

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

Wednesday, January 21, 2026
5:00 PM

1111 Andersen Dr., San Rafael CA 94901

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

Directors Absent: None

Staff/Consultants
Present: Steve Moore, General Manager
Felicia Newhouse, Assistant General Manager
Austin Cho, District Counsel
Paul Bruemmer, Operations and Maintenance Manager
Michael Colantuono, Special Counsel

Public Present: Dan Martino
Stephen Keese

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 5:00 p.m. The clerk called roll. The meeting attendees recited the Pledge of Allegiance.

Item #2 – Adjourn to Closed Session

The Board adjourned to Closed Session at 5:01 p.m.

Item #3 – Closed Session

- a) Conference with Legal Counsel Pursuant to Govt. Code Section 54956.9(d)(4) Anticipated Litigation: One Potential Case

Item #4 – Reconvene to Open Session

The Board reconvened to Open Session at 5:31 p.m.

Item #5 - Report on Action Taken by the Board During Closed Session, If Any, Pursuant to California Government Code Section 54957.1

The Board took no action to report.

Item #6 – Approval of Agenda

Motion: M/s Sylla/Gaffney to approve the agenda.

Vote: Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.

The motion passed.

The Board moved item 12 to be discussed next.

Item #12 – Proposed Management and Operation Services Agreement between San Rafael Sanitation District (SRSD) and Central Marin Sanitation Agency (CMSA)

Motion: M/s Sylla/Gaffney to direct the RVSD representatives to oppose this item, as proposed, should it come before the CMSA Commission in the February meeting.

Vote: Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.

The motion passed.

General Manager Moore introduced the item and provided a brief overview of the history of the proposed contract between SRSD and CMSA, including the various versions that have been presented over time.

The Board discussed the proposed contract and expressed several concerns including uncertainty due to ongoing revisions, the structure of the proposed governance model, the transparency of CMSA’s finances, CMSA’s limited experience operating a collection system, responsibility for unfunded liabilities, and overall trust in the leadership involved.

Board members recalled that RVSD representatives had recused themselves on a CMSA commission vote regarding RVSD’s rental of space on CMSA property, following a comment made by a SRSD representative.

The Board discussed an alternative proposal that the JPA member agencies consolidate under one organization headquartered at 1111 Andersen, and discussed inviting the Board members from the other organizations to join a conversation to develop this idea.

Public comment included a question about whether consolidation would have altered the outcome of the recent flooding in Marin County. Additional public comment expressed support for consolidation in concept but raised concerns about the contract currently under consideration.

General Manager Moore stated that consolidation of the three JPA member agencies could lead to increased operational efficiency.

Item #7 – Public Comment

There was no public comment.

Item #8 – Committee and Representative Report Out

Finance Committee

Director Gaffney reported that the Finance Committee reviewed the mid-year financial reports and that the District is in good financial position.

Central Marin Sanitation Agency (CMSA)

Director Boorstein reported that the Commission approved the lease for the Marin Airpporter and accepted the ACFR and PAFR reports. Director Gaffney reported that the General Manager contract was pulled off the consent calendar and described the amendments to the contract that were proposed. He relayed that the proposed amendments were not approved by the Commission.

CMSA Ad Hoc JPA Member Representatives to Consider the JPA’s Organization Development Future

Director Gaffney reported that the CMSA General Manager and Counsel were not in attendance. He recalled that the contract has been under consideration for over a year and revisions are constantly being made.

Item #9 - Verbal Report by General Manager

General Manager Moore announced that the District received an upgraded credit rating from Fitch, moving from AA to AA+. He also shared that the District was awarded the CSRMA Workers’ Compensation Excellence Award.

General Manager Moore reported on the recent King Tide event, recalling the District’s preparation efforts, including organizing staff to ensure a prompt response. He described the District’s actions during the event, highlighting the staff’s quick response to the spills and noting that all state reporting was completed on time. He also provided details regarding the spills that occurred on Riviera Circle.

He reported that the District has planned capital improvements for the areas affected by flooding, scheduled for Fiscal Years 2027 and 2028. He expressed his appreciation for the operations staff who worked through the King Tide event during the New Year’s Day holiday and weekend, and commended them for handling the situation effectively.

Item #10 – Verbal Report by Board Members and Requests for Future Items

Director Meigs inquired about when the Canyon Road Assessment District bond began. She expressed a wish to celebrate the bonds being paid off later this year with the Town of Fairfax or the Canyon Road residents. Assistant General Manager Newhouse agreed the public outreach would be a good idea and the District would work on that.

Director Kelly reported on his attendance at the CASA Conference.

Item #11 – Consent Calendar

Motion: M/s Gaffney/Boorstein to accept items in the Consent Calendar.

Vote: Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.

The motion passed.

The Board approved the Consent Calendar.

Item #13a – Monthly Operations and Maintenance Metrics Report – December 2025

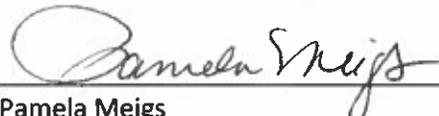
Operations and Maintenance Manager Bruemmer reported on the work that the operations teams completed throughout the month, including training the new employees on traffic control. General Manager Moore described the data model that the District designed and is utilizing artificial intelligence (AI) to help identify areas where spills are more probable.

Item #13b – NBS Annual Reports

General Manager Moore reminded the Board that this report comes out annually and can be a resource for questions the Board or public may have regarding sewer service charges, lateral loans and other rate-related programs. Assistant General Manager Newhouse reviewed the reports. She described the process of resolving delinquencies.

Adjourn: The Board adjourned at 6:51 p.m.

Submitted by: 
Christina Winnicki
Clerk of the Board


Pamela Meigs
Secretary of the Board