

**Minutes of a Regular Board Meeting  
at Sanitary District No. 5 of Marin County Meeting Room  
2001 Paradise Drive, Tiburon, CA 94920  
Thursday, September 20, 2018**

**5:00 P.M. REGULAR BOARD MEETING**

**5:00 P.M. SPECIAL BOARD MEETING**

**CALL TO ORDER** by President Carapiet at 5:02 P.M.

**ROLL CALL**

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|----------------------|--|
| Directors present:   | John Carapiet, President<br>Catharine Benediktsson, Secretary<br>Richard Snyder, Director<br>Michael Lasky, Director |
| Director's absent:   | Tod Moody, Vice President  |
| Staff present:       | Tony Rubio, District Manager<br>Robin Dohrmann, Office Manager   |
| Consultants present: | Benjamin Stock, Burke, Williams, Sorensen, LLP   |

**PUBLIC COMMENTS:** The public is invited to address the Board on items that do not appear on the agenda and that are within the subject matter jurisdiction of the Board. The Brown Act does not allow the Board to take action on any public comment. Please limit public comments to no more than three minutes.

There were no public comments at this time.

**DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS**

- Secretary Benediktsson suggested collecting other local Sanitary Districts' performance appraisals re General or District Manager positions for SD5's upcoming District Manager's review
- Secretary Benediktsson requested staff research FEMA's protocol re local Sanitary Districts' standing policy for natural disaster reimbursement

**CONSENT CALENDAR:**

1. Approval of August 23, 2018, Special Board Meeting Minutes (Dohrmann)
2. Review and Receive all Electronic Fund Transfers (EFT) and Approve Warrants for August 16<sup>th</sup> through September 13<sup>th</sup>, 2018; JP Morgan Chase Bank Check No. 6470 through Check No. 6514, all transactions totaling in the amount of \$782,560.55; and Review and Receive August 2018 Payroll, in the amount of \$95,150.63 (Dohrmann)
3. Receipt of Financial Reports for August, 2018 (Dohrmann)

Discussion by the Board. Motion (Snyder/Lasky) to approve Items No. 1 through No. 3 on the Consent Calendar. Passed (4-0-0-1).

**MANAGEMENT REPORTS:**

4. District Management Summary Report (Rubio)

District Manager, Tony Rubio, presented a written and verbal report on current District issues, responding to questions from the Board. Discussion by the Board.

**NEW BUSINESS:**

5. Approve SD5 Annual Declaration of Surplus Property: Main Plant Boiler – Action (Rubio)

Discussion by the Board. Motion (Benediktsson/Snyder) to approve SD5's Annual Declaration of Surplus Property: Main Plant Boiler. Passed (4-0-0-1).

6. Review & Approve Resolution No. 2018-11: A Resolution Authorizing Use of Approximately \$23,577.67 (Twenty Three Thousand Five Hundred Seventy Seven Dollars and Sixty Seven Cents), from Belvedere's Capital Reserve Fund for Payment of City of Belvedere's Acacia/Laurel Utility Undergrounding Assessment District – Action (Rubio)

Discussion by the Board. Motion (Snyder/Lasky) to Approve Resolution No. 2018-11: A Resolution Authorizing Use of Approximately \$23,577.67 (Twenty Three Thousand Five Hundred Seventy Seven Dollars and Sixty Seven Cents), from Belvedere's Capital Reserve Fund for Payment of City of Belvedere's Acacia/Laurel Utility Undergrounding Assessment District. Passed (3-1-0-1).

7. Consideration of Outside Sewer Service Agreement with San Francisco State University (SFSU) Romberg Center for Proposed Sewer Services Located at 3150 Paradise Drive, Tiburon CA 94920 (APN#058-100-69) – Action (Rubio)

Discussion by the Board. Motion (Snyder/Lasky) to approve outside sewer service agreement with San Francisco State University (SFSU) Romberg Center for proposed sewer services located at 3150 Paradise Drive, Tiburon CA 94920 (APN#058-100-69). Passed (4-0-0-1).

**UNFINISHED BUSINESS: None**

**COMMITTEE REPORTS:**

- 8. Capital Improvement Program Committee (Lasky/Moody) – None
- 9. Governance Committee (Snyder/Lasky) – None
- 10. Finance & Fiscal Oversight Committee (Benediktsson/Moody) – None
- 11. Personnel Committee (Moody/Snyder) – None

**OTHER BUSINESS:** None

**ENVIRONMENTAL:** None

**CORRESPONDENCE:** None

**INFORMATIONAL ITEMS:**

- 12. CalPERS Actuarial Valuation, as of June 30, 2017 – Classic Members
- 13. CalPERS Actuarial Valuation, as of June 30, 2017 – PEPRA Members

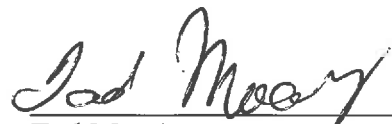
**ADJOURNMENT**

The Board adjourned at 5:32 p.m. to a Regular Board Meeting on October 18<sup>th</sup>, 2018, at 5:32 p.m. at the Main Plant of Sanitary District No. 5 of Marin County, located at 2001 Paradise Drive, Tiburon, California.

Approved:

Attest:

  
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John Carapiet  
President, Board of Directors

  
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Tod Moody  
Vice President, Board of Directors