

NOVATO SANITARY DISTRICT

Meeting Date: October 12, 2026

The Board of Directors of the Novato Sanitary District will hold a regular in-person meeting at 5:30 p.m., Monday, October 12, 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.

REGULAR MEETING AGENDA

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

This item is to allow anyone wishing to address the Board of Directors on matters within the District's jurisdiction but not on the posted agenda. Each individual will be limited to a three-minute presentation. The Board President may refer any matter to staff for follow-up, or elect to have the matter placed on a future agenda. No action will be taken by the Board at this time as a result of any public comments made.*
**Note: Raise your hand and the Board President will recognize and notify you when it is your turn to speak.*

- 4. REVIEW OF MINUTES:**

- a. Approve minutes of the regular meeting of September 14, 2026.

- 5. CONSENT CALENDAR:**

The General Manager–Chief Engineer has reviewed the following item(s) and has determined that they are routine in nature and, to his knowledge, without controversy. The item(s) can be acted on in one consolidated motion as recommended or may be removed from the Consent Calendar and separately considered at the request of any person.

- a. Approve/ratify regular disbursements, September 15 – October 12, 2026.
- b. Ratify payroll and payroll related disbursements, September 2026.
- c. Receive deposit summary, September 2026.
- d. Receive Accounts Receivable (A/R) Summary Report as of September 30, 2026.
- e. Cancel the regular meeting of November 9, 2026.

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

- a. Receive revised proposed Schedule and set public hearing date of December 14, 2026 to consider modifications and establish maximum solid waste service charges for Calendar Year (CY) 2027.
- b. Receive and review R3 Consulting Group, Inc. (R3) draft report titled “*Review of Recology Sonoma-Marin’s Requested Rate Adjustment for Rate Year 2027*”, and its recommendations, including a Calendar Year (CY) 2027 maximum solid waste rate adjustment of up to +5.47% (information only – no action at this time).
- c. Approve a contract with Recology Sonoma Marin (RSM) for RSM to manage HHW Facility Operations in an amount not-to-exceed \$575,000, subject to allocation of funds each fiscal year, for an initial 1-year term, and two automatic one-year extensions, and authorize the General Manager-Chief Engineer to execute it.

7. WASTEWATER OPERATIONS:

- a. Receive Wastewater Operations Report for September 2026 – information only:
 - i. Collection Systems
 - ii. Treatment Facilities
 - iii. Reclamation Facilities

8. CAPITAL PROJECTS:

- a. Approve an amended Rental Agreement with Envent Corporation in the not-to-exceed amount of \$101,221.40 for a temporary odor scrubber and accessories; and authorize the General Manager-Chief Engineer to execute it.
- b. Receive Capital Projects Update Report through September 2026 – information only.

9. BOARD OF DIRECTORS – COMPENSATION:

- a. Consider Director Bentley's request for retroactive and ongoing health insurance premium reimbursement, together with the attached materials, make a determination on the request, and provide direction to staff as applicable (continued from September 14, 2026 Board meeting).

10. BOARD MEMBERS' REPORTS, REQUESTS, AND ANNOUNCEMENTS:

- a. Receive report: North Bay Watershed Association (NBWA) meeting, October 2026 – information only.
- b. At request of Director Tarantino, review District Ordinance 125 "An Ordinance Establishing Board Member Compensation and Adopting a Board Compensation Policy", and provide direction, if any.

11. GENERAL MANAGER'S REPORT AND ANNOUNCEMENTS:

- a. Receive verbal report and announcements.

12. ADJOURN:

Next Resolution No. 3219.

Next regular meeting: Monday, December 14, 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 Board Meeting Minutes
Meeting Date: September 14, 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 September 14, 2026, at the District Office, 500 Davidson Street, Novato.

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

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

ALSO PRESENT: Derek Dill, Project Leader, Veolia Water
Roy Castillo, Deputy Lead, Veolia Water
Rodney Lance, Vice President, Veolia West Region
Manuel Molina, HubGrade Operations Specialist, Municipal Services, Veolia
Rodrigo Vignau, Director of Capital Management – West, Veolia
Celia Furber, Waste Zero Manager, Recology Sonoma-Marin
Satu Taari, Waste Zero Specialist, Recology Sonoma-Marin

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.

REVIEW OF MINUTES:

Approve minutes of the regular meeting of August 10, 2026.

Approve minutes of the special meeting of August 21, 2026.

On motion of Director Tarantino, seconded by Director Fuelle, and carried unanimously, the August 10, 2026 regular meeting, and the August 21, 2026 special meeting minutes were approved.

CONSENT CALENDAR:

- a. Approval of Board member disbursements for the month of August 2026 in the amount of \$2,208.75. Approval and ratification of operating check disbursements as follows: August 2026 second half in the amount of \$560,895.87 and September 2026 first half in the amount of \$159,272.96. Approval and ratification of capital check disbursements as follows: August 2026 second half in the amount of \$79,526.13 and September 2026 first half in the amount of \$380,054.91.
- b. Ratification of payroll and payroll related disbursements, August 2026 in the amount of \$395,342.63.
- c. Receive deposit summary, August 2026.
- d. Receive Environmental Programs Manager's report: California Resource Recovery Association Annual Conference, August 30 - September 2, 2026 - information only.
- e. Receive copy of Platinum14 Peak Performance Award Certificate from the National Association of Clean Water Agencies (NACWA).

On motion of Director Tarantino, seconded by Director Fuelle, and carried unanimously, the Board approved the above listed consent calendar items.

SOLID/HOUSEHOLD HAZARDOUS WASTE (S/HHW) OPERATIONS:

Receive Recology Sonoma Marin (RSM) 2nd Quarter 2026 report.

The General Manager introduced Ms. Satu Taari, Waste Zero Specialist, Recology Sonoma Marin. Ms. Taari reviewed RSM's 2nd Quarter 2026 operations report by way of highlights of the written report provided in the agenda packet.

Receive 2nd Quarter 2026 Disposal/Diversion report.

The General Manager introduced Casey Poldino, Environmental Programs Manager. Ms. Poldino reviewed the 2nd Quarter 2026 Disposal/Diversion report by way of highlights of the written report provided in the agenda packet.

Receive 2nd Quarter 2026 HHW and E-waste report and activities to date.

Ms. Poldino reviewed the 2nd Quarter 2026 HHW and E-waste report and activities to date by way of highlights of the written report provided in the agenda packet.

Receive report on Marin County JPA and Local Task Force activities to date.

Ms. Poldino provided an update on Senate Bill SB 1383 activities by way of highlights of the written report provided in the agenda packet.

Receive update on Senate Bill SB 1383 activities to date.

Ms. Poldino provided an update on Senate Bill SB 1383 activities and legislation updates by way of highlights of the written report provided in the agenda packet.

Receive status of Calendar Year (CY) 2027 solid waste rate adjustment request from Recology Sonoma-Marine (RSM), (information only – no action at this time).

The General Manager noted that he would address items 6.f. & 6.g. together.

He stated that the District had timely received the CY 2027 Solid Waste Adjustment Request from Recology, and as in the past, the District had retained the services of R3 Consulting Group (R3) to prepare a rate review report. He stated that upon receipt of the draft, staff will review and provide their recommendations to the Board at its regular October meeting. Any Board input will be incorporated into a final report to be presented for approval at the regular November Board meeting, along with recommendations for rate adjustments (if any).

Review proposed Schedule and draft Notice of Intent and Public Hearing, and set public hearing date of November 9, 2026, to consider modifications and establish maximum solid waste service charges for Calendar Year (CY) 2027.

The General Manager recommended that the Board review the proposed schedule and set a Public Hearing date of November 9, 2026, to consider modifications and to establish the maximum solid waste service charges for calendar year 2027.

On motion of Director Fuelle, seconded by Director Dillon-Knutson, and carried unanimously, the Board reviewed proposed Schedule and draft Notice of Intent and Public Hearing, and set public hearing date of November 9, 2026, to consider modifications and establish maximum solid waste service charges for Calendar Year (CY) 2027.

WASTEWATER OPERATIONS:

Receive Wastewater Operations Report for August 2026 – information only:

- Collection Systems: Field Services Manager Jeff Boheim presented the August 2026 Collection Systems Report.
- Treatment Facilities: Veolia Project Leader Derek Dill noted in attendance at tonight's meeting were Rodney Lance, Vice President, Veolia West Region, Manuel Molina, Hub

Grade Operations Specialist, Municipal Services, Veolia, and Rodrigo Vignau, Director of Capital Management - West, Veolia. Mr. Dill then presented the August 2026 Treatment Facilities Report. Following a general discussion between the Board and Veolia staff. The Board requested Veolia to provide a status report on the odor beds at the October Board meeting.

- Reclamation Facilities: Field Services Manager Jeff Boheim presented the August 2026 Reclamation Facilities Report.

CAPITAL PROJECTS:

Solids Management, Account No. 73007: Approve a contract with Synagro WWT, Inc. in the not-to-exceed amount of \$220,000 to conduct a pilot project for removal, transportation, and off-site land application of biosolids from the District's Dedicated Land Disposal Site; and authorize the General Manager-Chief Engineer to execute it.

The Deputy General Manager provided an overview of the project noting that the Biosolids Management Study and Solids Dewatering Alternatives Analysis had been completed in FY 2025-26. The recommendation from that analysis was to extend the service life of the existing biosolids facilities as the most cost-effective path forward. One recommended strategy of the analysis was to remove accumulated biosolids from the District's dedicated land disposal site (DLD) and land apply them at a suitable location, which has been budgeted in the FY 26-27 Final Budget.

He reported that District staff requested and received a proposal from Synagro WWT, Inc. (Synagro) to conduct a pilot project involving the removal, transportation, and off-site land application of biosolids from the District's Dedicated Land Disposal (DLD) site. The pilot is intended to evaluate the feasibility of implementing biosolids removal on a larger scale and to determine whether the material can be removed, transported, and beneficially land applied without additional treatment.

Following its review, staff have determined that the proposal is reasonable and responsive to the District's operational needs. Accordingly, staff is recommending that the Board approve a contract with Synagro to conduct the pilot project and authorize the General Manager-Chief Engineer to execute the agreement.

On motion of Director Bentley, seconded by Director Dillon-Knutson, and carried unanimously, the Board approved a contract with Synagro WWT, Inc. in the not-to-exceed amount of \$220,000 to conduct a pilot project for removal, transportation, and off-site land application of biosolids from the District's Dedicated Land Disposal Site; and authorize the General Manager-Chief Engineer to execute it.

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

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

BREAK: The Board took a break at 6:34 p.m.
The meeting resumed at 6:50 p.m.

BOARD OF DIRECTORS – COMPENSATION:

Consider Director Bentley's request for retroactive and ongoing health insurance premium reimbursement, together with the attached materials, make a determination on the request, and provide direction to staff as applicable.

The General Manager introduced Item 9.a. to the Board. Director Bentley stated that he had concerns regarding the wording of item 9.a. President Peters advised Director Bentley that, due to his direct involvement in the matter, he should recuse himself from discussion and consideration of

Item 9.a. Director Bentley responded that he wished to first explain his position as a Board member before recusing himself.

General Counsel Rachel Hundley advised Director Bentley that he would have the opportunity to express his concerns during the public comment period. Director Bentley then stated that one of his concerns was that no public comment section was specifically listed under Item 9.a. Ms. Hundley clarified that all agenda items have a public comment period and that Director Bentley would be afforded the opportunity to address the Board regarding the item and answer any questions from the Board during public comment at that time.

Director Bentley stated that he believed he should be informed of the information to be presented to the decision-making body of the Board regarding the matter prior to his recusal and should have the opportunity to respond to statements concerning himself. He further expressed that any District staff with a similar financial interest in the matter should also be required to recuse themselves.

Ms. Hundley explained that a Board member whose personal financial interests may be directly affected by a Board decision is considered financially interested in the matter. Ms. Hundley then provided an overview of the applicable recusal requirements, explaining that the financially interested Board member must declare the financial interest and recusal from the dais; leave the dais and sit with the public if the Board member wished to address the Board; address the Board and answer questions during public comment; and, at the conclusion of public comment, leave the room during deliberations as required by statute.

Director Bentley then objected to not receiving a privileged memorandum distributed to the decision-making body of the Board and asserted that he should have been provided a copy.

Ms. Hundley stated that the memo was protected by the attorney client privilege and was provided only to the Board members who did not have a known conflict of interest in the matter. She explained that Director Bentley was not part of the decision-making body because he had a conflict of interest and was the person making the request and further noted that a presentation had been prepared for the decision-making body of the Board in the event a majority of the decision-making body voted to partially waive attorney-client privilege so that a high-level overview of the nature of the benefit program, participation in the program, and the application of those matters to Director Bentley's request could be made available to the public and Director Bentley and also noted that the alternative would have been to address the legal matters in closed session.

Director Dillon-Knutson stated that Director Bentley may require separate legal representation on this matter to ensure fair representation, noting that Ms. Hundley was representing the District.

Director Tarantino suggested that Director Bentley request removal of item 9.a. from the agenda.

Director Dillon-Knutson further suggested that consideration of item 9.a. be continued to a future meeting to allow Director Bentley an opportunity to obtain legal representation.

Ms. Hundley then recommended that any action on the matter be taken by the decision-making body of the Board, who do not have a conflict of interest.

Director Dillon-Knutson proposed tabling item 9.a. to a future meeting to allow Director Bentley time to obtain counsel and review the documentation.

The General Manager stated that Director Bentley may benefit from independent legal representation and suggested continuing the item to a future Board meeting. He further clarified that the matter of continued discussion at the future meeting pertained to the request for retroactive reimbursement.

Director Dillon-Knutson moved to table item 9.a. to a future meeting.

Prior to a vote, Director Fvette raised several questions regarding the matter and a general discussion followed with the Board, District staff, and General Counsel.

Director Dillon-Knutson then clarified that her motion was to table item 9.a. for the October Board meeting. Director Bentley seconded the motion.

Ms. Hundley stated that any motion must be seconded by a member of the decision-making body of the Board who does not have a conflict of interest and advised that Director Bentley should not be at the dais at that time.

On motion of Director Dillon-Knutson, seconded by Director Tarantino, the decision-making body of the Board voted to table item 9.a. to the October Board meeting with the following vote:

Ayes: Dillon-Knutson, Tarantino, Fuelle. Noes: Peters.

BOARD MEMBERS' REPORTS AND ANNOUNCEMENTS:

Receive report: North Bay Watershed Association (NBWA) meeting, September 2026 – information only.

Director Tarantino reported that he attended the September 4, 2026, NBWA Board Meeting that was held at the City of American Canyon - City Council Chambers, and provided highlights of the meeting. He noted that the NBWA Board of Directors unanimously adopted Resolution No 26-01 recognizing Jean Mariani for her outstanding public service and leadership as NBWA Chair.

He also reported that there were two (2) presentations:

- Andy Bochman – that was Then, This is Now – Planning for a Future the Past Can't Predict
- Sonoma Land Trust – Fostering Connections to the Bay

Additional information can be found on the website at: <https://nbwatershed.org/event/nbwa-board-meeting-43/>.

Director Tarantino then requested that District Ordinance 125 "An Ordinance Establishing Board Member Compensation and Adopting a Board Compensation Policy" be brought forward to the Board at the next (October) Board meeting for further discussion and direction to staff.

GENERAL MANAGER'S REPORT AND ANNOUNCEMENTS:

Receive verbal report and announcements.

- The next regular Board meeting is scheduled for 5:30 p.m., Monday October 12, 2026, and will be in person at the District offices.

ADJOURNMENT: There being no further business to come before the Board, President Peters adjourned the meeting at 7:16 p.m.

Respectfully submitted,

Sandeep Karkal
Board Secretary

Lynda Farmery, Recording

**Novato Sanitary District
PR Check Register Report**

October 12, 2026

Date	Num	Name	Credit
Oct 12, 26			
10/12/2026	10724	Bentley, Dennis E	161.61
10/12/2026	10725	Dillon-Knutson, Carole (Kearney) K.	161.62
10/12/2026	10726	Fuette, Timothy G	161.61
10/12/2026	10727	Peters, Arthur Gerald	61.61
10/12/2026	10728	Tarantino, Jeffrey J	369.40
Oct 12, 26			915.85

**Novato Sanitary District
Operating Check Register
September Second Half**

Name	Credit
Pacific, Gas & Electric	153,213.83
CalPers Financial Reporting	350.00
AT&T internet	209.79
Bay Alarm Company	1,093.11
Bay Area Air Quality	1,714.00
Buck's Saw Service, Inc.	163.60
Caltest Analytical Lab Inc.	6,205.70
Cappstone, Inc	2,732.00
Cinchem LLC	2,540.30
Conservation Corps North Bay	6,600.00
CWEA	259.00
Elan Financial Services	4,591.37
EMA, Inc.	4,432.00
ERA	531.68
Evoqua Water Technologies LLC	1,330.01
Herc Corporation	1,209.67
IDEXX Distributing Corp.	2,319.50
Instrument Technology Corporation	411.20
Landesign Construction & Maintenance Inc.	240.00
Marin Independent Journal	304.16
Marin/Sonoma Mosquito Dist	1,311.49
McMaster-Carr Supply Co.	212.07
NACWA	2,500.00
NAPA Auto Parts	210.28
North Marin Water District	230.48
North Marin Water District - Lab	5,558.20
North Marin Water District Payroll	2,284.50
Oliver Automotive	777.36
Orkin Pest Control, Inc.	280.36
Owen Equipment, Inc	1,570.23
Pacific, Gas & Electric-non energy	13.90
Reliance Standard Life	600.00
Staples Advantage	74.89
Thomson Reuters	641.04
Unicorn Group	346.89
UniFirst Corporation	701.84
Veolia Water North America, Inc.	231,572.72
Veolia Water North America, Lab	38,582.72
Veolia Water Recycled Water Oper.	45,123.85
WECO	3,340.69
September 2026 Second Half Total	526,384.43

Novato Sanitary District
Capital Projects Check Register
September Second Half

Name	Credit
AdaptivEdge	6,975.00
ClientFirst Consulting Group, LLC	4,837.50
Dudek	38,537.27
Leete Generators	20,433.79
Northwest General Engineering	72,987.00
Nute Engineering Inc.	28,920.63
Ponder Environmental Services	17,816.12
Psomas formerly Covello Group	22,171.00
SFE Global Inc.	260,350.00
Shape Incorporated	51,089.53
TerraVerde Energy	10,758.75
Tyler Technologies, Inc.	46,011.00
Veolia Water North America, Inc.	3,036.00
W.M. Lyles Company	114,133.00
Water Systems Consulting, Inc.	7,527.00
September 2026 Second Half Total	705,583.59

**Novato Sanitary District
Operating Check Register
October First Half**

Name	Credit
Moreno, Joe	6.00
Sternad Aaron	141.56
Amazon Business	307.97
Aqua Science	10,710.00
ATA Towing	360.00
Automation Direct Visa	180.26
Bay Area Air Quality	42,409.00
Cagwin & Dorward Inc.	9,726.93
Cappstone, Inc	2,732.00
CleanEarth formerly Stericycle	56,378.36
Comcast Business	1,050.55
EOA, Inc.	10,551.50
Evoqua Water Technologies LLC	527.31
Frontier Communications 897-3268	1,123.41
GovInvest Inc.	3,000.00
Hildebrand Consulting LLC	6,000.00
IEDA, INC	1,644.16
Landesign Construction & Maintenance Inc.	23,023.00
Matrix	2,125.50
NBS Government Finance Group	10,508.25
North Marin Water District	2,918.59
Novato Builders Supply	139.13
Pacific, Gas & Electric	519.33
Pini Hardware	189.73
Recology Sonoma Marin	480.00
Reladyne/Nick Barbieri Trucking, LLC	410.37
UBEO West, LLC	656.14
Unicorn Group	1,057.20
UniFirst Corporation	720.72
Verizon Wireless-	867.83
Vision Service Plan	506.80
Wetland Construction, Inc.	222,625.00
October 2026 First Half Total	413,596.60

Novato Sanitary District
Capital Projects Check Register
October 12, 2026

Name	Credit
AdaptivEdge	8,193.75
Amazon Business	1,082.55
Calcon Systems, Inc.	13,225.00
CDM Smith, Inc.	3,647.50
Ponder Environmental Services, Inc.	7,380.38
Regional Government Services	1,639.10
Tyler Technologies, Inc.	435.00
October 2026 First Half Total	35,603.28

**Novato Sanitary District
Payroll and Payroll Related Disbursements
September 2026**

Date	Description	Amount
09/30/2026	Payroll	203,555.65
09/29/2026	CalPERS 457 Plan-EE	17,382.65
09/29/2026	CalPERS 457 Plan-ER	500.00
09/29/2026	CalPERS Health	44,760.43
09/29/2026	Dearborne Group	2,827.37
09/29/2026	Delta Dental	2,324.82
09/29/2026	Expert Pay-Child Support	1,472.00
09/29/2026	Local Union 315	432.00
09/29/2026	Lincoln Financial Group-401a Plan-EE	6,838.21
09/29/2026	Lincoln Financial Group-401a Plan-ER	6,435.17
09/29/2026	Lincoln Financial Group 457-EE	7,475.00
09/29/2026	Lincoln Financial Group 457-ER	300.00
09/29/2026	MissionSquare ICMA-RC-Vantagepoint	3,234.65
09/29/2026	CALPERS Retirement EE	19,567.18
09/29/2026	CALPERS Retirement ER	23,739.54
09/29/2026	Retirees Health Reimbursement	12,109.54
09/30/2026	Eft-State P/R Taxes	18,641.08
09/30/2026	Eft-Federal P/R Taxes	50,823.53
Total		422,418.82

Novato Sanitary District
Deposit Detail
September 2026

Item 5.c.
(Pages 14 to 15)

Type	Date	Name	Account	Amount
Deposit	09/03/2026		11113 · Westamerica - Operations	
		Gopher It-Trenchless	41040 · Permit & Inspection Fee	40.00
		Laurel Bretall	51020 · Connection Charges	6,924.72
		Gopher It-Trenchless	41040 · Permit & Inspection Fee	40.00
		Cube Construction	41040 · Permit & Inspection Fee	60.00
		Sandbank Construction Inc.	51020 · Connection Charges	390.00
		Sandbank Construction Inc.	41040 · Permit & Inspection Fee	40.00
TOTAL				7,494.72
Deposit	09/15/2026	County of Marin	51015 · Property Taxes	203.60
		County of Marin	41015 · Property Tax allocation	109.63
TOTAL				313.23
Deposit	09/17/2026	USCG	11200-Accounts Receivable (1)	39,393.20
TOTAL				39,393.20
Deposit	09/18/2026	Small Jobs Plumbing, Inc.	41040 · Permit & Inspection Fee	40.00
		Peter Levi Plumbing	41040 · Permit & Inspection Fee	40.00
		Northside Engineering, Inc.	41040 · Permit & Inspection Fee	40.00
		Nicholson Builders, Inc.	41040 · Permit & Inspection Fee	60.00
		I Do Laundry	41040 · Permit & Inspection Fee	60.00
		I Do Laundry	51020 · Connection Charges	21,228.00
		Hardiman Construction	41040 · Permit & Inspection Fee	40.00
		Alpha Trenchless	41040 · Permit & Inspection Fee	40.00
		Chase Bank	41140 · Other Revenue	1,377.35
		Verily Life Sciences	11200-Accounts Receivable (2)	1,500.00
TOTAL				24,425.35
Deposit	09/24/2026	Rooter Hero Plumbing	41040 · Permit & Inspection Fee	40.00
		Smelly Mels Plumbing	41040 · Permit & Inspection Fee	40.00
		Victor Amado	41040 · Permit & Inspection Fee	40.00
		All Bay Sewer	41040 · Permit & Inspection Fee	40.00
TOTAL				160.00
Deposit	09/28/2026	Better Rooter, Inc.	41040 · Permit & Inspection Fee	40.00
		John & Mary Grillo	41040 · Permit & Inspection Fee	40.00
		John & Mary Grillo	51020 · Connection Charges	14,640.00
TOTAL				14,720.00

**Novato Sanitary District
Deposit Detail
September 2026**

Deposit	09/30/2026	Arael Santos	41040 · Permit & Inspection Fee		40.00
		North Marin Water District	11200-Accounts Receivable	(3)	48,567.08
		Roto Rooter	11200-Accounts Receivable	(4)	2,542.15
		Roy's Sewer Service, Inc.	11200-Accounts Receivable	(4)	281.18
TOTAL					51,430.41
<u>Total Deposits for September</u>					<u>\$ 137,936.91</u>
(1)	Collection of USCG-sewer service charges for July and August 2026.				
(2)	Collection of reimbursement for Lab sampling from Verily Life Science for August 2026.				
(3)	Collection of Recycled Water Facility billing for June 2026 from NMWD.				
(4)	Collection of May through August 2026 billings for liquid waste hauling.				

NOVATO SANITARY DISTRICT BOARD AGENDA ITEM SUMMARY

TITLE: Consent Calendar: Accounts Receivable Aging Summary for the Period Ended September 30, 2026.	MEETING DATE: October 12, 2026 AGENDA ITEM NO.: 5.d.
RECOMMENDED ACTION: Receive Accounts Receivable (A/R) Report as of September 30, 2026	
SUMMARY AND DISCUSSION: The attached Accounts Receivable Summary shows the following receivables as of September 30, 2026: <u>1-45 days - \$11,969:</u> Current. <u>46-120 days - \$ 243:</u> Considered collectible. <u>120+ days - \$ 8,028:</u> Considered collectible.	
ATTACHMENTS: 1. Accounts Receivable (A/R) Aging Summary.	
STRATEGIC PLAN INFORMATION: This item addresses Goal 3 (Organizational Excellence) and Goal 4 (Outreach) of the latest Strategic Plan.	
Prepared by: lc	Reviewed by General Manager: SSK

**Novato Sanitary District
A/R Aging Summary
As of September 30, 2026**

	Current	46-120	> 120	TOTAL
AT &T	0.00	0.00	1,887.44	1,887.44 (1)
Auburn Ravine Ranch	11,968.56	0.00	-0.02	11,968.54 (2)
D.M. Christensen Construction Co	0.00	0.00	1,211.76	1,211.76 (1)
Ignacio Hills Owners & Assoc Inc	0.00	0.00	759.28	759.28 (1)
Madera Marin Homeowners Association	0.00	0.00	729.02	729.02 (1)
Novato Children's Center	0.00	0.00	632.24	632.24 (1)
Redwood Towne Homeowners Assoc Inc	0.00	0.00	729.00	729.00 (1)
Renaissance At Stone tree Golf Course	0.00	0.00	262.90	262.90 (1)
Scottsdale Lake Condominium & Owners Ass	0.00	0.00	385.74	385.74 (1)
Southern Pacific Transportation	0.00	0.00	238.32	238.32 (1)
USCG	0.00	243.00	529.65	772.65 (3)
Western Oaks Village Assn	0.00	0.00	662.26	662.26 (1)
TOTAL	11,968.56	243.00	8,027.59	20,239.15

- (1) Non tax roll sewer service charges for first and second half of FY26.
 (2) Fresh water billing for Reclamation Sites 2,3 and 7 for 6/2/2026 to 8/4/2026 to Auburn Ranch.
 (3) Partial United States Coast Guard sewer service billing for May 2026 with a very small past due amount.

NOVATO SANITARY DISTRICT

BOARD AGENDA ITEM SUMMARY

TITLE: Solid/Household Hazardous Waste (S/HHW) Operations: Calendar Year (CY) 2027 Maximum Solid Waste Rates.	MEETING DATE: October 12, 2026 AGENDA ITEM NO.: 6.a.-b.
RECOMMENDED ACTION(S): a. Receive revised proposed Schedule and set public hearing date of December 14, 2026 to consider modifications and establish maximum solid waste service charges for Calendar Year (CY) 2027. b. Receive and review R3 Consulting Group, Inc. (R3) <u>draft</u> report titled “<i>Review of Recology Sonoma-Marín’s Requested Rate Adjustment for Rate Year 2027</i>”, and its recommendations, including a Calendar Year (CY) 2027 maximum solid waste rate adjustment of up to +5.47% (<u>information only – no action at this time</u>).	
SUMMARY AND DISCUSSION: Attached is a revised proposed rate review schedule (Attachment 1) to consider modifications and establish maximum solid waste service charges for CY 2027. Staff recommends that the Board review the revised proposed schedule and set the public hearing date as recommended. Also, as noted at the September 14, 2026 Board meeting, the District has timely received the Solid Waste Adjustment Request for Calendar Year (CY) 2027 from Recology Sonoma-Marín (RSM). Similar to previous years, the District retained R3 Consulting Group, Inc., or R3, to assist with the rate review, and prepare their own, independent analysis of the proposed rate adjustment for CY 2027. Accordingly, R3 has prepared a draft report (Attachment 2) analyzing RSM’s request. In summary, the draft R3 report recommends that the District grant a rate adjustment of +5.47%. RSM has indicated agreement with R3’s recommendations. Upon review, staff concurs with the draft R3 report and its recommendations. Therefore, staff recommends that upon the Board’s review and upon completion of the public hearing process, the Board: (a) Accept R3’s recommendations including a CY 2027 maximum solid waste rate adjustment of up to +5.47 percent, and (b) Grant the full pass-through disposal cost of \$68.00 per Freon appliance, up from the \$63.00 per item charge of the previous year to reflect actual disposal costs for RSM at the Republic Services facility in Petaluma. Additionally, note that the most common solid waste can sizes utilized by single family residential users served by RSM under the District’s franchise agreement are either the 20-gallon can, or the 32-gallon can (both collected weekly). In practical terms, the recommended +5.47 percent increase (if adopted) would result in a \$1.11/month increase for a typical 20-gallon can (to \$21.33/mo.), or a \$1.77/month increase for the 32-gallon can (to \$34.08/mo.). For comparison purposes, the equivalent increases for CY 2026 were \$1.00/month (20-gal can), and \$1.59/month (32 gal can). As noted earlier, a public hearing to set the rates is required if the Board considers adjusting rates consistent with these recommendations. At its September 2026 meeting, the Board had reviewed and approved a proposed Notice of Intent and Public Hearing. Therefore, it is recommended that the Board receive and review the revised proposed schedule and set the public hearing date of December 14, 2026. It is also recommended that the Board receive and review R3’s draft recommendations including a maximum CY 2027 rate increase of up to +5.47 percent.	
ATTACHMENTS: 1. Revised proposed Schedule to Consider Modifications and Establish Maximum Solid Waste Service Charges for Calendar Year (CY) 2027. 2. R3 Consulting Group <u>draft</u> report titled “<i>Review of Recology Sonoma-Marín’s Requested Rate Adjustment for Rate Year 2027</i>”.	
STRATEGIC PLAN INFORMATION: This item addresses Goal 3 (Organizational Excellence) and Goal 4 (Outreach) of the latest Strategic Plan.	
Prepared by.: cp, ssk	Reviewed by General Manager: SSK

NOVATO SANITARY DISTRICT

REVISED PROPOSED SCHEDULE TO CONSIDER MODIFICATIONS AND ESTABLISH MAXIMUM SOLID WASTE SERVICE CHARGES FOR CALENDAR YEAR (CY) 2027

October 12, 2026	Regular Board meeting. Board adopts revised schedule, and sets Public Hearing date for December 14, 2026. Board also receives draft rate adjustment report and recommendations - Board reviews draft rate review report, provides input, and directs staff to bring forward final report and rate adjustment recommendations (if any) for adoption at December Board meeting.
November 20, 2026	1st Public Hearing legal notice published in Marin Independent Journal.
December 4, 2026	2 nd Public Hearing legal notice published in Marin Independent Journal.
December 14, 2026	Regular Board meeting. Public Hearing to hear public comments and consider adoption of Resolution Setting Maximum Refuse Charges for Recology Sonoma Marin (RSM).

Public Hearing Noticing Procedures:

- Hearing Notice published once a week for two successive weeks with at least 5 days intervening between the respective publication dates. First publication to be at least 14 days prior to the date set for hearing. (Publish in Marin IJ).

To:	Sandeep Karkal, <i>General Manager, Novato Sanitary District</i> Casey Poldino, <i>Environmental Programs Manager, Novato Sanitary District</i>
From:	Jordan Muratsuchi, <i>Project Manager, R3 Consulting Group</i>
Date:	September 29, 2026
Subject:	Review of Recology Sonoma-Marin's Requested Rate Adjustment for Rate Year 2027

Purpose and Objectives

R3 Consulting Group, Inc. (R3) was engaged by the Novato Sanitary District (District) to assist with a review of Recology Sonoma-Marin's (Company's) requested rate adjustment for Rate Year 2027 (January 1, 2027 – December 31, 2027).

Specifically, R3's role was to confirm whether the rate adjustment methodology used by the Company is consistent with the Refuse Rate Index (RRI) Rate Adjustment Methodology set forth in Exhibit 2 of the Amended and Restated Franchise Agreement (Agreement), and whether the calculation was mathematically accurate. R3's review also included evaluating the accuracy of the Company's calculated change in franchise, AB 939, and JPA fees.

The objectives of R3's review, consistent with the scope approved by the District, were to:

- » Verify whether the Company's requested rate adjustment is mathematically accurate.
- » Confirm adherence to the terms and conditions of the Agreement.
- » Assess whether the basis of the Company's calculations and projections are reasonable and supported by documentation.
- » Review the Company's calculated increases to franchise, AB 939, and JPA fees, as well as supplemental charges.
- » Recommend the appropriate Rate Year 2027 adjustment based on the results of this review.

Summary of Findings

The Company's Rate Application (Attachment 1) calculated an overall rate increase of 5.47% which is based on a 4.97% RRI increase plus a 0.50% supplemental adjustment for changes in pass-through government fee payments. Through our review and analysis (Attachment 2), R3 has confirmed the accuracy of Company's rate adjustment application and finds that no adjustments are necessary.

Background

The Agreement provides for an annual adjustment to the Company's rates based on the specified RRI with the option to conduct a detailed rate review not more frequently than once every three (3) years. As specified in the Agreement, the RRI adjustment is the sum of the weighted average percentage change in the twelve (12) month annual average of the specified

indices for labor, fuel, vehicle replacement, vehicle maintenance, and “all other” costs. The RRI methodology also provides for adjusting the Disposal Fee and Organic Waste Processing Fee based on the change in the associated tipping fees.

Section 6.3 of the Agreement specifies that RRI applications are due by September 1 annually and are to be accompanied by financial information as required by the District. The Company submitted an electronic copy of its Rate Application to the District on August 28, 2026, prior to the established deadline.

Methodology and Analysis

R3’s review of the Company’s 2027 rate application included a thorough review of the underlying calculations for the RRI adjustment. In addition to the requested RRI rate adjustment, the Company also requested that rates be adjusted for:

- 》 Changes in the amounts of Franchise, AB 939, and JPA Fees.
- 》 New service options.
- 》 Changes in the costs of freon disposal from certain appliances.

R3’s review process included:

- 》 Verification of all RRI index calculations against published sources for labor, fuel, vehicle replacement, vehicle maintenance, and other categories.
- 》 Cross-checking of fee adjustments (Franchise, AB 939, JPA) against adopted District and JPA schedules.
- 》 Review of supporting documentation provided by the Company, including invoices for freon appliance disposal and justification for new service options.
- 》 Application of the Franchise Agreement requirements regarding timing and format of the submission.
- 》 This structured methodology ensured that findings were consistent with the Agreement and based on reliable, documented evidence.

The subsections below provide further detail regarding our review of the supplemental adjustments to the RRI calculations.

Franchise, AB 939, and JPA Fees

The Agreement with the Company stipulates the payment of government fees set by the District and the Zero Waste Marin Joint Powers Authority (JPA). The District sets the franchise fee and AB 939 fee amounts, and Zero Waste Marin sets the JPA fees. Such fees are considered “pass-through” costs, are outside of the Company’s control, and are not used as a basis for calculating profit allowance for the Company. Importantly, the AB 939 fee and Zero Waste Marin fee amounts are subject to annual adjustments based on District and JPA agency budget needs, and in recent years adjustments to those fees have far exceeded the RRI rate adjustment amounts.

Given the above, and since 2023, the Company has included a supplemental adjustment with the RRI rate application that accounts for the ways in which fees owed to the District and the JPA exceed the amount of RRI increase. For the 2027 rate application, the sum total of franchise, AB 939, and JPA fees is \$1,277,713 which is \$142,141 (12.52%) higher than the total of those same fees in the 2026 rate application (\$1,135,572). Applying the base RRI adjustment of 4.97% to the total 2026 fee amounts would yield \$56,438 in increased rate revenues, falling

\$85,703 short (\$142,141 minus \$56,438) of the projected 2027 total fees. To account for this shortfall, the Company calculated a separate fee adjustment by dividing the \$142,141 difference fees by the estimated CY 2026 revenue of \$17,095,877, resulting in a supplemental adjustment to the RRI for the change in government fees of 0.5%. Adding this adjustment to the base RRI amount of 4.97% yields a total 2027 rate adjustment of 5.47%.

Should the District continue to accept this methodology, which it has since 2023, the resulting rate adjustment should remain separate from the operational costs of the RRI and would not include an operating margin. R3 finds that this administrative adjustment to the RRI calculation process is appropriate in that it compensates the Company for changes in fee costs that it does not control, without being more than necessary to fund the changes in fees.

New Service Options

The Company included two new service options in the requested rate schedule with corresponding service rates:

1. Additional 64-Gallon Green Waste Carts after 2 (\$20.59/month)
2. Commercial Lock Charge (\$25.00/month)

The Company explained that these services were added based on customer input and that the service rates are set based on the cost of serving the Company's service area (Marin and Sonoma Counties). R3 find these new services to be acceptable as they are common in solid waste collection. R3 finds the rates to be fair and in general alignment with similar services in the region and by other waste haulers.

Recycling Center Repairs

In 2025, the Company included an additional 0.90% increase in the rates for Rate Year 2026 for repair costs to the Novato Recycling Center, which is based on a cost of \$500,000 amortized over four years (amount of time remaining in the Agreement) at an interest rate of 6.27%. These costs should be completely removed from the rates as soon as the four-year amortized period is completed, which would be after Rate Year 2029 (no additional fee starting with Rate Year 2030).

Appliances Containing Freon

The Company previously reported that Redwood Landfill is no longer accepting appliances containing freon, and therefore the Company is taking freon-containing appliances to Republic Services' facility in Petaluma. The actual cost to dispose of freon appliances may adjust at a different rate than what the RRI stipulates. At the District's October 9, 2023, public meeting, the Board of Directors agreed to begin honoring the full actual charge to the company for freon appliances. The Company does not apply an operating margin to this charge.

The Company currently charges \$63.00 per item when collecting freon-containing bulky items such as air conditioners, which is applied to the cost of responsible freon extraction. As part of the RRI, the Company has requested a specific and individual increase in the freon collection charge from \$63.00 to \$68.00 to be in alignment with the actual cost of disposal at Republic Services' Petaluma facility. The Company presented an invoice from Republic Services' Petaluma facility from August 2026, which shows a charge of \$68.00 per freon appliance, confirming the requested cost increase.

Diesel Fuel Costs

Diesel fuel is a significant operating cost for the Company as their collection services rely on a large fleet of vehicles operating every day. Diesel prices are driven by market conditions and

are largely outside of the Company's control. When fuel prices rise significantly, those increases affect the overall cost of providing collection service in Novato. The Company does purchase fuel in bulk in order to save money upfront to help rate payers.

It should be noted that recent large increases in diesel fuel costs may affect future RRI calculations. While this RRI and rate adjustment is not affected by recent increases in diesel prices because the calculation time period is always a year behind, future RRI calculations will may see spikes in the diesel fuel cost index. If there is a very high increase in the diesel fuel index and it's believed to be a temporary issue, the District may wish to consider a modified RRI or a detailed rate review to ensure accuracy in near future rate adjustments.

Deliverables and Next Steps

Consistent with the approved scope of work, R3 has provided this final memorandum as the reporting deliverable. R3 staff will also be available to present findings and answer questions at the Public Hearing.

* * * * *

We appreciate the opportunity to be of assistance to the District. If you have any questions regarding this submittal, please feel free to contact me by phone at (916) 655-2104, or by email at jmuratsuchi@r3cgi.com.

Sincerely,

R3 CONSULTING GROUP



Jordan Muratsuchi | *Managing Consultant*
R3 Consulting Group, Inc.
916.655.2104 | jmuratsuchi@r3cgi.com

Attachments:

- 1 2026 Novato RRI – Original Application and Rate Tables
- 2 2026 Novato RRI – R3 Review and Rate Tables

ATTACHMENT 1 - ORIGINAL RATE APPLICATION

Novato Sanitary District - Refuse Rate Index Increase
Summary
Rates Effective 1/1/2027

Cost Category	AFS FY 2025 RSM Op. Expenses	Expense % Weight	Index % Change 12 mo. Annual Average July 2025 to June 2026 vs. prior year	Weighted Percentage
Labor	\$ 5,268,316	36.37%	5.6200%	2.04%
Fuel	823,882	5.69%	16.8000%	0.96%
Vehicle Replacement/Lease	1,311,735	9.06%	3.2700%	0.30%
Vehicle Maintenance	713,755	4.93%	9.3000%	0.46%
Disposal Fee	2,167,430	14.96%	2.3900%	0.36%
Organic Waste Processing Fee	754,561	5.21%	2.4100%	0.13%
All Other	3,445,385	23.79%	3.0100%	0.72%
Total Allowed Operating Costs	\$ 14,485,064	100.00%	RRI before Fee Change	4.97%
Increase/(Decrease) Franchise Fees ⁽¹⁾				0.50%
Refuse Rate Adjustment (RRI) ⁽²⁾				5.47%

(1) Reflects change in franchise fees as varies from anticipated change based on RRI before Franchise Fee change. See Summary FF tab for detail.

(2) Rates not currently listed on the table will increase by RRI rate of 5.47%.

	<u>Effective</u> <u>1/1/26</u>	<u>Effective</u> <u>1/1/27</u>	<u>Change</u>
Residential			
20 Gal.	\$ 20.22	\$ 21.33	\$ 1.11
32 Gal.	32.31	34.08	1.77
64 Gal.	64.56	68.09	3.53
96 Gal.	96.88	102.18	5.30
Commercial			
2 yard	\$ 333.66	\$ 351.91	18.25
3 yard	420.88	443.90	23.02
4 yard	547.99	577.97	29.98
6 yard	802.19	846.07	43.88

ATTACHMENT 1 - ORIGINAL RATE APPLICATION

Novato Sanitary District - Refuse Rate Index Increase
Index Change Calculations
Rates Effective 1/1/2027

Labor Index													
BLS Series ID: ceu6056210008 Production Workers-Waste Collection													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	July-June Avg.
2022	23.95	23.98	23.83	23.67	23.77	23.95	24.08	24.47	24.45	24.07	24.24	24.54	23.7317
2023	24.87	25.44	25.62	26.02	26.10	26.06	26.30	26.61	26.57	27.12	27.63	27.62	24.9967
2024	27.82	28.30	27.91	28.28	28.38	28.42	28.79	28.81	28.53	28.27	28.77	28.95	27.5800
2025	29.51	29.37	29.35	29.76	29.60	29.59	30.32	29.85	29.75	30.49	30.19	30.58	29.1083
2026	30.18	30.50	31.50	31.97	31.81	31.80							30.7450
Percentage change			5.62%		Weight	36.37%		Weighted percentage		2.04%			

Fuel													
California No. 2 Ultra Low Sulfur Diesel - Monthly													
http://tonto.eia.doe.gov/oog/info/wohdp/diesel.asp													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	July-June Avg.
2022	4.803	5.018	6.133	6.260	6.479	6.874	6.587	6.123	6.149	6.330	6.121	5.558	5.1983
2023	5.467	5.423	5.263	4.990	4.842	4.760	4.907	5.518	6.043	6.094	5.684	5.320	5.6344
2024	5.130	5.214	5.216	5.239	5.078	4.927	4.901	4.758	4.733	4.714	4.667	4.606	5.3642
2025	4.734	4.825	4.795	4.780	4.783	4.809	4.936	4.895	4.962	4.936	4.975	4.787	4.7588
2026	4.656	4.870	6.321	7.420	7.271	6.670	6.335						5.5583
Percentage change			16.80%		Weight	5.69%		Weighted percentage		0.96%			

Vehicle Replacement													
BLS Series ID: pcu336211336211 Truck, bus, car and other vehicle bodies, for sale separately.													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	July-June Avg.
2022	293.0	296.7	297.9	303.8	316.0	318.5	319.5	321.9	323.2	327.5	327.6	327.9	292.7997
2023	330.9	333.2	334.8	336.4	336.7	337.0	338.4	338.6	338.9	342.1	342.2	344.2	329.7215
2024	346.7	346.8	348.0	348.4	347.5	347.6	351.2	356.8	356.9	357.0	356.5	356.4	344.1048
2025	359.2	360.4	362.0	363.3	363.4	363.5	364.0	364.1	365.0	365.0	368.4	368.8	358.8843
2026	370.9	374.3	374.9	376.8	377.5	377.5	380.4						370.6110
Percentage change			3.27%		Weight	9.06%				0.30%			

Vehicle Maintenance													
BLS Series ID: pcu333924333924 Parts and attachments for Industrial work trucks													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	July-June Avg.
2022	297.9	298.9	299.7	311.5	312.5	312.9	314.2	314.3	314.5	315.7	323.6	323.7	296.1838
2023	326.5	329.2	329.4	329.4	331.1	332.9	333.3	333.3	332.9	333.0	333.9	333.9	323.7052
2024	335.1	335.1	335.2	335.2	335.2	335.1	335.0	335.0	335.0	336.0	336.9	336.9	334.2684
2025	338.4	338.5	338.9	345.4	351.8	360.0	364.6	364.6	365.5	372.4	372.4	372.7	340.6455
2026	374.3	374.3	374.3	374.3	378.9	379.5	379.5						372.3329
Percentage change			9.30%		Weight	4.93%		Weighted percentage		0.46%			

Disposal													
The per-Ton tip fee charged at the Approved Disposal Site.													
					Feb-25		Feb-26						
					Redwood Landfill	\$ 75.23	\$ 77.03						
Percentage change			2.39%		Weight		14.96%		Weighted percentage		0.36%		

Organic Waste Processing Fee													
The per-Ton tip fee charged at the Approved Disposal Site.													
					Feb-25		Feb-26						
					Redwood Landfill	\$ 51.46	\$ 52.70						
Percentage change			2.41%		Weight		5.21%		Weighted percentage		0.13%		

All Other													
Series ID: CUURS49BSA0 Consumer Price Index, All Urban Consumers, All Items, San Francisco-Oakland-Hayward, CA ⁽¹⁾													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct*	Nov	Dec	July-June Avg.
2022		320.195		324.878		330.539		328.871		332.062		331.222	319.3082
2023		337.173		338.496		340.056		340.094		341.219		339.915	334.6467
2024		345.151		351.247		351.064		349.290		349.370		348.001	344.7817
2025		354.432		355.707		356.460		357.992		358.074		358.568	352.2100
2026		363.211		369.215		369.913							362.8288
Percentage change			3.01%		Weight	23.79%		Weighted percentage		0.72%			

*October 2025 data unavailable due to the 2025 lapse in appropriations as such an estimate is used.

(1) Note: Series ID CUURA422SA0, contractually defined for All Other RRI increase, was changed by the Bureau of Labor Statistics to CUURS49BSA0 in 2018.

Total Weighted Percentage Increase**4.97%**

ATTACHMENT 1 - ORIGINAL RATE APPLICATION

Novato Sanitary District - Refuse Rate Index Increase
RRI Financials-Audited Financial Statement FY25
Rates Effective 1/1/2027

Total Expenses	AFS FY25	Categorized Expenses	AFS FY25	% of Total
Payroll & Related; and Temp Labor	5,268,316	Labor	\$ 5,268,316	36.37%
Liability Insurance	335,649	Fuel	823,882	5.69%
Disposal	2,921,990	Replacement	1,311,735	9.06%
Recycling Processing Fee	1,274,737	Maintenance	713,755	4.93%
Rent & lease	11,293	Disposal	2,167,430	14.96%
Supplies	297,483	Organic Processing	754,561	5.21%
Repairs & Maintenance	713,755	Other	3,445,385	23.79%
Fuel & Oil	823,882		\$ 14,485,064	100.00%
Buildings & Facilities	62,011			
Licenses & Permits	63,347			
Utilities	18,798			
Freight	18,828			
Recycling & COGS*	470	Contra Revenue Accounts (Previously In Expenses)		
Professional Services	28,405	JPA Fees ⁽¹⁾	\$ 108,982	
Bad Debt	99,209	AB939 Fees ⁽²⁾	697,870	
Travel, meals & entertainment	4,015	Franchise Fees	65,682	
Office expenses	77,313	Total Fees	\$ 872,534	
Taxes	62,961	Buyback Recycling Purchases	\$ 697,210	
Regional Allocations	134,573			
Corporate Allocations	548,113			
Other Operating Expenses	123,807			
Depreciation & Depletion	187,260			
Amortization	289,556			
(Gain)/loss on sale	(5,182)			
I/C equipment & property	1,124,475			
Total Expenses	14,485,064			

(1) JPA fees for 24-25 as paid in FY25 financials.

(2) AB939 fees for 24-25 as paid in FY25 financials.

ATTACHMENT 1 - ORIGINAL RATE APPLICATION

Novato Sanitary District - Refuse Rate Index Increase

Rate Tables

Rates Effective 1/1/2027

Rate Classification	Maximum Monthly Fee	RRI	Maximum Monthly Fee
	<i>Effective 1/1/26</i>	<i>5.47%</i>	<i>Effective 1/1/27</i>
Single Family Residential: ⁽¹⁾			
20 Gal. can collected weekly	\$ 20.22	\$ 1.11	\$ 21.33
32 Gal. can collected weekly	32.31	1.77	34.08
64 Gal. can collected weekly	64.56	3.53	68.09
96 Gal. can collected weekly	96.88	5.30	102.18
Special Trips - Can not set out	\$ 20.14	\$ 1.10	\$ 21.24
Special Rate - Containers >50 feet from street (each 50 feet)	9.32	0.51	9.83
Special Equipment - PAL Truck	20.14	1.10	21.24
Extra Pickups	9.91	0.54	10.45
Additional 64 gl. Green Waste Carts after 2			20.59
Additional 95 gl. Green Waste Carts after 2	30.74	1.68	32.42
Multi-family, Mobile Home Parks, Commercial/Industrial: ^{(1) (2)}			
20 Gallon:			
1 x week	\$ 21.88	\$ 1.20	\$ 23.08
32 Gallon:			
1 x week	\$ 34.97	\$ 1.91	\$ 36.88
2 x week	74.63	4.08	78.71
3 x week	114.15	6.24	120.39
4 x week	139.92	7.65	147.57
5 x week	174.89	9.57	184.46
6 x week	232.84	12.74	245.58
64 Gallon:			
1 x week	\$ 67.17	\$ 3.67	\$ 70.84
2 x week	143.17	7.83	151.00
3 x week	218.92	11.97	230.89
4 x week	268.65	14.70	283.35
5 x week	335.82	18.37	354.19
6 x week	446.66	24.43	471.09
96 Gallon:			
1x week	\$ 100.73	\$ 5.51	\$ 106.24
2 x week	214.70	11.74	226.44
3 x week	328.38	17.96	346.34
4 x week	402.88	22.04	424.92
5 x week	503.61	27.55	531.16
6 x week	669.99	36.65	706.64
Extra Pickups	\$ 9.91	\$ 0.54	\$ 10.45

ATTACHMENT 1 - ORIGINAL RATE APPLICATION

Novato Sanitary District - Refuse Rate Index Increase

Rate Tables

Rates Effective 1/1/2027

Rate Classification	Maximum Monthly Fee	RRI	Maximum Monthly Fee
	<i>Effective 1/1/26</i>	<i>5.47%</i>	<i>Effective 1/1/27</i>
Debris Box Service:			
2 Cu. Yd. Containers:			
1 x week	\$ 333.66	\$ 18.25	\$ 351.91
2 x week	585.66	32.04	617.70
3 x week	837.57	45.82	883.39
4 x week	1,089.34	59.59	1,148.93
5 x week	1,341.18	73.36	1,414.54
6 x week	1,593.05	87.14	1,680.19
Above rates include container rental as follows:	81.85	4.48	86.33
Extra Pickups	91.11	4.98	96.09
3 Cu. Yd. Containers:			
1 x week	420.88	23.02	443.90
2 x week	732.40	40.06	772.46
3 x week	1,044.33	57.12	1,101.45
4 x week	1,355.81	74.16	1,429.97
5 x week	1,667.65	91.22	1,758.87
6 x week	1,979.28	108.27	2,087.55
Above rates include container rental as follows:	109.24	5.98	115.22
Extra Pickups	91.11	4.98	96.09
4 Cu. Yd. Containers:			
1 x week	\$ 547.99	\$ 29.98	\$ 577.97
2 x week	961.38	52.59	1,013.97
3 x week	1,375.01	75.21	1,450.22
4 x week	1,788.39	97.82	1,886.21
5 x week	2,201.95	120.45	2,322.40
6 x week	2,615.45	143.07	2,758.52
Above rates include container rental as follows:	109.24	5.98	115.22
Extra Pickups	109.24	5.98	115.22
6 Cu. Yd. Containers:			
1 x week	\$ 802.19	\$ 43.88	\$ 846.07
2 x week	1,419.34	77.64	1,496.98
3 x week	2,036.44	111.39	2,147.83
4 x week	2,653.46	145.14	2,798.60
5 x week	3,270.65	178.90	3,449.55
6 x week	3,887.75	212.66	4,100.41
Above rates include container rental as follows:	109.24	5.98	115.22
Extra Pickups	182.20	9.97	192.17
20 Cu. Yd. Containers:			
1 x week	\$ 3,986.41	\$ 218.06	4,204.47
2 x week	7,877.65	430.91	8,308.56
3 x week	11,760.80	643.32	12,404.12
Above rates include container rental as follows:	109.24	5.98	115.22
Extra Pickups	903.54	49.42	952.96

ATTACHMENT 1 - ORIGINAL RATE APPLICATION

Novato Sanitary District - Refuse Rate Index Increase

Rate Tables

Rates Effective 1/1/2027

Rate Classification	Maximum Monthly Fee	RRI	Maximum Monthly Fee
	<i>Effective 1/1/26</i>	<i>5.47%</i>	<i>Effective 1/1/27</i>
Cleanup Bins:			
3 yd. - 2 days	\$ 294.10	\$ 16.09	\$ 310.19
3 yd. - weekend	294.10	16.09	310.19
6 yd. - 2 days	495.85	27.12	522.97
6 yd. - weekend	495.85	27.12	522.97
20 yd. up to 3 tons - one week	911.85	49.88	961.73
30 yd. up to 4 tons - one week	1,521.51	83.23	1,604.74
Additional/ton charge for cleanup bins	98.47	5.39	103.86
feet	9.91	0.54	10.45
Special collections other than debris box - plus regular rate	41.96	2.30	44.26
Special collections for debris boxes - plus regular rate	91.15	4.99	96.14
Monthly charge for special collection conditions	19.76	1.08	20.84
MSW Compactor			
2 Cu. Yd. Containers:			
1 x week	\$ 587.51	\$ 32.14	\$ 619.65
2 x week	1,096.48	59.98	1,156.46
3 x week	1,616.60	88.43	1,705.03
4 x week	2,118.92	115.90	2,234.82
5 x week	2,688.46	147.06	2,835.52
6 x week	3,207.54	175.45	3,382.99
Extra Pickups	146.89	8.03	154.92
3 Cu. Yd. Containers:			
1 x week	\$ 811.93	\$ 44.41	\$ 856.34
2 x week	1,467.15	80.25	1,547.40
3 x week	2,222.25	121.56	2,343.81
4 x week	2,925.95	160.05	3,086.00
5 x week	3,623.66	198.21	3,821.87
6 x week	4,316.22	236.10	4,552.32
Extra Pickups	202.99	11.10	214.09
4 Cu. Yd. Containers:			
1 x week	\$ 1,138.30	\$ 62.27	\$ 1,200.57
2 x week	1,999.45	109.37	2,108.82
3 x week	3,093.49	169.21	3,262.70
4 x week	4,210.44	230.31	4,440.75
5 x week	5,118.27	279.97	5,398.24
6 x week	6,191.84	338.69	6,530.53
Extra Pickups	284.59	15.57	300.16

ATTACHMENT 1 - ORIGINAL RATE APPLICATION

Novato Sanitary District - Refuse Rate Index Increase

Rate Tables

Rates Effective 1/1/2027

Rate Classification	Maximum Monthly Fee	RRI	Maximum Monthly Fee
	<i>Effective 1/1/26</i>	<i>5.47%</i>	<i>Effective 1/1/27</i>
15 yard per haul (including 3 tons MSW)	\$ 812.55	\$ 44.45	\$ 857.00
20 yard per haul (including 3 tons MSW)	911.85	49.88	961.73
30 yard per haul (including 4 tons MSW)	1,521.53	83.23	1,604.76
40 yard per haul (including 4 tons MSW)	1,521.53	83.23	1,604.76
RCY & Cardboard Compactors			
20 Yard per haul	400.79	21.92	422.71
30 Yard per haul	440.85	24.11	464.96
40 Yard per haul	440.85	24.11	464.96
Services			
Bin Overflow Charge	\$ 76.96	\$ 4.21	\$ 81.17
Return for Service 2yd - 6yd (Bin Inaccessible)	73.45	4.02	77.47
Cart/Bin Cleaning (after 1st free)	143.39	7.84	151.23
Cart Replacement (1 free/year)	71.04	3.89	74.93
Bin Replacement (after 1st free)	228.34	12.49	240.83
Tire in Debris Box	\$ 38.66	2.11	40.77
Lock Charge			25.00
10 yard and larger Service Fees			
Trip Charge 10+yd (Empty Bin; Inaccessible Bin)	\$ 177.63	9.72	\$ 187.35
Compactor Cleaning	\$ 532.86	29.15	562.01
Monthly Box Rental (>=10yds; if no pick up in month)	\$ 177.63	9.72	187.35
Relocation Fee (if required on non-service day)	\$ 177.63	9.72	187.35

(1) Weekly service required in Novato Sanitary District, and includes recycling and organics service for all customers. On-call trash and a la cart recycling and organics services are not available.

(2) Food Waste charges are not currently applicable. Any future renewal of food waste charges will continue previously established pricing for this service at 75% of comparable MSW service rates.

ATTACHMENT 1 - ORIGINAL RATE APPLICATION

Novato Sanitary District - Refuse Rate Index Increase

Rate Tables

Rates Effective 1/1/2027

Rate Classification	Maximum Monthly Fee		RRI	Maximum Monthly Fee	
	Effective 1/1/26		5.47%	Effective 1/1/27	
Bulky Items: *					
Residential Customers receive 4 free bulky item pick ups/year ; charges for freon or excess waste above 3 cu. yds. will apply each pick up limited to 3 cubic yards;no liquids or hazardous waste;					
Mattresses					
Twin Bed	\$	23.93	\$	1.31	\$ 25.24
Double/Full		28.79		1.57	30.36
Queen		36.32		1.99	38.31
King		41.66		2.28	43.94
Box Springs					
Twin Bed	\$	26.58	\$	1.45	\$ 28.03
Double/Full		34.12		1.87	35.99
Queen		41.66		2.28	43.94
Furniture					
Bed Frame	\$	14.19	\$	0.78	\$ 14.97
Couch (under 6 feet)		85.53		4.68	90.21
Upholstered Chair		36.32		1.99	38.31
Wooden Chair		6.64		0.36	7.00
Dinette Table		38.10		2.08	40.18
Household Items					
Rug (9' X 12')	\$	21.72	\$	1.19	\$ 22.91
Vacuum		9.32		0.51	9.83
Appliances					
Water Heater (32 Gal)	\$	38.10	\$	2.08	\$ 40.18
Water Heater (40-50 Gal)		57.18		3.13	60.31
Water Heater (up to 100 gallons}		85.53		4.68	90.21
Oven		28.79		1.57	30.36
Oven (stove top)		19.06		1.04	20.10
Oven-Stove unit		19.06		1.04	20.10
Microwave		44.32		2.42	46.74
Garbage Compactor		28.79		1.57	30.36
Dishwasher		47.40		2.59	49.99
Refrigerator		150.69		8.24	158.93
Freezer		112.13		6.13	118.26
Air Conditioner		75.78		4.15	79.93
Freon Extraction		63.00		5.00	68.00
Washing Machine		57.18		3.13	60.31
Dryer		37.25		2.04	39.29
Wheelchairs		62.04		3.39	65.43
Bathtub - Fiberglass		35.45		1.94	37.39
Bathtub - Cast Iron		53.18		2.91	56.09

ATTACHMENT 1 - ORIGINAL RATE APPLICATION

Novato Sanitary District - Refuse Rate Index Increase

Rate Tables

Rates Effective 1/1/2027

Rate Classification	Maximum Monthly Fee	RRI	Maximum Monthly Fee
	<i>Effective 1/1/26</i>	<i>5.47%</i>	<i>Effective 1/1/27</i>
Bulky Items (cont'd):			
Building Materials			
Household Door	\$ 5.76	\$ 0.32	\$ 6.08
Sink	16.40	0.90	17.30
Toilet	9.74	0.53	10.27
Yard & Garden			
Gas Mower (must be drained)	\$ 18.19	\$ 0.99	\$ 19.18
BBQ	11.51	0.63	12.14
Ping Pong Table	38.10	2.08	40.18
Exercise Bike	28.79	1.57	30.36
Swing Set	26.58	1.45	28.03
Bicycle	14.19	0.78	14.97

Electronics

TV & PC Monitors cannot be picked up, they are considered hazardous waste.

* pickups occur on Service Day

ATTACHMENT 1 - ORIGINAL RATE APPLICATION

Novato Sanitary District - Refuse Rate Index Increase
Summary of Franchise, AB 939 Collector, and JPA Fees
Rates Effective 1/1/2027

	Franchise Fees		AB939 Collector Fees		JPA Fees	
	Amount	Increase	Amount	Increase	Amount	Increase
2020	\$ 60,113	NA	\$ 434,260	NA	\$ 41,535	NA
2021	59,613	-0.8%	452,303	4.2%	35,650	-14.2%
2022	61,196	2.7%	471,250	4.2%	59,145	65.9%
2023	63,032	3.0%	498,684	5.8%	123,052	108.1%
2024	63,977	1.5%	598,600	20.0%	195,350	58.8%
2025	65,682	2.7%	697,870	16.6%	108,982	-44.2%
2026	67,652	3.0%	882,002	26.4%	185,918	70.6%
2027	69,682	3.0%	965,036	9.4%	242,995	30.7%

2027 Rate Year Change in Fees	142,141
Anticipated Change in Fees based on RRI	56,438
Difference	85,703

CY2026E Revenue 17,095,877

Rate Impact of Difference	0.50%
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ATTACHMENT 1 - ORIGINAL RATE APPLICATION

Novato Sanitary District

Vehicle List

Rates Effective 1/1/2027

Veh #	Lic #	VIN	Equipment Type	Year Model	Description	Replacement Status	Route
10535	20946B3	3ALACXFE2MDMK6152	RL	21	21 FREIGHTLINER M2106 CHASSIS	Spare truck	49
10555	91804P3	1FVACWFC7PHUE7730	RL	23	2023 FREIGHTLINER M2106		49
11471	03710Z1	5VCDC6MFX6H202948	FL	06	06 AUTOCAR FRONT LOADER		562
11285	07470C2	5VCDC6MF76H202485	FL	06	06 AUTOCAR FRONT LOADER		582
11472	42967A4	5VCACLA4F4PC247372	FL	23	2023 AUTOCAR CHASSIS		584
11679	11790W2	5VCACLA4F4LC231313	FL	20	20 AUTOCAR CHASSIS		561
11575	37222K3	5VCACLA4F8NC235755	FL	22	22 AUTOCAR CHASSIS		560
11601	87899U3	5VCACLA4FXPC240829	FL	23	2023 AUTO CHASSIS		565
12450	27735M2	5VCACLA4F4JC226772	RO	18	18 AUTOCAR CHASSIS		701
12481	81172B3	5VCACLA4F4MC234178	RO	21	21 AUTOCAR CHASSIS		719
13256	09077A1	5VCACD8F2AH211427	SA1	10	10 AUTOCAR CHASSIS		61
13785	8M78289	5VCDC6BE27H205063	SA1	07	07 AUTOCAR SIDELOADER		60
13228	42964A4	5VCACDAF5PC247337	SA1	23	2023 AUTOCAR CHASSIS	Spare truck	56
13669	8A07225	1NPZL00X65D716227	SA1	05	05 Peterbilt SIDELOADER		56
13573	42961A4	5VCACDAF3PC247336	SA1	23	2023 AUTOCAR CHASSIS		58
13570	14886S1	5VCDC6MFX7H204037	SA1	07	07 AUTOCAR SIDELOADER		107
13779	03602M2	5VCACDAFXJC226801	SA1	18	18 AUTOCAR CHASSIS		54
13630	16455Y2	5VCACDAF8LC231210	SA1	20	20 AUTOCAR CHASSIS		51
13640	16456Y2	5VCACDAFXLC231211	SA1	20	20 AUTOCAR CHASSIS		50
13661	52625G3	5VCACDAFXNC235763	SA1	22	22AUTOCAR CHASSIS		59
13662	55073F3	5VCACDAF6NC235758	SA1	22	22 AUTOCAR CHASSIS		52
13664	52636G3	5VCACDAF8NC235762	SA1	22	22 AUTOCAR CHASSIS		55
13668	52627G3	5VCACDAF4NC235757	SA1	22	22 AUTOCAR CHASSIS		53
13461	52635G3	5VCACDAF8NC235759	SA1	22	22 AUTOCAR CHASSIS	Spare truck	56

Recology ensures that all vehicles stay in compliance with all Federal, State and Local standards. Recology replaces vehicles that do not meet standards, as needed.

*A replacement truck has been ordered. Upon delivery, a newer truck will be used in Novato, but that replacement for Novato may or may not be the newly delivered truck.

ATTACHMENT 2 - R3 REVIEW

Novato Sanitary District - Refuse Rate Index Increase

Summary
Rates Effective 1/1/2027

Cost Category	AFS FY 2025 RSM Op. Expenses	Expense % Weight	Index % Change 12 mo. Annual Average July 2025 to June 2026 vs. prior year	Weighted Percentage	R3 Index Change %
Labor	\$ 5,268,316	36.37%	5.6200%	2.04%	5.6200%
Fuel	823,882	5.69%	16.8000%	0.96%	16.80%
Vehicle Replacement/Lease	1,311,735	9.06%	3.2700%	0.30%	3.28%
Vehicle Maintenance	713,755	4.93%	9.3000%	0.46%	9.30%
Disposal Fee	2,167,430	14.96%	2.3900%	0.36%	2.39%
Organic Waste Processing Fee	754,561	5.21%	2.4100%	0.13%	2.41%
All Other	3,445,385	23.79%	3.0100%	0.72%	3.01%
Total Allowed Operating Costs	\$ 14,485,064	100.00%	RRI before Fee Change	4.97%	
Increase/(Decrease) Franchise Fees ⁽¹⁾				0.50%	
Refuse Rate Adjustment (RRI) ⁽²⁾				5.47%	

(1) Reflects change in franchise fees as varies from anticipated change based on RRI before Franchise Fee change. See Summary FF tab for detail.

(2) Rates not currently listed on the table will increase by RRI rate of 5.47%.

Check costs for recycling center repairs in 2 years

	<u>Effective</u> <u>1/1/26</u>	<u>Effective</u> <u>1/1/27</u>	<u>Change</u>	<u>R3 Check</u>	
Residential					
20 Gal.	\$ 20.22	\$ 21.33	\$ 1.11	\$ 21.33	5.5%
32 Gal.	32.31	34.08	1.77	34.08	5.5%
64 Gal.	64.56	68.09	3.53	68.09	5.5%
96 Gal.	96.88	102.18	5.30	102.18	5.5%
Commercial					
2 yard	\$ 333.66	\$ 351.91	18.25	\$ 351.91	5.5%
3 yard	420.88	443.90	23.02	443.90	5.5%
4 yard	547.99	577.97	29.98	577.97	5.5%
6 yard	802.19	846.07	43.88	846.07	5.5%

R3 Check				
Cost Category	Last Year's Expense Weight (for reference)	Expense Weight	Index Change	Weighted Percentage
Labor	36.08%	36.37%	5.62%	2.04%
Fuel	6.14%	5.69%	16.80%	0.96%
Vehicle Replacement/Lease	9.15%	9.06%	3.28%	0.30%
Vehicle Maintenance	5.17%	4.93%	9.30%	0.46%
Disposal Fee	14.42%	14.96%	2.39%	0.36%
Organic Waste Processing Fee	5.41%	5.21%	2.41%	0.13%
All Other	23.63%	23.79%	3.01%	0.72%
Total Allowed Operating Costs				4.97%
Increase/(Decrease) Franchise Fees				0.50%

Labor Index													
BLS Series ID: ceu6056210008 Production Workers-Waste Collection													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	July-June Avg.
2022	23.95	23.98	23.83	23.67	23.77	23.95	24.08	24.47	24.45	24.07	24.24	24.54	23.7317
2023	24.87	25.44	25.62	26.02	26.10	26.06	26.30	26.61	26.57	27.12	27.63	27.62	24.9967
2024	27.82	28.30	27.91	28.28	28.38	28.42	28.79	28.81	28.53	28.27	28.77	28.95	27.5800
2025	29.51	29.37	29.35	29.76	29.60	29.59	30.32	29.85	29.75	30.49	30.19	30.58	29.1083
2026	30.18	30.50	31.50	31.97	31.81	31.80							30.7450
	R3 Confirmed												
Percentage change			5.62%		Weight	36.37%		Weighted percentage		2.04%			
Fuel													
California No. 2 Ultra Low Sulfur Diesel - Monthly													
http://tonto.eia.doe.gov/oog/info/wohdp/diesel.asp													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	July-June Avg.
2022	4.803	5.018	6.133	6.260	6.479	6.874	6.587	6.123	6.149	6.330	6.121	5.558	5.1983
2023	5.467	5.423	5.263	4.990	4.842	4.760	4.907	5.518	6.043	6.094	5.684	5.320	5.6344
2024	5.130	5.214	5.216	5.239	5.078	4.927	4.901	4.758	4.733	4.714	4.667	4.606	5.3642
2025	4.734	4.825	4.795	4.780	4.783	4.809	4.936	4.895	4.962	4.936	4.975	4.787	4.7588
2026	4.656	4.870	6.321	7.420	7.271	6.670	6.335						5.5583
	R3 Confirmed												
Percentage change			16.80%		Weight	5.69%		Weighted percentage		0.96%			
Vehicle Replacement													
BLS Series ID: pcu336211336211 Truck, bus, car and other vehicle bodies, for sale separately.													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	July-June Avg.
2022	293.0	296.7	297.9	303.8	316.0	318.5	319.5	321.9	323.2	327.5	327.6	327.9	292.7997
2023	330.9	333.2	334.8	336.4	336.7	337.0	338.4	338.6	338.9	342.1	342.2	344.2	329.7215
2024	346.7	346.8	348.0	348.4	347.5	347.6	351.2	356.8	356.9	357.0	356.5	356.4	344.1048
2025	359.2	360.4	362.0	363.3	363.4	363.5	364.0	364.1	365.0	365.0	368.4	368.8	358.8843
2026	370.9	374.3	374.9	376.828	377.5	377.5	380.4						370.6110
	R3 Confirmed												
Percentage change			3.27%		Weight	9.06%				0.30%			
Vehicle Maintenance													
BLS Series ID: pcu333924333924 Parts and attachments for Industrial work trucks													

358.280

ATTACHMENT 2 - R3 REVIEW

Novato Sanitary District - Refuse Rate Index Increase
RRI Financials-Audited Financial Statement FY25
Rates Effective 1/1/2027

Total Expenses	AFS FY25	Categorized Expenses	AFS FY25	% of Total	R3 Confir
Payroll & Related; and Temp Labor	5,268,316	Labor	\$ 5,268,316	36.37%	Y
Liability Insurance	335,649	Fuel	823,882	5.69%	Y
Disposal	2,921,990	Replacement	1,311,735	9.06%	Y
Recycling Processing Fee	1,274,737	Maintenance	713,755	4.93%	Y
Rent & lease	11,293	Disposal	2,167,430	14.96%	Y
Supplies	297,483	Organic Processing	754,561	5.21%	Y
Repairs & Maintenance	713,755	Other	3,445,385	23.79%	Y
Fuel & Oil	823,882		\$ 14,485,064	100.00%	
Buildings & Facilities	62,011				
Licenses & Permits	63,347				
Utilities	18,798				
Freight	18,828				
Recycling & COGS*	470	Contra Revenue Accounts (Previously In Expenses)			
Professional Services	28,405	JPA Fees ⁽¹⁾	\$ 108,982	Confirmed with last year	
Bad Debt	99,209	AB939 Fees ⁽²⁾	697,870	Confirmed with last year	
Travel, meals & entertainment	4,015	Franchise Fees	65,682	Confirmed with last year	
Office expenses	77,313	Total Fees	\$ 872,534		
Taxes	62,961	Buyback Recycling Purchases	\$ 697,210		
Regional Allocations	134,573				
Corporate Allocations	548,113				
Other Operating Expenses	123,807				
Depreciation & Depletion	187,260				
Amortization	289,556				
(Gain)/loss on sale	(5,182)				
I/C equipment & property	1,124,475				
Total Expenses	14,485,064				

(1) JPA fees for 24-25 as paid in FY25 financials.

(2) AB939 fees for 24-25 as paid in FY25 financials.

Novato Sanitary District - Refuse Rate Index Increase

Rate Tables

Rates Effective 1/1/2027

Rate Classification	Monthly Fee		RRI	Maximum Monthly Fee	R3 Check		
	Effective 1/1/26		5.47%	Effective 1/1/27	5.47%	Logic Test Difference	
Single Family Residential: ⁽¹⁾							
20 Gal. can collected weekly	\$ 20.22	\$ 1.11		\$ 21.33	\$ 21.33	TRUE	\$ (0.00)
32 Gal. can collected weekly	32.31	1.77		34.08	\$ 34.08	TRUE	\$ (0.00)
64 Gal. can collected weekly	64.56	3.53		68.09	\$ 68.09	TRUE	\$ 0.00
96 Gal. can collected weekly	96.88	5.30		102.18	\$ 102.18	TRUE	\$ (0.00)
Special Trips - Can not set out	\$ 20.14	\$ 1.10		\$ 21.24	\$ 21.24	TRUE	\$ 0.00
Special Rate - Containers >50 feet from s	9.32	0.51		9.83	\$ 9.83	TRUE	\$ (0.00)
Special Equipment - PAL Truck	20.14	1.10		21.24	\$ 21.24	TRUE	\$ 0.00
Extra Pickups	9.91	0.54		10.45	\$ 10.45	TRUE	\$ 0.00
Additional 64 gl. Green Waste Carts after 2				20.59	\$ -	FALSE	\$(20.59)
Additional 95 gl. Green Waste Carts after	30.74	1.68		32.42	\$ 32.42	TRUE	\$ 0.00
Multi-family, Mobile Home Parks, Commercial/Industrial: ^{(1) (2)}							
20 Gallon:							
1 x week	\$ 21.88	\$ 1.20		\$ 23.08	\$ 23.08	TRUE	\$ (0.00)
32 Gallon:							
1 x week	\$ 34.97	\$ 1.91		\$ 36.88	\$ 36.88	TRUE	\$ 0.00
2 x week	74.63	4.08		78.71	\$ 78.71	TRUE	\$ 0.00
3 x week	114.15	6.24		120.39	\$ 120.39	TRUE	\$ 0.00
4 x week	139.92	7.65		147.57	\$ 147.57	TRUE	\$ 0.00
5 x week	174.89	9.57		184.46	\$ 184.46	TRUE	\$ (0.00)
6 x week	232.84	12.74		245.58	\$ 245.58	TRUE	\$ (0.00)
64 Gallon:							
1 x week	\$ 67.17	\$ 3.67		\$ 70.84	\$ 70.84	TRUE	\$ 0.00
2 x week	143.17	7.83		151.00	\$ 151.00	TRUE	\$ 0.00
3 x week	218.92	11.97		230.89	\$ 230.89	TRUE	\$ 0.00
4 x week	268.65	14.70		283.35	\$ 283.35	TRUE	\$ (0.00)
5 x week	335.82	18.37		354.19	\$ 354.19	TRUE	\$ (0.00)
6 x week	446.66	24.43		471.09	\$ 471.09	TRUE	\$ 0.00
96 Gallon:							
1x week	\$ 100.73	\$ 5.51		\$ 106.24	\$ 106.24	TRUE	\$ (0.00)
2 x week	214.70	11.74		226.44	\$ 226.44	TRUE	\$ 0.00
3 x week	328.38	17.96		346.34	\$ 346.34	TRUE	\$ 0.00
4 x week	402.88	22.04		424.92	\$ 424.92	TRUE	\$ (0.00)
5 x week	503.61	27.55		531.16	\$ 531.16	TRUE	\$ (0.00)
6 x week	669.99	36.65		706.64	\$ 706.64	TRUE	\$ (0.00)
Extra Pickups	\$ 9.91	\$ 0.54		\$ 10.45	\$ 10.45	TRUE	\$ 0.00

Novato Sanitary District - Refuse Rate Index Increase

Rate Tables

Rates Effective 1/1/2027

Rate Classification	Monthly Fee	RRI	Maximum Monthly Fee	R3 Check		
	<i>Effective 1/1/26</i>	<i>5.47%</i>	<i>Effective 1/1/27</i>	5.47%	Logic Test	Difference
Debris Box Service:						
2 Cu. Yd. Containers:						
1 x week	\$ 333.66	\$ 18.25	\$ 351.91	\$ 351.91	TRUE	\$ 0.00
2 x week	585.66	32.04	617.70	\$ 617.70	TRUE	\$ (0.00)
3 x week	837.57	45.82	883.39	\$ 883.39	TRUE	\$ (0.00)
4 x week	1,089.34	59.59	1,148.93	\$1,148.93	TRUE	\$ (0.00)
5 x week	1,341.18	73.36	1,414.54	\$1,414.54	TRUE	\$ 0.00
6 x week	1,593.05	87.14	1,680.19	\$1,680.19	TRUE	\$ (0.00)
Above rates include container	81.85	4.48	86.33	\$ 86.33	TRUE	\$ (0.00)
Extra Pickups	91.11	4.98	96.09	\$ 96.09	TRUE	\$ 0.00
3 Cu. Yd. Containers:						
1 x week	420.88	23.02	443.90	\$ 443.90	TRUE	\$ 0.00
2 x week	732.40	40.06	772.46	\$ 772.46	TRUE	\$ 0.00
3 x week	1,044.33	57.12	1,101.45	\$1,101.45	TRUE	\$ 0.00
4 x week	1,355.81	74.16	1,429.97	\$1,429.97	TRUE	\$ 0.00
5 x week	1,667.65	91.22	1,758.87	\$1,758.87	TRUE	\$ 0.00
6 x week	1,979.28	108.27	2,087.55	\$2,087.55	TRUE	\$ (0.00)
Above rates include container	109.24	5.98	115.22	\$ 115.22	TRUE	\$ (0.00)
Extra Pickups	91.11	4.98	96.09	\$ 96.09	TRUE	\$ 0.00
4 Cu. Yd. Containers:						
1 x week	\$ 547.99	\$ 29.98	\$ 577.97	\$ 577.97	TRUE	\$ (0.00)
2 x week	961.38	52.59	1,013.97	\$1,013.97	TRUE	\$ (0.00)
3 x week	1,375.01	75.21	1,450.22	\$1,450.22	TRUE	\$ 0.00
4 x week	1,788.39	97.82	1,886.21	\$1,886.21	TRUE	\$ 0.00
5 x week	2,201.95	120.45	2,322.40	\$2,322.40	TRUE	\$ (0.00)
6 x week	2,615.45	143.07	2,758.52	\$2,758.52	TRUE	\$ (0.00)
Above rates include container	109.24	5.98	115.22	\$ 115.22	TRUE	\$ (0.00)
Extra Pickups	109.24	5.98	115.22	\$ 115.22	TRUE	\$ (0.00)
6 Cu. Yd. Containers:						
1 x week	\$ 802.19	\$ 43.88	\$ 846.07	\$ 846.07	TRUE	\$ (0.00)
2 x week	1,419.34	77.64	1,496.98	\$1,496.98	TRUE	\$ (0.00)
3 x week	2,036.44	111.39	2,147.83	\$2,147.83	TRUE	\$ 0.00
4 x week	2,653.46	145.14	2,798.60	\$2,798.60	TRUE	\$ 0.00
5 x week	3,270.65	178.90	3,449.55	\$3,449.55	TRUE	\$ 0.00
6 x week	3,887.75	212.66	4,100.41	\$4,100.41	TRUE	\$ (0.00)
Above rates include container	109.24	5.98	115.22	\$ 115.22	TRUE	\$ (0.00)
Extra Pickups	182.20	9.97	192.17	\$ 192.17	TRUE	\$ (0.00)
20 Cu. Yd. Containers:						
1 x week	\$ 3,986.41	\$218.06	4,204.47	\$4,204.47	TRUE	\$ (0.00)
2 x week	7,877.65	430.91	8,308.56	\$8,308.56	TRUE	\$ (0.00)
3 x week	11,760.80	643.32	12,404.12	12,404.12	TRUE	\$ (0.00)
Above rates include container	109.24	5.98	115.22	\$ 115.22	TRUE	\$ (0.00)
Extra Pickups	903.54	49.42	952.96	\$ 952.96	TRUE	\$ 0.00

Novato Sanitary District - Refuse Rate Index Increase

Rate Tables

Rates Effective 1/1/2027

Rate Classification	Monthly Fee	RRI	Maximum Monthly Fee	R3 Check		
	<i>Effective 1/1/26</i>	<i>5.47%</i>	<i>Effective 1/1/27</i>	5.47%	Logic Test Difference	
Cleanup Bins:						
3 yd. - 2 days	\$ 294.10	\$ 16.09	\$ 310.19	\$ 310.19	TRUE	\$ (0.00)
3 yd. - weekend	294.10	16.09	310.19	\$ 310.19	TRUE	\$ (0.00)
6 yd. - 2 days	495.85	27.12	522.97	\$ 522.97	TRUE	\$ 0.00
6 yd. - weekend	495.85	27.12	522.97	\$ 522.97	TRUE	\$ 0.00
week	911.85	49.88	961.73	\$ 961.73	TRUE	\$ (0.00)
week	1,521.51	83.23	1,604.74	\$ 1,604.74	TRUE	\$ (0.00)
cleanup bins	98.47	5.39	103.86	\$ 103.86	TRUE	\$ (0.00)
collections per 5 cubic feet	9.91	0.54	10.45	\$ 10.45	TRUE	\$ 0.00
Special collections other than debris b	41.96	2.30	44.26	\$ 44.26	TRUE	\$ (0.00)
Special collections for debris boxes - p	91.15	4.99	96.14	\$ 96.14	TRUE	\$ (0.00)
Monthly charge for special collection c	19.76	1.08	20.84	\$ 20.84	TRUE	\$ 0.00
MSW Compactor						
2 Cu. Yd. Containers:						
1 x week	\$ 587.51	\$ 32.14	\$ 619.65	\$ 619.65	TRUE	\$ (0.00)
2 x week	1,096.48	59.98	1,156.46	\$ 1,156.46	TRUE	\$ (0.00)
3 x week	1,616.60	88.43	1,705.03	\$ 1,705.03	TRUE	\$ (0.00)
4 x week	2,118.92	115.90	2,234.82	\$ 2,234.82	TRUE	\$ 0.00
5 x week	2,688.46	147.06	2,835.52	\$ 2,835.52	TRUE	\$ (0.00)
6 x week	3,207.54	175.45	3,382.99	\$ 3,382.99	TRUE	\$ 0.00
Extra Pickups	146.89	8.03	154.92	\$ 154.92	TRUE	\$ 0.00
3 Cu. Yd. Containers:						
1 x week	\$ 811.93	\$ 44.41	\$ 856.34	\$ 856.34	TRUE	\$ 0.00
2 x week	1,467.15	80.25	1,547.40	\$ 1,547.40	TRUE	\$ 0.00
3 x week	2,222.25	121.56	2,343.81	\$ 2,343.81	TRUE	\$ (0.00)
4 x week	2,925.95	160.05	3,086.00	\$ 3,086.00	TRUE	\$ (0.00)
5 x week	3,623.66	198.21	3,821.87	\$ 3,821.87	TRUE	\$ 0.00
6 x week	4,316.22	236.10	4,552.32	\$ 4,552.32	TRUE	\$ (0.00)
Extra Pickups	202.99	11.10	214.09	\$ 214.09	TRUE	\$ 0.00
4 Cu. Yd. Containers:						
1 x week	\$ 1,138.30	\$ 62.27	\$ 1,200.57	\$ 1,200.57	TRUE	\$ (0.00)
2 x week	1,999.45	109.37	2,108.82	\$ 2,108.82	TRUE	\$ (0.00)
3 x week	3,093.49	169.21	3,262.70	\$ 3,262.70	TRUE	\$ 0.00
4 x week	4,210.44	230.31	4,440.75	\$ 4,440.75	TRUE	\$ 0.00
5 x week	5,118.27	279.97	5,398.24	\$ 5,398.24	TRUE	\$ (0.00)
6 x week	6,191.84	338.69	6,530.53	\$ 6,530.53	TRUE	\$ 0.00
Extra Pickups	284.59	15.57	300.16	\$ 300.16	TRUE	\$ (0.00)

Novato Sanitary District - Refuse Rate Index Increase

Rate Tables

Rates Effective 1/1/2027

Rate Classification	Monthly Fee	RRI	Maximum Monthly Fee	R3 Check		
	<i>Effective 1/1/26</i>	<i>5.47%</i>	<i>Effective 1/1/27</i>	5.47%	Logic Test Difference	
15 yard per haul (including 3 tons MSW)	\$ 812.55	\$ 44.45	\$ 857.00	\$ 857.00	TRUE	\$ (0.00)
20 yard per haul (including 3 tons MSW)	911.85	49.88	961.73	\$ 961.73	TRUE	\$ (0.00)
30 yard per haul (including 4 tons MSW)	1,521.53	83.23	1,604.76	\$1,604.76	TRUE	\$ (0.00)
40 yard per haul (including 4 tons MSW)	1,521.53	83.23	1,604.76	\$1,604.76	TRUE	\$ (0.00)
RCY & Cardboard Compactors						
20 Yard per haul	400.79	21.92	422.71	\$ 422.71	TRUE	\$ 0.00
30 Yard per haul	440.85	24.11	464.96	\$ 464.96	TRUE	\$ 0.00
40 Yard per haul	440.85	24.11	464.96	\$ 464.96	TRUE	\$ 0.00
Services						
Bin Overflow Charge	\$ 76.96	\$ 4.21	\$ 81.17	\$ 81.17	TRUE	\$ (0.00)
Return for Service 2yd - 6yd (Bin Inacc)	73.45	4.02	77.47	\$ 77.46	FALSE	\$ (0.00)
Cart/Bin Cleaning (after 1st free)	143.39	7.84	151.23	\$ 151.23	TRUE	\$ 0.00
Cart Replacement (1 free/year)	71.04	3.89	74.93	\$ 74.93	TRUE	\$ (0.00)
Bin Replacement (after 1st free)	228.34	12.49	240.83	\$ 240.83	TRUE	\$ 0.00
Tire in Debris Box	\$ 38.66	2.11	40.77	\$ 40.77	TRUE	\$ 0.00
Lock Charge			25.00	\$ -	FALSE	\$(25.00)
10 yard and larger Service Fees						
Trip Charge 10+yd (Empty Bin; Inacc)	\$ 177.63	9.72	\$ 187.35	\$ 187.35	TRUE	\$ (0.00)
Compactor Cleaning	\$ 532.86	29.15	562.01	\$ 562.01	TRUE	\$ (0.00)
Monthly Box Rental (>=10yds; if no p	\$ 177.63	9.72	187.35	\$ 187.35	TRUE	\$ (0.00)
Relocation Fee (if required on non-ser	\$ 177.63	9.72	187.35	\$ 187.35	TRUE	\$ (0.00)

(1) Weekly service required in Novato Sanitary District, and includes recycling and organics service for all customers. On-call trash and a la cart recycling and organics services are not available.

(2) Food Waste charges are not currently applicable. Any future renewal of food waste charges will continue previously established pricing for this service at 75% of comparable MSW service rates.

Novato Sanitary District - Refuse Rate Index Increase

Rate Tables

Rates Effective 1/1/2027

Rate Classification	Monthly Fee	RRI	Maximum Monthly Fee	R3 Check			
	Effective 1/1/26	5.47%	Effective 1/1/27	5.47%	Logic Test Difference		
Bulky Items: *							
Residential Customers receive 4 free bulky item pick ups/year; charges for freon or excess waste above 3 cu. yds. will apply each pick up limited to 3 cubic yards;no liquids or hazardous waste;							
Mattresses							
Twin Bed	\$ 23.93	\$ 1.31	\$ 25.24	\$ 25.24	TRUE	\$ (0.00)	
Double/Full	28.79	1.57	30.36	\$ 30.36	TRUE	\$ 0.00	
Queen	36.32	1.99	38.31	\$ 38.31	TRUE	\$ (0.00)	
King	41.66	2.28	43.94	\$ 43.94	TRUE	\$ (0.00)	
Box Springs							
Twin Bed	\$ 26.58	\$ 1.45	\$ 28.03	\$ 28.03	TRUE	\$ 0.00	
Double/Full	34.12	1.87	35.99	\$ 35.99	TRUE	\$ (0.00)	
Queen	41.66	2.28	43.94	\$ 43.94	TRUE	\$ (0.00)	
Furniture							
Bed Frame	\$ 14.19	\$ 0.78	\$ 14.97	\$ 14.97	TRUE	\$ (0.00)	
Couch (under 6 feet)	85.53	4.68	90.21	\$ 90.21	TRUE	\$ (0.00)	
Upholstered Chair	36.32	1.99	38.31	\$ 38.31	TRUE	\$ (0.00)	
Wooden Chair	6.64	0.36	7.00	\$ 7.00	TRUE	\$ 0.00	
Dinette Table	38.10	2.08	40.18	\$ 40.18	TRUE	\$ 0.00	
Household Items							
Rug (9' X 12')	\$ 21.72	\$ 1.19	\$ 22.91				
Vacuum	9.32	0.51	9.83	\$ 9.83	TRUE	\$ (0.00)	
Appliances							
Water Heater (32 Gal)	\$ 38.10	\$ 2.08	\$ 40.18	\$ 40.18	TRUE	\$ 0.00	
Water Heater (40-50 Gal)	57.18	3.13	60.31	\$ 60.31	TRUE	\$ (0.00)	
Water Heater (up to 100 gallons}	85.53	4.68	90.21	\$ 90.21	TRUE	\$ (0.00)	
Oven	28.79	1.57	30.36	\$ 30.36	TRUE	\$ 0.00	
Oven (stove top)	19.06	1.04	20.10	\$ 20.10	TRUE	\$ 0.00	
Oven-Stove unit	19.06	1.04	20.10	\$ 20.10	TRUE	\$ 0.00	
Microwave	44.32	2.42	46.74	\$ 46.74	TRUE	\$ 0.00	
Garbage Compactor	28.79	1.57	30.36	\$ 30.36	TRUE	\$ 0.00	
Dishwasher	47.40	2.59	49.99	\$ 49.99	TRUE	\$ 0.00	
Refrigerator	150.69	8.24	158.93	\$ 158.93	TRUE	\$ 0.00	
Freezer	112.13	6.13	118.26	\$ 118.26	TRUE	\$ 0.00	
Air Conditioner	75.78	4.15	79.93	\$ 79.93	TRUE	\$ (0.00)	
Freon Extraction	63.00	5.00	68.00	\$ 66.45	FALSE	\$ (1.55)	
Washing Machine	57.18	3.13	60.31	\$ 60.31	TRUE	\$ (0.00)	
Dryer	37.25	2.04	39.29	\$ 39.29	TRUE	\$ (0.00)	
Wheelchairs	62.04	3.39	65.43	\$ 65.43	TRUE	\$ 0.00	
Bathtub - Fiberglass	35.45	1.94	37.39	\$ 37.39	TRUE	\$ (0.00)	
Bathtub - Cast Iron	53.18	2.91	56.09	\$ 56.09	TRUE	\$ (0.00)	

Novato Sanitary District - Refuse Rate Index Increase

Rate Tables

Rates Effective 1/1/2027

Rate Classification	Monthly Fee	RRI	Maximum Monthly Fee	R3 Check			
	Effective 1/1/26	5.47%	Effective 1/1/27	5.47%	Logic Test Difference		
Bulky Items (cont'd):							
Building Materials							
Household Door	\$ 5.76	\$ 0.32	\$ 6.08	\$ 6.08	TRUE	\$ (0.00)	
Sink	16.40	0.90	17.30	\$ 17.30	TRUE	\$ (0.00)	
Toilet	9.74	0.53	10.27	\$ 10.27	TRUE	\$ 0.00	
Yard & Garden							
Gas Mower (must be drained)	\$ 18.19	\$ 0.99	\$ 19.18	\$ 19.18	TRUE	\$ 0.00	
BBQ	11.51	0.63	12.14	\$ 12.14	TRUE	\$ (0.00)	
Ping Pong Table	38.10	2.08	40.18	\$ 40.18	TRUE	\$ 0.00	
Exercise Bike	28.79	1.57	30.36	\$ 30.36	TRUE	\$ 0.00	
Swing Set	26.58	1.45	28.03	\$ 28.03	TRUE	\$ 0.00	
Bicycle	14.19	0.78	14.97	\$ 14.97	TRUE	\$ (0.00)	
Electronics				\$ -	TRUE	\$ -	
TV & PC Monitors cannot be picked up, they are considered hazardous waste.				\$ -	TRUE	\$ -	
				\$ -	TRUE	\$ -	
* pickups occur on Service Day				\$ -	TRUE	\$ -	
				\$ -	TRUE	\$ -	

ATTACHMENT 2 - R3 REVIEW

Novato Sanitary District - Refuse Rate Index Increase
Summary of Franchise, AB 939 Collector, and JPA Fees
Rates Effective 1/1/2027

	Franchise Fees		AB939 Collector Fees		JPA Fees	
	Amount	Increase	Amount	Increase	Amount	Increase
2020	\$ 60,113	NA	\$ 434,260	NA	\$ 41,535	NA
2021	59,613	-0.8%	452,303	4.2%	35,650	-14.2%
2022	61,196	2.7%	471,250	4.2%	59,145	65.9%
2023	63,032	3.0%	498,684	5.8%	123,052	108.1%
2024	63,977	1.5%	598,600	20.0%	195,350	58.8%
2025	65,682	2.7%	697,870	16.6%	108,982	-44.2%
2026	67,652	3.0%	882,002	26.4%	185,918	70.6%
2027	69,682	3.0%	965,036	9.4%	242,995	30.7%
	R3 Checked		R3 Checked		R3 Checked	##
	3.0%		9.4%		R3 Check	
2027 Rate Year Change in Fees			142,141		142,141	Calculate the change in total fee
Anticipated Change in Fees based on RRI			56,438		56,437.93	Subtract these because covered
Difference			85,703		85,703.07	Net difference
CY2026E Revenue			17,095,877		17,095,877	Annualized revenue
Rate Impact of Difference			0.50%		0.50%	Net difference / annualized reve

ATTACHMENT 2 - R3 REVIEW
Novato Sanitary District
Vehicle List
Rates Effective 1/1/2027

R3 checked - same amount as last year

Veh #	Lic #	VIN	Equipment Type	Year Model	Description	Replacement Status	Route
10535	20946B3	3ALACXFE2MDMK6152	RL	21	21 FREIGHTLINER M2106 CHASSIS	Spare truck	49
10555	91804P3	1FVACWFC7PHUE7730	RL	23	2023 FREIGHTLINER M2106		49
11471	03710Z1	5VCDC6MFX6H202948	FL	06	06 AUTOCAR FRONT LOADER		562
11285	07470C2	5VCDC6MF76H202485	FL	06	06 AUTOCAR FRONT LOADER		582
11472	42967A4	5VCACLAF4PC247372	FL	23	2023 AUTOCAR CHASSIS		584
11679	11790W2	5VCACLAF4LC231313	FL	20	20 AUTOCAR CHASSIS		561
11575	37222K3	5VCACLAF8NC235755	FL	22	22 AUTOCAR CHASSIS		560
11601	87899U3	5VCACLAFXPC240829	FL	23	2023 AUTO CHASSIS		565
12450	27735M2	5VCACLAF4JC226772	RO	18	18 AUTOCAR CHASSIS		701
12481	81172B3	5VCACLAF4MC234178	RO	21	21 AUTOCAR CHASSIS		719
13256	09077A1	5VCACD8F2AH211427	SA1	10	10 AUTOCAR CHASSIS		61
13785	8M78289	5VCDC6BE27H205063	SA1	07	07 AUTOCAR SIDELOADER		60
13228	42964A4	5VCACDAF5PC247337	SA1	23	2023 AUTOCAR CHASSIS	Spare truck	56
13669	8A07225	1NPZL00X65D716227	SA1	05	05 Peterbilt SIDELOADER		56
13573	42961A4	5VCACDAF3PC247336	SA1	23	2023 AUTOCAR CHASSIS		58
13570	14886S1	5VCDC6MFX7H204037	SA1	07	07 AUTOCAR SIDELOADER		107
13779	03602M2	5VCACDAFXJC226801	SA1	18	18 AUTOCAR CHASSIS		54
13630	16455Y2	5VCACDAF8LC231210	SA1	20	20 AUTOCAR CHASSIS		51
13640	16456Y2	5VCACDAFXLC231211	SA1	20	20 AUTOCAR CHASSIS		50
13661	52625G3	5VCACDAFXNC235763	SA1	22	22AUTOCAR CHASSIS		59
13662	55073F3	5VCACDAF6NC235758	SA1	22	22 AUTOCAR CHASSIS		52
13664	52636G3	5VCACDAF8NC235762	SA1	22	22 AUTOCAR CHASSIS		55
13668	52627G3	5VCACDAF4NC235757	SA1	22	22 AUTOCAR CHASSIS		53
13461	52635G3	5VCACDAF8NC235759	SA1	22	22 AUTOCAR CHASSIS	Spare truck	56

Recology ensures that all vehicles stay in compliance with all Federal, State and Local standards. Recology replaces vehicles that do not meet standards, as needed.

*A replacement truck has been ordered. Upon delivery, a newer truck will be used in Novato, but that replacement for Novato may or may not be the newly delivered truck.

NOVATO SANITARY DISTRICT BOARD AGENDA ITEM SUMMARY

TITLE: Solid and Household Hazardous Waste (HHW) – Household Hazardous Waste Facility Operations Contract, Recology Sonoma Marin (RSM)	MEETING DATE: October 12, 2026 AGENDA ITEM NO.: 6.c.
RECOMMENDED ACTION: Approve a contract with Recology Sonoma Marin (RSM) for RSM to manage HHW Facility Operations in an amount not-to-exceed \$575,000, subject to allocation of funds each fiscal year, for an initial 1-year term, and two automatic one-year extensions, and authorize the General Manager-Chief Engineer to execute it.	
SUMMARY AND DISCUSSION: In addition to its recycling function, the Novato Recycling Center provides safe and convenient collection and disposal capabilities for household hazardous waste (HHW) to Novato residents and small businesses. Recology Sonoma Marin (RSM) owns the facility and operates the Novato Buy Back Center co-located at the facility. RSM staff has also historically assisted District staff oversee HHW operations at the facility. At this time, to streamline HHW collection, reduce costs, and minimize the District's operational liabilities from HHW operations at the site, it would be beneficial for the District to assign unified operations of the Recycling Center to RSM, including the HHW function of the facility. The District's current FY 26-27 budget amount for HHW operations (Account No. 67500) is \$642,000, not including District staff time. However, staff was able to negotiate an initial annual all-inclusive first year contract for \$575,000 with RSM. Accordingly, staff recommends approving a contract with Recology Sonoma Marin (RSM) for RSM to manage the HHW Facility Operations in an amount not-to-exceed \$575,000, subject to allocation of funds each fiscal year, for an initial 1-year term, and two automatic one-year extensions, and authorize the General Manager-Chief Engineer to execute it.	
STRATEGIC PLAN INFORMATION: This item addresses Goal 3 (Organizational Excellence) and Goal 4 (Outreach) of the latest Strategic Plan.	
BUDGET INFORMATION: Funding for this contract will come from Account No. 67500 - Household Hazardous Waste.	
Prepared by: cp, ssk	Reviewed by General Manager: SSK

NOVATO SANITARY DISTRICT BOARD AGENDA ITEM SUMMARY

TITLE: Wastewater Operations Report, September 2026.	MEETING DATE: October 12, 2026 AGENDA ITEM NO.: 7.a.
RECOMMENDED ACTIONS: Receive Wastewater Operations Report for September 2026 – <u>information only</u> : i. Collection System ii. Treatment Facilities iii. Reclamation Facilities	
SUMMARY AND DISCUSSION: The September 2026 Wastewater Operations Report incorporating operations reports for the collection system, wastewater treatment facilities, and the reclamation facilities is attached. District and Veolia staff will be present at the meeting to provide overviews of the reports for their operational areas, and will be available to discuss the reports or respond to any questions.	
ATTACHMENTS: 1. Wastewater Operations Reports for the month of September 2026.	
STRATEGIC PLAN INFORMATION: This item addresses Goal 2 (Facilities) of the latest Strategic Plan.	
Prepared by: dd (Veolia), jjb	Reviewed by General Manager: SSK

**Novato Sanitary District
Wastewater Operations - Collection System Operations Report
September 2026**

1.0 General:

The equivalent of about six (6) full-time employees (FTEs) worked on collection system maintenance activities during the month. The breakdown of staff time for the month in terms of equivalent FTE hours utilized, works out approximately as follows:

- 1.6 FTE for sewer maintenance (main line cleaning)
- 0.7 FTE for pump station maintenance
- 1.1 FTE for Closed Circuit Television (CCTV) work
- 0.0 FTE for Underground Service Alerts (USAs)
- 1.6 FTE for time spent on data input, training, service calls, overflow response, or any other activity that does not directly relate to the activities listed above, or special activities (for example, smoke testing of mainlines), and
- 0.9 FTE for vacation, holiday, or sick leave.



**Figure 1: Bahia Main Ps
Force Main condition
assessment.**

2.0 Collection System Maintenance:

Performance metrics are presented in the attached graphs showing the length of line cleaned/month, footage cleaned/hours worked, overflows/month, and the CCTV footage achieved. A brief discussion is also provided below.

Line Cleaning Performance: The Computerized Maintenance Management System (CMMS) generated 723 work orders for the month. Collections staff completed 210 work orders leaving 513 work orders outstanding. There was already backlog of workorders coming into September. The largest contributing factor to the backlog was significant time spent in support of preparing for and conducting the force main assessment project. The outstanding work orders are expected to be completed over the next few months. Completed work orders resulted in 40,949 feet of sewer pipelines being cleaned by staff, 1,659 feet of which was performed by CCTV in lieu of cleaning.

Closed Circuit Television (CCTV) Performance:

The District's CCTV equipment was in the field for sixteen (11) working days and televised a total of 11,316 feet of sewer main for the month.

CCTV Findings:

- Infrastructure-related: CCTV-work did not identify any new defects in need of repairs this month.
- O&M related: Condition assessment through CCTV-work did not identify any new areas that would require a change in sewer line maintenance operations.

3.0 Pump Station (PS) Maintenance:

Collections staff conducted 104 lift station inspections this month. Of these, 28 inspections were generated through the District's JobsCal Plus CMMS system. There are 12 outstanding work orders for the month. A Pump Stations Statistics summary is attached.

**Novato Sanitary District
Wastewater Operations - Collection System Operations Report
September 2026**

4.0 Air Relief/Vacuum Valves (ARVs):

Staff completed maintenance inspections of two (2) air relief/vacuum valves this month.

5.0 Safety and Training:

General:

Collections staff attended five (5) tailgate meetings in September.

Specialized Training:

- Confined space training
- Hearing Test
- Know B4 cybersecurity training

Safety performance:

There were zero (0) lost time accidents in August.

6.0 Miscellaneous Projects/Repairs:

- BMK 5 HMI replaced
- Crest Rd. ARV foul air pipe modifications
- East Hamilton PS dry weather ultrasonic head replaced
- 3211 was serviced at Owen equipment
- 3133 90k service
- Scottsdale PS force main valves removal
- BMK 5 and Scottsdale Ps valve pit modifications
- Bahia Main PS force main condition assessment
- BMK 1 sump pump replaced
- 9/16/26 response to PG&E power outage
- 9/27/26 response to PG&E power outage

7.0 Sanitary Sewer System Spills:

The Novato Sanitary District Collection System had zero (0) Sanitary Sewer System Spills in September 2026. The No Spill certification confirmation number is 2724116.

Novato Sanitary District
Collection System Monthly Report For August 2026 (as of September 30, 2026)

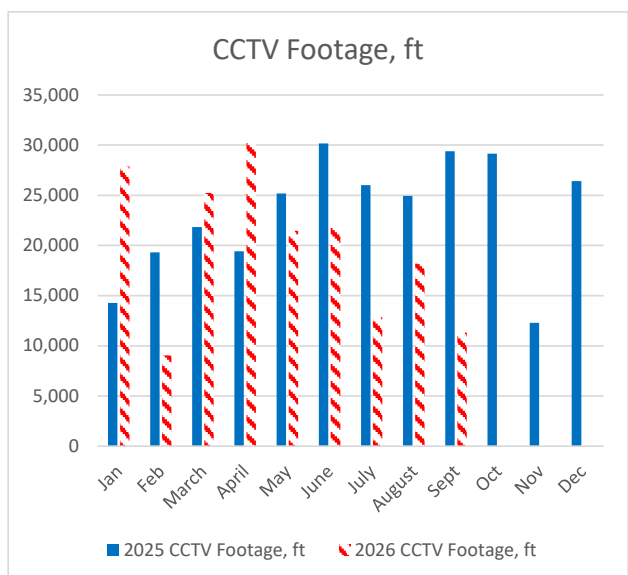
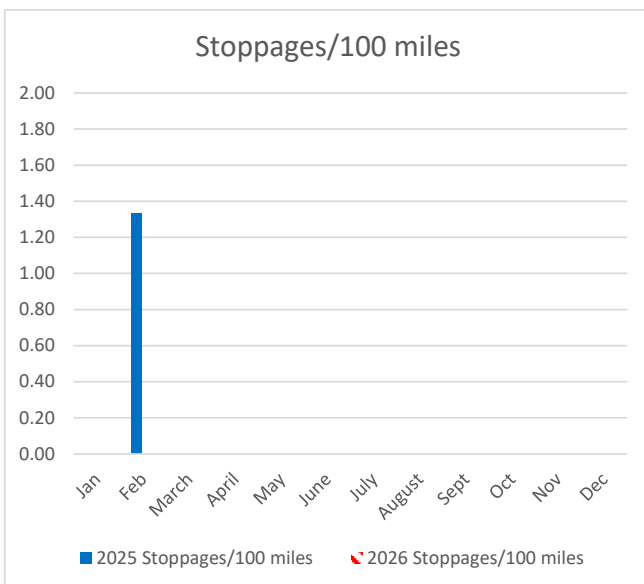
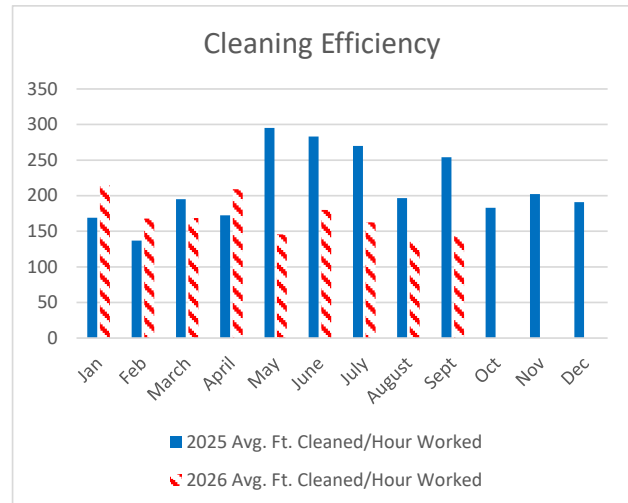
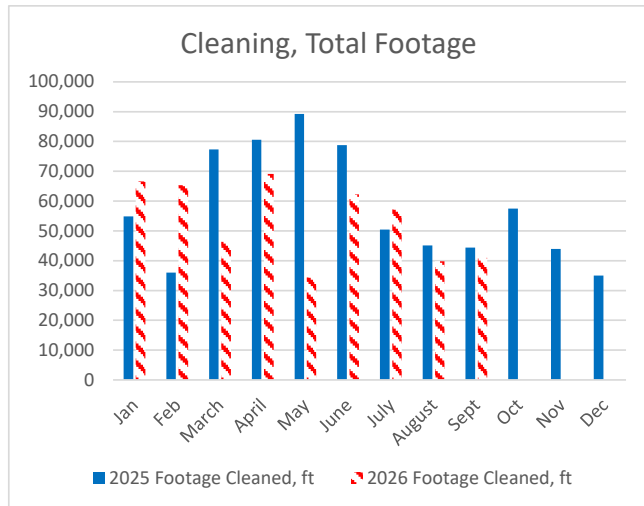
	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total Year to Date	Average Year to Date
A. Employee Hours Worked														
Number of FTEs (main line cleaning)	1.8	2.4	1.6	1.9	1.4	1.9	2.0	1.8	1.6	0.0	0.0	0.0	NA	1.8
Number of FTEs (other)	0.9	1.1	0.7	0.9	0.9	0.9	0.6	1.1	1.6	0.0	0.0	0.0	NA	1.0
Number of FTEs (USAs)	0.0	0.0	0.0	0.0	0.0	0.0	0.2	0.2	0.0	0.0	0.0	0.0	NA	0.0
Number of FTEs (CCTV)	1.3	0.6	1.8	1.5	1.2	0.8	0.8	1.8	1.1	0.0	0.0	0.0	NA	1.2
Total, FTEs	4.1	4.1	4.1	4.3	3.5	3.6	3.5	5.0	4.3	0.0	0.0	0.0	NA	4.0
Regular Time Worked, (main line cleaning), hrs	311	390	275	331	236	346	352	294	287				2,820	313
Regular Time Worked on Other, hrs (1)	151	177	128	157	143	153	103	181	284				1,476	164
Regular Time Worked on USAs	0	0	0	0	0	0	27	24	0				51	0
Regular Time Worked on CCTV (2)	228	95	322	271	203	148	143	293	192				1,893	210
Total Regular time, worked, hrs	690	661	724	758	582	647	624	792	762	0	0	0	6,239	693
Total Vacation/Sick Leave/Holiday, hrs	134	99	126	75	226	149	313	91	169				1,382	154
Vacation/Sick Leave/Holiday, FTEs	0.8	0.6	0.7	0.4	1.3	0.9	1.8	0.5	0.9	0.0	0.0	0.0	8.0	0.9
Overtime Worked on Coll. Sys., hrs	31	0	0	0	0	2	0	2	4				39	9.8
Overtime Worked on Other, hrs (1)	1	20	29	0	5	0	0	2	7				63	10.5
Overtime Worked on USAs, hrs	0	0	0	0	0	0	1	0	0				1	0.0
Overtime Worked on CCTV (2)	0	0	0	0	0	1	0	0	0				1	0.0
Total Overtime, hrs	32	20	29	NA	5	3	0	4	11	NA	NA	NA	103	14.7
B. Productivity														
1. Line Cleaning														
Rodder Work Orders generated	70	91	48	155	105	103	150	34	119				875	97
Rodder 3208 ft. cleaned	0	0	54	272	577	693	2,397	1,918	5,760				11,671	1,297
Rodder - outside services and handrodding, ft cleaned	730	0	0	294	0	997	259	0	0				2,280	253
Flusher Work Orders generated	537	498	288	379	482	595	586	639	604				4,608	512
Truck 3209F ft. cleaned	437	0	53	9,468	1,894	1,835	0	0	47				13,734	1,526
Truck 3210V ft. cleaned	18,897	24,269	8,826	4,257	150	0	0	4,059	16,556				77,014	8,557
Truck 3211V ft. cleaned	32,683	39,261	35,303	51,922	29,986	38,109	53,166	30,900	22,687				334,017	37,113
Flusher - outside services, ft. cleaned , foamed	0	0	0	0	0	21,815	0	0	0				21,815	2,424
CCTV Truck + Hand Cam in lieu of cleaning	13,831	1,834	2,110	2,911	1,789	518	4,032	4,840	1,659				33,524	3,725
Total Footage cleaned (3)	66,578	65,364	46,346	69,124	34,396	62,277	57,198	39,799	40,949	0	0	0	482,031	53,559
Work Orders completed	326	326	211	332	159	314	302	229	210				2,409	268
Work Orders backlog	281	264	125	202	428	384	434	444	513				3,075	342
2. Closed Circuit Television (CCTV)														
Camera Work Orders generated	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CCTV Truck 3135, ft. videoed	27,455	7,249	25,249	27,816	21,176	15,876	8,826	15,898	10,923				160,468	17,830
CCTV (hand cam), ft. videoed	423	1,790	0	2,399	292	1,242	4,032	2,280	393				12,851	1,428
CCTV Inspection - outside services, ft. videoed	0	0	0	0	0	4,827	0	0	0				4,827	536
Total CCTV footage (3)	27,878	9,039	25,249	30,215	21,468	21,945	12,858	18,178	11,316	0	0	0	178,146	19,794
C. Sanitary Sewer Overflows (SSOs)														
Lower Lateral/less than 50gal. (Category IV)	0	0	0	0	0	0	0	0	0	0	0	0	0	NA
Minor (Category III)	0	0	0	0	0	0	0	0	0	0	0	0	0	NA
Major (Category II)	0	0	0	0	0	0	0	0	0	0	0	0	0	NA
Major (Category I)	0	0	0	0	0	0	0	0	0	0	0	0	0	NA
Overflow Gallons	0	0	0	0	0	0	0	0	0	0	0	0	0	NA
Volume Recovered	0	0	0	0	0	0	0	0	0	0	0	0	0	NA
Percent Recovered	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
D. Service Calls (non-SSO related)														
Service Calls, (SCs), normal hours, #	0	2	4	1	4	3	1	4	3				22	2
Normal hours SC response time, mins (avg.)	0	22.5	29	20	26	32.33	33	43	35.66				241	27
Service Callouts, after hours, #	0	1	0	0	1	0	0	0	2				4	0
After Hours SC response time, mins (avg.)	0	33	0	0	35	0	0	0	27				95	11
E. Benchmarks														
Average Ft. Cleaned/Hour Worked	214	168	169	209	146	180	163	135	143	NA	NA	NA	NA	170
Total Stoppages/100 Miles	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	NA
Average spill response time (mins)	0	0	0	0	0	0	0	0	0	0	0	0	NA	0
Callouts/100 Miles	0.0	0.4	0.0	0.0	0.4	0.0	0.0	0.0	0.9	0.0	0.0	0.0	1.7	0.1
Overtime hours/100 Miles	14	0	0	0	0	1	0	1	2	0	0	0	17.33	1
Overflow Gallons/100 Miles	0	0	0	0	0	0	0	0	0	0	0	0	0	0

(1)This category includes time spent on: Data input, Training, Service Calls, Overflow Response, as well as any other activity that does not directly relate to main line cleaning or CCTV work.

(2)This category separates time spent on CCTV from other Collection System maintenance activities.

(3)Does not include outside services (tracked separately)

Collection System: 2025 & 2026 Graphs



Novato Sanitary District

Pump Station Monthly Report For August 2026 (as of September 30, 2026)

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total Year to Date	Average Year to Date
Employee Hours Worked														
Number of Employees (FTEs)	1.1	1.3	1.2	1.3	1.2	1.5	0.7	0.8	0.7	0.0	0.0	0.0	N/A	1.1
Regular Time Worked on Pump Sta	191	201	216	235	200	272	131	132	128				1,704	189
Overtime Worked on Pump Sta	28	31	26	11	24	19	20	23	22				204	23
After Hours Callouts	2	3	3	5	1	1	1	5	3				24	3
Average Callout response time (mins)	29	36	35	34	26	36	36	34	35				301	33
Work Orders														
Number generated in month	38	38	45	38	38	49	38	51	28				363	40.3
Number closed in month	38	38	45	38	38	49	38	37	16				337	37.4
Backlog	0	0	0	0	0	0	0	14	12	0	0	0	26	0



October 6, 2026

Mr. Sandeep Karkal
General Manager – Chief Engineer
Novato Sanitary District
500 Davidson Street
Novato, CA 94545

Subject: Veolia Water Operations Report – September 2026

Dear Mr. Karkal:

I am pleased to provide the Monthly Operations Report for September 2026.

As always, please give me a call at 707-378-3974 should you have any questions.

Best regards,

A handwritten signature in blue ink, appearing to read 'Derek Dill', with a stylized, cursive script.

Derek Dill
Project Manager, Veolia



**MONTHLY OPERATIONS REPORT
September 2026**

Prepared for

**NOVATO SANITARY DISTRICT (NSD)
WASTEWATER TREATMENT PLANT
500 Davidson Street
Novato, CA 94945**

Prepared by

Veolia Water West Operating Services, Inc. (VWWOS)

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- E: ADMINISTRATION
- F: ODORS & LANDSCAPING
- G: MISCELLANEOUS

ATTACHMENTS

- 1) Photos
- 2) Laboratory Data
- 3) Recycled Water Report
- 4) Annual Performance Summary - Graphs
- 5) Process Control Data / Graphs
- 6) Neighborhood Complaints Received
- 7) Jerome Meter Readings and Locations

A: TREATMENT PLANT PERFORMANCE SUMMARY

Discharge to San Pablo Bay September 1-30, 2026

Table 1.0

Parameter	Value		Limits	
	Ave	Max		
Flow, MGD (monthly ave/max)	3.78	4.38	N/A	
Influent				
BOD ₅ , lb/day (month ave/max)	11,588	13,556	N/A	
TSS, lb/day (monthly ave/max)	11,867	13,233	N/A	
Effluent				
BOD ₅ , mg/L (monthly ave/max weekly ave)	<5	6	15	30
TSS, mg/L (monthly ave/max weekly ave)	5	9	10	20
BOD ₅ - % Removal, Average	99		85 Minimum	
TSS - % Removal, Average	99		85 Minimum	
Ammonia, mg/L – (monthly ave/daily max)	1.10	1.10	5.9	21
pH, su (min / max)	6.9	7.1	6.5	8.5
Enterococcus, MPN/100 ml (6 week rolling geomean, min and max)	1.2	2.0	30	
Enterococcus, MPN/100 ml (90 th percentile – highest value)	1.4		110	
Fecal Coliform, MPN/100 ml (monthly median)	3.9		140	
Fecal Coliform, MPN/100 ml (90 th percentile)	3.9	3.9	430	
Total Coliform, MPN/100 ml (5 sample median) (monthly maximum)	N/A		240	
Total Coliform, MPN/100 ml (monthly maximum)	N/A		10,000	
Reclamation Discharge				

Monthly Total Rainfall = 0.14 inches

Title 22 - Recycled Water Production and Quality – Table 2.0

Description	Units	Value	Limit
Potable Water Provided	Million Gallons	0	N/A
Recycled Water Volume Produced	Million Gallons	21.158	N/A
Average Turbidity	NTU	0.4	2.0
Turbidity > 5 NTU (in 24 hour)	Minutes	23	72
Minimum CT (disinfection)	mg-min/L	>450	450 minimum
Maximum Total Coliform	MPN/100 ml	<1	240
Maximum Total Coliform (2 Samples 30 days)	MPN/100 ml	<1	23
Total Coliform (7 Sample Median)	MPN/100 ml	<1	2.2



Discussion of Violations / Excursions

- National Pollutant Discharge Elimination System Permit (NPDES) Limits - None
- Recycled Water Statewide Permit – NONE
- Reclaimed Water (WDR) – None
- Bay Area Air Quality Management District (BAAQMD) –September 7th and 8th-Notice of Violation expected.

Summary: On September 7th, the biogas flare shutdown due to low temperature resulting from low gas production. When the descending temperature reached 1380F, the gas valve closed as intended by the program. The operator attempted to restart the flare unsuccessfully. Despite the permissives being met, the valve failed to open as intended. It was determined through troubleshooting that the actuator for the automatic gas motor operated valve had failed closed. Ultimately, it was necessary to decouple the valve actuator and manually open the butterfly valve to resume gas flow to the flare. Through the course of troubleshooting and multiple restarts of the flare, the pressure vacuum relief valve vented digester gas unabated to the atmosphere while the gas control valve remained closed. A subsequent flare shutdown occurred the following day resulting from low gas production with the system operating manually. Air permit violations are expected for both parametric temperature excursions and unabated digester gas to the atmosphere. The actuator was drop-shipped to the manufacturer to expedite repair and was reinstalled to resume normal operation on September 17th. Due to being a single point of failure, Veolia is pursuing costs for an additional actuator and butterfly valve to be retained as a critical spare.

B: SAFETY AND TRAINING:

- Monthly plant safety inspections for Novato Wastewater Treatment Plant and Ignacio Transfer Pump Station completed.
- No safety incidents for the month of September 2026.
- Monthly Safety Topics September: International Health and Safety Week September 14th-16th, 2026
- Flash Trainings: Knee Injuries, Bear Safety

C: OPERATIONS & MAINTENANCE STATUS / REVIEW:**Key events for the period:****Wastewater Treatment Plant Power Outages**

- No power interruptions in September 2026

Novato Wastewater Treatment Plant (NTP)

- Routine rounds, readings, adjustments, and preventative and corrective maintenance.
- Work Orders Completed – A total of 154 work orders of the 212 work orders issued were completed for the month of September. There are currently 16 open corrective work orders.
- The rooftop A/C unit at the Headworks electrical room was replaced in coordination with Milano Mechanical.
- The automatic gas motor-operated valve actuator for the enclosed flare was removed and sent out for repair. It was returned to service September 17th.
- The woodchip organic media was removed from the Primary Clarifier 2/Headworks odor bed



September 8th-11th. A profile was dug through the entirety of the drainage rock. Due to the presence of fines, evidence of acidification and noticeable breakdown, Veolia and the District have engaged with V&A Consulting Engineers to conduct field analyses with their subject matter experts to determine next steps. The temporary scrubber has remained in place, with a forthcoming longer term temporary installation to be coordinated as we continue to investigate.

- IPS Pump #5 was approved for refurbishment with a 6-8 week lead time for receipt back to the plant.

NTP Equipment Out of Service – Due to Planned Servicing, Maintenance, Replacement, or Standby

- Aeration Basin #1 & #3
- Primary Clarifier #1
- Secondary Clarifier #1

Ignacio Transfer Pump Station (ITPS) Power Outages

- No Power Outages for the month of September 2026.

Ignacio Transfer Pump Station

- Routine rounds, readings, adjustments, and preventative maintenance.
- Annual pump inspections at the Ignacio Transfer Pump Station and preventative maintenance in coordination with Shape were conducted September 2nd-3rd.

ITPS Equipment Out of Service – Due to Planned Servicing, Maintenance, Replacement, or Standby

- Sodium Hypochlorite System –Personnel confirmed injection using potable water and pressure tested the tank with the intent of bringing it online and as required for delivery of chemical by the supplier. The bulkhead fitting was found to be leaking during that process and a replacement was ordered. Installation is to take place in October to return the unit to service.

Recycled Water Plant (RWP)

- RWP online as of May 5th

RWP Equipment Out of Service – Due to Planned Servicing, Maintenance, Replacement, or Standby

- None

Sludge Lagoons (and Reclamation Area)

- Conducted routine checks and management of the feed sludge and decant piping.

D: ENVIRONMENTAL SERVICES ACTIVITIES SUMMARY**Discharge to San Pablo Bay September 1-30****Wildlife Pond and Reclamation Activities****Wildlife Pond**

Samples and weekly/monthly observations at the Wildlife pond were taken according to the WDR (Order No. 92-065)



Irrigation Wetwell Sampling

Monthly sampling of the irrigation wetwell started in June and will continue as long as irrigation occurs. The data collected will be compiled and reported in the 2027 triennial Irrigated Pasture Report.

Total Coliforms

When effluent is discharged to the Bay the bacteriological requirement is for *Enterococcus*. No samples were taken in September, as it was not required.

Enterococcus

When effluent is discharged to the Bay, the bacteriological requirement is for *Enterococcus*. Ten samples were taken in September. All results were below the regulatory limit.

Fecal Coliforms

Fecal Coliform sampling is required once per quarter during Bay discharge only. One sample was taken in September for the July through September quarter. The result was well below the regulatory limit.

Whole Effluent Toxicity Testing

September was the third month of testing under the new toxicity requirement and frequency. The test, using Larval Red Abalone (*Haliotis rufescens*) and shell development, resulted in a passing result at the instream waste concentration (IWC) of 30 percent effluent. September results: passed.

Public Education

Liz Falejczyk attended the Marin County Wastewater Agencies Public Education group meeting, virtually, on September 10th.

Wastewater Surveillance in the Bay Area

We continued sending three influent composite samples per week to Verily. The website to see data from Novato is http://publichealth.verily.com/?v=SC2_N&l=Novato%2C+CA. All Marin County COVID and information can be found at <https://coronavirus.marinhhs.org/surveillance#keyindicators> (scroll down for the wastewater information). A dashboard specifically for Novato information is here [WastewaterSCAN Dashboard](#).

Pretreatment**Permits**

- Received one renewal application for a Class III Industrial User
- Received one application for a septic waste hauler

Inspections, Sampling and Documentation

- Received support documentation from one Industrial User
- Received support documentation confirming compliance from three Food Service Establishments (FSEs)

Local Limits

- The Local Limits Review, which is required 180 days after the effective date of the new NPDES permit, was submitted on September 28th.



E: ADMINISTRATION:

- The August 2026 Self-Monitoring Report (Monthly SMR - State of California) was submitted on October 1st, 2026.

F: ODORS & LANDSCAPING:

- Jerome meter (H₂S) parts per million (ppm) readings performed in adjacent neighborhood.
- Values reported averaged 0.000-0.000 ppm.
- The failed organic media at the Primary Clarifier 2/Headworks biofilter was removed by Fahy Tree Service the week of September 7th. The condition and status of the underlying piping and drainage infrastructure is being investigated before proceeding with media replacement.

G: MISCELLANEOUS:

- Process Control Management Plan (PCMP) meetings held weekly with the Veolia staff.

Veolia Support Staff Onsite/Remote (Various Times)

Rodney Lance, Veolia West Region, Vice President (Remote)

Art Fagerström, PE, BCEE, Veolia Technical Manager, Corporate Technical Support (Remote)

Mark Higginbottom, Veolia Energy Efficiency Manager- Rotating Equipment (Remote)

Joe Hart, Veolia, Regional Asset Manager (Remote)

Roger Bolton, Veolia Regional Asset Manager (Remote)

Kumar Upendrakumar, Veolia Business Operations Center, Director of Engineering • Technical / Studies / Engineering (Remote)

Chandrasekar Venkatraman, Veolia President, Capital Program Management (West) • General Management (Remote)

Rodrigo Vignau, Veolia Director of Capital Program Management - West (Remote/In-person)

Jordan Hamil, Veolia Lead Talent Advisor, Municipal Water Contract Operations West (Remote)

Calvin Carnegie, Veolia Sr. Director, Technical & Performance West Region (Remote/In-person)

Yahayra Levesque, Veolia, Talent Acquisition (Remote/In-person)

Mikael Amar, Veolia, Senior Manager, Decarbonization Strategies (Remote/In-person)

Rory Munns, Veolia West Region, President (Remote)

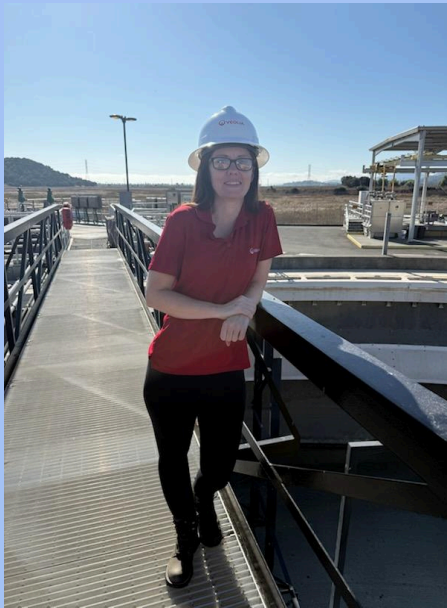
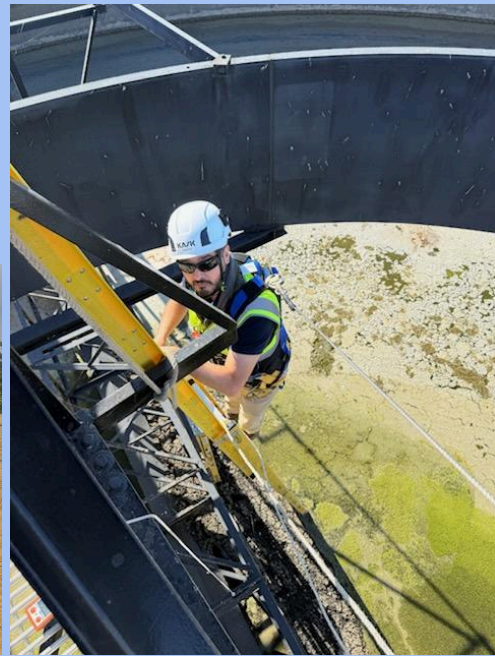
Scott Connor, Veolia Water Technologies Services, (Remote/In-person)

Luis Corrales, Veolia West Region, Environmental Health and Safety (EHS) Director (Remote/In-person)



1) PHOTOS

PLANT OPERATION AND MAINTENANCE September 2026



Top Left –California Coastal Cleanup-Scottsdale Pond
Top Right -Rodrigo Goes In-Migratory Bird Nesting Inspection-Coating Project
Bottom Left -Our Newest Operator in Training
Bottom Right –Headworks HVAC RTU Installation

2) LABORATORY DATA

Novato Sanitary District BOD/TSS Report



September, 2026

Date	Influent Flow MGD	Influent				Effluent				BOD % Removal	TSS % Removal
		BOD		TSS		BOD		TSS			
		mg/l	lb/d	mg/l	lb/d	mg/l	lb/d	mg/l	lb/d	PERCENT	%
09/01/26	3.87	420	13,556	410	13,233	<5	<111	4	89	98.8	99.0
09/02/26	3.47					<5	<126	3	76		
09/03/26	3.81										
09/04/26	4.14										
09/05/26	3.25										
09/06/26	4.07										
09/07/26	3.49										
09/08/26	3.39										
09/09/26	3.32	320	8,860	420	11,629	6	126	9	189	98.1	97.9
09/10/26	3.36										
09/11/26	3.98										
09/12/26	4.10										
09/13/26	4.13										
09/14/26	3.90										
09/15/26	4.38	350	12,785	270	9,863	<5	<136	4	109	98.6	98.5
09/16/26	3.56										
09/17/26	4.08										
09/18/26	3.31										
09/19/26	3.37										
09/20/26	3.63										
09/21/26	3.45										
09/22/26	3.43										
09/23/26	3.82	350	11,151	400	12,744	5	141	4	113	98.6	99.0
09/24/26	4.14										
09/25/26	4.19										
09/26/26	4.22										
09/27/26	4.33										
09/28/26	3.62							3	70		
09/29/26	4.20										
09/30/26	3.32										
Weekly Averages											
09/05/26	Week 1	420	13,556	410	13,233	5	112	4	88		
09/12/26	Week 2	320	8,860	420	11,629	6	126	9	189		
09/19/26	Week 3	350	12,785	270	9,863	5	136	4	109		
09/26/26	Week 4	350	11,151	400	12,744	5	141	4	113		
	Week 5										
Monthly											
Minimum	3.25	320	8,860	270	9,863	<5	<111	3	70	98	98
Maximum	4.38	420	13,556	420	13,233	6	141	9	189	99	99
Total	113.33										
Average	3.78	360	11,588	375	11,867	<5	<128	5	108	99	99

Novato Sanitary District
Conventional Pollutants Report



September, 2026

Date	INFLUENT INF-001			EFFLUENT EFF-001								
	Flow	pH	Ammonia	Bacteria			Coliform		pH	Ammonia	Temp	Rainfall
	Total			Fecal	Enteroc	Enteroc 6wk Geo Running	Total	5 Day Median				
	MGD	SU	mg/L	MPN/100 mL			MPN/100mL		SU	mg/L	Deg C	Inches
09/01/26	3.87		38.0	3.9	1.4				7.0		24.7	0.00
09/02/26	3.47				3.0				6.9	1.10	24.4	0.42
09/03/26	3.81	7.7							7.0		24.2	0.18
09/04/26	4.14								6.9		24.4	0.00
09/05/26	3.25					2.0						0.00
09/06/26	4.07											0.00
09/07/26	3.49											0.00
09/08/26	3.39				<1.0				7.1		24.4	0.00
09/09/26	3.32	7.2			<1.0				6.9		24.7	0.00
09/10/26	3.36								6.9		25.0	0.00
09/11/26	3.98								6.9		23.8	0.00
09/12/26	4.10					1.4			7.0		24.5	0.00
09/13/26	4.13											0.00
09/14/26	3.90				<1.0				7.0		24.0	0.00
09/15/26	4.38				<1.0				7.0		24.6	0.00
09/16/26	3.56				<1.0				6.9		24.3	0.00
09/17/26	4.08	7.4							7.0		23.3	0.04
09/18/26	3.31								6.9		23.9	0.00
09/19/26	3.37					1.2						0.00
09/20/26	3.63											0.00
09/21/26	3.45				1.0				7.0		24.0	0.00
09/22/26	3.43				<1.0				6.9		23.6	0.00
09/23/26	3.82	7.6							6.9		23.6	0.00
09/24/26	4.14								7.0		24.5	0.00
09/25/26	4.19								7.0		23.4	0.00
09/26/26	4.22					1.2						0.00
09/27/26	4.33											0.00
09/28/26	3.62				1.0				7.0		23.5	0.00
09/29/26	4.20								6.9		24.0	0.00
09/30/26	3.32	7.4							6.9		24.3	0.00
Minimum	3.25	7.2	38.0	3.9	<1.0	1.2			6.9		23.3	0.00
Maximum	4.38	7.7	38.0	3.9	3.0	2.0			7.1		25.0	0.42
Total	113.33											0.64
Average	3.78	7.5	38.0						7.0	1.10	24.1	0.02
90%					1.4							

3) RECYCLED WATER REPORT

**NOVATO SANITARY DISTRICT
RECYCLED WATER
COMPLIANCE SUMMARY REPORT**

	Filter Influent Flow	Recycled Water Flow to Plum Street Tank	Potable Water To Plum St Tank	Recycled Water Influent Turbidity Ave.	Minutes Over 5 NTU Turbidity	Filter Effluent 24 Hr Average Turbidity	Filter Effluent Total Coliform	Disinfection CT Value
Date	MGD	MGD	MGD	NTU	(m)	NTU	MPN/100ml	mg-min/l
9/1/2026	1.700	1.206		1.6	0	0.4	<1	>450.000
9/2/2026	0.960	0.447		1.4	6	0.7	<1	>450.000
9/3/2026	0.950	0.405		1.9	1	1.0	<1	>450.000
9/4/2026	1.240	0.494		1.5	0	0.6	<1	>450.000
9/5/2026	1.170	0.605		1.3	0	0.4	<1	>450.000
9/6/2026	1.060	0.505		1.7	23	1.0	<1	>450.000
9/7/2026	1.180	0.941		1.6	0	0.5	<1	>450.000
9/8/2026	1.150	0.800		1.8	0	0.2	<1	>450.000
9/9/2026	1.490	0.799		1.8	0	0.2	<1	>450.000
9/10/2026	1.220	0.920		1.4	0	0.3	<1	>450.000
9/11/2026	1.360	0.762		1.7	0	0.5	<1	>450.000
9/12/2026	1.820	0.513		2.3	16	0.4	<1	>450.000
9/13/2026	1.750	0.084		1.4	3	0.3	<1	>450.000
9/14/2026	1.690	0.839		1.6	0	0.2	<1	>450.000
9/15/2026	2.030	1.118		1.6	0	0.2	<1	>450.000
9/16/2026	1.650	0.972		1.3	0	0.5	<1	>450.000
9/17/2026	1.800	1.159		1.2	0	0.2	<1	>450.000
9/18/2026	1.500	1.000		0.7	0	0.2	<1	>450.000
9/19/2026	1.000	0.855		0.9	0	0.2	<1	>450.000
9/20/2026	1.040	0.918		0.9	0	0.2	<1	>450.000
9/21/2026	1.270	0.679		1.0	0	0.2	<1	>450.000
9/22/2026	0.970	0.396		0.9	0	0.8	<1	>450.000
9/23/2026	1.270	0.434		1.1	0	0.2	<1	>450.000
9/24/2026	1.370	0.405		1.2	0	0.2	<1	>450.000
9/25/2026	1.330	0.299		0.6	0	0.2	<1	>450.000
9/26/2026	1.160	0.267		1.0	0	0.3	<1	>450.000
9/27/2026	1.340	0.733		1.4	0	0.3	<1	>450.000
9/28/2026	1.530	0.831		1.5	14	0.4	<1	>450.000
9/29/2026	1.820	1.044		1.5	0	0.3	<1	>450.000
9/30/2026	1.090	0.728		1.8	2	0.5	<1	>450.000
Total	40.910	21.158						
Minimum	0.950	0.084		0.6	0	0.2	<1	>450.0
Maximum	2.030	1.206		2.3	23	1.0	<1	>450.0
Average	1.364	0.705		1.4	2	0.4	<1	>450.0

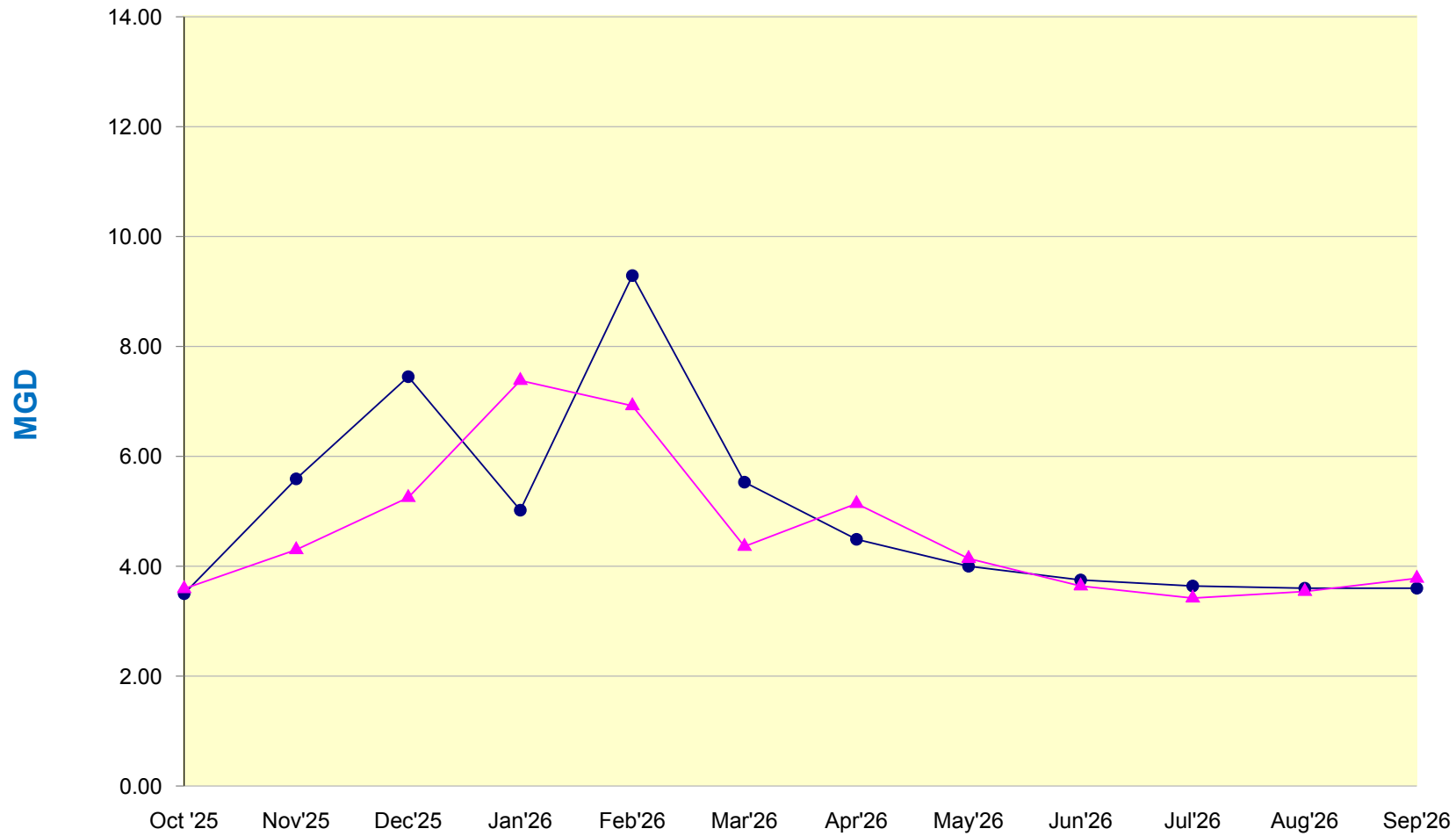
The Filter Feed pumps will shut down and be locked out by any of these criteria:

1. Turbidity >10.0 NTU for 10 seconds
2. Turbidity >5.0 NTU for 72 minutes in a 24 hour period
3. Turbidity 24 hour average >2.0 NTU

4) ANNUAL PERFORMANCE SUMMARY – GRAPHS

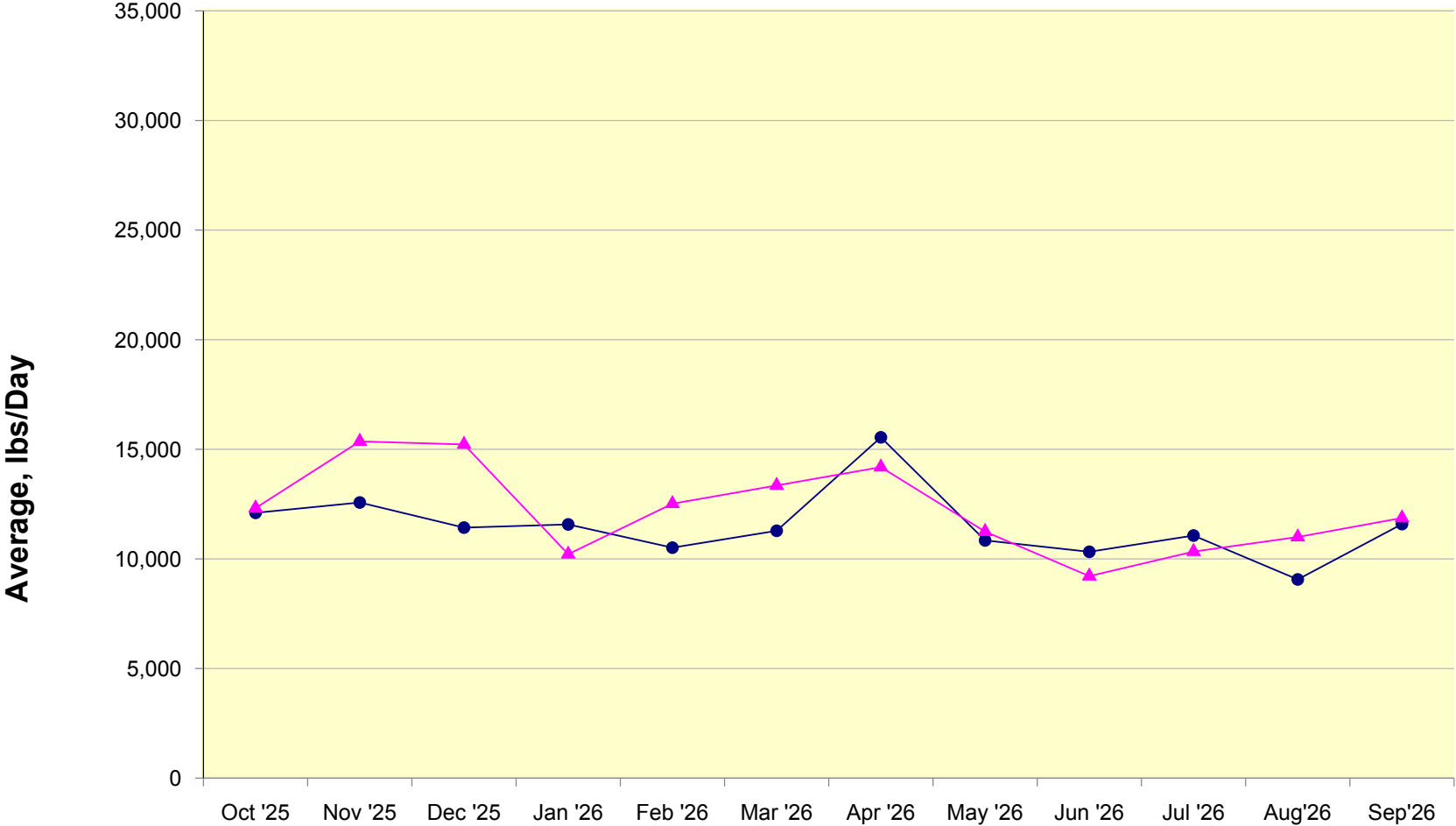
Wastewater Influent Flow Comparison

—●— Previous 12 Months —▲— Last 12 Months



Influent Load BOD / TSS lbs

● BOD lbs ▲ TSS lbs



Effluent BOD / TSS Concentration

● BOD ▲ TSS

NPDES LIMITS WET SEASON

BOD & TSS -25mg/L Monthly Ave. 40mg/L Weekly Ave

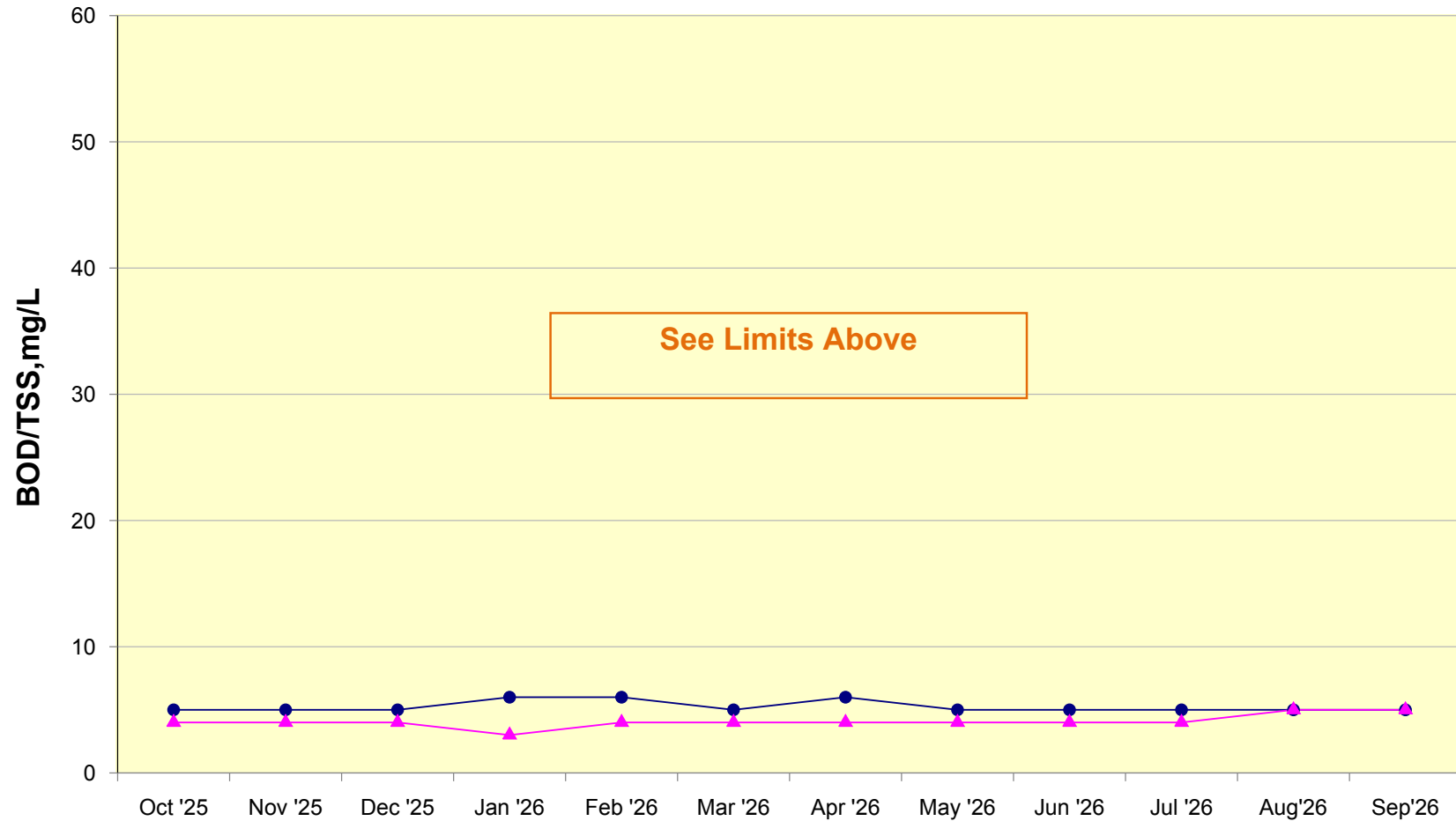
NPDES LIMITS DRY SEASON

BOD - 15mg/L Monthly Ave, 30mg/L Weekly Ave

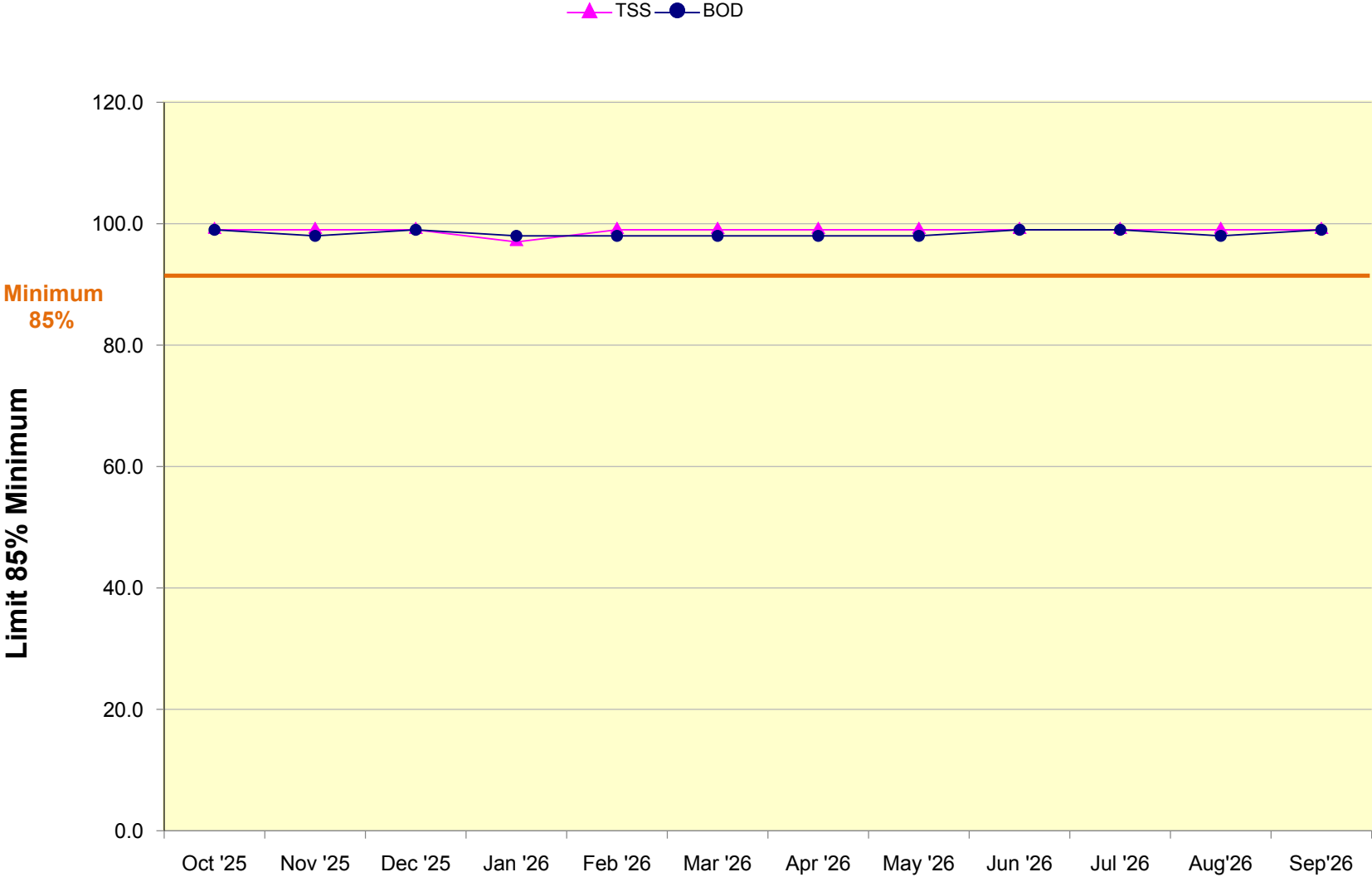
TSS - 10 mg/L Monthly Ave, 20mg/L Weekly Ave

WDR (Waste Discharge Requirements) RECLAMATION

BOD - 40 mg/L



BOD / TSS Percent Removal



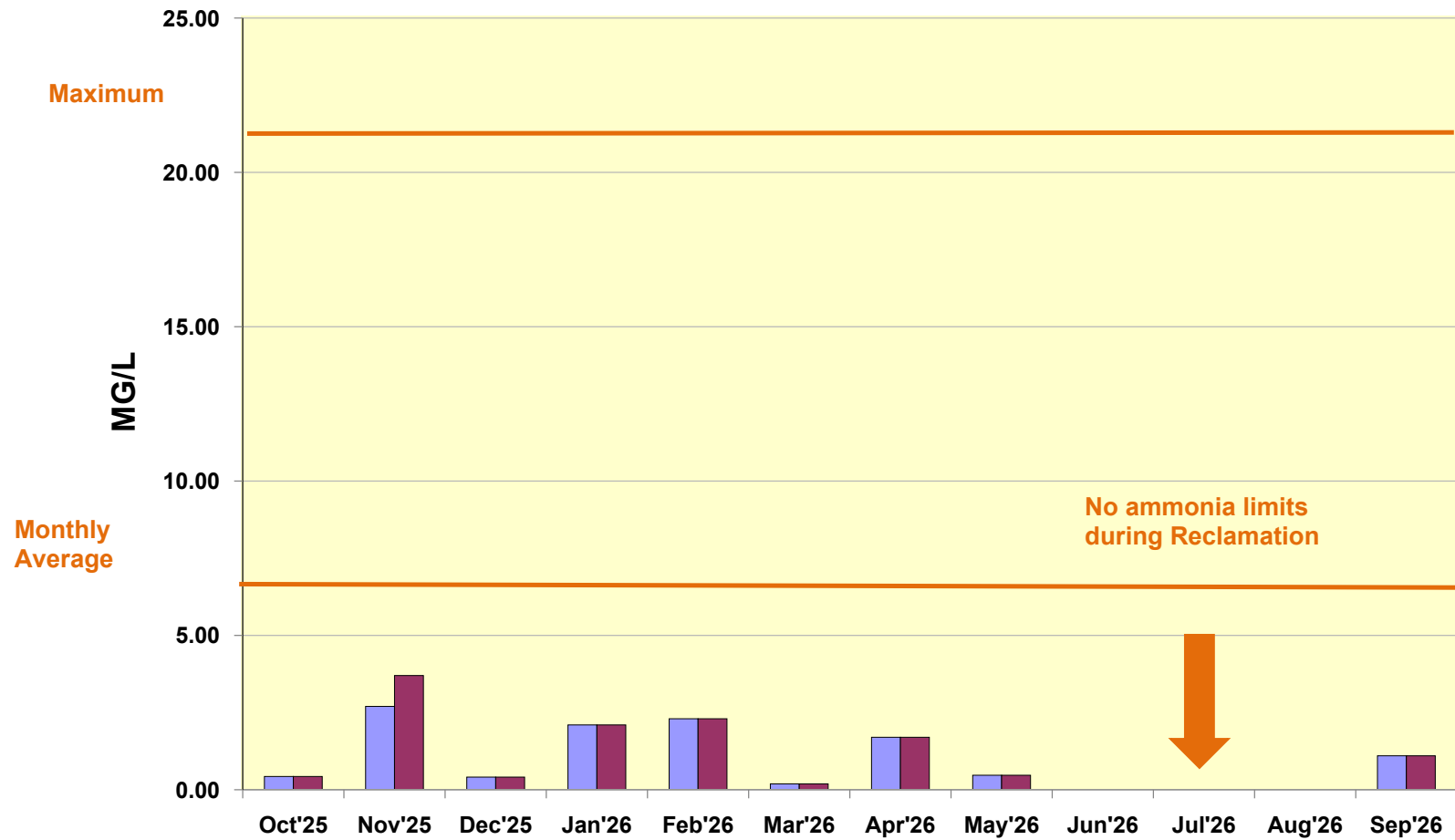
Effluent Ammonia

■ Average ■ Maximum

Discharge Season Limits - 5.9 mg/L

Average-21 mg/L

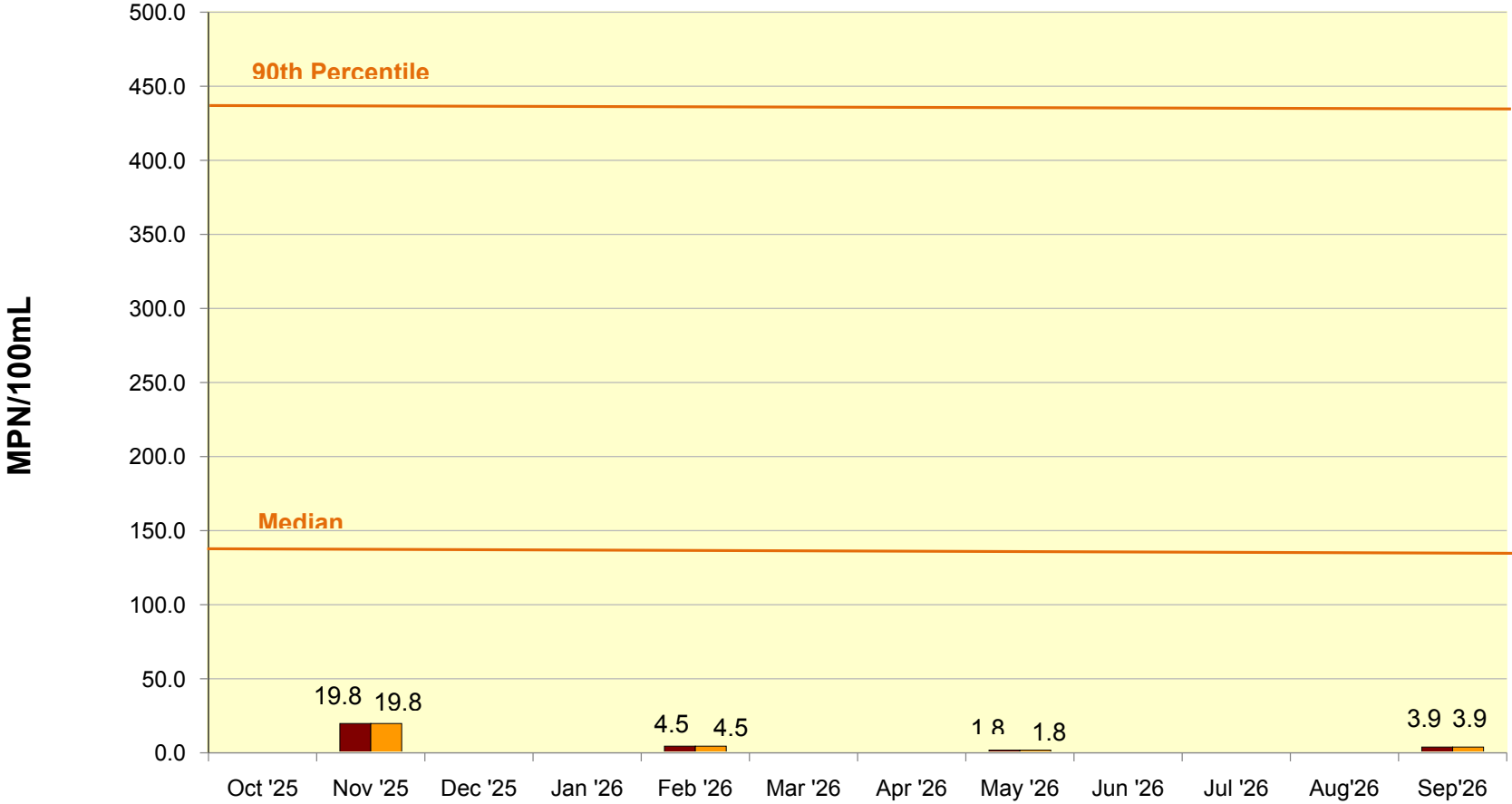
Reclamation Maximum - No Limit



Disinfection - Fecal Coliform

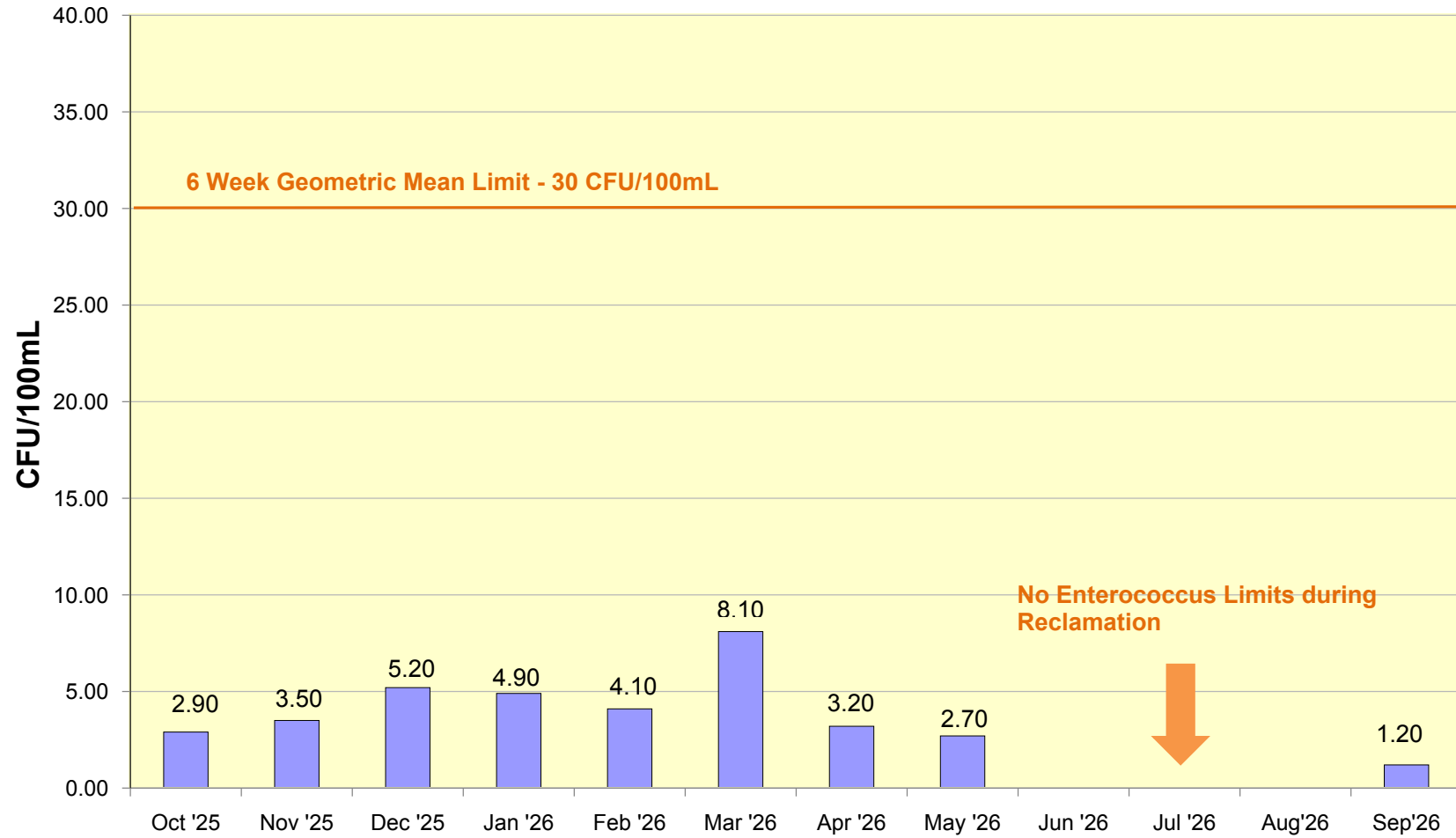
90th % ile 30 day med

LIMITS - NPDES
Fecal - 140 MPN Monthly Median
Fecal - 430 MPN 90th Percentile 30 Day



Disinfection - Enterococcus

LIMITS - NPDES
Entero - Six week geometric mean
not to exceed 30 CFU/100mL

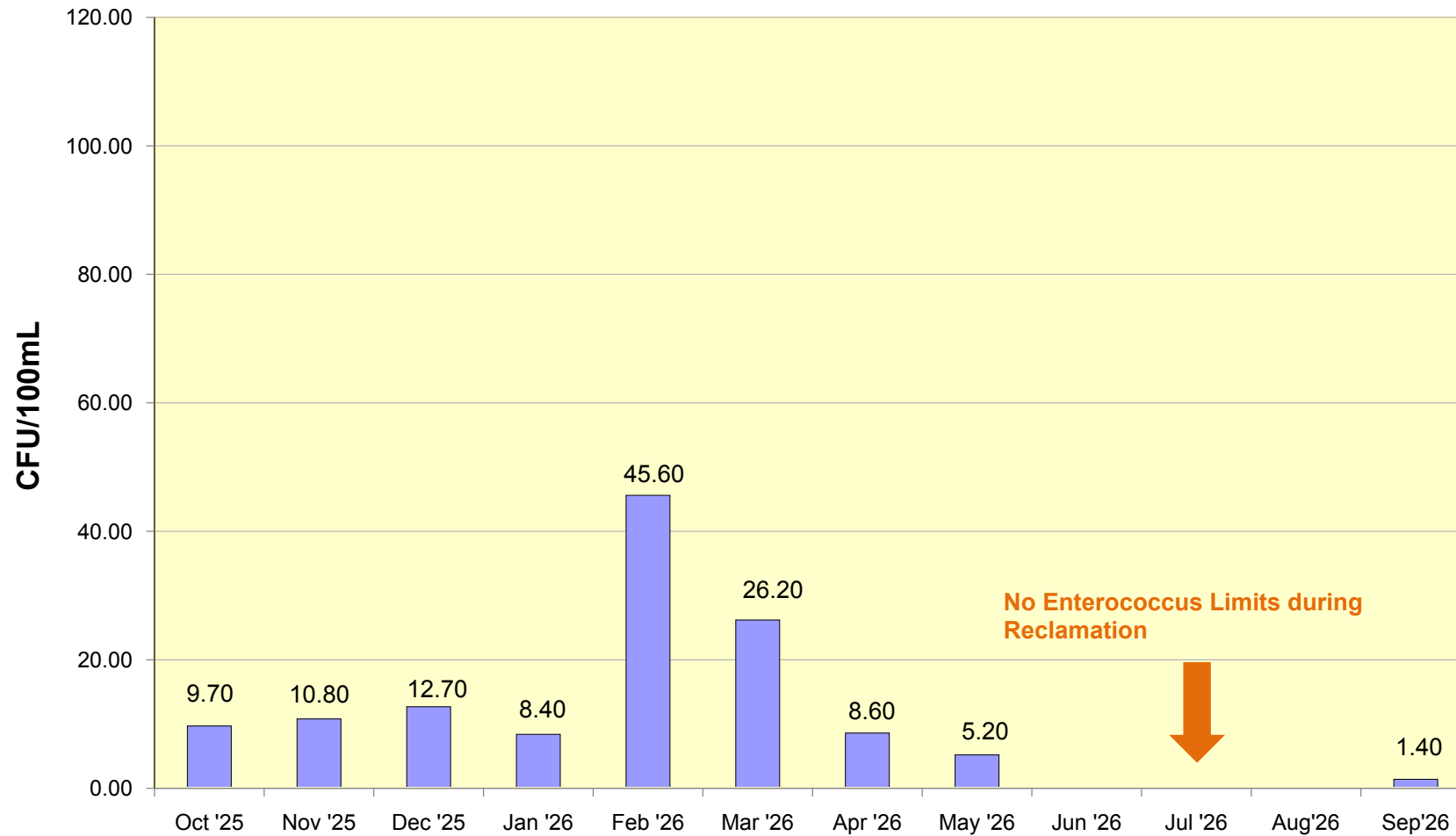


Disinfection - Enterococcus

■ 90th Percentile

LIMITS - NPDES

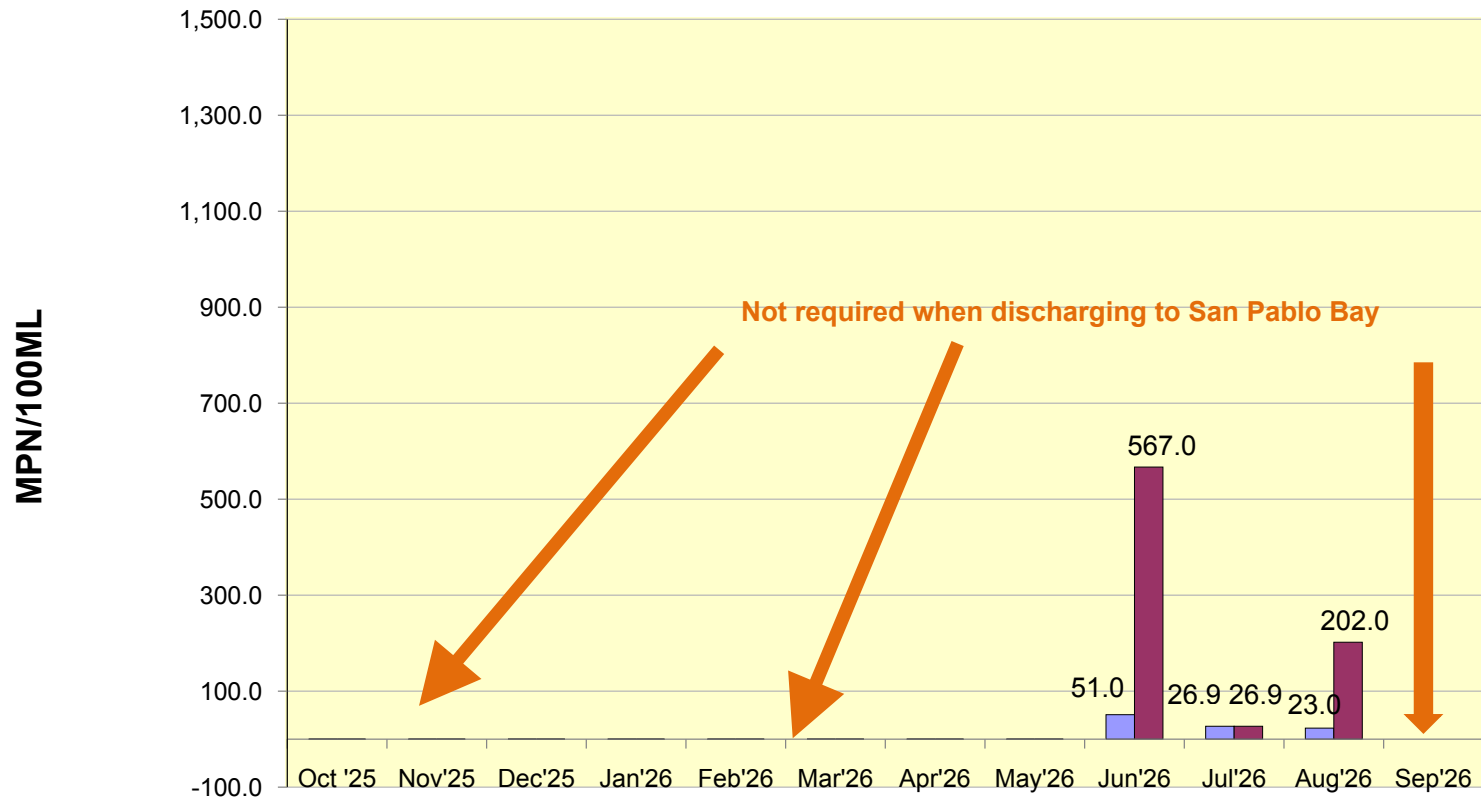
Enterococcus - No more than 10% of all values in a calendar month shall exceed 110 CFU/100mL.



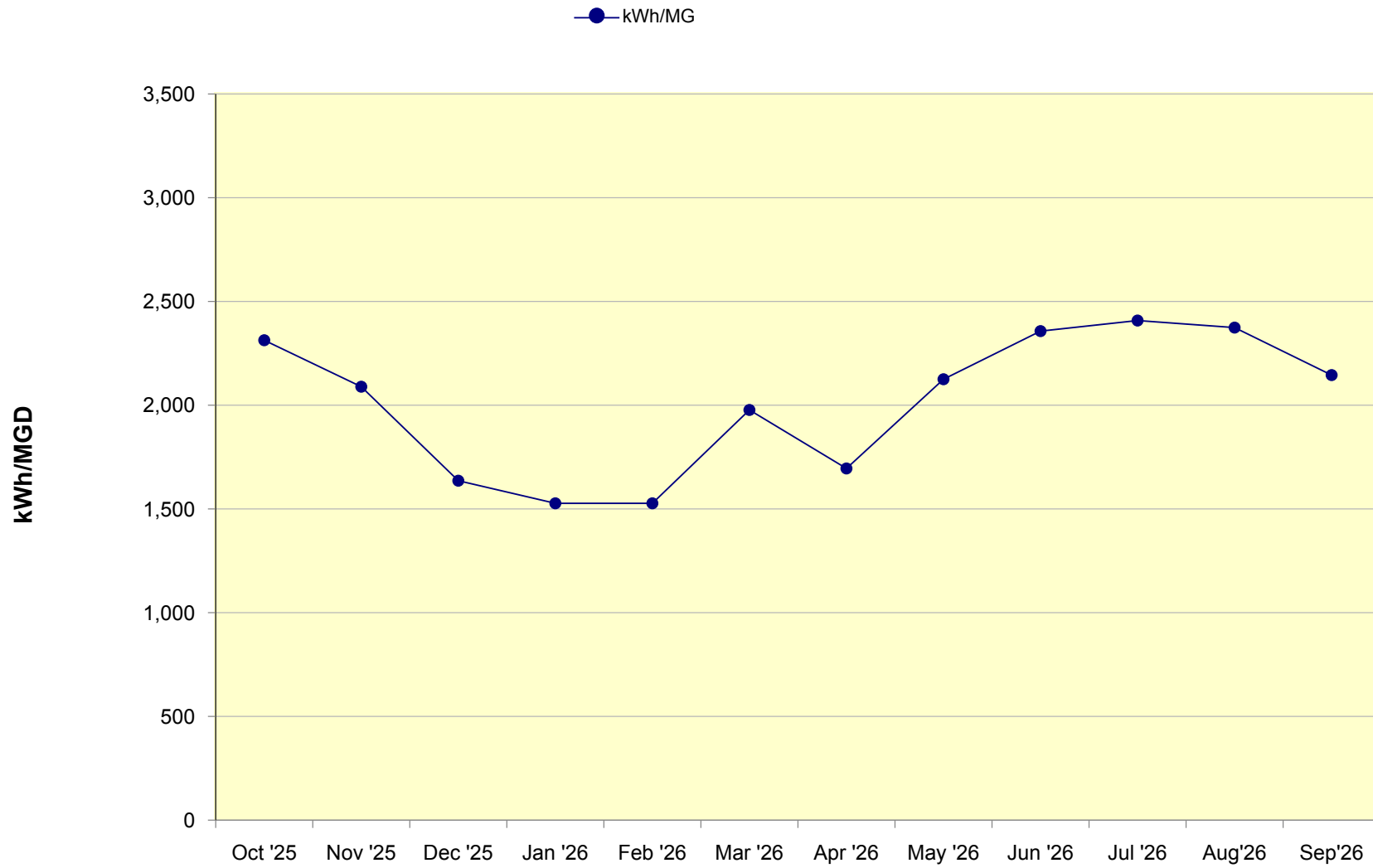
Disinfection - Total Coliform

■ 5 Sample Median ■ Monthly Max

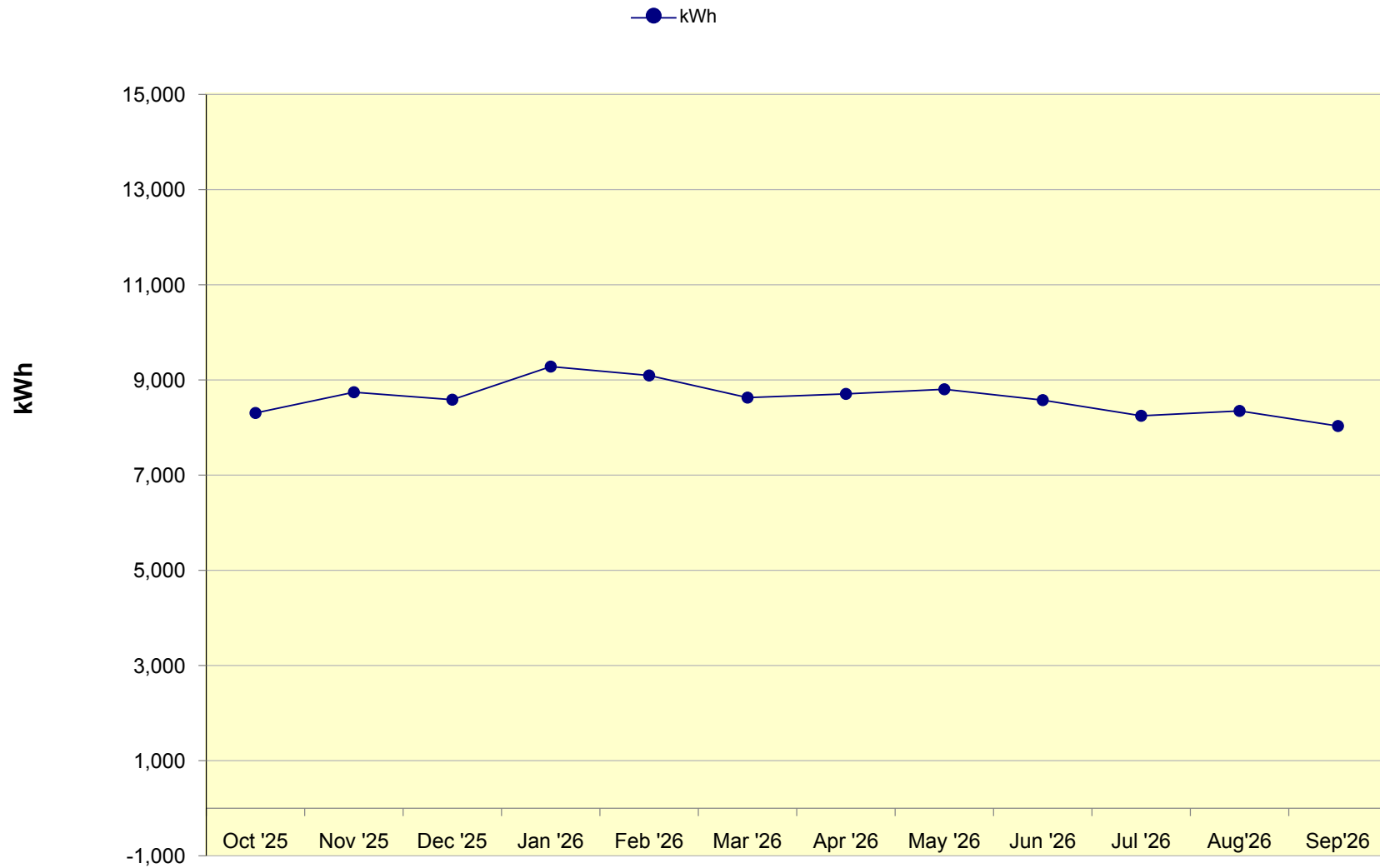
TOTAL COLIFORM LIMITS - WDR
5 Sample Median - 240 MPN/100mL
Maximum - 10,000 MPN/100mL



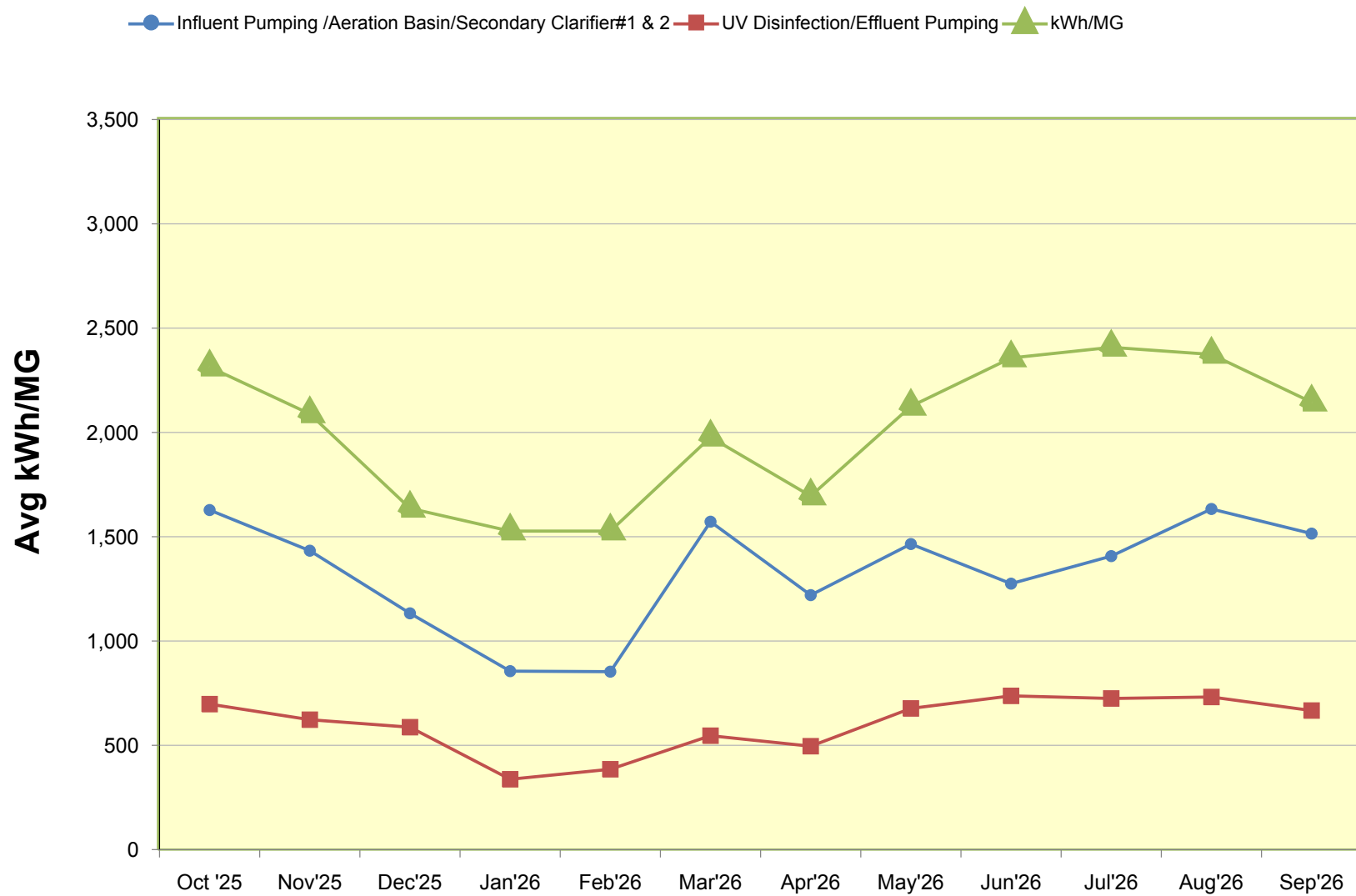
Energy kWh/MGD



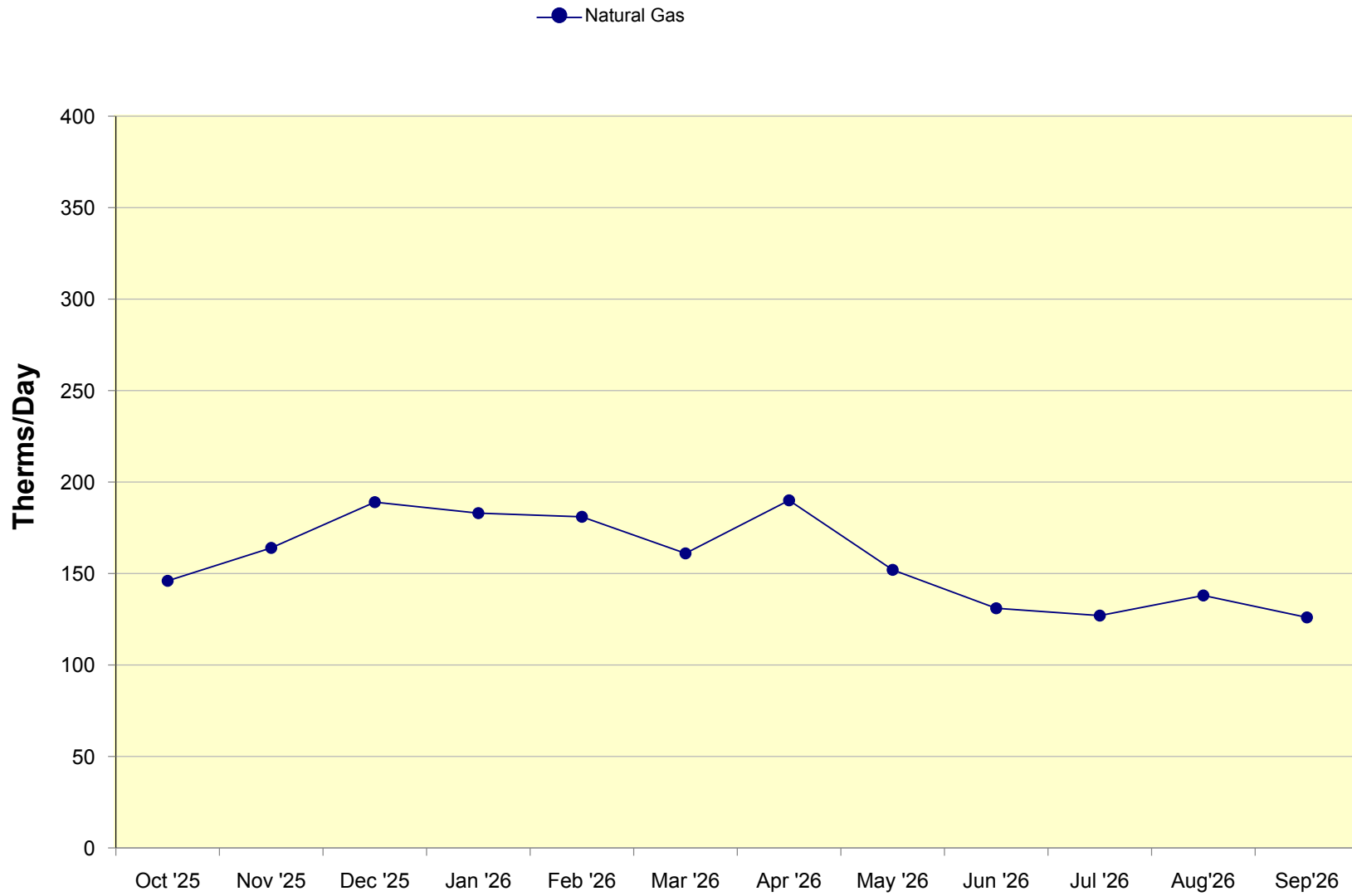
Energy Usage, kWh (Daily Average)



Average Usage, kWh/MG

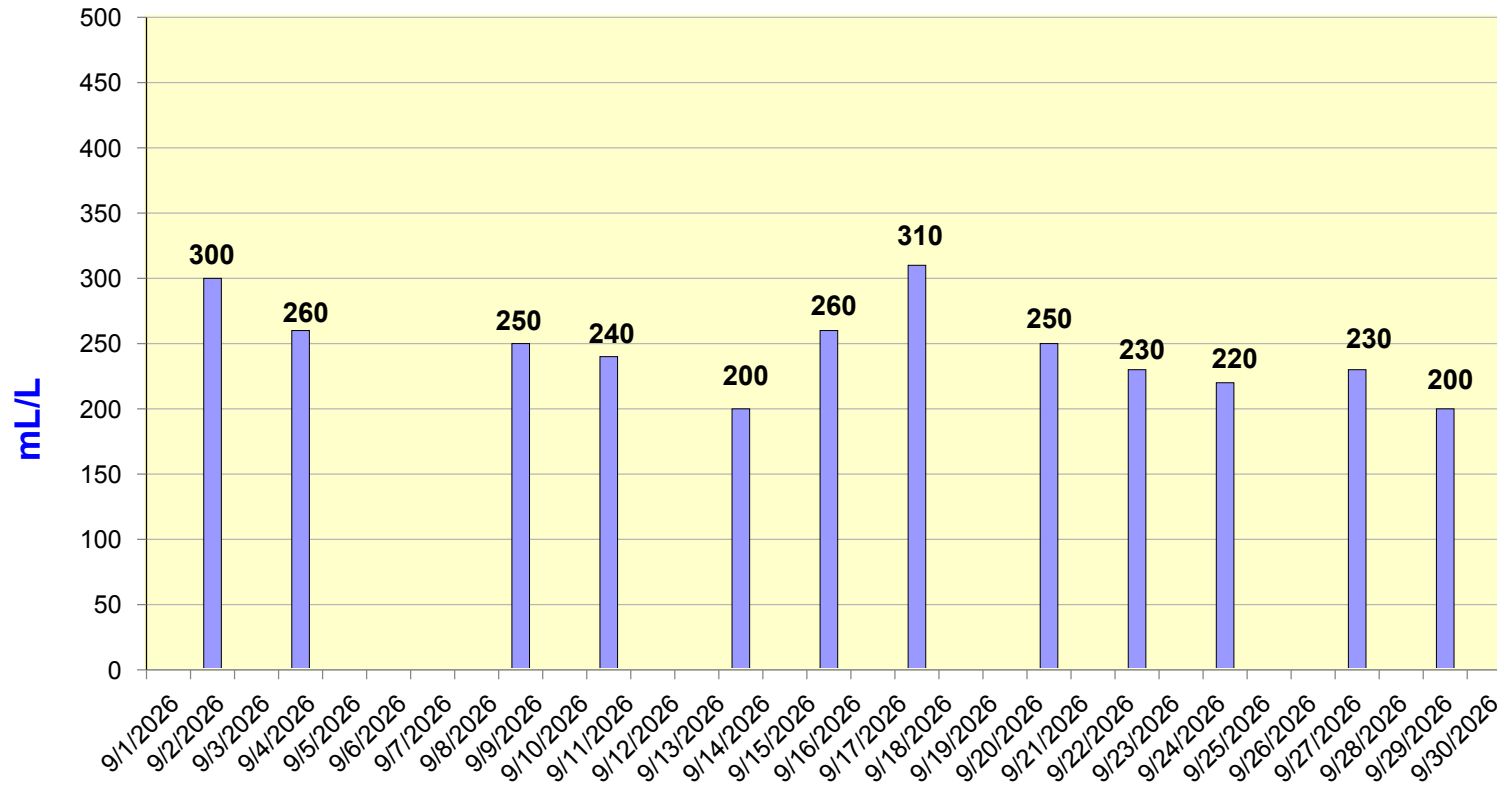


Natural Gas Use Therms per Day

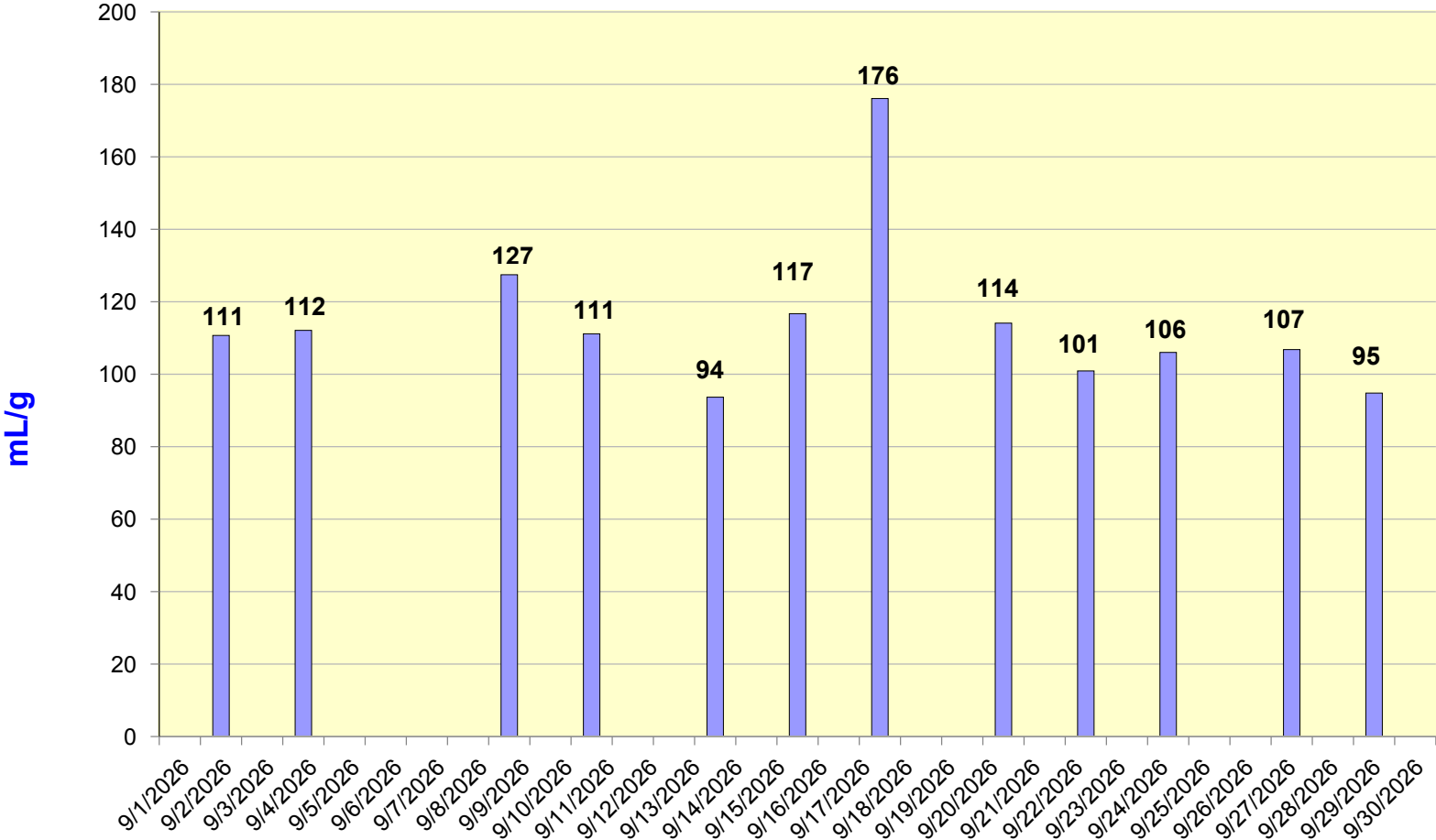


5) PROCESS CONTROL DATA / GRAPHS

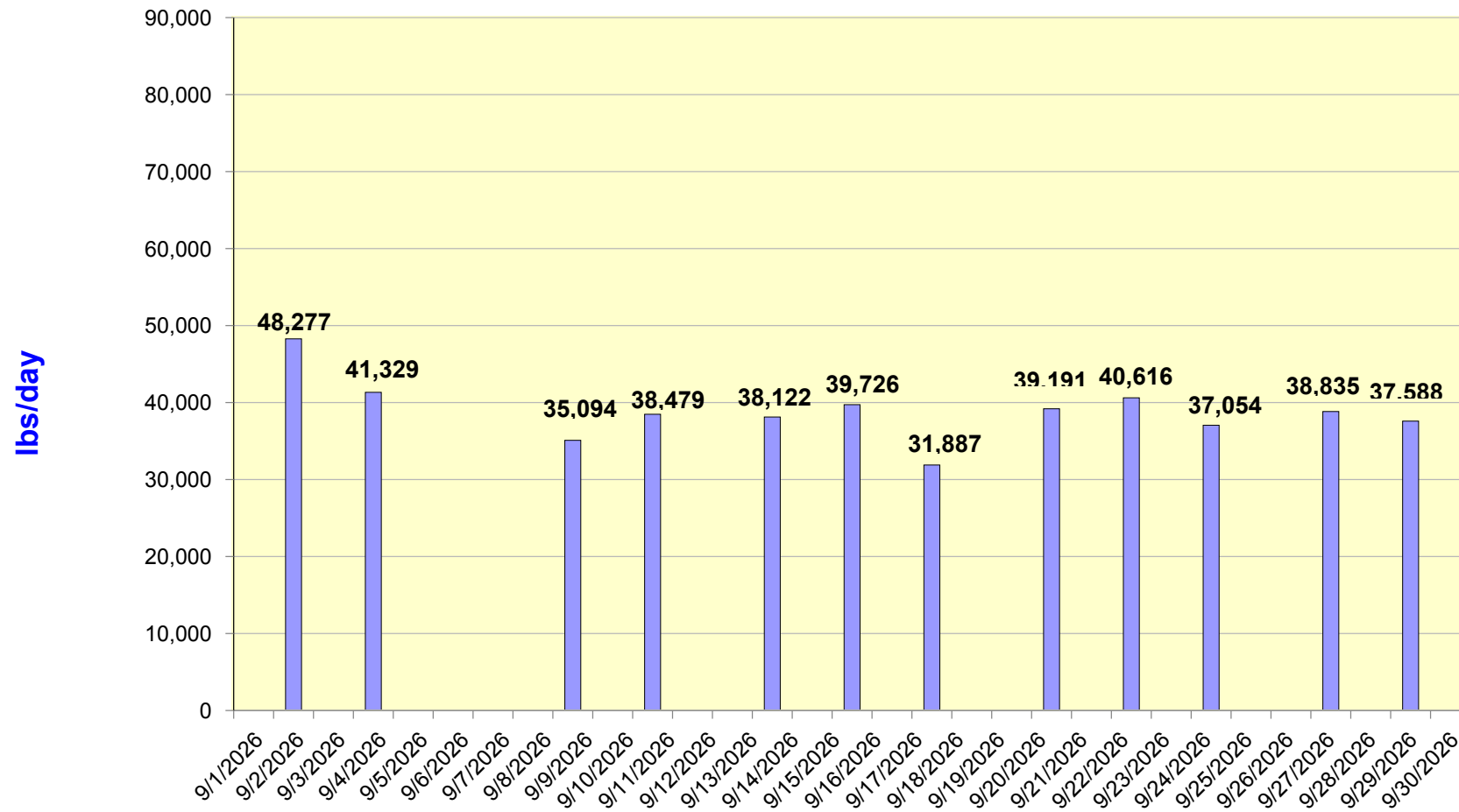
Settleability



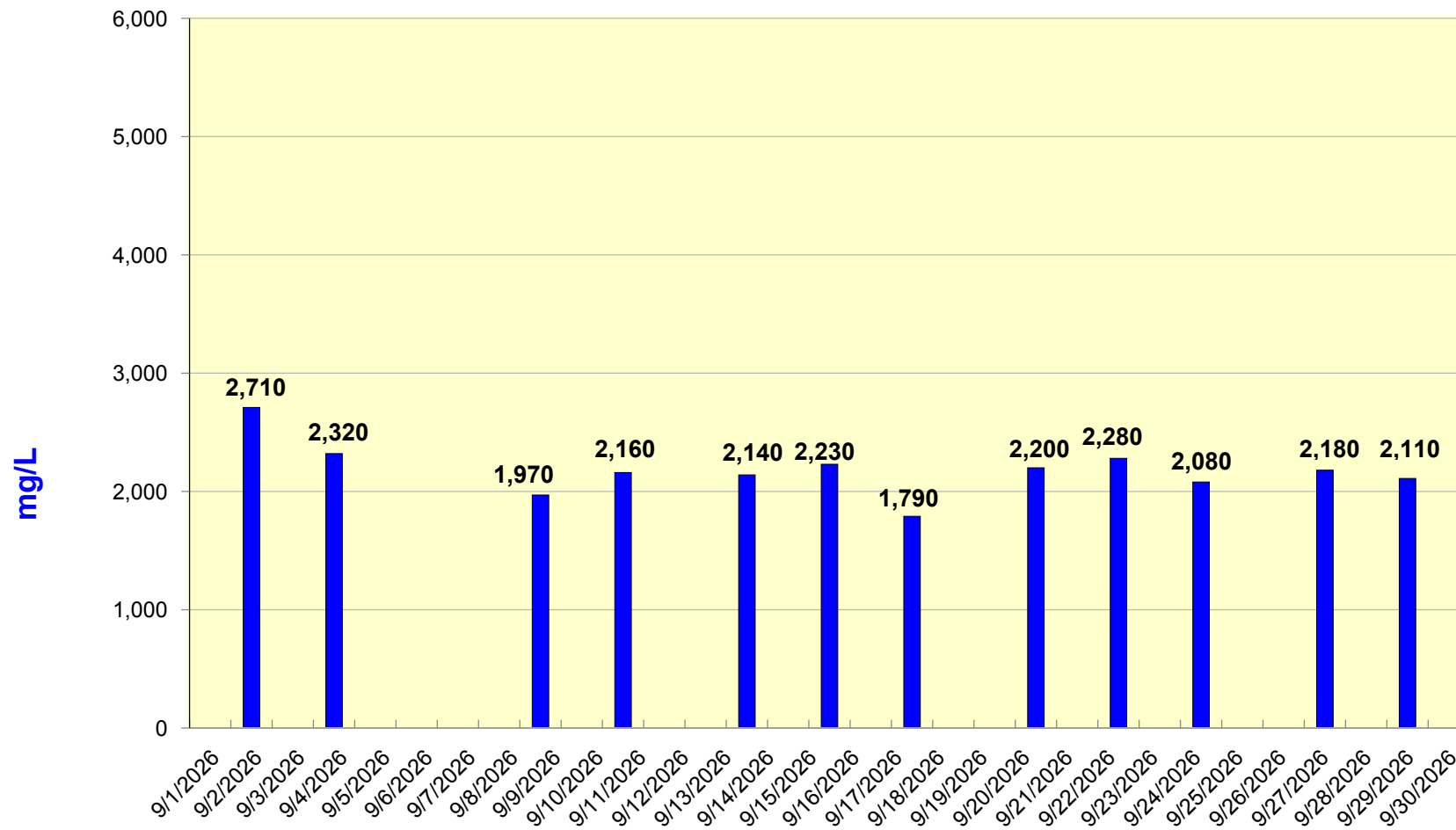
Sludge Volume Index



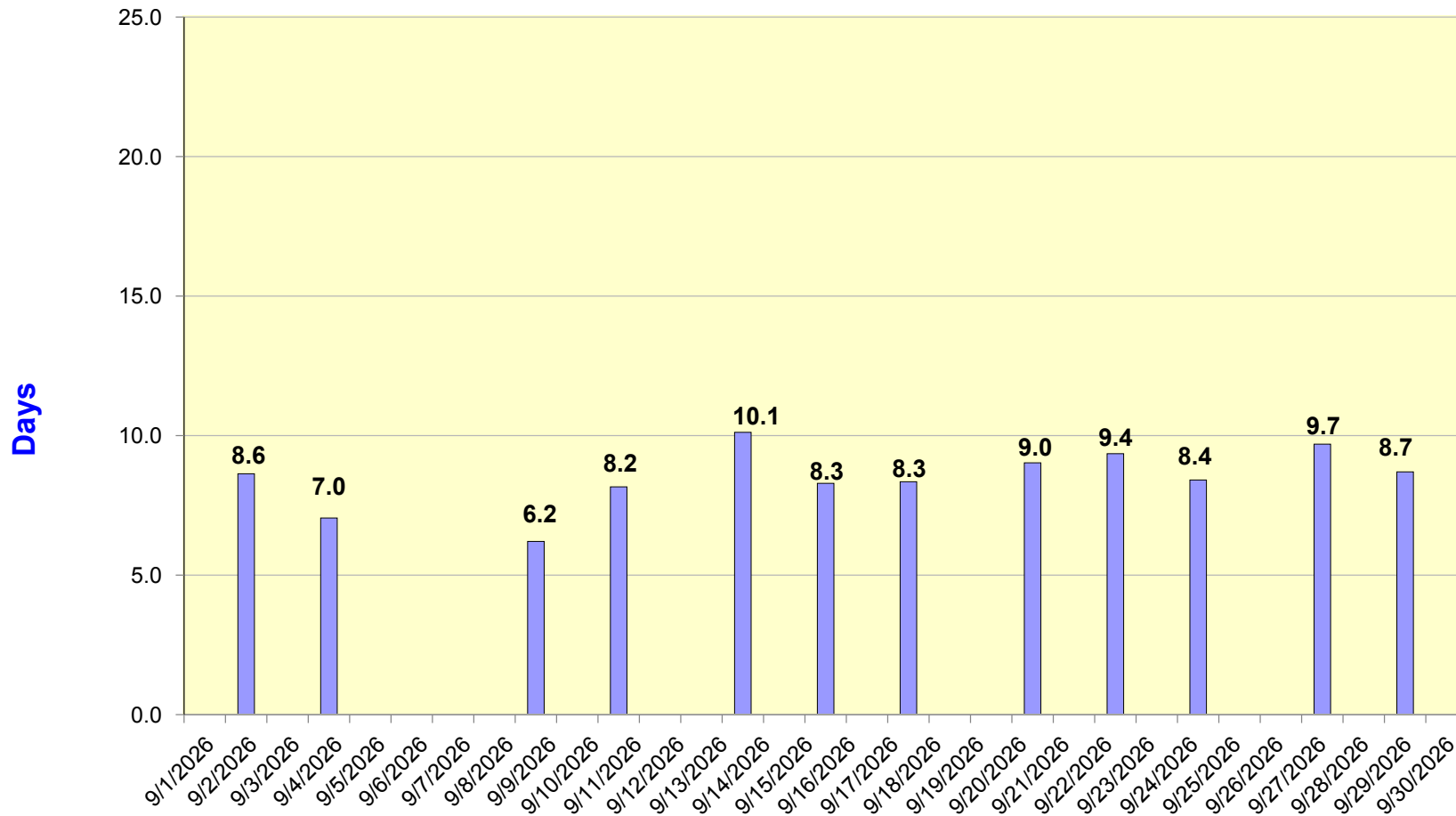
MLSS Inventory



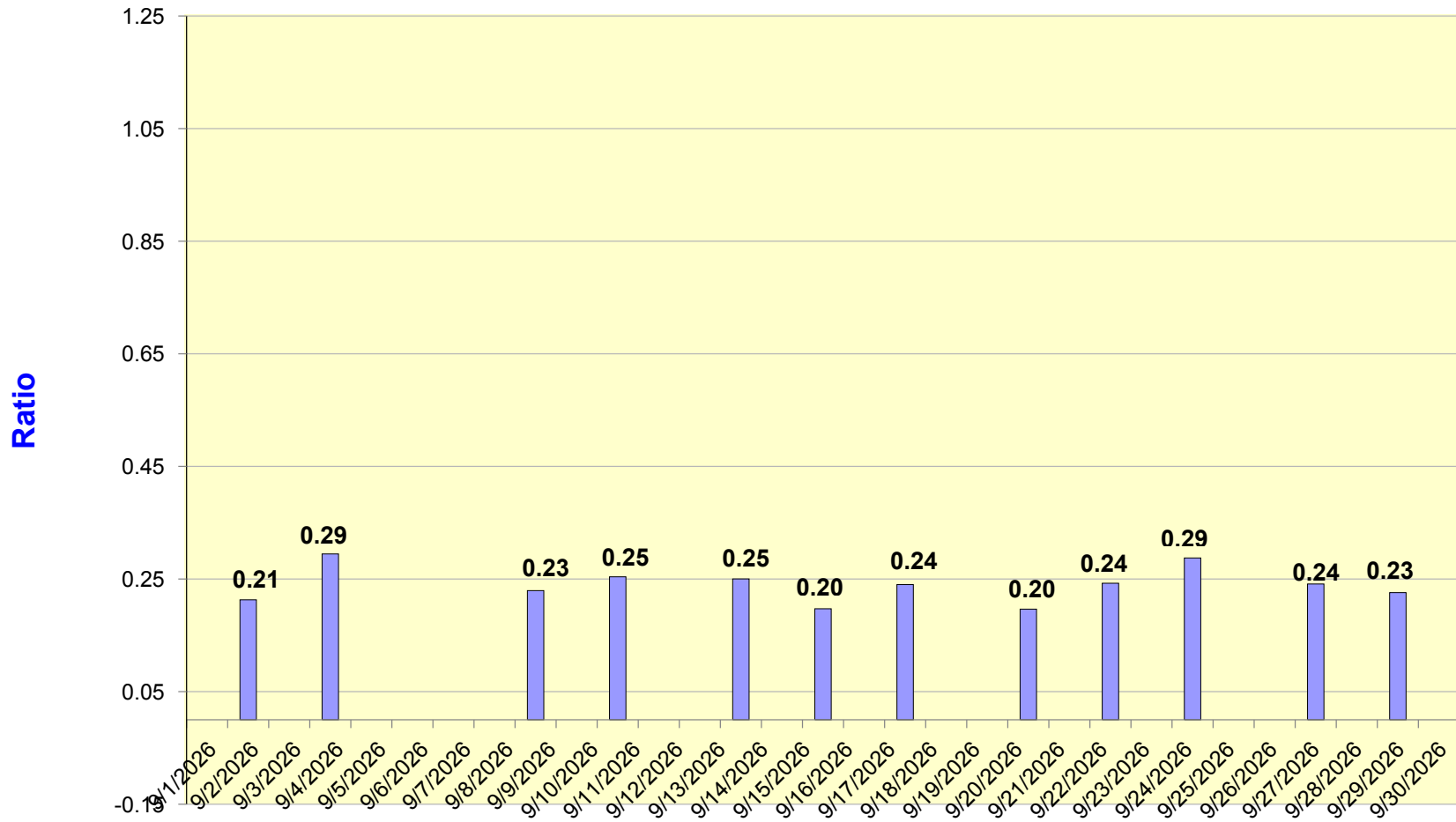
MLSS Concentration



Mean Cell Residence Time



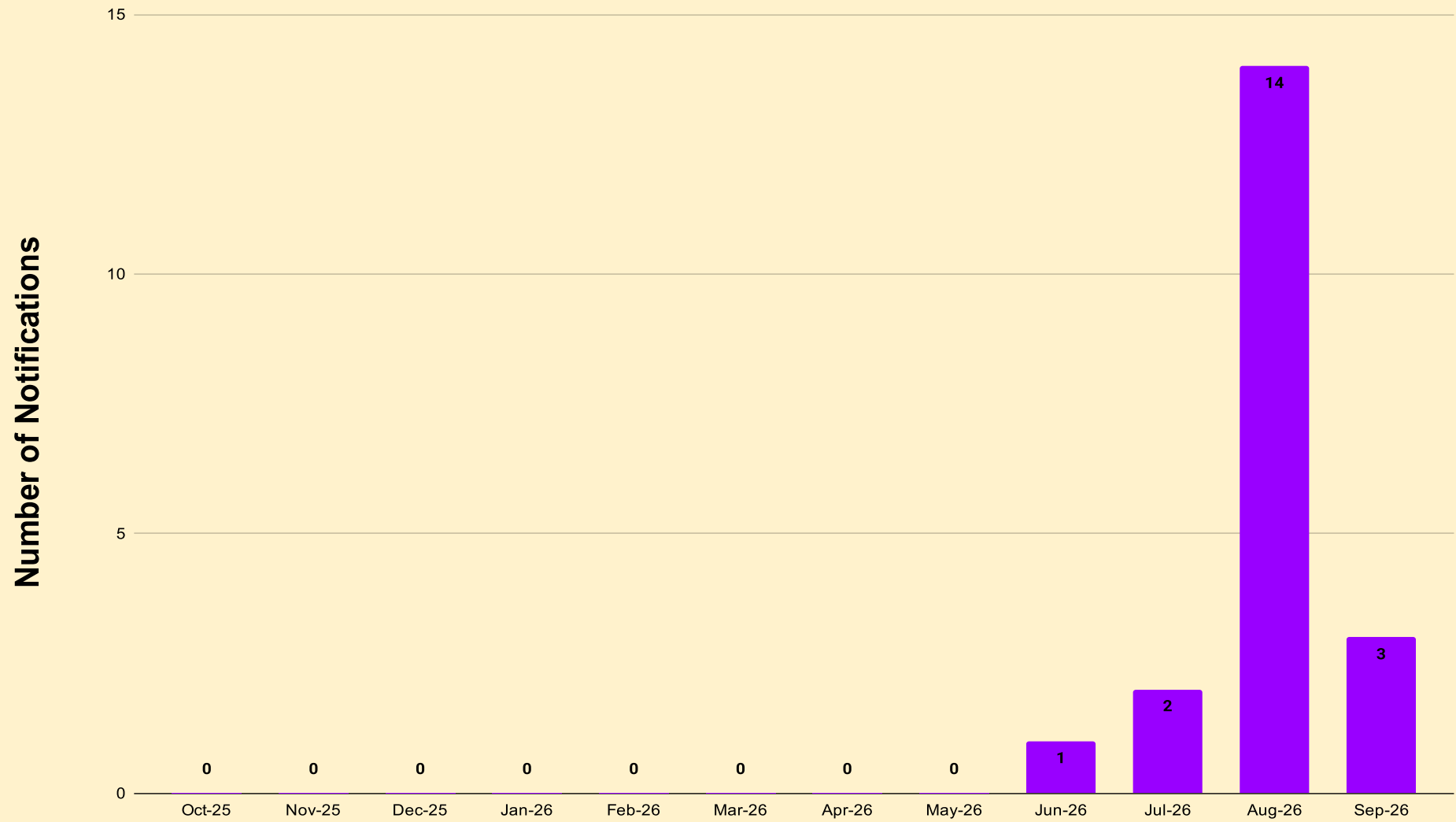
Food : Microorganism (F/M Ratio)



Process Control Data								
Date	Influent Flow MGD	Settleability ml/L	MLSS Concentration mg/L	MLSS Inventory lbs	F:M Ratio	MCRT days	SVI mL/gram	
9/1/2026	3.87							
9/2/2026	3.47	300	2,710	48,277	0.21	8.6	111	
9/3/2026	3.81							
9/4/2026	4.14	260	2,320	41,329	0.29	7.0	112	
9/5/2026	3.25							
9/6/2026	4.07							
9/7/2026	3.49							
9/8/2026	3.39							
9/9/2026	3.32	250	1,970	35,094	0.23	6.2	127	
9/10/2026	3.36							
9/11/2026	3.98	240	2,160	38,479	0.25	8.2	111	
9/12/2026	4.10							
9/13/2026	4.13							
9/14/2026	3.90	200	2,140	38,122	0.25	10.1	94	
9/15/2026	4.38							
9/16/2026	3.56	260	2,230	39,726	0.20	8.3	117	
9/17/2026	4.08							
9/18/2026	3.31	310	1,790	31,887	0.24	8.3	176	
9/19/2026	3.37							
9/20/2026	3.63							
9/21/2026	3.45	250	2,200	39,191	0.20	9.0	114	
9/22/2026	3.43							
9/23/2026	3.82	230	2,280	40,616	0.24	9.4	101	
9/24/2026	4.14							
9/25/2026	4.19	220	2,080	37,054	0.29	8.4	106	
9/26/2026	4.22							
9/27/2026	4.33							
9/28/2026	3.62	230	2,180	38,835	0.24	9.7	107	
9/29/2026	4.20							
9/30/2026	3.32	200	2,110	37,588	0.23	8.7	95	
Minimum	3.25	200	1,790	31,887	0.20	6.2	94	
Maximum	4.38	310	2,710	48,277	0.29	10.1	176	
Total	113.33				0.24			
Average	3.78	246	2,181	38,850	0.24	8.5	114	
NOTE:								

6) NEIGHBORHOOD COMPLAINTS RECEIVED

Neighborhood Complaints Received

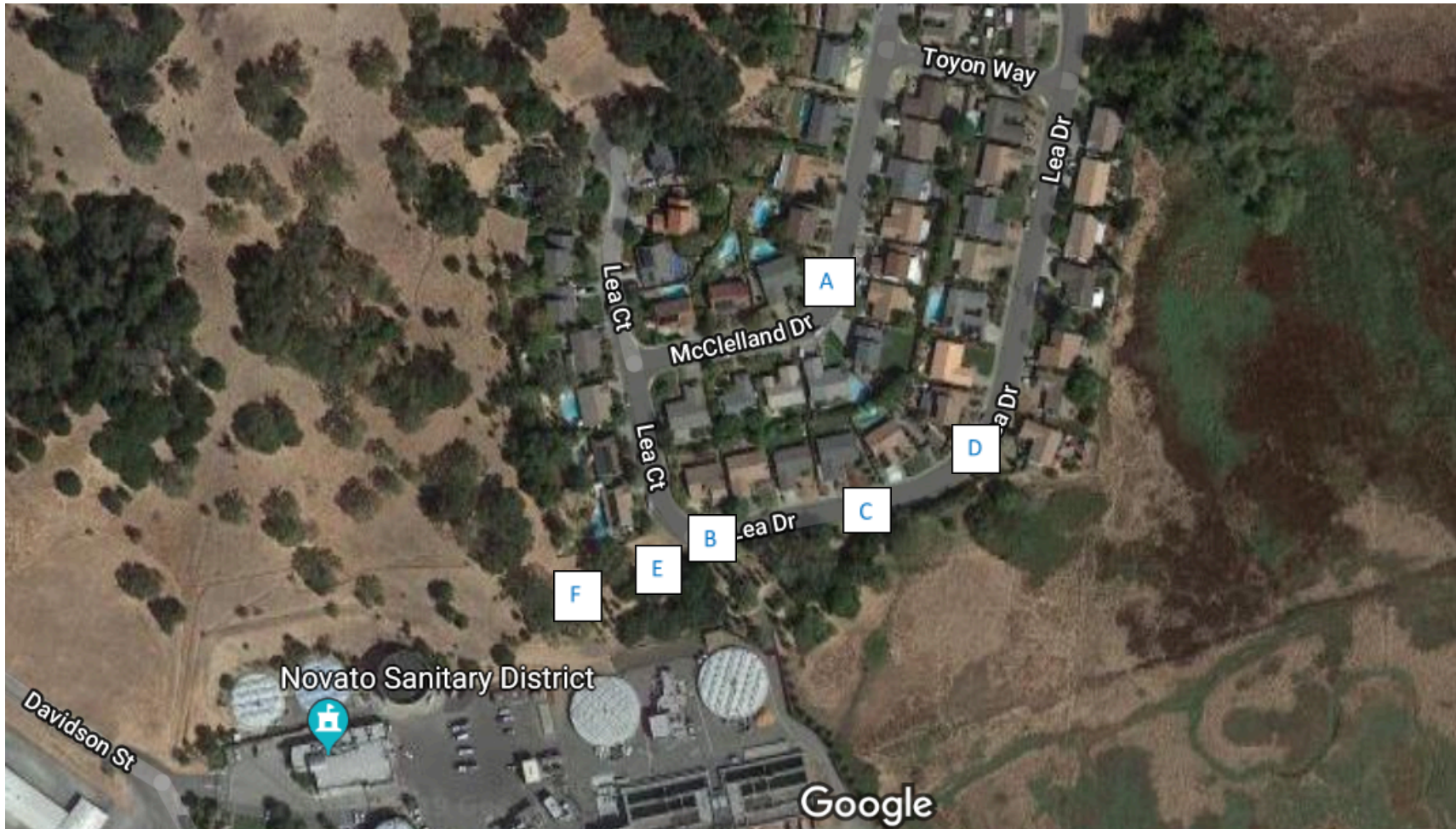


7) JEROME METER READINGS & LOCATIONS

JEROME METER READINGS - September 2026				
Sample Location	Min	Max	Ave	NOTES / COMMENTS
A: McLelland	0.000	0.000	0.000	Neighborhood
B: Lea 1	0.000	0.000	0.000	Neighborhood
C: Lea 2	0.000	0.000	0.000	Neighborhood
D: Lea 3	0.000	0.000	0.000	Neighborhood
E: Lea 4	0.000	0.000	0.000	Neighborhood
F: Lea 5	0.000	0.000	0.000	Neighborhood

Note: No measurable readings for H₂S were recorded during routine odor monitoring. Organic media at the PC2/Headworks biofilter was removed the week of 9/7, which was itself an odor contributor.

NEIGHBORHOOD JEROME METER LOCATIONS – Lea Drive and McClelland Drive



NOVATO SANITARY DISTRICT
Wastewater Operations - Reclamation Facilities Report
September 2026

1.0 Summary:

- 1.1 During September 2026, the plant was in bay discharge mode. No treated effluent flowed from the treatment plant to the storage ponds at the Reclamation Facility.

2.0 Ranch Operations:

- 2.1 The pumps at Drainage Pump Station #3 (DPS 3) and Drainage Pump Station 7 (DPS 7) are offline for the summer season.
- 2.2 A contractor service agreement was executed for vegetation work along several ranch access roads and this work was completed.

3.0 Irrigation Parcels:

- 3.1 Irrigation of the pastures continued through September 24th, 2026 and approximately 30.3 million gallons of treated effluent were reused and applied to the pastures.

4.0 Irrigation Pump Station:

- 4.1 Wildlife Pond fill pump was stopped at the end of July 2026. This allowed the wildlife pond level to drop to 3.0 feet during September 2026.
- 4.2 A Contractor Service Agreement was executed for the pond strainer improvement project.
- 4.3 The Reclamation Facility Monthly Statistics spreadsheet for September 2026 is attached.



5.0 Biosolids (Sludge) Handling & Disposal:

- 5.1 A Contractor Service Agreement for the Annual Biosolids Disposal project was executed and provided to the contractor in July 2026. The Contractor completed pumping and hauling biosolids from the lagoons to the dedicated land disposal site (DLD) in September, 2026.

**Annual Biosolids Disposal Project
underway at Site 2.**

NOVATO SANITARY DISTRICT														
Reclamation Facility - Monthly Statistics/Estimates for Calendar Year 2026, as of September 30, 2026														
	January	February	March	April	May	June	July	August	September	October	November	December	Total Year to Date	Annualized Monthly Average
Irrigation Pump Station														
Plant flow to ponds (MG)	0.0	0.0	0.0	0.0	0.0	109.2	74.8	78.3	0				262.3	21.9
Irrigation (MG)	0.0	0.0	0.0	0.0	0.0	38.8	66.2	74.6	30.3				209.9	17.5
Irrigation Pump 1 Hours	0.0	0.0	0.0	0.0	0.0	91.0	179.9	144.7	59.2				474.8	39.6
Irrigation Pump 2 Hours	0.0	0.0	0.0	0.0	0.0	19.1	0	0	0				19.1	1.6
Irrigation Pump 3 Hours	0.0	0.0	0.0	0.0	0.0	91.5	44.9	146.5	60.1				343.0	28.6
Washdown Water Pump Hours	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0				0.0	0.0
Wildlife Feed Pump Hours	0.0	0.0	0.0	0.0	648.0	720.0	744	0	0.0				2112.0	176.0
Water Circulated through Wildlife Pond (MG)	0.0	0.0	0.0	0.0	40.8	45.4	46.9	0.0	0.0				133.1	11.1
Strainer No. 1 Hours	0.0	0.0	0.0	0.0	0.0	24.9	44.1	35.8	14.8					
Strainer No. 2 Hours	0.0	0.0	0.0	0.0	0.0	19.2	44.9	36.1	15.1					
Pond 1 Gauge @ Beginning of Month (feet)	3.6	4	4.6	4.2	5.0	3.4	4.8	4.6	4.6					
Pond 1 Gauge @ End of Month (feet)	4	4.6	4.2	5	3.4	4.8	4.6	4.6	2.8					
Pond 1 Gallons Stored @ End of Month(MG)	28	33	30	36	23.0	34.0	33.0	33	18					
Pond 2 Gauge @ Beginning of Month (feet)	3.6	4	4.6	4.2	5.0	3.4	4.8	4.6	4.6					
Pond 2 Gauge @ End of Month (feet)	4	4.6	4.2	5	3.4	4.8	4.6	4.6	2.8					
Pond 2 Gallons Stored @ End of Month(MG)	36	44	38	47	31.0	45.0	42.0	42	22					
Total Irrigation Water Stored (MG), end of mo.	64	77	68	83	54	79	75	75	40					
Drainage Pump Station No. 3														
Drainage Pump No. 1 Hours	281.4	233.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0				515.1	42.9
Drainage Pump No. 2 Hours	0.0	88.6	143.8	80.5	5.9	0.0	0.0	0.0	0.0				318.8	26.6
Drainage Pump No. 3 Hours	421.7	122.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0				544.2	45.4
Total Gallons Stormwater Pumped (MG)	210.9	133.4	43.1	24.2	1.8	0.0	0.0	0.0	0.0				413.4	34.5
Drainage Pump Station No. 7														
Drainage Pump No. 1 Hours	59.9	6.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0				66.4	5.5
Drainage Pump No. 2 Hours	13.8	67.9	44.0	11.3	0.0	0.0	0.0	0.0	0.0				137.0	11.4
Drainage Pump No. 3 Hours	0.0	147.6	0.0	35.5	2.3	0.0	0.0	0.0	0.0				185.4	15.5
Total Gallons Stormwater Pumped (MG)	33.2	99.9	19.8	21.1	1.0	0.0	0.0	0.0	0.0				175.0	14.6

NOVATO SANITARY DISTRICT BOARD AGENDA ITEM SUMMARY

TITLE: Capital Projects: Annual Treatment Plant Improvements, Account No. 72805.	MEETING DATE: October 12, 2026 AGENDA ITEM NO.: 8.a.
RECOMMENDED ACTION: Approve an amended Rental Agreement with Envent Corporation in a new not-to-exceed amount of \$101,221.40 for a temporary odor scrubber and accessories; and authorize the General Manager-Chief Engineer to execute it.	
SUMMARY AND DISCUSSION: At its September, 2026 regular meeting, the Board received an update on the deterioration of the media within the primary odor bed at the Novato Treatment Plant. Due to numerous odor complaints, and in the interest of being responsive to the neighboring community, District staff acted swiftly to mobilize a temporary odor scrubber unit from Envent Corporation (Envent) to significantly reduce odors while evaluation of the condition of the odor beds and corrective actions are ongoing. Envent is a specialized vendor that manufactures and supplies mobile odor scrubbing units for industrial processes, such as neutralizing foul air from wastewater treatment plants. The initial Rental Agreement (Agreement) was for two months and was executed in late August by the General Manager-Chief Engineer for a total of \$67,673.40, within his signing authority. The Agreement included a carbon media vessel, the carbon media, ducting, supplies, labor and delivery. A significant portion of the Agreement cost was the activated carbon media, at a one-time cost of \$33,700 that is estimated to last well beyond the rental term. The wood chip media has been removed from the odor bed. However, upon inspecting the drain rock layer beneath, staff suspects that it has also deteriorated due to years of hydrogen sulfide exposure. An airflow and smoke test is scheduled to be performed in late October. The evaluation and anticipated additional work to rehabilitate the odor bed will necessitate extending the lease term with Envent. Moving forward, the District will only be leasing the carbon media vessel at a rate of \$8,337 per month as the other items in the rental have already been accounted for. The rental could extend for four months, resulting in an additional \$33,348 for a new total rental cost of \$101,221.40 The FY 26-27 final budget includes funds of \$100,000 in Account No. 72805 – Annual Treatment Plant Improvements. The initial rental was split between two accounts, with \$16,674 encumbered for Account No. 72805. There are adequate funds in this account to cover the extended rental of the carbon media vessel. Therefore, it is recommended that the Board Approve an amended Rental Agreement with Envent Corporation in a new not-to-exceed amount of \$101,221.40 for a temporary odor scrubber and accessories; and authorize the General Manager-Chief Engineer to execute it.	
STRATEGIC PLAN INFORMATION: This item addresses Goal 2 (Facilities) of the latest Strategic Plan.	
BUDGET INFORMATION: This expenditure will be funded under Account No. 72805 – Annual Treatment Plant Improvements. The FY 26-27 Final Budget includes \$100,000 for this Account with \$16,674 encumbered to date.	
Prepared by: eb	Reviewed by General Manager: SSK

NOVATO SANITARY DISTRICT BOARD AGENDA ITEM SUMMARY

TITLE: Capital Projects Update, September 2026.	MEETING DATE: October 12, 2026 AGENDA ITEM NO: 8.b.
RECOMMENDED ACTIONS: Receive Capital Projects Update Report through September 2026 – <u>information only.</u>	
SUMMARY AND DISCUSSION: The September 2026 Capital Projects Update is attached. District staff will be present at the meeting to provide an overview of the memo and be available to discuss the status of the various projects or respond to any questions.	
ATTACHMENTS: 1. Capital Projects Update, September 2026.	
STRATEGIC PLAN INFORMATION: This item addresses Goal 2 (Facilities) of the latest Strategic Plan.	
Prepared by: eb	Reviewed by General Manager: SSK

**Novato Sanitary District
Capital Improvement Program (CIP)
Capital Projects Update
September 2026**

Account No. 72112: Network and SCADA Upgrades.

This account was established to address the need for significant upgrades to the District's Information Technology (IT) infrastructure and Supervisory Control and Data Acquisition (SCADA) systems. The account provides for implementation of the Information Technology (IT) Assessment/Master Plan completed in Fiscal Year (FY) 21-22.

1. Plant SCADA Project
 - The District has successfully transitioned to its new SCADA infrastructure and is currently operating within the new environment.
 - Efforts are now focused on the final decommissioning of aging infrastructure and legacy equipment.
2. Cybersecurity & Infrastructure Modernization:
 - Ongoing initiatives continue to strengthen the District's cybersecurity posture and improve the resilience of critical technology systems.
 - Current efforts include infrastructure enhancements, security improvements, and modernization activities.
3. Enterprise Resource Planning (ERP) Software:
 - District staff and the vendor continue implementation planning and project readiness activities under the revised schedule.
 - The project continues to move forward in accordance with established objectives.
4. Mobile Device Management (MDM):
 - Planning and deployment activities continue for the District's Mobile Device Management initiative.
 - Initial configuration and enrollment planning efforts remain underway.
5. Computerized Maintenance Management System (CMMS) Software:
 - Staff are negotiating an agreement with the vendor, anticipated to wrap up in October, after which a kickoff meeting will be scheduled.

Account No. 72403: Pump Station Improvements

This ongoing, long-term account seeks to replace the District's underground-type pump stations with submersible pump-type pump stations or upgrade existing pump stations.

1. Marin Village Pump Station: Project to replace the existing wet-well/dry-pit underground type pump station with a new submersible pump-type station and replace the standby diesel generator.
 - The new pump station is substantially complete. Staff and the District's Consultant are working with the Contractor to close out the one remaining punch list item, applying electrical testing labels on the main breaker, which will require an electrical shutdown by PG&E. Scheduling the shutdown with PG&E has been challenging, but after several months they have committed to a date in mid-October.
2. Olive Pump Station: Project to replace the existing natural gas standby generator with a new diesel standby generator and upgrade electrical switchgear and related electrical equipment.
 - Installation of conduit and lighting was completed in September.
 - The MCC submittal was approved in July. The vendor originally indicated there will be a 60-week lead time which would result in delivery approximately September 2027. That timeline has moved up to 42 weeks with delivery now anticipated in April 2027.
 - The odor control system and associated piping work were completed in September. HVAC and roofing will commence in early October.
3. Ignacio Transfer Pump Station Electrical Upgrades: Project to replace the existing standby generator with a new diesel standby generator and upgrade electrical switchgear and related electrical equipment.
 - A 60% design deliverable was submitted in September. Staff are reviewing and will provide comments back to the Consultant.

4. Bahia Pump Station Upgrades: The initial project consists of a scoping study and preliminary design for pump station upgrades.
 - This project is budgeted for design in FY 27-28.
5. Pump Station Corrosion Improvements: Project to replace conduits and other upgrades to resist corrosion at the BMK 5, Black Point, and Automart Pump Stations.
 - A request to approve a contract for engineering design services and authorize the General Manager-Chief Engineer to execute it is presented under a separate agenda item.
6. Force Mains Condition Assessment: Project includes performing condition assessments on the District's sewer force mains and prioritization of repairs/replacement based on the results of the assessments.
 - Modifications to force mains to accommodate the inspection process were completed in mid-September. The inspection program commenced in late September and will extend into October.
 - Staff are also working with the District's consultant to develop the scope and bidding documents for the next phase of assessments.
7. Pump Stations Condition Assessment: Project includes performing condition assessments on the District's pump stations and prioritization of repairs/replacement based on the results of the assessments.
 - Project is in the planning stage.

Account No. 72508: North Bay Water Reuse Authority (NBWRA)

The District is a member agency of the North Bay Water Reuse Authority (NBWRA). FY 26-27 is the thirteenth year of the multi-year Phase 2 program, including continuing environmental work for currently over \$75 million in recycled water projects across all NBWRA agencies for funding under the US Bureau of Reclamation Title XVI (WaterSMART) program.

- NBWRA is proposing an update to the MOU between member agencies. Staff received a draft in March and provided comments. The draft MOU was distributed to participating member agencies' legal counsels in September and is anticipated to be adopted at a subsequent NBWRA Board meeting. However, at its June meeting, the NBWRA Board approved changing its name to the North Bay Water Resilience Authority. This revision reflects the broadening of NBWRA's activities to include the four resilience arenas: Recycled Water, Drought Contingency, Potable Reuse and Sea Level Rise, and rebrands and repositions the NBWRA for resilience related funding at the federal and state level, including Proposition 4.

Account No. 72706: Collection System Improvements

1. Collection System Master Plan (CSMP): This account includes funds for follow up work associated with the Collection System Master Plan including additional flow monitoring.
 - Staff have identified initial areas for targeted flow monitoring to identify Inflow and Infiltration (I&I) in the collection system and further condition assessments. A consultant has provided a proposal that is currently being evaluated by staff.
2. Novato Blvd Trunk Sewer Improvements: Installation of new parallel trunk sewer in Novato Blvd. from Grant Avenue to Diablo Avenue.
 - Bids were received for the project. Construction of the new sewer will commence in fall of 2026.
3. Highway 101 Crossings: Replacement of two gravity sewer crossings under HWY 101 and abandonment of the Enfrente Pump Station to convert to gravity flow via an underground crossing to the east side of 101.
 - Consultant has completed the permit application package with Caltrans for the three crossings. The application is currently under review, and the Consultant continues to respond to Caltrans staff questions.
 - Potholing for utility locating within the CalTrans right-of-way is expected to commence in October.
 - Estimated advertisement for bids, Spring of 2027.
4. High-Priority Structural Rehab Projects: Includes high priority structural rehabilitation projects identified in the 2019 Collection System Master Plan.

- Main Interceptor 2 Repair at Novato Creek - Replacement of manhole, rerouting of associated piping and slip-lining of approximately 890 linear feet of pipeline at the main interceptor siphon crossing Novato Creek, across from the fire station on Redwood Blvd.
 - The Board granted Final Acceptance of the Project and authorized staff to file a Notice of Completion at their February 2026 regular meeting.

Account No. 72706-1: Lateral Replacement Program

The District established this program as a sub-account within Account No. 72706, as part of a long-term approach to reducing infiltration and inflow from private residential laterals into the District's collection system.

- The FY 26-27 budget for this account is \$80,000. As of September 30, three (3) grants totaling \$8,250 were distributed in FY 26-27.

Account No. 72707: Hamilton Wetlands/Outfall Integration

As noted in prior reports, the State Coastal Conservancy's (SCC) goal for their project is to utilize the District's highly treated effluent as a reliable, long-term fresh water source to establish and maintain a brackish marsh habitat at the SCC's BMK Unit V Wetlands Restoration project.

- A portion of the District's outfall was relocated, in September 2021 as part of the Phase 1 project.
- Communications with Army Corps staff in February 2026 revealed that Phase 2 has been on hold since October 2025. A follow-up with Army Corps staff in September confirmed there has been no change and they anticipate reinitiating design likely won't happen until 2027.

Account No. 72708: Cogeneration/Alt. Energy

Energy Recovery and Efficiency Project: Project to upgrade self-generated biogas utilization with a combined heat and power (cogeneration) facility, new solar PV system, and upgrades to electrical equipment resulting in reduced grid demand, improved energy efficiency, and energy/climate resiliency.

- Phase 1 design services continue. A workshop focusing on efficient pump options was held in August and additional workshops on cogeneration and electrical upgrades/microgrid were held in September.
- Staff continue to explore funding options including a loan from the US EPA's Water Infrastructure Finance and Innovation Act (WIFIA) program and the Clean Water State Revolving Fund.

Account No. 72803: Annual Collection System Repairs

Collection system repairs are generally reported monthly in the Collection System Operations report, and annually in the Uniform Public Construction Cost Accounting Act (UPCCAA) staff report.

Account No. 72804: Annual Reclamation Facilities Improvements

Reclamation facilities improvements are generally reported monthly in the Reclamation Facilities Operations report, and annually in the UPCCAA staff report.

- Outfall Improvements - As a result of the Outfall Emergency Repair project, staff identified several projects to improve access for inspection, facilitate isolating flows and follow on projects to the repair. Additionally, there are several projects that were identified in the recommendations of the report of the outfall condition assessment work completed in 2022. The District's consultant submitted a draft preliminary design report in April and have incorporated the District's comments for the final report, anticipated to be received in October.

Account No. 72805: Annual Treatment Plant Improvements

Treatment plant improvements are generally reported monthly as part of the Wastewater Operations report and annually in the UPCCAA staff report.

Account No. 72805-1: Treatment Plant Major Repairs and Replacements

This account was established in FY 25-26 includes funds to address major repairs and replacements over \$10,000 at the Novato Treatment Plant and Ignacio Transfer Pump Station. Historically, these activities were accounted for in the Operating Budget - Treatment Facilities under 61000-3 Major Repairs

and Replacements, and fund major repairs/replacements that exceed the \$10,000 cap established in the contract for Operations, Maintenance and Management of the Wastewater Treatment Facilities. Due to the nature of these repairs/replacements and the \$10,000 threshold, Treatment Plant Major Repairs and Replacements will be included in the CIP budget moving forward. The following Major Repairs/Replacements have been approved to date for FY 26-27:

• HVAC 20-Ton Replacement Aeration Elect. Bldg.	\$68,652
• Heat Pump Replacement Headworks Elect. Bldg.	\$13,401
• *Mechanical Seal for FDS Pump	\$29,178
• Influent Pump No. 5 Refurbishment	\$35,418
FY 26/27 Total to Date:	\$117,471

*Carried over from FY 25/26.

Account No. 72806: Annual Pump Station Improvements

Pump station repairs are generally reported monthly as part of the Collection System Operations report, and annually in the UPCCAA staff report.

Account No. 72807: Annual Ignacio Facility Improvements

Annual Ignacio facility improvements are generally reported monthly as part of the Collection System Operations report, and annually in the UPCCAA staff report.

- This account includes funds for new water and fire service lines and hydrants at the Ignacio Facility. The Board granted final approval and authorized staff to file a Notice of Completion at their February 2026 regular meeting.

Account No. 72808: Strategic Plan Update

The 2024 Strategic Plan was completed in May 2024. This account includes “placeholder” amounts for Strategic Plan implementation and annual updates.

Account No. 72809: Novato Creek Watershed

This account and its budget were established as a result of an agreement with the Marin County Flood Control District (MCFCD). Under this agreement, the District participates in a program with the County of Marin, the City of Novato, and the North Marin Water District (NMWD) to explore alternatives to reduce flooding potential in the lower Novato Creek portion where all these agencies have facilities that are prone to flood damage.

- No update this month.

Account No. 73003: Administration Building Upgrades/Maintenance Building

This account includes allowances for minor improvements to the Administration Building and temporary Maintenance Building.

- The Board granted final acceptance of the Admin. Building Roof and HVAC Replacement Project and authorized staff to file a Notice of Completion at its November 2025 meeting.
- The Board approved a contract for implementation of the Facility Physical Security Project at their May regular meeting. Commencement of the Project is anticipated in October.

Account No. 73004: Odor and Landscaping Improvements

This account budgets for further work by District and operations staff and the District’s Odor Specialist consultant(s) to address and manage any odor issues raised by the District’s neighbors. It also includes an allowance to address any landscaping items.

- Veolia completed a pilot program for an ion-exchange system for odor control. Veolia staff concluded that the system could be suitable for deployment at select areas within the plant or pump stations, but not for a larger application such as replacing the District’s odor beds.
- A request to approve an amended rental agreement for a temporary odor scrubber is presented as a separate agenda item.

Account No. 73006: NTP Corrosion Control

This account includes funds for corrosion control projects at the Novato Treatment Plant site. As the recently constructed facilities age, the effects of the aggressive nature of wastewater corrosion start to appear and need to be addressed.

- Secondary Clarifier No. 2 Coating: The Board approved a proposal from Veolia for coating of Secondary Clarifier No. 2 at its August regular meeting. A preconstruction meeting was held in September with coating activities commencing in early October.

Account No. 73007: Solids Management

This budget account, established in FY 21-22, includes funds and seeks to address major maintenance or capital projects associated with the District's treatment plant solids processing capabilities. Additionally, a "placeholder" amount is budgeted to initiate studies to investigate the feasibility of processing the District's biosolids further to create a Class A fertilizer or similarly marketable product.

1. **Biosolids Facilities Improvements**: This account includes funds for exploring operational alternatives and upgrading the Biosolids Handling Facilities at Deer Island including the sludge lagoons, final digest sludge and return decanted pipelines and the Dedicated Land Disposal Site (DLD). The Biosolids Management Study and Solids Dewatering Alternatives Analysis was completed in FY 25-26. The recommendations from that analysis were that extending the service life of the existing Biosolids Facilities would be the most economical pathway. This account includes funds for determining the feasibility of removal and land application of accumulated biosolids in the DLD in FY 26/27 and implementation in FY 27-28.
2. **DLD Biosolids Removal**- The Board approved a contract for a pilot project to off haul 1,850 yards of biosolids from the DLD for land application at their August regular meeting. Initial PFAS/PFOA testing yielded higher than optimum concentrations for land application. The vendor is developing costs for alternate disposal sites and a targeted testing plan for the DLD.
3. **Advanced Biosolids Processing**: A "placeholder" amount is budgeted to initiate studies to investigate the feasibility of processing the District's biosolids further to create a Class A fertilizer or similarly marketable product.
 - Staff continue to explore technologies and opportunities to further process the District's biosolids to create a marketable product.

Account No. 73008: Treatment Plant Electrical System Improvements

This account was established in FY 22-23 and includes funds to address major maintenance, or capital projects associated with the District's plant electrical systems.

- Plant Power Systems Study: The Consultant conducted field verifications in March. Staff provided additional requested data in May and June. Completion of the study is anticipated Q3 FY 26-27.

Account No. 73009: Climate Adaptation Improvements

This account was established in FY 22-23 and includes funds to evaluate potential risks for District facilities associated with climate change including more frequent extreme weather events, flooding, fire, and sea level rise and identify capital projects and improve climate resiliency. A placeholder amount is budgeted for initiating any Climate Adaptation Studies.

- In January 2025, staff attended a meeting with Marin County staff and their consultants to discuss participation in a County funded Sea Level Rise study. Participation in the study may fulfill requirements of SB 272 (Sea Level Rise - Planning and Adaptations) for local agencies to develop Sea Level Rise Adaptation Plans. Recent conversations with Marin County staff revealed that the effort had been put on hold but is restarting in 2026.

Account No. 73090: Vehicle Replacement

This account includes a FY 26-27 budget amount for the purchase of a portable generator and miscellaneous equipment.

- Nothing to report this period.

NOVATO SANITARY DISTRICT

BOARD AGENDA ITEM SUMMARY

TITLE: Board of Directors. Director Request for Retroactive and Ongoing Health Reimbursement	MEETING DATE: October 12, 2026 AGENDA ITEM NO.: 9.a.
RECOMMENDED ACTION: Consider Director Bentley's request for retroactive and ongoing health insurance premium reimbursement, together with the attached materials, and make a determination on the request and provide direction to staff as applicable.	
SUMMARY AND DISCUSSION: Pursuant to Board action upon request by Director Bentley in his individual capacity and Director Dillon-Knutson, this item is continued from the September 14, 2026 meeting. Director Dennis Bentley has submitted a request to the District for (1) retroactive reimbursement of health insurance premiums of \$200 per month from December 2022 through the present, and (2) ongoing monthly reimbursement going forward. Director Bentley states that he was not informed of the reimbursement benefit during his service. A redacted copy of the request and its supporting documentation is provided as Attachment 1. The total amount of retroactive payments requested is estimated to be \$8,800 (44 months at \$200 per month). Director Bentley submitted the request at the outset of the August 10, 2026 Board meeting, the same meeting at which the Board rescinded Board Policy No. 4035, Board of Directors' Health and Dental Insurance, and adopted Board Policy No. 4135, Board Benefits. Copies of the rescinded Policy 4035 and the current Policy 4135 are provided as Attachments 2 and 3. Records relating to Director Bentley's onboarding are provided as Attachment 4. The request presents questions regarding the District's Board benefit policies and applicable law. District Counsel has provided the Board Members who will be considering this matter a separate, confidential attorney-client privileged memorandum analyzing the request and the associated legal considerations. Director Bentley has been advised that he should follow the statutory conflict of interest recusal procedures when this item is announced due to his personal financial interest in the matter. Following the Board's review of that memorandum and the attached materials, staff requests that the Board consider the request and make a determination and provide direction to staff as applicable.	
ATTACHMENTS: 1. Bentley Request and attachments (Redacted); 2. Copy of rescinded Board Policy No. 4035, Board of Directors' Health and Dental Insurance; 3. Copy of current Board Policy No. 4135, Board Benefits; 4. Bentley Onboarding Records	
STRATEGIC PLAN INFORMATION: This item addresses Goal 3 (Organizational Excellence) of the latest Strategic Plan.	
Prepared by: rh	Reviewed by General Manager: SSK

Item 9.a, Attachment 1,
Bentley Request and attachments

August 10, 2026, at 1700

Novato Sanitation District Attn: Sandeep General Manager-Chief Engineer
500 Davidson Street Novato, CA 94945

Subject: Request for Retroactive and Ongoing Board Member Medical Compensation

To Whom It May Concern,

I am writing in my capacity as a member of the Board of Directors for the Novato Sanitation District. It has recently come to my attention that District policy allows Board members to receive compensation for medical expenses in the amount of **\$200 per month**.

I was never informed of this benefit at any point during my service on the Board. I joined the Board in **December 2022**, and only recently learned that this compensation exists. Because I was not notified earlier, I have not received any of the monthly payments for which I have been eligible under District policy.

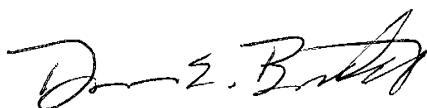
Accordingly, I am formally requesting:

1. **Retroactive compensation** of \$200 per month from **December 2022 through the present**, and
2. **Ongoing monthly compensation** of \$200 going forward, consistent with District policy.

To support this request, I will be attaching documentation of my health insurance premiums from **AARP/UnitedHealthcare** dating back to December 2022.

Please let me know if any additional forms, documentation, or procedural steps are required to process this request. I appreciate your attention to this matter and look forward to resolving it promptly.

Sincerely,



Dennis E. Bentley

Board Member
Novato Sanitation District



PO BOX 9003
Huntingdon Valley, PA 19006-9998



Annual Rate Notice

076MEDSUPN0130030-02773-01

DENNIS BENTLEY

REDACTED



Phone 1-866-562-0923, TTY 711

English

1-866-532-7898 Para español

Membership ID

REDACTED

Date

3/16/26

IMPORTANT HEALTH INSURANCE RATE INFORMATION

*** THIS IS NOT A BILL ***

Dear Dennis Bentley:

Thank you for choosing UnitedHealthcare to bring you quality health insurance.

We are writing to tell you about your upcoming monthly premium rates for:

- AARP MEDICARE SUPPLEMENT PLAN F

This change applies to all members with this plan in your state.

It's not based on your personal health status or claims. Instead, it reflects broader trends such as rising health care costs, increased use of advanced treatments and services, and updates to Medicare reimbursement and deductible amounts.

Your monthly premium (including discounts)						
Plan/Rider Codes	Jun 2026	Jul 2026	Aug 2026	Sep 2026	Oct 2026	Nov 2026
F	\$392.79	\$392.79	\$392.79	\$392.79	\$392.79	\$392.79
Plan/Rider Codes	Dec 2026	Jan 2027	Feb 2027	Mar 2027	Apr 2027	May 2027
F	\$392.79	\$392.79	\$392.79	\$405.00	\$405.00	\$405.00

Your monthly payment amount will be deducted automatically each month from your bank account by Electronic Funds Transfer. If there has been any change to your banking information, please contact UnitedHealthcare Customer Service right away so you won't miss any payments.

Letter Request ID: REDACTED
Letter ID: REDA



Supplemental and Personal Health
from UnitedHealthcare

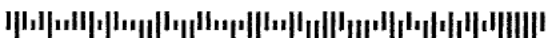
UnitedHealthcare

PO BOX 30607
Salt Lake City, UT 84130-0607



062MEDSUPN0058005-06935-01

DENNIS BENTLEY
REDACTED



Annual Rate Notice

Phone 1-866-562-0923, TTY 711
English
1-866-532-7898 Para español

Membership ID REDACTED
Date 3/2/25

IMPORTANT HEALTH INSURANCE RATE INFORMATION

Dear Dennis Bentley:

Thank you for allowing UnitedHealthcare to bring you quality health insurance.

Plan and Payment Information:

We are writing to tell you about your upcoming monthly premium rates for:

- AARP MEDICARE SUPPLEMENT PLAN F

Your premium rate is driven by changes in the costs of health care services insured members receive. As health care costs continue to increase, UnitedHealthcare strives to keep your premium rate as low as possible and stable from year to year. We are doing all we can to keep rates affordable while making sure the coverage is there when you need it.

Your Monthly Premium (including discounts)						
Plan/Rider Codes	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025
F	\$329.35	\$329.35	\$329.35	\$329.35	\$329.35	\$329.35
Plan/Rider Codes	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026
F	\$329.35	\$329.35	\$329.35	\$339.92	\$339.92	\$339.92

Your monthly payment amount will be deducted automatically each month from your bank account by Electronic Funds Transfer. If there has been any change to your banking information, please contact UnitedHealthcare Customer Service right away so you won't miss any payments.

Letter Request ID: REDACTED
Letter ID: REDA



Supplemental and Personal Health
from UnitedHealthcare

UnitedHealthcare

PO BOX 30607
Salt Lake City, UT 84130-0607



DENNIS BENTLEY

REDACTED

Annual Rate Notice

Phone 1-866-562-0923, TTY 711
English
1-866-532-7898 Para español

Membership ID

REDACTED

Date

3/10/24

IMPORTANT HEALTH INSURANCE RATE INFORMATION

Dear Dennis Bentley:

Thank you for allowing UnitedHealthcare to bring you quality health insurance.

Plan and Payment Information:

We are writing to tell you about your upcoming monthly premium rates for:

- AARP MEDICARE SUPPLEMENT PLAN F

Your premium rate is driven by changes in the costs of health care services insured members receive. As health care costs continue to increase, UnitedHealthcare strives to keep your premium rate as low as possible and stable from year to year. We are doing all we can to keep rates affordable while making sure the coverage is there when you need it.

Your Monthly Premium (including discounts)						
Plan/Rider Codes	Jun 2024	Jul 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024
F	\$276.91	\$276.91	\$276.91	\$276.91	\$276.91	\$276.91
Plan/Rider Codes	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025
F	\$276.91	\$276.91	\$276.91	\$286.11	\$286.11	\$286.11

Your monthly payment amount will be deducted automatically each month from your bank account by Electronic Funds Transfer. If there has been any change to your banking information, please contact UnitedHealthcare Customer Service right away so you won't miss any payments.

Please call UnitedHealthcare Customer Service if you have questions or need more information:

- For English-speaking representatives, please call 1-866-562-0923, TTY 711.

Letter ID: ARN



Supplemental and Personal Health
from UnitedHealthcare

Annual Notice

Phone 1-866-562-0923

TTY 711

0057636**000261*****AUTO**5-DIGIT 94945**000007



DENNIS E BENTLEY
REDACTED

0057636

Membership
Number
Date

REDACTED

March 4, 2023

Important Health Insurance Rate Information

Dear DENNIS E BENTLEY,

Thank you for allowing UnitedHealthcare to bring you quality health insurance.

Plan and Payment Information

Your rate is driven by changes in the costs of health care services members receive. As health care costs continue to increase, UnitedHealthcare strives to keep your rate as low as possible and stable from year to year. We are doing all we can to keep rates affordable while making sure the coverage is there when you need it. The information below shows the total monthly payments for all plan holders in your household.

Monthly Household Payment (including your discounts and adjustments ¹)						
	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023
Amount Due	\$239.56	\$239.56	\$239.56	\$239.56	\$239.56	\$239.56
	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024
Amount Due	\$239.56	\$239.56	\$239.56	\$247.79	\$247.79	\$247.79

¹ See page 3 for details.

The amounts above will be deducted automatically each month from your bank account by electronic funds transfer. If there has been any change to your banking information, please contact UnitedHealthcare Customer Service right away so you won't miss any payments. The amount due is the total household payment including all of your discounts and adjustments.



0057636

UnitedHealthcare Insurance Company and affiliates pay royalty fees to AARP for the use of intellectual property. These fees are used for the general purposes of AARP. AARP and its affiliates are not insurers. Insured by UnitedHealthcare Insurance Company or an affiliate (collectively "UnitedHealthcare"). Refer to your Certificate of Insurance for your Insurer. For New York Certificate holders: Insured by UnitedHealthcare Insurance Company of New York. For Washington Certificate holders: Insured by UnitedHealthcare Insurance Company.



Annual Notice

Phone 1-866-562-0923

TTY 711

Membership Number REDACTED

Date February 26, 2022

0056886**000256*****AUTO**5-DIGIT 94945**000007



DENNIS E BENTLEY
REDACTED

0056886

Important Health Insurance Rate Information

Dear DENNIS E BENTLEY,

Thank you for allowing UnitedHealthcare to bring you quality health insurance.

Plan and Payment Information

Your rate is driven by changes in the costs of health care services members receive. As health care costs continue to increase, UnitedHealthcare strives to keep your rate as low as possible and stable from year to year. We are doing all we can to keep rates affordable while making sure the coverage is there when you need it. The information below shows the total monthly payments for all plan holders in your household.

Monthly Household Payment (including your discounts and adjustments ¹)						
	Jun 2022	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022
Amount Due	\$214.32	\$214.32	\$214.32	\$214.32	\$214.32	\$214.32
	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023
Amount Due	\$214.32	\$214.32	\$214.32	\$221.96	\$221.96	\$221.96

¹ See page 3 for details.

The amounts above will be deducted automatically each month from your bank account by electronic funds transfer. If there has been any change to your banking information, please contact UnitedHealthcare Customer Service right away so you won't miss any payments. The amount due is the total household payment including all of your discounts and adjustments.



0056886

Item 9.a, Attachment 2, Copy of rescinded Board Policy
No. 4035, Board of Directors' Health and Dental Insurance

Novato Sanitary District

POLICY HANDBOOK

Superseded by Policy No. 4135 on 08/10/26

POLICY TITLE: Board of Directors' Health and Dental Insurance
POLICY NUMBER: 4035

- 4035.1 Health Insurance. The District does not provide Directors the option of enrollment in the District's employee health insurance program. Directors are offered the health care benefit of reimbursement of out-of-pocket health insurance premiums, or portion of such premiums, for enrollment in personal health care insurance coverage upon proof that the insurance is in force and is being paid for by the Director.
- 4035.2 Reimbursement Limit. The District will reimburse up to a maximum of \$200.00/month to each eligible Director for reimbursement of health plan premiums. The scope of coverage and reimbursement of premiums to be paid by the District is subject to periodic review and revision by the Board of Directors. This reimbursement is not available for any portion of payments made for spousal or dependent coverage.
- 4035.3 Reimbursement Method. To facilitate payment of the share of premiums paid directly by the Directors to the insurers, the District will reimburse each Director directly each month upon proof of prior payment of the premiums by the Director.
- 4035.4 Not Compensation. Amounts paid by the District under the circumstances above constitute District payments of accident or health insurance premiums by reimbursement of premiums actually paid by the Director. These amounts constitute health care benefits which are provided to management and confidential employees and as such are excludable from the calculation of the board member's compensation limitation for purposes of California public agency law.
- 4035.5 Termination. The health benefit reimbursement for Directors will be available only to active members of the Board of Directors, and shall not be available after a Director is no longer an elected or appointed official of the District.
- 4035.6 Dental Insurance. Directors are eligible for coverage under the District's group Delta Dental plan. The District will pay the full premium for Board Member coverage. Spouse and eligible dependents may be enrolled at the Director's expense. This benefit is also excludable from the calculation of board member's compensation limitation for purposes of California public agency law.
- 4035.7 Government Code Compliance. Reference is made to District Policy No. 2575 "Optional Employee Health Insurance Premium Reimbursement for Management and Confidential Employees". Government Code Section 53202.3 provides that "All plans shall also provide benefits for large numbers of employees".

Novato Sanitary District

BOARD POLICY

POLICY TITLE: Board Benefits

POLICY NUMBER: 4135

4135.1 Purpose; Authority.

- (a) The purpose of this Policy is to establish the health and welfare benefits available to Board Members and to set forth the requirements, limitations, and authority for administration of those benefits.
- (b) This Policy is adopted pursuant to Government Code sections 53200 through 53210. Consistent with Government Code Section 53202, the District provides this benefit through Board-approved health plans and reimbursement of premiums actually paid, and does not provide cash in lieu of benefits. The requirements of Government Code Section 53202.3 are satisfied through District Policy No. 2575, *Optional Employee Health Insurance Premium Reimbursement for Management and Confidential Employees*.

4135.2 Dental Insurance. Board Members are eligible for coverage under the District's group dental insurance plan. The District will pay the full premium for Board Member coverage. Spouses and eligible dependents may be enrolled at the Board Member's expense.

4135.3 Health Insurance Reimbursement. Board Members are eligible for reimbursement of health insurance premiums for personal health care coverage, subject to the requirements and limitations of this Policy. Board Members are not eligible to enroll in the District's employee health insurance program.

- (a) *Reimbursement Limit.* The District will reimburse up to \$200.00 per month for a Board Member's personal health care coverage. No reimbursement is available for spousal or dependent coverage.
- (b) *Conditions for Reimbursement.* Reimbursement is available only for premiums actually paid by the Board Member for the Board Member's own coverage under a Board-approved personal health care plan. A request for reimbursement must be submitted within sixty (60) days of the premium payment.

4135.4 Board Approval of Health Plans. Reimbursement under this Policy is available only for a personal health care plan approved by the Board of Directors. Approval requires action by the Board. Approval authority is retained by the Board and is not delegated to staff. An approved plan remains approved until the Board Member changes the plan or coverage,

or the Board Member's Board service ends. The Board of Directors reserves the right to review and reconsider approval of any plan at any time.

4135.5 Administration; Board-Retained Authority. Administration of the health insurance reimbursement program is a ministerial function. Staff may verify compliance with this Policy and process reimbursements that satisfy its requirements. Staff has no authority to approve health plans, waive Policy requirements, or authorize reimbursement that does not comply with this Policy. Questions regarding eligibility, exceptions, or application of this Policy shall be referred to the Board of Directors for decision.

4135.6 Changes in Plan or Coverage. If a Board Member changes his or her insurer, health care provider, plan, or scope of coverage, the changed plan must be submitted to and approved by the Board before any premium paid for the changed plan is eligible for reimbursement. Premiums paid for a previously Board-approved plan while that plan was in force remain eligible for reimbursement, subject to the requirements of this Policy.

4135.7 Termination; Former Board Members. Health insurance reimbursement is available only to active members of the Board of Directors. Reimbursement is available only for premiums paid for coverage during periods of active Board service. Staff will not process reimbursement for any period after a Board Member's Board service has ended. This Policy confers no right to reimbursement on a former Board Member. Any determination regarding a former Board Member's participation in the program shall be referred to the Board of Directors.

4135.8 Procedures.

- (a) The procedures governing health plan approval under this Policy are set forth in **Attachment A, Board Health Plan Approval Procedures.**
- (b) The procedures governing reimbursement requests under this Policy are set forth in **Attachment B, Board Health Reimbursement Procedures.**
- (c) These procedures implement this Policy and do not alter, limit, or delegate any authority reserved to the Board of Directors.

Policy No. 4135, Board Benefits
Attachment A, Board Health Plan Approval Procedures

I. Purpose and Scope

These procedures describe the process for obtaining Board approval of a personal health care plan under Policy No. 4135. These procedures implement Policy No. 4135 and are intended to facilitate its administration.

II. Procedure for Obtaining Board Approval of a Health Plan

- A. A Board Member who wishes to participate in the reimbursement program must submit a request for Board approval of the personal health care plan for which reimbursement is sought.

The request must be submitted through the General Manager and must include documentation from the insurer, health care provider, exchange, employer, or other reliable source showing the following:

1. the name of the insurer or health care provider;
2. the name of the health plan;
3. the type or level of coverage for which approval is requested, such as individual, employee-only, self-only, or another coverage category used by the plan;
4. the monthly premium for the coverage for which approval is requested; and
5. if the documentation includes any spouse, dependent, family, or other non-Board Member coverage, the portion of the monthly premium attributable only to the Board Member's own coverage.

Note: Examples of Documentation

Examples of acceptable documentation include:

- A health insurance identification card together with a premium invoice or billing statement.
- An enrollment confirmation issued by the insurer, employer, or health insurance exchange.
- A benefits summary or coverage document identifying the health plan and coverage level.
- A premium rate sheet showing the cost for the Board Member's own coverage.
- A billing statement or enrollment record that separately identifies the premium for the Board Member's own coverage.
- A written statement, email, or letter from the insurer, employer, health insurance exchange, or benefits administrator identifying the portion of the monthly premium attributable only to the Board Member's own coverage.
- Other records issued by the insurer, health care provider, employer, health insurance exchange, or benefits administrator showing the information required by these procedures.

- B. After receiving a request submitted under Section II.A, the General Manager will place the request for Board approval of the health care plan on the agenda of a duly noticed meeting of the Board of Directors.
1. The agenda materials will identify the Board Member, the insurer or health care provider, the name of the health plan, the type or level of coverage for which approval is requested, and the monthly premium attributable to the Board Member's own coverage.
 2. Supporting materials submitted by the Board Member may be included in the agenda materials only to the extent needed for the Board to consider the request.
 3. Before inclusion in agenda materials, staff will redact personal account numbers, Social Security numbers, medical information, dependent information, and other personal information not necessary for Board consideration of the request.
- C. The Board will consider the request and take action to approve, deny, or defer action on the request for approval of the proposed health care plan for purposes of Policy No. 4135. Approval of a health care plan requires action by the Board of Directors. The Board may defer action if it determines that additional information is needed to consider the request. Approval may be made by minute order.

Note: Board Consideration of Requests

In considering whether to approve a proposed health care plan for participation in the reimbursement program, the Board may consider:

- whether the submitted materials identify the insurer or health care provider;
- whether the submitted materials identify the name of the health plan;
- whether the submitted materials identify the type or level of coverage, such as individual, employee-only, self-only, or another coverage category used by the plan;
- whether the submitted materials identify the monthly premium attributable only to the Board Member's own coverage;
- whether the submitted materials separately identify any spouse, dependent, family, or other non-Board Member coverage;
- whether the materials submitted are sufficient for the Board to understand what plan it is being asked to approve; and/or
- whether additional information is needed before the Board acts on the request.

- D. Following Board action, staff will record the Board's action and maintain the approval information for purposes of administering Policy No. 4135.

Policy No. 4135, Board Benefits
Attachment B, Board Health Reimbursement Procedures

I. Purpose and Scope

These procedures describe the process for requesting reimbursement under Policy No. 4135. These procedures implement Policy No. 4135 and are intended to facilitate its administration. Eligibility for reimbursement is governed by Policy No. 4135, and compliance with these procedures does not authorize reimbursement unless all requirements of the Policy have been satisfied.

II. Procedure for Requesting Health Insurance Reimbursement

- A. For each premium payment for which reimbursement is sought, the Board Member must submit a reimbursement request to the staff person designated by the General Manager.
- B. The reimbursement request must be submitted within sixty (60) days after the premium payment is made by the Board Member. For the purposes of this section, a premium payment is considered made when it is deducted from a Social Security benefit payment or otherwise paid automatically on behalf of the Board Member.
- C. The reimbursement request must include documentation showing:
 - 1. the premium was paid by the Board Member;
 - 2. the date the premium payment was made;
 - 3. the amount of the premium paid;
 - 4. the coverage period for which the premium was paid;
 - 5. the health plan for which the premium was paid; and
 - 6. the portion of the premium attributable only to the Board Member's own coverage.

Note: Examples of Supporting Documentation

Examples of supporting documentation include:

- A premium invoice or billing statement from the insurer or health care provider.
- A receipt, payment confirmation, canceled check, bank record, credit card statement, or other record showing that the Board Member paid the premium.
- An enrollment record, coverage statement, or benefits summary identifying the health plan and coverage period.
- A premium rate sheet showing the cost for the Board Member's own coverage.
- A billing statement or enrollment record that separately identifies the premium for the Board Member's own coverage.
- A written statement, email, or letter from the insurer, employer, health insurance exchange, or benefits administrator identifying the portion of the monthly premium attributable only to the Board Member's own coverage.
- Other records issued by the insurer, health care provider, employer, health insurance exchange, or benefits administrator showing the information required by these procedures.

- D. If the reimbursement request includes a premium for spouse, dependent, family, or other non-Board Member coverage, the Board Member must provide records showing the portion of the premium attributable only to the Board Member's own coverage. Staff will not calculate or estimate the Board Member-only portion of a premium.

III. Staff Verification and Payment Processing

- A. Upon receipt of a reimbursement request, the staff person designated by the General Manager will review the request and determine whether the following requirements have been satisfied:
 - 1. the Board of Directors has approved the health care plan identified in the reimbursement request;
 - 2. the reimbursement request relates to the health care plan approved by the Board of Directors;
 - 3. the reimbursement request was submitted within sixty (60) days after the premium payment was made;
 - 4. the reimbursement request includes the information and records required by these procedures;
 - 5. the reimbursement sought is attributable only to the Board Member's own coverage; and
 - 6. the amount requested does not exceed the reimbursement limit established by Policy No. 4135.
- B. If the requirements identified in Section A have been satisfied, staff will process reimbursement in the amount of the premium actually paid by the Board Member for the Board Member's own coverage, not to exceed the reimbursement limit established by Policy No. 4135.
- C. If staff determines that additional information is needed to verify compliance with Policy No. 4135 or these procedures, staff may request the additional information from the Board Member before processing the reimbursement request.

IV. Incomplete Requests, Exceptions, and Questions

- A. If a reimbursement request does not satisfy the requirements of Policy No. 4135 or these procedures, staff will not process the reimbursement request.
- B. If a reimbursement request is incomplete or does not include sufficient information for staff to verify compliance with Policy No. 4135 and these procedures, staff may request additional information from the Board Member.
- C. Staff will refer the matter to the Board of Directors if:
 - 1. a Board Member requests reimbursement for a health care plan that has not been approved by the Board;
 - 2. a Board Member requests reimbursement in excess of the reimbursement limit established by Policy No. 4135;
 - 3. a Board Member requests an exception to a requirement of Policy No. 4135;

4. a Board Member requests an extension of a deadline established by Policy No. 4135; or
 5. a question arises regarding eligibility for reimbursement or application of Policy No. 4135.
- D. Staff will not approve health care plans, grant exceptions to Policy No. 4135, extend deadlines established by Policy No. 4135, authorize reimbursement in excess of the reimbursement limit established by Policy No. 4135, or authorize reimbursement that does not comply with Policy No. 4135.

V. Changes in Plan or Coverage

- A. A Board Member must obtain Board approval before requesting reimbursement for a health care plan that differs from the health care plan previously approved by the Board. This includes changes to the insurer, health care provider, health plan, type or level of coverage, or other changes resulting in reimbursement being sought for a health care plan or coverage not previously approved by the Board.
- B. Staff will not process reimbursement for a changed plan unless and until the Board has approved the changed plan.

Note: Examples of Changes Requiring Board Approval

Examples of changes requiring Board approval include:

- changing from one insurer or health care provider to another;
- changing from one health plan to another health plan offered by the same insurer;
- changing from self-only coverage to family coverage, or from family coverage to self-only coverage;
- changing from one coverage tier to another coverage tier;
- enrolling in a replacement plan after a previously approved plan is discontinued, replaced, or renamed; or
- seeking reimbursement for a health care plan that has not previously been approved by the Board.

VI. End of Board Service

- A. Reimbursement is available only for premiums paid for coverage during periods in which the person is an active member of the Board of Directors.
- B. Staff will not process reimbursement for any period after a Board Member's Board service has ended.
- C. Any question regarding a former Board Member's eligibility for reimbursement or participation in the reimbursement program will be referred to the Board of Directors for decision.

Item 9.a, Attachment 4, Bentley Onboarding Documents

NOVATO SANITARY DISTRICT - NEW BOARD MEMBER ORIENTATION

1. BOARD MEETINGS AND COMPENSATION:

There is one regularly scheduled meeting per month, on the 2nd Monday, 5:30 p.m. at the District office. Additional or special Board meetings may be scheduled as necessary. Paid committee meetings are listed on the attached Committee roster. Two Board members are appointed to committees. Current Board compensation is \$225.00 per meeting.

2. BENEFITS:

Medical: The District will reimburse up to a maximum of \$200.00/month to eligible Board Members for reimbursement of health plan premiums. This reimbursement is not available for any portion of payments made for spousal or dependent coverage. Proof of prior payment of the premiums by the Board Member is required.

Dental: Coverage for employees and Board members is through Delta Dental Plan as a subgroup of the County of Marin. The District pays premiums for Board members. Coverage is available for spouses and eligible dependents at the expense of the Board member. The dental plan covers 80% of most procedures, with \$2,000 annual limit per person. District staff will provide information to Board Members interested in participating in the dental plan.

Travel Accident Insurance: The District provides travel accident insurance for Board Members while on District business.

457(b) Deferred Compensation Plan: Board Members are eligible to participate in the District's 457(b) deferred compensation plan administered through Lincoln Financial Group. The plan is voluntary, and the District makes no contribution. District staff will provide information to Board Members interested in participating in the deferred compensation plan.

Identity Fraud: The District's insurance carrier, California Sanitation Risk Management Authority (CSRMA), offers Identity Fraud Expense Reimbursement Coverage, at no additional expense, to eligible employees and Board Members. The coverage limit is \$25,000 and there is no deductible.

3. CONFERENCES:

The District is a member of the California Association of Sanitation Agencies (CASA). Two Conferences are held each year, in January and August, and a Public Policy Forum is held in April. The conferences are generally well attended by Board Members.

4. TRAINING:

The District is also a member of the California Special Districts' Association (CSDA). CSDA holds Certification programs through its Special District Leadership Academy in Governance Foundation, Setting Direction/Community Leadership, Board's Role in Finance, and Board's Role in Human Resources. Each segment may be attended separately, usually at different venues in California, or may be taken together at a 2-1/2-day workshop. Complete workshops, offering all four segments, are generally at the Napa Embassy Suites in July of each year. Board Members are encouraged to attend and receive Certificates of Completion.

Board Members are required to participate in an Ethics Training Program per Assembly Bill 1234 and Harassment Prevention training per Assembly Bill 1661. The District will set up new Board members with a training login to take these courses through the Districts Learning

Management System (LMS) – Vector Solutions. These courses need to be successfully completed within six months of taking office and repeated every 2 years.

There are other qualified sources for these two courses (e.g., Ethics training is sometimes offered at a CASA Conference and a free on-line self-training program is also offered by the California Fair Political Practices Commission which may be taken at any time by accessing www.fppc.ca.gov.) If taken outside of the District's LMS, a certificate from a qualified course must be provided to the District.

5. REPORTING:

Board Members are required to file a Statement of Economic Interests Form (Form 700) with the County of Marin. The initial filing must occur within 30 days of assuming office and annually thereafter on approximately April 1st. District staff provides the necessary forms to Board Members and files them with the County Elections Office.

6. OTHER:

A short biography of each Board Member is required which is posted on the District's website.

New Board Member Orientation Packet :

1. W-4 and Direct Deposit notice
2. Most Recent FY District Budget.
3. Most Recent Audited Financial Statements.
4. Ethics Laws Handbook
5. Board Member and Trustee Handbook
6. Strategic Plan
7. Board Member Orientation Sheet (lists Compensation, Benefits, Conference, Training)
8. List of Board Committees
9. Brown Act Summary
10. District Policies
11. Form 700 – Assuming Office

Additional items:

12. Verification of voting status
13. Notify County of names and addresses PRIOR to appt.
14. Certificate of Appointment
15. Resolution
16. Statement of Facts

Additional information as a New Board Member

From Julie Hoover <julieh@novatosan.com>

Date Wed 1/11/2023 12:54 PM

To Dennis Bentley <dennis.bentley@novatosan.com>

Cc Sandeep Karkal <sandeepk@novatosan.com>; Dale Thrasher <dalet@novatosan.com>; Lynda Farmery <lyndaf@novatosan.com>

Dennis, to recap your meeting with Sandeep and with Dale:

Documents you received as hard copies:

- Open & Public V, a Guide to the Ralph M. Brown Act, revised 2016
- Novato Sanitary District Board Policies (binder)
- California Public Records Act Compliance Manual
- Special District Board Member Handbook

Documents that we will still need completed and returned:

- A completed and signed W-4 and DE-4 (tax withholding)
- The District pays via direct deposit and we will need a voided check with the deposit form to complete the setup for your account.
- As per District **Policy #4035: Board of Directors Health and Dental Insurance**, indicate your preference to enroll in the District offered Delta Dental Insurance and offered reimbursement of health plan premiums. (See provided binder for additional information on these benefits)
- Please verify with Dan Miller at the County of Marin if you need to complete a new Form 700. An electronic form fill version is here: https://www.fppc.ca.gov/content/dam/fppc/NS-Documents/TAD/Form%20700/2022-23/Form_700_2022.pdf Please provide the District with a copy of the completed/signed Form 700 for our files.

Additional useful information

- Organization Chart <https://novatosan.com/about/our-staff/>
- Board Member Contacts <https://novatosan.com/contact/>
- Board Member Committee assignments <https://novatosan.com/about/our-board/>
- Novato Sanitary District History <https://novatosan.com/about/history/>
- Budget for Fiscal year 2022/2023 <https://novatosan.com/doc/6307/>
- Strategic Plan <https://novatosan.com/about/strategic-plan/>

As Dale discussed, you will be receiving an email with links to complete the required Ethics Training and Sexual Harassment Prevention Training.

Should you have any questions, please feel free to reach out.

Thank you

Julie Hoover

Senior Secretary

Novato Sanitary District

415-892-1694 ext 101

NOVATO SANITARY DISTRICT BOARD AGENDA ITEM SUMMARY

TITLE: North Bay Watershed Association Meeting, October 2026.	MEETING DATE: October 12, 2026 AGENDA ITEM NO.: 10.a.
RECOMMENDED ACTION(S): Receive report: North Bay Watershed Association (NBWA) meeting, October 2026 – <u>information only</u> .	
SUMMARY AND DISCUSSION: The North Bay Watershed Association (NBWA) Board of Directors meeting for October 2026 was held at North Marin Water District. Board member Tarantino attended in his capacity as District representative. The meeting included the following guest presentations: Guest Presentation: Paying for Preparedness: Sustained Investment in Resilience Agenda materials for the meeting (including presentations) are available at: https://nbwatershed.org/event/nbwa-board-meeting-44/	
STRATEGIC PLAN INFORMATION: This item addresses Goal 3 (Organizational Excellence) and Goal 4 (Outreach) of the latest Strategic Plan.	
Prepared by: Board Member Tarantino	Reviewed by General Manager: SSK

NOVATO SANITARY DISTRICT BOARD AGENDA ITEM SUMMARY

TITLE: Board Members Reports, Requests. And Announcements	MEETING DATE: October 12, 2026 AGENDA ITEM NO: 10.b.
RECOMMENDED ACTIONS: At request of Director Tarantino, review District Ordinance 125 “An Ordinance Establishing Board Member Compensation and Adopting a Board Compensation Policy”, and provide direction, if any.	
SUMMARY AND DISCUSSION: At the September 14, 2026 Board meeting, Director Tarantino requested that the Board review the recently adopted District Ordinance 125 “An Ordinance Establishing Board Member Compensation and Adopting a Board Compensation Policy” at the October Board meeting. A copy of the Ordinance is provided as Attachment 1.	
ATTACHMENTS: 1. Copy of District Ordinance 125 “An Ordinance Establishing Board Member Compensation and Adopting a Board Compensation Policy”.	
STRATEGIC PLAN INFORMATION: This item addresses Goal 3 (Organizational Excellence) and Goal 4 (Outreach) of the latest Strategic Plan.	
Prepared by: ssk	Reviewed by General Manager: SSK

ORDINANCE NO. 125

**AN ORDINANCE ESTABLISHING BOARD MEMBER COMPENSATION AND
ADOPTING A BOARD COMPENSATION POLICY**

WHEREAS, the Novato Sanitary District (the “District”) is a sanitary district organized and operating under the Sanitary District Act of 1923 (Health and Safety Code Section 6400 et seq.);

WHEREAS, Health and Safety Code Section 6489 authorizes each member of the District Board of Directors (the “Board”) to receive compensation for each day of attendance at Board meetings and for each day of service as a Board Member by request of the Board;

WHEREAS, Health and Safety Code Section 6489 further authorizes the Board, by ordinance adopted pursuant to Chapter 2, commencing with section 20200, of Division 10 of the California Water Code, to increase Board Member compensation above the statutory base of one hundred dollars (\$100.00) per day, so long as the increase does not exceed an amount equal to five percent (5%) for each calendar year following the operative date of the last adjustment, calculated on the compensation received when this Ordinance is adopted;

WHEREAS, the Board compensation rate was last adjusted by Ordinance No. 104, adopted February 14, 2005, which set compensation at two hundred twenty-five dollars (\$225.00) per day, and the Board now desires to increase the Board compensation rate to two hundred fifty dollars (\$250.00), which is within the limit prescribed by Water Code Section 20202;

WHEREAS, California Government Code Section 53232.1 authorizes a local agency to compensate members of its legislative body for attendance at meetings of the legislative body and advisory bodies, conferences and educational activities, and other occasions constituting official duties specified by Board policy, and the Board desires to restate and specify the events for which a Board Member may be compensated;

WHEREAS, Water Code Section 20203 requires that an ordinance adopted pursuant to Chapter 2 (commencing with section 20200) of Division 10 of the Water Code be adopted only after a public hearing, notice of which must be published in a newspaper of general circulation within the District pursuant to California Government Code Section 6066; and

WHEREAS, notice of the public hearing on this Ordinance was published in the *Marin Independent Journal*, a newspaper of general circulation within the District, once a week for two successive weeks, on July 31, 2026 and August 7, 2026, and the Board held a duly noticed public hearing on this Ordinance, at which all interested persons were given an opportunity to be heard, prior to its adoption.

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the Novato Sanitary District as follows.

Section 1. Recitals. The foregoing recitals are found to be true and correct and are hereby incorporated herein by this reference.

Section 2. Rate of Board Compensation. The rate of compensation for members of the Board of Directors is two hundred fifty dollars (\$250.00) per Day of Service, as defined by the Board Compensation Policy.

Section 3. Board Compensation Policy. Policy No. 4105, Board Compensation, attached hereto as Attachment A and incorporated herein (the “Board Compensation Policy”) is hereby adopted.

Section 4. Repeal of Prior Ordinance. Ordinance No. 104 is hereby superseded and repealed in its entirety as of the effective date of this Ordinance.

Section 5. Severability. If any part of this Ordinance is for any reason held to be invalid or unconstitutional, that decision shall not affect the validity of the remaining portions of this Ordinance. The Board declares that it would have adopted this Ordinance, and each section, subsection, sentence, clause, and phrase, irrespective of the invalidity of any other portion.

Section 6. Publication; Effective Date. Upon adoption, this Ordinance shall be entered in the minutes of the Board and shall be published once in the Marin Independent Journal, a newspaper of general circulation within the District. This Ordinance shall take effect on October 9, 2026, which is sixty (60) days after the date of its final passage as required by California Water Code section 20204, and shall be subject to the referendum and protest rights provided in Water Code sections 20204 through 20206.

PASSED AND ADOPTED this 10th day of August, 2026, by the Board of Directors of the Novato Sanitary District by the following vote:

AYES, and in favor thereof, Directors : Fuette, Peters, Tarantino

NOES, Directors: Bentley, Dillon-Knutson

ABSTAIN, Directors: None

ABSENT, Directors: None

Signature on File

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

ATTEST:

Signature on File

Sandeep Karkal
Secretary, Board of Directors
Novato Sanitary District

Approved as to Form:

Signature on File

Rachel Hundley
District Counsel
Novato Sanitary District

Novato Sanitary District

BOARD POLICY

POLICY TITLE: Board Compensation

POLICY NUMBER: 4105

4105.1 Purpose. The purpose of this Policy is to establish the compensation payable to each Director and adopt, as the District's written policy under Government Code section 53232.1, the events for which a Board Member may receive compensation.

4105.2 Definitions. As used in this Policy:

- (a) **Authorized Conference** means the California Association of Sanitation Agencies ("CASA") Annual Conference; the CASA Winter Conference; and any other conference designated by the Board.
- (b) **Day of Service** means a single calendar day on which a Board Member attends one or more Compensable Events, as defined in Section 4105.4.

4105.3 Board Member Compensation.

- (a) **Rate of Compensation.** The Board Member compensation rate shall be two hundred fifty dollars (\$250.00) per Day of Service. This rate is the maximum amount authorized and shall remain in effect until modified or repealed by the Board.
- (b) **Monthly Limit.** No Board Member shall receive compensation for more than a total of six (6) Days of Service in any calendar month.

4105.4 Compensable Events. A Board Member shall be compensated for attending or rendering service at the following events (each, a "Compensable Event"):

- (a) Meetings of the legislative body (Board meetings);
- (b) Meetings of District Standing Committees and Regular Committees;
- (c) Meetings of Ad Hoc Committees as assigned by the Board President;
- (d) Meetings of any regional, interagency, or similar body to which the attending Board Member has been formally appointed by the Board to represent the District;
- (e) Attendance at an Authorized Conference, which shall constitute one (1) Day of Service per Authorized Conference, regardless of the number of days attended or the duration of the conference; and
- (f) Other District-business-related activities pre-approved by the Board.

4105.5 Election to Decline Compensation. A Board Member may decline compensation due under the Policy.

4105.6 Adoption; Amendment. This Policy was adopted by Ordinance No. 125 and may be amended or rescinded only by ordinance.

4105 – 1 of 1

ORDINANCE NO. 125, ATTACHMENT A

Adopted: **August 10, 2026**