



ROSS VALLEY SANITARY DISTRICT

Serving the Greater Ross Valley Area for Over 100 Years

1111 Andersen Drive, San Rafael, Ca 94901

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

REGULAR FINANCE COMMITTEE MEETING AGENDA

February 17, 2026: Committee Convenes at 11:00 a.m.

1111 Andersen Drive San Rafael, 94901 – Executive Conference Room

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.

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of January 20, 2026 Finance Committee Meeting Notes
4. Review of February 18, 2026, Agenda Item 11b: [Accept the January 2026 Monthly Financial Reports](#)
5. Review of February 18, 2026, Agenda Item 11c: [Authorize the General Manager upon Review and Approval of Counsel to Execute Amendment No. 2 to the Contract for Real Estate Legal Services with Burke Williams & Sorensen, LLP not to exceed \\$75,000, and Approve Resolution No. 26-1678 to Amend the Fiscal Year 2025-26 Budget](#)
6. Review of February 18, 2026, Agenda Item 11d: [Approve Contract Change Order No. 4 in the amount of \\$15,670.26; Adopt Resolution No. 26-1679 Approving Final Acceptance and Authorizing the General Manager to File Notice of Completion for the LS 20, 31, 32 Pump Stations Improvements Project \(Project # 907\), with Pacific Infrastructure Corporation](#)
7. Review of February 18, 2026, Agenda Item 12: [Consideration of Authorizing the General Manager, Upon Review and Approval of Counsel, to Execute a Consultant Services Agreement with West Valley Construction for Design and Engineering Services During Construction \(ESDC\) for the Lower FM-14 Bypass Force Main Replacement Project \(#961\) in the Amount of \\$91,120](#)
8. Review of February 18, 2026, Agenda Item 13: [Consideration of Approval of Contract Change Order No. 2 for Additional Work on the FY 2024/25 Gravity Sewer Improvements Project \(#958\) with Glosage Engineering, Inc., in an Amount Not to Exceed \\$1,164,906.30](#)

9. Review of February 18, 2026, Agenda Item 15: [Consideration of Authorizing a Limited-term Administrative Coordinator Position for a period of 12 months](#)

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 1111 Andersen Drive, 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 STANDING MEETING NOTES**

Tuesday, January 20, 2026
11:00 a.m.

1111 Andersen Drive, San Rafael, CA

Committee

Members Present: Thomas Gaffney
Doug Kelly

Committee Members

Absent: None

Staff/Consultants

Present: Steve Moore, General Manager
Felicia Newhouse, Assistant General Manager
Victor Damiani, Finance Officer
Paul Bruemmer, Operations & Maintenance Manager

Public Present: Michael Boorstein

Item #1 – Call Meeting to Order

The meeting was called to order by Director Gaffney at 11:01 a.m.

Item #2 – Approval of Agenda

The Committee agreed to review item 5 next.

Item #5 – Review of January 21, 2026 Agenda Item 11e: Approve a Lateral Replacement Loan for 166 Wolfe Grade, Kentfield in the Amount of \$27,500, Exceeding the \$25,000 Loan Maximum

The Committee and staff discussed the lateral replacement loan requirements and the resident's needs.

Item #3 – Approval of December 15, 2025 Finance Committee Meeting Notes

The Committee approved the December 15, 2025, meeting minutes.

Item #4 – Review of January 21, 2026 Agenda Item 11b: Accept the Mid-Year Financial Reports

Finance Director Damiani reviewed the mid-year financials highlighting the total revenues and expenses. He reviewed the capital project and personnel budgets to date.

The Committee and staff discussed the timing of sewer service charge payments and possible remedies.

The Committee and staff reviewed the check register.

Adjourn: The Committee adjourned the meeting at 11:38 p.m.