



ROSS VALLEY SANITARY DISTRICT

Serving the Greater Ross Valley Area for Over 100 Years

2960 Kerner Boulevard, San Rafael, Ca 94901

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Directors: Michael Boorstein ~ Thomas Gaffney ~ Doug Kelly ~ Pamela Meigs ~ Mary Sylla

SPECIAL FINANCE COMMITTEE MEETING AGENDA

Monday, February 13, 2023 – 11:00 a.m.

MODIFIED BROWN ACT REQUIREMENTS IN LIGHT OF COVID-19

Consistent with AB 361 and Resolution No. 21-1611, this meeting will be conducted by teleconference; members of the Board of Directors and members of the public may participate in this meeting through the following call-in information:

Meeting URL:

<https://us06web.zoom.us/j/83927184289?pwd=OGordWRDM29WWGduV2hmNHhiazFnQT09>

Call In Phone number: +1 (669) 900-6833

Meeting ID: 839-2718-4289

Any member of the public on the telephone may speak during Public Comment or may email public comments to jcooper@rvsd.org and comments will be read from each member of the public. During this period of modified Brown Act Requirements, Ross Valley Sanitary District will use best efforts to swiftly resolve requests for reasonable modifications or accommodations with individuals with disabilities, consistent with the Americans with Disabilities Act, and resolving any doubt whatsoever in favor of accessibility.

Meetings of this Standing Committee will follow the same Rules of Decorum that govern RVSD Board Meetings.

The RVSD Board of Directors welcomes members of the public at its meetings and encourages citizen participation and input. The Board takes seriously its responsibility to be a model of civility and to safeguard the public ability to directly address the Board by providing the appropriate Board Meetings Decorum in accordance with Resolution No. 10-1378, which is posted at every Board meeting. Thank you.

The Senior Board Member serving on the Standing Committee will call agenda items, ask for the Staff Report, hear questions or initial concerns from Board Members, open the item for public comment and return to the Board for additional comments and direction. The public may speak for up to three minutes, as time allows, on agenda items.

Pursuant to Government Code § 54952.2(c)(6) Board members who are not members of the standing committee may attend only as observers and may not comment or otherwise participate.

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of January 17, 2023, Finance Committee Meeting Notes
4. Review of February 15, 2023, Agenda Item 7.b.: [Accept the January 2023 Monthly Financials](#)

5. Review of February 15, 2023, Agenda Item 7.d.: [Approve Disposal of Surplus District-Owned Equipment](#)

Adjourn

Any person with a disability covered under the Americans with Disabilities Act (ADA) may receive a copy of the agenda or a copy of all the documents constituting the agenda packet prepared by the local agency or other interested person for this meeting upon request in an appropriate alternative format. Requests for mailed copies of agendas or agenda packets are valid for the calendar year in which requests are made and must be renewed annually after January 1. Any person with a disability covered under the ADA may also request a disability-related modification or accommodation, including auxiliary aids or services in order to participate in a public meeting. Please contact the office at 415.259.2949 at least ten (10) working days prior to the meeting and provide information on the assistance required.

Copies of all staff reports and documents subject to disclosure that relate to each item of business referred to on the agenda are available for public inspection at least 72 hours before each regularly scheduled Board meeting at the District Office, located at 2960 Kerner Boulevard, San Rafael, CA. Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Board regarding any item on this agenda after the agenda has been distributed will also be made available for inspection at the District Office during regular business hours.

**ROSS VALLEY SANITARY DISTRICT
FINANCE COMMITTEE REGULAR MEETING NOTES**

Tuesday, January 17, 2023
11:00 a.m.

via Zoom

Committee

Members Present: Thomas Gaffney
Mary Sylla

Committee

Members Absent: None

Board Directors

Present: Michael Boorstein
Pamela Meigs

Staff and Steve Moore, General Manager
Consultants Present: Felicia Newhouse, Assistant General Manager
Paul Bruemmer, Operations and Maintenance Manager
Corey Spray, Finance Supervisor

Public Present: None

Item # 1 – Call Meeting to Order

The meeting was called to order by President Gaffney at 11:00 a.m.

Item # 2 – Approval of Agenda

The Committee approved the agenda of this meeting.

Item # 3 – Approval of December 20, 2022, Finance Committee Meeting Notes

The Committee approved the Finance Committee notes for December 20, 2022.

Item # 4 – Review of January 18, 2023, Agenda Item 7.b.: Accept the December 2022 Monthly Financials and Mid-Year Financials for the First Half of Fiscal Year (FY) 2022-23

GM Moore introduced this item and told the Committee these mid-year financial statements are presented a month earlier than previous years. Finance Supervisor Corey Spray reviewed the document updates and highlights. President Gaffney asked about the property tax revenue comparison to the budget, and Finance Supervisor Spray said the District will likely receive more than the budgeted revenue. The Committee provided feedback on the monthly and mid-year financial statements including budget descriptions and naming conventions in the financial charts. They also asked about line items in the check register like attendance at the CalPELRA conference and annual reporting for stream bed restoration.

Item # 5 – Review of January 18, 2023, Agenda Item 8: Consideration of Repealing and Replacing Ordinance 70 with a New Ordinance 74 Amending the Framework and Guidelines of the Lateral Replacement Loan Program

GM Moore introduced this item and discussed how these changes stemmed from a previous change to the lateral grant program. This ordinance makes a similar change to the sequence of the loan program. This will make the loan program more consistent and easier to administer. He reviewed the current number of outstanding loans, the repayment process, and changes to the interest rate. The Committee discussed the previous updates to the ordinance, clarified language, and the administration change to partner NBS. Staff reviewed the benefits of the updates to homeowners and contractors alike.

Item # 6 – Review of January 18, 2023, Agenda Item 9.b.: NBS Fiscal Year 2022/23 Annual Reports

AGM Newhouse reviewed the details of these reports to the Committee, including the need for a future rate study, Murray Park sewer rates, and the Canyon Road special report.

Adjourn: The Committee adjourned the meeting at 11:52 a.m.