

Richard Snyder, President
Catharine Benediktsson, Vice President
John Carapiet, Secretary

Michael Lasky, Director
Tod Moody, Director

**Minutes of a Regular Board Meeting
at Sanitary District No. 5 of Marin County Meeting Room
2001 Paradise Drive, Tiburon, CA 94920
Thursday, June 16, 2016**

5:00 P.M. REGULAR BOARD MEETING

CALL TO ORDER by President Snyder at 5:00 P.M.

ROLL CALL

Directors present: Richard Snyder, President
Catharine Benediktsson, Vice President (5:05 p.m.)
John Carapiet, Secretary
Michael Lasky, Director
Tod Moody, Director

Staff present: Tony Rubio, District Manager
Robin Dohrmann, Administrative / Finance Specialist

Consultants present: Benjamin Stock, District Counsel
Kathryn Harris, Perotti & Carrade CPA

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.

No public comments were made at this time.

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:

- Secretary Carapiet commented on the latest PG&E bill received, dissatisfied with the gross amount paid each month. Carapiet recommended an Ad Hoc Committee be created to research the reduction of electrical costs. DM Rubio recommended this be reviewed by the CIP Committee.
- Taking V.P. Benediktsson's request for monthly payroll information and Secretary Carapiet's request for SD5 CERBT/OPEB investment fund information be reported in the monthly Financial Reports, President Snyder provided direction to the Finance Committee to study what and how to report the additionally requested data.

CONSENT CALENDAR:

1. Approval of May 17th, 2016 Special Board Meeting Minutes (Dohrmann)
2. Approval of all Electronic Fund Transfers (EFT) and Warrants for May 13th through June 9th, 2016; JP Morgan Chase Bank Check No. 5108 through Check No. 5162, all transactions totaling in the amount of \$198,058.29 (Dohrmann)
3. Receipt of Financial Reports for May, 2016 (Dohrmann)

Discussion by the Board. Motion (Moody/Carapiet) to accept and approve Items No. 1 through No. 3 of the Consent Calendar. Passed (3-0-1-1).

Pres. Snyder moved to Item No. 5, as described on the agenda, to this time.

NEW BUSINESS:

5. PUBLIC HEARING: Fiscal Year 2016-2017 Final Budget
 - a. Public Comment
 - b. Consideration of Adoption of FY2016-2017 Final Budget by Resolution No. 2016-04: A Resolution Approving Fiscal Year 2016-2017 Final Budget and Fixing the District's Tax Allocation for the Fiscal Year 2016-2017 (Rubio/Dohrmann) – Action

Kat Harris was in attendance to answer any questions from the Board. Discussion by the Board. Motion (Moody/Carapiet) to adopt Resolution No. 2016-04: A Resolution Approving Fiscal Year 2016-2017 Final Budget and Fixing the District's Tax Allocation for the Fiscal Year 2016-2017. Passed unanimously (5-0-0-0).

6. Review and Adoption of SD5 Pay Scale for FY2016-2017 and Resolution No. 2016-05: Annual Cost of Living Increase (2.6%) for All Sanitary District No. 5 of Marin County Employees - Represented, Unrepresented, both Effective July 1, 2016 (Rubio) – Action

Discussion by the Board. Motion (Carapiet/Benediktsson) to adopt Resolution No. 2016-05: Annual Cost of Living Increase (2.6%) for All Sanitary District No. 5 of Marin County Employees - Represented, Unrepresented, both Effective July 1, 2016. Passed unanimously (5-0-0-0).

7. Consideration of Adoption of Resolution No. 2016-06: Determination of Appropriations Limit for Fiscal Year 2016-2017 (Dohrmann) – Action

Discussion by the Board. Motion (Carapiet/Benediktsson) to adopt Resolution No. 2016-06: Determination of Appropriations Limit for Fiscal Year 2016-2017. Passed unanimously (5-0-0-0).

Pres. Snyder moved to Item No. 4, as described on the agenda, to this time.

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.

Pres. Snyder moved to Item No. 8, as described on the agenda, to this time.

8. Review of SD5 Board Rules of Procedure Language re Director Compensation for Attendance at Committee Meetings (Rubio) – Action

Discussion by the Board, amending the Bylaws of the Rules of Procedure of the Sanitary District No. 5 of Marin County. Motion tabled for reexamination of Bylaws at the July Board Meeting.

9. Discussion re Assessment of Public and Private Illegal Sewer Connections via Storm Drains and Rain-Gutters (Carapiet)

Secretary Carapiet proposed an investigation of illegal sewer connections (both private and public) within SD5 jurisdiction, at an escalated level (i.e., via the Town of Tiburon and City of Belvedere). Discussion by the Board. DM Rubio clarified the District's standpoint, with the enactment of Ordinance No. 2014-02, and how it relates to private laterals. DM Rubio advised he would reach out to building inspectors, at the Town of Tiburon and the City of Belvedere, to communicate the vigilance needed on this matter.

10. Discussion of 2008 U.S. Geological Survey Report re Warning of High-Magnitude Earthquake Potential Damage and Long-Lasting Disorder along the San Andreas Fault (Benediktsson/ Snyder)

President Snyder and VP Benediktsson both inquired into SD5's Disaster Plan, should a large earthquake hit the Bay Area. DM Rubio advised the current plan involves bypassing any and all ruptured lines and advised that the SD5 Emergency Response Manual is updated each year, as required by our Annual Self-Monitoring Report submitted to the Regional Water Quality Control Board (RWQCB). VP Benediktsson inquired into SD5's current surplus of materials and supplies on-hand, in case of such emergency. President Snyder suggested DM Rubio research companies that can assess the needs of Sanitary District No. 5 of Marin County and provide emergency consulting services and plans for the District for review by the CIP Committee.

UNFINISHED BUSINESS:

11. Revisit Motion (Moody/Benediktsson, 3.17.16 Regular Board Meeting) Regarding CalPERS CERBT Investments for Sanitary District No. 5 of Marin County with CalPERS California Employers' Retiree Benefit Trust (CERBT) Investments (Moody)

Discussion by the Board. Direction provided to staff and motion (Benediktsson/Carapiet) to remain with Option No. 1, regarding CalPERS CERBT Investments for Sanitary District No. 5 of Marin County. Passed unanimously (5-0-0-0).

COMMITTEE REPORTS:

12. Capital Improvement Program Committee (Carapiet/Moody)
13. Governance Committee (Benediktsson/Snyder)
14. Finance & Fiscal Oversight Committee (Moody/Carapiet) – Action Item Log and verbal report provided
15. Personnel Committee (Benediktsson/Lasky)
16. Paradise Cove WWTP Reclaimed Water Ad Hoc Committee (Moody/Carapiet) – Committee members advised this Committee had served its purpose, is no longer active and is to be removed from the list of committee reports.
17. Tiburon Pump Station #4 Ad Hoc Committee (Carapiet/Benediktsson) – Verbal update provided regarding a letter received from R. Barbaria, on behalf of other neighboring SD5 customers living near Tiburon Pump Station #4, dated 6.15.16, pertaining to the Ad Hoc Committee Meeting held on May 12, 2016. Pres. Snyder directed TPS#4 Ad Hoc Committee to prepare a letter, with Benjamin Stock.

OTHER BUSINESS:

ENVIRONMENTAL:

18. SF Bay Area Regional Water Quality Control Board Review of 2015 Pollution Prevention Report

CORRESPONDENCE:

INFORMATIONAL ITEMS:

19. CalPERS GASBY 68 Valuation Report for Miscellaneous Risk Pool (Cost-Sharing Multiple Employer) Defined Benefit Pension Plan, Measurement Date of June 30, 2015

Kat Harris was in attendance to review the report and answer any questions from the Board. Discussion by the Board.

ADJOURNMENT

The Board adjourned at 6:05 p.m. to a Regular Board Meeting on July 21st, 2016, at 5:00 p.m. at the Main Plant of Sanitary District No. 5 of Marin County, located at 2001 Paradise Drive, Tiburon, California.

Approved:



Richard Snyder
President, Board of Directors

Attest:



John Carapiet
Secretary, Board of Directors