

NOVATO SANITARY DISTRICT

Meeting Date: January 13, 2025

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

Materials related to items on this agenda that are public records are available for public inspection at the District Office, 500 Davidson Street, Novato, during normal business hours. This agenda packet is also available on the District's website: www.novatosan.com. 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. CEREMONIAL MATTER - NEW EMPLOYEE:

- a. Welcome Casey Poldino, Environmental Programs Manager, to the District.

5. REVIEW OF MINUTES:

- a. Approve minutes of the regular meeting of December 9, 2024.

6. CONSENT CALENDAR:

The General Manager-Chief Engineer has reviewed the following items. To his knowledge, there is no opposition to the consent action. The item(s) can be acted on in one consolidated motion as recommended or may be removed from the Consent Calendar and separately considered at the request of any person.

- a. Approve/ratify regular disbursements, December 10, 2024 – January 13, 2025.
- b. Ratify payroll and payroll related disbursements, December 2024.
- c. Receive deposit summary, December 2024.
- d. Approve the General Manager-Chief Engineer to attend the National Association of Clean Water Agencies (NACWA) Annual Water Policy Fly-In, Washington DC, April 8 – 9, 2025.

7. WASTEWATER OPERATIONS:

- a. Receive Wastewater Operations Report for December 2024 – information only:
 - i. Collection Systems
 - ii. Treatment Facilities
 - iii. Reclamation Facilities

8. CAPITAL PROJECTS:

- a. *Collection System Improvements, Account No. 72706 (Arthur Street Sewer Upgrade Project, No. 72706-2022-01):* Authorize the General Manager-Chief Engineer to execute three change orders totaling \$167,959³⁵ for a new contract amount of \$1,298,774³⁵; grant Final Acceptance of the Project and authorize staff to file a Notice of Completion.
- b. Receive Capital Projects Update Report through December 2024 – information only.

9. BOARD MEMBER REPORTS AND REQUESTS:

- a. Receive report: North Bay Watershed Association (NBWA) meeting, January 2025 – information only. (Note: Meeting was cancelled).

10. GENERAL MANAGER’S REPORT AND ANNOUNCEMENTS:

11. ADJOURN:

Next Resolution No. 3200.

Next regular meeting: Monday, February 10, 2025, 5:30 p.m.

Meeting location: Novato Sanitary District office, 500 Davidson Street, Novato, CA.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District at (415) 892-1694 at least 24 hours prior to the meeting. Notification prior to the meeting will enable the District to make reasonable accommodation to help ensure accessibility to this meeting.