

NOVATO SANITARY DISTRICT

Meeting Date: May 12, 2025

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

- a. Approve minutes of the regular meeting of April 14, 2025.

5. **CONSENT CALENDAR:**

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

- a. Approve/ratify regular disbursements, April 15 – May 12, 2025.
- b. Ratify payroll and payroll related disbursements, April 2025.
- c. Receive deposit summary, April 2025.
- d. Receive 3rd Quarter Investment Report, Fiscal Year (FY) 2024-25 – information only.
- e. Receive 3rd Quarter Financial Report, FY 2024-25 (unaudited) – information only.
- f. Approve the General Manager-Chief Engineer to attend the National Association of Clean Water Agencies (NACWA) Utility Leadership Conference, 55th Annual Meeting, and Awards Ceremony in Colorado Springs, CO, July 22 - 25, 2025.

6. **ANNUAL BUDGET:**

- a. Receive Preliminary Budget for Fiscal Years (FY) 25-27.

7. **SOLID/HOUSEHOLD HAZARDOUS WASTE OPERATIONS:**

- a. Approve Amendment No. 3 to Agreement No. 67500-CEE-2023-01 with Clean Earth Environmental Services, Inc. in the not-to-exceed amount of \$200,000 (thereby increasing the overall compensation amount of the Agreement from \$705,000 to \$905,000) for continuing household hazardous waste (HHW) collection and disposal services at the District's HHW collection facility from June 30, 2025 through December 31, 2025, and authorize the General Manager-Chief Engineer to execute it.

NEXT PAGE →

8. WASTEWATER OPERATIONS:

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

9. CAPITAL PROJECTS:

- a. *Cogeneration/Alt Energy (Energy Recovery & Resiliency Project), Account No. 72708*: Authorize the General Manager-Chief Engineer to release a request for qualifications (RFQ) for Progressive Design-Build Services for the Energy Recovery & Resiliency Project.
- b. *Capital Projects: Collection System Improvements (Main Interceptor 2 Repairs at Novato Creek Project), Account No. 72706*: Make California Environmental Quality Act (CEQA) findings that the project is categorically exempt; and authorize the General Manager-Chief Engineer to accept plans and specifications and advertise for bids – Main Interceptor 2 Repairs at Novato Creek Project; Project No. 72706-2021-02.
- c. Receive Capital Projects Update Report through April 2025 – information only.

10. BOARD MEMBER REPORTS AND REQUESTS:

- a. Receive report: North Bay Watershed Association (NBWA) meeting, May 2025 – information only. (Cancelled).

11. GENERAL MANAGER’S REPORT AND ANNOUNCEMENTS:

- a. Receive verbal reports and announcements.

12. ADJOURN:

Next Resolution No. 3201.

Next regular meeting: Monday, June 9, 2025, 5:30 p.m.

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

<p><i>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.</i></p>
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