

**ROSS VALLEY SANITARY DISTRICT
REGULAR BOARD MEETING MINUTES**

Wednesday, May 18, 2022
5:00 PM

Via Zoom

Directors Present: Michael Boorstein
Thomas Gaffney
Doug Kelly
Pamela Meigs (*Arrived 5:08 p.m.*)
Mary Sylla

Directors Absent: None

Staff/Consultants Present: Steve Moore, General Manager
Felicia Newhouse, Assistant General Manager
Julia Cooper, Clerk of the Board
Andrea Clark, District Counsel
Paul Bruemmer, Operations and Maintenance Manager
Corey Spray, Finance Supervisor
Christina Winnicki, Accountant II

Public Present: None

Note: These minutes do not represent a transcript of the meeting and are intended to be a summary of the most important points. For a complete record, please refer to the video recording of the meeting, which will be available on the District's website at www.rvsd.org.

Item # 1 – Call Meeting to Order and Roll Call

The meeting was called to order by President Kelly at 5:01 p.m. The Board Clerk called roll. The Board recited the Pledge of Allegiance.

Item # 2 – Approval of Agenda

Motion: M/s Boorstein/Gaffney to Approve the Agenda
Vote: Ayes: Boorstein, Gaffney, Sylla, Kelly Noes: None. Absent: Meigs. Abstain: None
The motion passed.

The motion as stated above carried via a roll-call vote. Director Meigs was absent for this vote.

Item # 3 – Open Time for Public to Raise Items Not on Agenda or for Future Agendas

There was no public comment or requests for future agendas.

Item # 4 – Committees Report Out

Finance Committee – Director Gaffney reported the Committee reviewed items on the Consent Calendar, the monthly financial statements, and the draft budget.

Central Marin Sanitation Agency (CMSA) – Director Boorstein reported that the Commission received a feasibility study presentation regarding direct potable water reuse. He said that the study, funded by MMWD and CMSA, indicated that the reuse is possible, but it could take ten years to build an operational plant. The Board discussed the cost and other factors that could affect the viability of constructing such a facility.

North Bay Watershed Association (NBWA) – Director Meigs reported on the budget review, and she summarized feedback from the recent conference.

Item # 5 - Verbal Report by General Manager

GM Moore reported on the construction start date for 1111 Andersen moving to June 27 after Comcast approached the District and offered first floor space. This change will allow for a first floor Assembly Room and service counter. He said that staff is finalizing an updated design to update the permit with the City of San Rafael.

Next, he described his recent attendance to the Annual BACWA meeting where there was discussion of PFAS and nutrient monitoring in the bay.

Last, GM Moore told the Board about the proposed MMWD Ordinance 461 to codify water conservation tactics. He attended a public hearing for this ordinance and worked with Counsel to urge that using potable water to clean sewer lines should be recognized as an essential use. MMWD amended the language to include this change.

Item # 6 - Verbal Report by Board Members and Requests for Future Items

There were no verbal reports or requests for future items from the Board.

Item # 7 – Consent Calendar

Motion: M/s Boorstein/Meigs to Accept Items in the Consent Calendar
Vote: Ayes: Boorstein, Gaffney, Meigs, Sylla, Kelly Noes: None. Absent: None. Abstain: None.
The motion passed.

Director Meigs asked about the future of remote Board meetings, and District Counsel responded that should the Board want the option, a monthly resolution is necessary. President Kelly said he is in favor of hybrid meetings as a new standard to encourage public participation

The motion as stated above carried unanimously via a roll-call vote.

Item # 8 – Consideration of Accepting the District’s Draft Fiscal Year 2022-23 Budget

Motion: M/s Boorstein/Gaffney to Accept the District’s Draft Fiscal Year 2022-23 Budget
Vote: Ayes: Boorstein, Gaffney, Sylla, Kelly Noes: None. Absent: None. Abstain: Meigs.
The motion passed.

GM Moore introduced this item and reviewed changes to the budget format to qualify for the GFOA Distinguished Budget Award. AGM Newhouse thanked Finance Supervisor Corey Spray for his contributions and integration of performance metrics into the budget. Staff reiterated that the creation of this draft was a collaborative effort.

AGM Newhouse introduced the proposed strategy to pay down the unfunded pension liability via the CEPPT trust. The Board responded to the budget overall and discussed the use of District revenue for the liability and other programs. Director Meigs suggested increasing the lateral replacement grant amount, capping future rate increases, or supplementing the emergency reserve fund. GM Moore responded that the emergency reserve is already being increased per the approved Financial Policies to ten percent of the annual operating budget. Director Gaffney agreed that the rate increases could be lowered when the Board considers them in the next Proposition 218 process. Director Sylla added that the benefit of funding the pension liability is to address that burden now rather than passing it on to future ratepayers. President Kelly summarized the Board feedback and said that he would also consider prefunding the OPEB liability as well, since it is a significantly smaller amount.

The motion as stated above carried via a roll-call vote. Director Meigs abstained from this vote.

Item # 9 – Informational Items

For Item 9.a. the Board reviewed specific metrics including the small sewer overflow. O&M Manager Paul Bruemmer reviewed departmental work from the last month.

Adjourn: The Board adjourned at 6:26 p.m.

Thomas Gaffney
Secretary of the Board

Submitted by: Julia Cooper
Clerk of the Board