hold a meeting of the Board to appoint a new Board Member to serve the remainder of the first half of the vacant term, which must be done 60 days of the effective date of the vacancy.
-

- Notify the County Elections Officer within 15 days after the Board makes its appointment.

In accordance with the direction provided by the Board on June 4, 2026, the District published a Notice of Vacancy in the Marin Independent Journal and posted the Notice at the following locations: District Office, Novato Library, South Novato Library, City Hall, District website, District social media accounts, Novato Patch.

The District created a webpage for the appointment effort, which provided a link to download the application form approved by the Board, as well as an interactive map of the District’s electoral divisions so that prospective applicants could determine whether they live in Electoral Division 1. The webpage also included information about the deadline for applications and the date and time the Board would meet to interview applicants and make an appointment.

At its June 8, 2026 regular meeting, the Board adopted Resolution No. 3215 calling an election for the vacant seat to be held at the same time and manner as the three Board seats with terms expiring in 2026. This resolution will be submitted with other required election materials on or before July 1, 2026.

The following table summarizes the District’s progress on these actions:

Status—Schedule for Appointing a Replacement

Date	Action	Status
June 4, 2026	Board votes to fill the vacancy by appointment.	Completed
June 5, 2026	Post Notice of Vacancy and Request for Applications.	Completed
June 8, 2026	<ul style="list-style-type: none"> • Application period opens. • Board adopts resolution calling elections, requesting consolidation and election services, and rescinding prior election resolution. 	<ul style="list-style-type: none"> • Completed • Completed
June 22, 2026	Letters of Interest and Applications due to District.	Completed
June 24, 2026	Special Meeting to interview applicants (if needed) and make appointment.	Scheduled
July 1, 2026	Last day to file Notice of Election.	Scheduled
July 27, 2026	Last day the Board may fill the vacancy by appointment; after this date, the Board of Supervisors may fill the vacancy.	Scheduled

B. Applications Received

When the application window closed on June 22, 2026, at 12:00pm, the District had received five applications submitted by qualified voters within Electoral Division 1, as confirmed by the Marin County Registrar of Voters. The five applicants are:

- Blake Gibson Hall
- Gerald Craig Hill
- Paul James Nave Jr.
- John Austin Ribbel
- Jeffrey Jon Tarantino

The applications and up to two pages of attachments will be provided to the Board and the public at the same time as a part of the agenda packet published for the June 24, 2026 special meeting. Personal identifying information, including home addresses, has been redacted consistent with applicable law.

Recommendation

It is recommended that the Board interview the five (5) applicants, deliberate as needed, nominate a new Board member, and adopt Resolution No. 3216: A Resolution Appointing a Director to fill a Vacancy in an Elective Office.

West's Annotated California Codes

Government Code

Title 1. General

Division 4. Public Officers and Employees

Chapter 4. Resignations and Vacancies

Article 2. Vacancies

§ 1780. Special districts; vacancies in elective offices of governing board;
election dates; term

(a) Notwithstanding any other provision of law, a vacancy in any elective office on the governing board of a special district, other than those specified in Section 1781, shall be filled pursuant to this section.

(b) The district shall notify the county elections official of the vacancy no later than 15 days after either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later.

(c) The remaining members of the district board may fill the vacancy either by appointment pursuant to subdivision (d) or by calling an election pursuant to subdivision (e).

(d)(1) The remaining members of the district board shall make the appointment pursuant to this subdivision within 60 days after either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later. The district shall post a notice of the vacancy in three or more conspicuous places in the district at least 15 days before the district board makes the appointment. The district shall notify the county elections official of the appointment no later than 15 days after the appointment.

(2) If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold office until the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

(3) If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general district election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.

(e)(1) In lieu of making an appointment the remaining members of the board may within 60 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the district board calls the election.

(f)(1) If the vacancy is not filled by the district board by appointment, or if the district board has not called for an election within 60 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, then the city council of the city in which the district is wholly located, or if the district is not wholly located within a city, the board of supervisors of the county representing the larger portion of the district area in which the election to fill the vacancy will be held, may appoint a person to fill the vacancy within 90 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, or the city council or board of supervisors may order the district to call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the city council or board of supervisors calls the election.

(g)(1) If within 90 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, the remaining members of the district board or the appropriate board of supervisors or city council have not filled the vacancy and no election has been called for, then the district board shall call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the district board calls the election.

(h)(1) Notwithstanding any other provision of this section, if the number of remaining members of the district board falls below a quorum, then at the request of the district secretary or a remaining member of the district board, the appropriate board of supervisors or the city council shall promptly appoint a person to fill the vacancy, or may call an election to fill the vacancy.

(2) The board of supervisors or the city council shall only fill enough vacancies by appointment or by election to provide the district board with a quorum.

(3) If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold the office until

the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

(4) If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general district election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.

(5) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is held 130 or more days after the date the city council or board of supervisors calls the election.

Credits

(Added by Stats.1975, c. 1059, p. 2551, § 1.3. Amended by Stats.1977, c. 189, p. 708, § 1; Stats.1977, c. 1205, p. 4074, § 82; Stats.1978, c. 319, § 1; Stats.1986, c. 866, § 20; Stats.1987, c. 1184, § 2; Stats.1994, c. 923 (S.B.1546), § 31; Stats.1999, c. 312 (S.B.1208), § 27; Stats.2007, c. 343 (S.B.144), § 4.)

West's Ann. Cal. Gov. Code § 1780, CA GOVT § 1780

Current with urgency legislation through Ch. 10 of 2026 Reg.Sess. Some statute sections may be more current, see credits for details.

NOVATO SANITARY DISTRICT
APPLICATION FOR APPOINTMENT TO BOARD OF DIRECTORS

Electoral Division: 1

Application Deadline: June 22, 2026, 12:00 p.m.

Application must be received by the District Secretary by the stated deadline to be considered. Applications may be delivered in person or by mail to:

Board Member Appointment

Attention: **District Secretary**
Novato Sanitary District
500 Davidson Street, Novato, CA 94945

Or by email to: sandeepk@novatosan.com.

SECTION 1 — APPLICANT INFORMATION

This section to be redacted for public distribution except name.

Full Legal Name: Blake Gibson Hall

Residence Address (within District): REDACTED

Mailing Address (if different): REDACTED

Primary Phone: REDACTED

Email Address: REDACTED

Years residing in Novato: 1 Years residing in Marin County: 1


SECTION 2 — PROFESSIONAL BACKGROUND

Current Employer / Occupation: North Marin Water District

Position Title: Engineer

Employer Location: Novato, CA

Prior Relevant Experience (if applicable):

Working for NMWD and occasionally attending the Board of Directors' meetings, I have experience with how they are run, along with some of the relevant laws. I have also gained an understanding of the importance of local government and how boards like NSD and NMWD can have a much bigger impact on residents' day-to-day lives than they may realize. 

SECTION 3 — EDUCATION AND TRAINING (Please describe)

Bachelor's of Science in Mechanical Engineering - Boise State University
Engineer-in-Training Certification (currently working on obtaining my Professional Engineer license)

SECTION 4 — COMMUNITY AND PUBLIC SERVICE (Please describe)

While this would be my first role in public service, I have experience volunteering for many non-profits. Growing up, my mother was an avid volunteer, and I would accompany her to various local events and festivals. I continued this after I moved away to Idaho and plan on continuing to volunteer in the future.

SECTION 5 — EXPERIENCE AND COMPETENCIES

- | | |
|--|---|
| <input type="checkbox"/> Public agency governance | <input type="checkbox"/> Legal, policy, or regulatory matters |
| <input type="checkbox"/> Budgeting, finance, or auditing | <input type="checkbox"/> Organizational leadership or management |
| <input checked="" type="checkbox"/> Infrastructure, utilities, or capital projects | <input type="checkbox"/> Community engagement or public communication |
| <input checked="" type="checkbox"/> Environmental compliance or regulation | |

Describe your most relevant experience

During my time at NMWD, I have learned a lot about the public utility systems on Novato and the surrounding area. Having worked with some of the folks at NSD for some of my projects at NMWD, I understand how intertwined many of the utility systems can be within a city. I also have experience with environmental regulations from my time as an environmental engineering consultant at Trinity Consultants.

SECTION 6 — ADDITIONAL INFORMATION (Optional)

I plan on living in Novato for a long time and would like to be a part of what makes this city a wonderful place to live. Please find attached my resume.

Optional attachments (max 2 pages total):

- Resume
- Letter of interest

SECTION 7 — SIGNATURE

By signing below, I certify that I am at least 18 years old and that I am a registered voter of Marin County residing in Electoral Division 1 of the Novato Sanitary District.

I also acknowledge that I am aware that the Board meets regularly on the 2nd Monday of each month at 5:30 PM and I am able to devote the time necessary to perform the duties of this body.

I am also aware that my name may be made public as an applicant for this body and that, if selected, I will be required to report investments, business positions and income from sources that are located in or doing business in the Novato Sanitary District in accordance with State and Federal laws.

Signature: REDACTED _____ Date: 6-22-2026

Blake Hall

REDACTED

Education

B.S. in Mechanical Engineering
Boise State University, Boise, ID

Graduated December 2022

Work Experience

Engineer

North Marin Water District, Novato, CA

January 2025 - Present

- Planned, designed, and managed capital improvement projects for water distribution and wastewater collection systems
- Oversaw construction projects from design through completion, ensuring compliance with budget, schedule, and quality standards
- Prepared engineering plans, specifications, cost estimates, and bid documents for infrastructure improvements
- Reviewed development and redevelopment projects for compliance with district standards and utility requirements
- Implemented asset management and GIS tools to improve system planning and maintenance tracking
- Conducted hydraulic and system capacity analyses to evaluate and improve water infrastructure performance
- Ensured compliance with environmental regulations, water quality standards, and workplace safety requirements
- Presented technical reports and project updates to executive staff

Environmental Engineering Consultant

Trinity Consultants Inc., Boise, ID

January 2023 - November 2024

- Advise clients on air quality regulations for various industries (wastewater, manufacturing, commercial, etc.)
- Perform technical research to maintain up-to-date knowledge on constantly changing state and federal air quality regulations
- Create complex emission inventory calculations and implement innovative solutions to meet permit compliance
- Build air dispersion models using AERMOD to find receptors with exceeding pollutant concentrations
- Analyze emissions data for root cause of pollutant exceedance and suggest vetted control measures to reduce emissions
- Develop project scopes and budgets to ensure accurate deliverables can be created within project budget and schedule
- Conduct client site visits to assist with air permit compliance
- Write technical permit applications and report deliverables to be submitted to governing environmental agencies
- Create NEPA/CEQA Environmental Assessments to assess project impacts on local infrastructure, water, and air
- Assist clients with responding to public comments and inquiries related to their proposed projects

Machinist

Boss Tool & Manufacturing, Boise, ID

August 2022 - December 2022

- Programmed and machined tight tolerance metal/plastic parts for various industries, including medical and nuclear
- Performed secondary and finishing operations to ensure pleasing aesthetic of parts
- Conducted rigorous QAQC to ensure parts are within tolerance and meet customer specifications
- Assisted with any necessary handyman work around the shop, including fixing broken machinery

Certifications

Engineer-in-Training (Idaho) - May 2023

Visual Emission Evaluation (EPA Method 9) Certified - September 2024

Skills and Qualifications

- Knowledge of **NAAQS, NSPS, NESHAP, NEPA, and BACT**
- Proficient with mapping software **QGIS** and familiar with **ArcGIS**
- Familiar with many **State (ID, OR, WA, CA, UT, and more)** and **Federal Environmental Regulations**
- Experience with air dispersion modeling using **AERMOD**
- Knowledge of **TAPs/TACs, Criteria Pollutants**, and **GHG** emissions calculations
- Experience with data analysis in **MATLAB**
- Strong **Client Communication** skills

NOVATO SANITARY DISTRICT
APPLICATION FOR APPOINTMENT TO BOARD OF DIRECTORS

Electoral Division: 1

Application Deadline: June 22, 2026, 12:00 p.m.

Application must be received by the District Secretary by the stated deadline to be considered. Applications may be delivered in person or by mail to:

Board Member Appointment

Attention: District Secretary
Novato Sanitary District
500 Davidson Street, Novato, CA 94945

Or by email to: sandeepk@novatosan.com.

SECTION 1 — APPLICANT INFORMATION

This section to be redacted for public distribution except name.

Full Legal Name: Gerald Craig Hill

Residence Address (within District): REDACTED

Mailing Address (if different): _____

Primary Phone: REDACTED

Email Address: REDACTED

Years residing in Novato: 32 Years residing in Marin County: 36

SECTION 2 — PROFESSIONAL BACKGROUND

Current Employer / Occupation: NHA Advisors, LLC (Municipal Advisor)

Position Title: Managing Principal

Employer Location: 4040 Civic Center Drive, Suite 200, San Rafael, CA 94903

Prior Relevant Experience (if applicable):

Marin County Public Financing Authority Board Member (2026-current)
HdL Companies Board Member (2018-current)
Novato Park & Recreation Commission (8 years)
Novato Hamilton Economic Development Advisory Commission (2 years)
Novato Investment Committee (4 years)
Extensive Advisory work with California Special Districts & Public Agencies

SECTION 3 — EDUCATION AND TRAINING (Please describe)

UC Davis - BS in Agricultural Economics and Managerial Economics
35 years of public finance consulting
5 years of public agency employment (Sacramento Municipal Utility District & State of California)

SECTION 4 — COMMUNITY AND PUBLIC SERVICE (Please describe)

West Point Inn Association Treasurer (2022 - current), Board Member (2022-2025)
NorCal Lacrosse Foundation Treasurer & Board Member (2019 - Current)
Novato Soccer Club Board Member, Facilities Director, Coach (2000-2012)
Novato Lacrosse Club President (2008-2014)

SECTION 5 — EXPERIENCE AND COMPETENCIES

- | | |
|--|---|
| <input checked="" type="checkbox"/> Public agency governance | <input type="checkbox"/> Legal, policy, or regulatory matters |
| <input checked="" type="checkbox"/> Budgeting, finance, or auditing | <input type="checkbox"/> Organizational leadership or management |
| <input checked="" type="checkbox"/> Infrastructure, utilities, or capital projects | <input type="checkbox"/> Community engagement or public communication |
| <input type="checkbox"/> Environmental compliance or regulation | |

Describe your most relevant experience

Extensive professional work with California special districts on capital project funding strategies, budget and reserve fund policy development, pension liability risk assessment and bond financing implementation

SECTION 6 — ADDITIONAL INFORMATION (Optional)

Optional attachments (max 2 pages total):

- Resume
- Letter of interest

SECTION 7 — SIGNATURE

By signing below, I certify that I am at least 18 years old and that I am a registered voter of Marin County residing in Electoral Division 1 of the Novato Sanitary District.

I also acknowledge that I am aware that the Board meets regularly on the 2nd Monday of each month at 5:30 PM and I am able to devote the time necessary to perform the duties of this body.

I am also aware that my name may be made public as an applicant for this body and that, if selected, I will be required to report investments, business positions and income from sources that are located in or doing business in the Novato Sanitary District in accordance with State and Federal laws.

Signature: REDACTED Date: June 21, 2026

Craig Hill

Managing Principal – NHA Advisors

PROFILE

Craig has been a public finance professional since 1989 and is a founding partner of NHA Advisors, LLC. His clients include California cities, special districts, counties, K-12 school districts and former redevelopment agencies throughout the State. In addition to providing traditional financial advisory expertise on public finance, Craig’s expertise includes advising on public policies related to financial matters, appropriate reserve levels and capital finance requirements. His understanding of local government and the operational components (public safety, water, sewer, marinas, airports, golf courses and other enterprise funds) provides a professional basis to assist public agencies in developing sound financial planning practices.

Craig’s technical experience includes advising on the issuance of water and sewer revenue bonds, general obligation bonds, tax allocation bonds, certificates of participation, tax and revenue anticipation notes, land-secured improvement bonds, and bond anticipation notes. In addition to traditional projects, Craig is also active in energy efficiency and renewable energy project financing including power purchase agreements.

Craig regularly speaks on public finance, renewable and energy efficiency project finance and public policy matters to professional associations including the League of California Cities, the California Society of Municipal Finance Officers, California Debt and Investment Advisory Commission, Municipal Management Association of Northern California (MMANC), the Milken Institute and Carbon War Room.

Prior to founding NHA Advisors, Craig began his public finance career as a financial analyst for the Sacramento Municipal Utility District (SMUD) to evaluate the financial and economic feasibility of the Rancho Seco Nuclear Power Plant Plan. In addition to working for the SMUD, Craig worked for the State of California (Office of Energy Assessments) to develop financing programs for statewide facility upgrades mandated by the governor. Since joining the private practice, he has worked for a leading California bond counsel firm and financial advisory firm before partnering with Mark Northcross to create NHA Advisors.

In addition to working as a municipal advisor, Craig volunteers for many organizations including serving as a board member for the HdL Companies and as a treasurer for the NorCal Lacrosse Foundation and West Point Inn Association. He has also served as a member of the Novato Park & Recreation Commission, Novato Investment Committee and Novato Budget Committee as well as the board of directors for the Novato Youth Soccer Association and President of the Novato Lacrosse Club. He is

Specialties

- Utility – Water, Wastewater, Refuse
- Renewable & Energy Efficiency Financing
- Educational Presentations, Public Speaking
- Public Finance and Policy Leadership
- Voter-Approved Financing

Professional History

- NHA Advisors LLC: Managing Principal (2011 to Present)
- Global Pacific Capital LLC: Senior Advisor (2020 to Present)
- CleanFund Commercial Pace Capital: Senior Advisor (2010-2019)
- Northcross Hill & Ach, Inc: Principal (2001-2011)

Education

- Bachelor of Applied Science: Agricultural Business and Management – University of California Davis 1989

Certifications

- Registered with the SEC and MSRB
- Series 50 License

Professional Memberships

- Board of Directors, HdL Companies
- Board of Directors, Marin County JPA
- California Society of Municipal Finance Officers (CSMFO)
- Municipal Management Association of Northern California (MMANC)
- California Special Districts Association (CSDA)
- International City Managers Association (ICMA)
- Government Finance Officers Association (GFOA)
- California League of Cities (Cal Cities)

enjoying the fruits of his parental labor having watched his four kids grow and compete in competitive sports through high school and college over the last 15 years.

KEY PROJECT EXPERIENCE

City of Hayward (CA): Financing Plan Development and Implementation for a \$500 Million Capital Project

Craig is leading the NHA team working with the City of Hayward to develop a financing plan for a \$500 million capital project to comply with SWRCB's Permit Order No. 3 regarding discharge into the San Francisco Bay. This regulatory-driven project is the largest project the City has ever undertaken and the financing plan utilizes a combination of cash, WIFIA loan, and bonds. Craig and the NHA team assisted the City with the WIFIA Letter of Interest preparation, WIFIA pro forma preparation, and WIFIA application. The City's Sewer Fund did not have an existing credit rating and Craig assisted the City through a private rating process with S&P, creating the credit strategy to secure a very strong private credit rating. Craig led the NHA team modeling a variety of WIFIA, bonds, and SRF loan structuring scenarios to minimize near-term impact on the City's ratepayers.

West County Wastewater District (CA): Financing Plan Development and Implementation for \$90 Million Renewable & Energy Efficiency WWTP Upgrade

Craig led an engagement to develop a funding plan for a large-scale overhaul of the wastewater treatment plant that included renewable and energy efficiency projects and sewer collection/force main improvements. Craig developed a comprehensive financing plan that incorporated conditions of existing obligations (SRF loans), projected capital expenditures, and incorporated newly-adopted sewer rate increases to support the debt. Craig led the credit rating strategy development to achieve inaugural "Aa3/AA-" credit ratings from Moody's and S&P. Given that it was the District's first time accessing the capital markets, Craig also led District staff and Board members in a multi-phased education process regarding key considerations, covenants, and best policies and practices for the issuance of debt.

PUBLICATIONS

- "Going Green Can Save You Money – Financing Public Improvements with Green Bonds" CSMFO Magazine, September 2016

RECENT PRESENTATIONS

- "Developing Fiscal Sustainability Amongst Rising Operating and Capital Needs," Fire Districts Association of California Conference, April 2024
- "Arbitrage Risks and Opportunities in the Current Market," California Debt and Investment Advisory Commission Webinar, March 2024
- "Bond Concepts," California Debt and Investment Advisory Commission Conference, September 2022
- "Process from Concept to Completion of the City of Campbell Civic Center Project Financing – Measure O" California Debt and Investment Advisory Commission Conference, September 2022

NOVATO SANITARY DISTRICT
APPLICATION FOR APPOINTMENT TO BOARD OF DIRECTORS

Electoral Division: 1

Application Deadline: June 22, 2026, 12:00 p.m.

Application must be received by the District Secretary by the stated deadline to be considered. Applications may be delivered in person or by mail to:

Board Member Appointment

Attention: District Secretary
Novato Sanitary District
500 Davidson Street, Novato, CA 94945

Or by email to: sandeepk@novatosan.com.

SECTION 1 — APPLICANT INFORMATION

This section to be redacted for public distribution except name.

Full Legal Name: Paul James Nave Jr

Residence Address (within District): REDACTED

Mailing Address (if different): _____

Primary Phone: REDACTED

Email Address: REDACTED

Years residing in Novato: 2 Years residing in Marin County: 21

SECTION 2 — PROFESSIONAL BACKGROUND

Current Employer / Occupation: Marin Buzz

Position Title: Creative Director

Employer Location: Novato, CA

Prior Relevant Experience (if applicable):

Project Controller - Meylan Construction
Sales & Finance Manager - Toyota Marin
Accounts Manager - Nuvolum Marketing
Policy Intern - Marin County Board of Supervisors (District 1)

SECTION 3 — EDUCATION AND TRAINING (Please describe)

College of Marin
Toyota Management Systems Course
CA Sales License
Marin County Intern of the Year (2020)

SECTION 4 — COMMUNITY AND PUBLIC SERVICE (Please describe)

Member, Board of Directors - Marin History Museum
Member, Board of Directors - United Nations Association of Marin
Member, Board of Directors - Marin County Young Democrats
Member, Central Committee - Marin County Democratic Party
Technology Coordinator - Novato History Museum

SECTION 5 — EXPERIENCE AND COMPETENCIES

- Public agency governance
- Budgeting, finance, or auditing
- Infrastructure, utilities, or capital projects
- Environmental compliance or regulation
- Legal, policy, or regulatory matters
- Organizational leadership or management
- Community engagement or public communication

Describe your most relevant experience

My experience spans all the competencies above. As a Project Controller for Meylan Construction, I managed budgets, contracts, compliance, and capital projects. As a Marin County Board of Supervisors intern, I analyzed legislation, constituent concerns, and public policy. I currently serve on multiple nonprofit boards and lead Marin Buzz, strengthening my experience in governance, financial oversight, management, public communication and community engagement.

SECTION 6 — ADDITIONAL INFORMATION (Optional)

Optional attachments (max 2 pages total):

- Resume
- Letter of interest

SECTION 7 — SIGNATURE

By signing below, I certify that I am at least 18 years old and that I am a registered voter of Marin County residing in Electoral Division 1 of the Novato Sanitary District.

I also acknowledge that I am aware that the Board meets regularly on the 2nd Monday of each month at 5:30 PM and I am able to devote the time necessary to perform the duties of this body.

I am also aware that my name may be made public as an applicant for this body and that, if selected, I will be required to report investments, business positions and income from sources that are located in or doing business in the Novato Sanitary District in accordance with State and Federal laws.

Signature: _____ **REDACTED** _____ Date: 6/19/26

Members of the Novato Sanitary District Board,

I am writing to express my interest in the District 1 vacancy.

My family has called Novato and Marin County home since 1886. As a lifelong Marin resident, I've always felt a responsibility to give back to the community that has provided so much to my family and me. Public service has been a consistent thread throughout my life, and I view this opportunity as another way to contribute to the long-term success and quality of life of the community I care deeply about.

Professionally, I have built experience in finance, project management, public policy, communications, and organizational leadership. As Project Controller for Meylan Construction, I worked closely with budgets, contracts, compliance requirements, and capital projects. As a policy intern with the Marin County Board of Supervisors, I analyzed legislation, engaged with constituents, and gained firsthand exposure to local government decision-making. I was honored to be named Marin County Intern of the Year in 2020, an experience that reinforced my commitment to civic service.

Today, I continue that commitment through both nonprofit leadership and my work at Marin Buzz. Through Marin Buzz, I've had the opportunity to connect with hundreds of residents, business owners, nonprofit leaders, and elected officials across Marin County. It's given me a unique perspective on our community and shown me the importance of bringing people together around shared goals. I have been fortunate to help highlight local businesses, community events, and public initiatives while building relationships with people from every corner of Marin.

I also serve on several local nonprofit boards, including the Marin History Museum, where I help support fundraising, community outreach, and long-term organizational sustainability. Throughout my career and volunteer service, I have sought to leave organizations stronger than I found them. Whether through improved financial stewardship, stronger partnerships, increased public engagement, or long-term strategic planning.

Lastly, I am pleased to note that I attended Board meetings before this vacancy existed, reflecting a real interest in the District's work and its role in serving fellow residents. I would be honored to bring my experience, energy, and dedication to the Board and hope to have the opportunity to serve.

Thank you for your consideration.

Sincerely,

P.J. Nave

PRIMARY EXPERIENCE

Creative Director — *Marin Buzz*

JAN 2026 - PRESENT

- Manage and drive digital marketing strategy across social media, email, and web to grow engagement
- Develop and execute scheduled content campaigns in coordination with local business partners, event organizers, and public officials
- Grown social presence to 2.86M aggregate monthly views and 17.4k newsletter subscribers. Nearly doubling audience reach since joining

Project Controller — *Meylan Construction*

AUG 2024 - DEC 2025

- Managed high-volume accounts payable inbox, processing and posting invoices into accounting software; allocating each invoice to the appropriate job and CSI task code for accurate cost tracking
- Tracked project-related contracts, change orders, vendor compliance documents, and insurance certificates to ensure alignment with job requirements
- Collaborated with project managers and field leadership to support financial reporting and cost tracking across multiple job sites

Sales & Finance Manager — *Toyota Marin*

JUN 2024 - AUG 2024

- Full-cycle B2C automotive sales, from product demonstrations, credit applications, financing arrangements, payment processing, to upselling of third-party products in a quota-driven environment
- Consistently exceeded sales goals; closed \$12,000 in additional product on a single deal within first 10 days
- Maintained strong client relationships through attentive follow-up, leading to high customer retention and repeat business pipeline.

EDUCATION

College of Marin 2021-2024

AWARDS

Marin County Intern of the Year 2020 - I received a resolution of commendation from the County Government for my outstanding work.

SKILLS

CA Licensed Salesperson

Workflow & Documentation

Cloud-based recordkeeping • Google Workspace & Microsoft Office Suite (Excel, Outlook, PowerPoint, Word)

Customer Relationship Mgmt.

Salesforce • Zendesk • Wrike • Slack • Asana • Discord

Accounting & Tax Systems

QuickBooks • Lacerte Tax Software • Viewpoint Vista

Construction Mgmt. Tools

Procore • Buildertrend • SketchUp • Bluebeam • ProjectSight

SECONDARY EXPERIENCE

Accounts Manager — *Nuvolum, San Francisco*

SEP 2022 - JAN 2023

- Delivered comprehensive sales presentations, brand transition strategies, and quarterly marketing campaigns
- Managed marketing for 25+ multi-location private medical accounts as the sole point of contact
- Acted as the primary liaison between clients and internal teams (creative, web, SEO, and campaign) to drive coordinated strategy and execution

Lease Specialist & Social Media Manager — *BMW of San Rafael*

APR 2021 - SEP 2022

- Served as the top-performing lead generator for high-end luxury vehicle sales
- Lead Coordinator for promotional content for new electric vehicle line, enhancing brand visibility and customer engagement.
- Managed the entire end-of-lease process, ensuring seamless transitions for customers and maximizing their experience. Earned highest customer feedback remarks (Yelp, Google, etc.)
- Organized three successful VIP outreach events, attracting 150-300 attendees and strengthening customer relationships.

Intern — *Marin County Board of Supervisors (District 1)*

NOV 2019 - APR 2021

- Met with constituents to address local concerns and relay community feedback to the Supervisor and staff
- Authored concise bill summaries and impact reports to inform policy decisions on proposed state legislation
- Took initiative beyond assigned tasks, including conducting a comprehensive review of all five district webpages instead of just District 1 and delivering actionable improvements

VOLUNTEER EXPERIENCE

Member, Board of Directors — *Marin History Museum*

JAN 2026 - PRESENT

- Grants & Fundraising Committee Chair
- Led partnerships initiatives with Marin County to ensure funding and sustained financial longevity
- Contributed innovative ideas to drive up community outreach and program engagement
- Maintained positive museum experience despite budgetary constrictions

Treasurer & Member, Board of Directors — *Vestansaer*

JAN 2023 - PRESENT

- Oversee all organizational finances including dues collection, budget management, and financial recordkeeping to maintain fiscal health and transparency
- Manage vendor relationships and lead procurement of insurance coverage to ensure operational compliance and event readiness
- Prepare financial reports for board review and contribute to strategic planning around fundraising, membership growth, and seminar programming

NOVATO SANITARY DISTRICT
APPLICATION FOR APPOINTMENT TO BOARD OF DIRECTORS



Item 6.a.-e.
Attachment 3
John Austin Ribbel
(Pages 29 to 32)

Electoral Division: 1

JUN 18 2026

Application Deadline: June 22, 2026, 12:00 p.m.

NOVATO SANITARY DISTRICT

Application must be received by the District Secretary by the stated deadline to be considered. Applications may be delivered in person or by mail to:

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Attention: District Secretary
Novato Sanitary District
500 Davidson Street, Novato, CA 94945

Or by email to: sandeepk@novatosan.com.

SECTION 1 — APPLICANT INFORMATION

This section to be redacted for public distribution except name.

Full Legal Name: John Austin Ribbel

Residence Address (within District): REDACTED

Mailing Address (if different): _____

Primary Phone: REDACTED

Email Address: REDACTED

Years residing in Novato: 55 Years residing in Marin County: 56

SECTION 2 — PROFESSIONAL BACKGROUND

Current Employer / Occupation: Chevron Research and Development

Position Title: Senior Instrumentation Technician

Employer Location: 100 Chevron Way Richmond, CA.

Prior Relevant Experience (if applicable):

Senior Instrumentation tech at Chevron Research and Development, 2007 to now

Instrument tech for Novato Sanitary District from 2003 to 2007.

SECTION 3 — EDUCATION AND TRAINING (Please describe)

- Graduated Novato High School 1983
- Occupational Associates Degree in Automotive –Diesel technology at UTI Phoenix, AZ 1996
- Fischer Control Valve operation and maintenance 1988
- National Technology Transfer Instrumentation and control 1999
- MSA Ultima Gas Detectors McHaney Engineering 2001
- Lookout Basics & Advanced SCADA 2005

SECTION 4 — COMMUNITY AND PUBLIC SERVICE (Please describe)

Boy Scouts 1975- 1980 Troop 142 Novato (Luminaries) and multiple public services earning merit badges.

SECTION 5 — EXPERIENCE AND COMPETENCIES

- | | |
|--|--|
| <input type="checkbox"/> Public agency governance | <input type="checkbox"/> Legal, policy, or regulatory matters |
| <input type="checkbox"/> Budgeting, finance, or auditing | <input checked="" type="checkbox"/> Organizational leadership or management |
| <input checked="" type="checkbox"/> Infrastructure, utilities, or capital projects | <input checked="" type="checkbox"/> Community engagement or public communication |
| <input checked="" type="checkbox"/> Environmental compliance or regulation | |

Describe your most relevant experience

I sign off on capital projects at Chevron and coordinate the people involved to bring the projects to completion.

I live up the street from the treatment plant. I regularly read the board meeting agenda at the front gate of NSD.

SECTION 6 — ADDITIONAL INFORMATION (Optional)

I was hired as an outside contractor to fix the lift stations and both treatment plants (Novato and Ignacio plants) 1995 to 1003

Optional attachments (max 2 pages total):

- Resume
- Letter of interest

SECTION 7 — SIGNATURE

By signing below, I certify that I am at least 18 years old and that I am a registered voter of Marin County residing in Electoral Division 1 of the Novato Sanitary District.

I also acknowledge that I am aware that the Board meets regularly on the 2nd Monday of each month at 5:30 PM and I am able to devote the time necessary to perform the duties of this body.

I am also aware that my name may be made public as an applicant for this body and that, if selected, I will be required to report investments, business positions and income from sources that are located in or doing business in the Novato Sanitary District in accordance with State and Federal laws.

Signature:  Date: 6-16-2020

Novato Sanitary District
Board Appointment Application

2 of 2

John A. Ribbel

REDACTED

- Performance-driven and detail-oriented Industrial Instrument Tech with 30+ years of experience.
- Independent, self-motivated and able to grow positive relationships at all organizational levels.
- Dedicated and focused; able to prioritize multiple tasks and follow through to achieve project goals on time and safely.

KEY SKILLS

- Control system wiring and troubleshooting
- Control valve repair and maintenance
- Flame Safeguard and burner controls
- Hydraulics
- Ph control and measurement
- Flowmeters
- Gas Detection
- Milk pasteurization controls and process

WORK HISTORY

- 07/07 – **Senior Instrument Tech, Chevron, Richmond, CA.**
Repair and maintain measurement and control systems for Chevron Research facilities. This includes over 100 labs, 17 test engines, 4 mileage accumulators, 2 chassis dynamometers and the environmental control systems, hazardous gas detection, Custom outfit test vehicles to run remotely on mileage accumulators, chassis dynamometers. Build and upgrade engine control panels and instrumentation for engine test stands. Worked in the refinery wastewater systems.
- 10/03 – 07/07 **Instrument Tech, Novato Sanitary District, Novato, CA.**
Instrumentation maintenance and repair for 2 wastewater treatment facilities as well as 30+ remote lift stations. Repaired and maintained all the electrical, instrumentation, PLC's, pump controls, flow measuring instrumentation and the chemical feed, measurement instrumentation. Controlled sewage and prevented any environmental spills.
- 02/96 – 10/03 **Industrial Instrument Service Tech, Merit Services, Novato, CA**
Field service tech. Repair, install, calibrate all means of instrumentation and controls in various environments including, wastewater treatment plants, food production, state of California pasteurization certification, steel production, chemical production, etc. Diagnose flow, pressure, temperature and level control issues. Flame safeguard safety and control system repairs and installation. Ph calibration and controls.
- 12/94 – 01/96 **Electrical Instrument Tech, Redwood Empire Lumber mill, Cloverdale, California**
Maintained and upgraded 80% of the Instrumentation and the MCC control panels to bring the mill back to life. Upgraded the old sawdust fueled boiler controls, flame safeguard, wood sorter, the dryer barns and the steam control valve system.
- 6/91 – 12/94 **Lead Automotive Electrician, Vehicle Manufacturing Company, Windsor, California**

Installation of custom electrical systems on custom built vehicles, 12vdc to 480vac.
Onboard Generators, modified electrical and vehicle control systems.

6/89 – 6/91 **Quality Control Supervisor/ Electrician, Beck Fire Apparatus, Cloverdale, California**

Conducted quality control and performance supervision in the production of firetrucks. Performed vehicle inspection and functionality including pump performance, pump output and performance testing and certification. Built and tested all custom electrical systems, onboard generator, emergency lighting and siren controls.

10/86 – 6/89 **Industrial Instrument Service Tech, Merit Services, Novato, CA**

Field service tech. Repair, install, calibrate all means of instrumentation and controls in various environments including, wastewater treatment plants, food production, steel production, chemical production, etc. Diagnose flow, pressure, temperature and level control issues. Boiler safety and control system repairs and installation. Ph calibration and controls.

9/85 – 10/86 **Auto Mechanic Montgomery Wards, Phoenix, Arizona**

Performed all areas of automotive repair, alignments, brakes, suspension, engine performance, timing belts, cooling, etc.

EDUCATION

- Graduated Novato High School 1983
- Occupational Associates Degree in Automotive –Diesel technology at UTI Phoenix, AZ 1996
- Fischer Control Valve operation and maintenance 1988
- National Technology Transfer Instrumentation and control 1999
- MSA Ultima Gas Detectors McHaney Engineering 2001
- Lookout Basics & Advanced SCADA 2005

CERTIFICATION

- ASE Certified Master Heavy Duty Truck Technician 1986
- Moog Certified Automotive Technician 1986
- **ISA Certified Control System Technician, certification #16472 2000**
- **CWEA Instrumentation Grade 1 2022**

NOVATO SANITARY DISTRICT
APPLICATION FOR APPOINTMENT TO BOARD OF DIRECTORS

Electoral Division: 1

Application Deadline: June 22, 2026, 12:00 p.m.

Application must be received by the District Secretary by the stated deadline to be considered. Applications may be delivered in person or by mail to:

Board Member Appointment
Attention: District Secretary
Novato Sanitary District
500 Davidson Street, Novato, CA 94945

Or by email to: sandeepk@novatosan.com.

SECTION 1 — APPLICANT INFORMATION

This section to be redacted for public distribution except name.

Full Legal Name: Jeffrey Jon Tarantino

Residence Address (within District): REDACTED

Mailing Address (if different): _____

Primary Phone: REDACTED

Email Address: REDACTED

Years residing in Novato: 5 Years residing in Marin County: 5

SECTION 2 — PROFESSIONAL BACKGROUND

Current Employer / Occupation: Freyer & Laureta, Inc.

Position Title: Executive Vice President

Employer Location: Novato, CA

Prior Relevant Experience (if applicable):

I am California Professional Civil Engineer and serve as a consultant to municipalities and special districts with a focus on water and wastewater utilities.

SECTION 3 — EDUCATION AND TRAINING (Please describe)

Bachelor of Science, Civil Engineering - Santa Clara University, 1999
California Professional Civil Engineer #63936, 2002
Past President, Silicon Valley Chapter American Public Works Association
Small Utility Chair and Awards Committee Chair, CA-NV American Water Works Association
Past President San Jose Chapter American Society of Civil Engineers

SECTION 4 — COMMUNITY AND PUBLIC SERVICE (Please describe)

Coach, CYO Athletics
Former Parent Advisory Board Member, St. Monica School (San Francisco)
Class of 1995 Giving Committee, St. Ignatius College Preparatory

SECTION 5 — EXPERIENCE AND COMPETENCIES

- Public agency governance
- Budgeting, finance, or auditing
- Infrastructure, utilities, or capital projects
- Environmental compliance or regulation
- Legal, policy, or regulatory matters
- Organizational leadership or management
- Community engagement or public communication

Describe your most relevant experience

In my role as Executive Vice President for F&L, I am responsible for financial oversight of company operations, development of technical training programs, oversight of project delivery for over \$100 million of infrastructure improvements over the past 10 years, and provide as-needed consulting services to utility executive leadership for development and delivery of capital improvement programs.

SECTION 6 — ADDITIONAL INFORMATION (Optional)

Optional attachments (max 2 pages total):

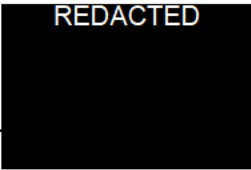
- Resume
- Letter of interest

SECTION 7 — SIGNATURE

By signing below, I certify that I am at least 18 years old and that I am a registered voter of Marin County residing in Electoral Division 1 of the Novato Sanitary District.

I also acknowledge that I am aware that the Board meets regularly on the 2nd Monday of each month at 5:30 PM and I am able to devote the time necessary to perform the duties of this body.

I am also aware that my name may be made public as an applicant for this body and that, if selected, I will be required to report investments, business positions and income from sources that are located in or doing business in the Novato Sanitary District in accordance with State and Federal laws.

Signature: _____  _____ Date: June 21, 2026

Novato Sanitary District
Board Appointment Application

2 of 2

June 21, 2026

Mr. Jerry Peters, President
Board of Directors
Novato Sanitary District
500 Davidson Street
Novato, CA 94945

Re: Letter of Interest for Appointment to the Division 1 Vacancy

Dear President Peters and Members of the Board of Directors,

I am pleased to submit my application for consideration for appointment to the vacancy on Novato Sanitary District (District) Board of Directors Division 1 seat. I am excited about the opportunity to serve my community and contribute to the District's mission to deliver responsible, environmental, and economical wastewater and solid waste resource management.

My wife, REDA, and I moved with our two children to Novato in 2021. We have found a wonderful community in Novato and I recognize the importance of finding ways to give back to this community. If selected to the Division 1 vacancy, I will have the opportunity to give back to the community utilizing my experience and knowledge as a professional civil engineer.

Since my first internship in 1997, I have focused my professional career in serving public agencies with an emphasis on water and wastewater utilities. I have led development of master plans, infrastructure renewal design, and construction oversight of over \$100 million in public infrastructure improvements over the last 10 years. I am also responsible for engaging the public and governing bodies to develop comprehensive project solutions that meet multiple goals and objectives to provide reliable and affordable public utility services.

As Executive Vice President of Freyer & Laureta, Inc., I have gained substantial experience in organizational leadership, budgeting, project oversight, stakeholder communication, and risk based decision-making. I provide technical leadership to support public agencies and community stakeholders to deliver complex infrastructure projects where accountability, clear communication, sound fiscal management, and practical problem-solving are essential.

I also recognize that Board service requires preparation, collaboration, and a willingness to engage with detailed technical and policy issues. I am prepared to devote the time necessary to participate fully in meetings, review materials carefully, listen to community input, and work respectfully with fellow Board members and District staff.

Thank you for considering my application for appointment to the Division 1 vacancy. I welcome the opportunity to discuss my interest and qualifications further at the June 25 special meeting.

Respectfully submitted,

REDACTED

Jeffrey Tarantino, P.E.



Jeffrey J. Tarantino, P.E.

EXECUTIVE VICE PRESIDENT

Jeff brings nearly three decades of experience in the planning, design, and construction of municipal infrastructure projects, including wastewater collection, sewer rehabilitation, and utility conveyance for Bay Area public agencies and special districts. He has served as Principal-in-Charge and Project Manager for more than \$100 million in water and wastewater infrastructure capital improvements, maintaining direct client engagement from project initiation through construction closeout on every assignment.

RELEVANT PROJECTS

Wastewater & Sewer Rehabilitation

- City of Pacifica, Vallemar & Rockaway Beach Sanitary Sewer Rehabilitation, Pacifica
- City of Pacifica, Wet Weather Flow Equalization Basin, Pacifica
- Castro Valley Sanitary District, Gravity Sewer Repair and Replacement, Castro Valley
- East Palo Alto Sanitary District, Sewer Mains CIP 1.1 & 1.2, East Palo Alto
- East Palo Alto Sanitary District, On-Call Engineering Services, East Palo Alto
- Bayshore Sanitary District, Carlyle Pump Station, Redwood City
- Las Gallinas Valley Sanitary District, Marin Lagoon Pump Station, Marin County
- Town of Woodside, Sanitary Sewer Master Plan, Woodside
- West Valley Sanitation District, Curtner Avenue Sewer Extension, Campbell
- City of Lathrop, O Street Wastewater Pump Station, Lathrop
- Stanford, Faculty Staff Housing Sanitary Sewer Replacement, Stanford
- Stanford, Codiga Sanitary Sewer Pump Station Replacement, Stanford

Water & Pipeline Infrastructure

- City of Brentwood, Zone 2 Reduced Water Pressure Zone, Brentwood
- North Marin Water District, Lynwood Pump Station Replacement, Novato
- North Marin Water District, Hydropneumatic System Replacement, Novato
- Alameda County Water District, Hidden Valley Tank, Alameda County
- Marin County Parks, Stafford Lake Waterline, Novato
- EBMUD, On-Call Pipeline Engineering Design Support, Oakland
- Estero Municipal Improvement District, Shell Boulevard Force Main Replacement, Foster City
- City of Daly City, Citrus Pump Station Improvements, Daly City
- City of Daly City, Zone 1 to Zone 3 PRV Design, Daly City
- Sonoma County Water Agency, On-Call Engineering Services, Santa Rosa
- City of Santa Rosa, Reclamation Distribution System Valves Condition Assessment, Santa Rosa

FREYER & LAURETA, INC. Civil Engineers · Surveyors · Construction Managers

EDUCATION

- Bachelor of Science in Civil Engineering
- Santa Clara University, Santa Clara, CA

CONTACT

REDACTED
 [Redacted Contact Information]

CERTIFICATIONS

Civil Engineer CA No. 63936

KEY EXPERIENCE

- Principal-in-Charge and Project Manager for municipal wastewater, sewer, and water infrastructure projects, overseeing more than \$100 million in capital improvements
- Provides senior technical oversight and QA/QC for complex civil infrastructure projects, ensuring technical accuracy, constructability, and regulatory compliance
- Project Manager for the City of Pacifica Pedro Point Sanitary Sewer Rehabilitation and Replacement Project, selected for APWA and ASCE Project of the Year
- Proven track record delivering projects from planning and design through construction support for public agencies and special districts

DRAFT RESOLUTION NO. 3216

**A RESOLUTION APPOINTING A DIRECTOR TO FILL
A VACANCY IN AN ELECTIVE OFFICE**

NOVATO SANITARY DISTRICT

WHEREAS, Director Jean Mariani was elected to the Board of Directors of the Novato Sanitary District in 2024 as resident elector of Electoral Division 1 and for a four (4) year term expiring in 2028, and provided notice of her resignation therefrom on, and effective as of, May 26, 2026;

WHEREAS, in accordance with Section 6483 of the California Health and Safety Code and Section 1780 of the California Government Code, the Board has elected to fill the resulting Electoral Division 1 vacancy, which occurred in the first half of the term of office and more than 130 days before the next general election, by appointment;

WHEREAS, the person so appointed shall serve until the office is filled by election at the next District general election on November 3, 2026, and until the person who is so elected, and who will serve the remainder of the term of office, has been qualified;

WHEREAS, the District published notice of the vacancy and solicited applications, and the Board held a special meeting on June 24, 2026, to consider the applications received from registered voters in Electoral Division 1 and appoint a new member of the Board of Directors; and

WHEREAS, the Board now desires to make such appointment.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Novato Sanitary District as follows:

1. The above Recitals are true and correct.
2. Having full faith and confidence in their ability to serve as a member of the Board of Directors for the Novato Sanitary District, and being a resident elector of Electoral Division 1 of the District,

is hereby appointed as a member of the Board, to hold such office until after the next District general election of November 2026, and until the person who is elected in that election to fill the vacancy has been qualified.

3. The Secretary of this District is authorized and directed to take any and all actions necessary to carry out the purposes of this Resolution, including executing and transmitting notice and certification of the appointment, in accordance with applicable law.

* * * * *

I hereby certify that the foregoing resolution was duly and regularly passed and adopted by the Board of Directors of the Novato Sanitary District at a meeting thereof held on the 24th 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

ATTEST:

Sandeep Karkal,
Secretary, Board of Directors
Novato Sanitary District

CERTIFICATE OF APPOINTMENT

STATE OF CALIFORNIA)
) ss
County of Marin)

I, Sandeep Karkal, Secretary of the NOVATO SANITARY DISTRICT, Marin County, California, do hereby certify that at a meeting of the Board of Directors of said District, held on the 24th day of June 2026, _____ was appointed to the office of Director of said Board as appears by the official records of said District.

Sandeep Karkal
Secretary, Novato Sanitary District

(SEAL)

* * * * *

OATH OF OFFICE

STATE OF CALIFORNIA)
) ss
County of Marin)

I, _____, do solemnly swear that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I will take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

See Attached for California Jurat (Notary Certificate)
