

**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.