

**NOTICE AND AGENDA**  
**Regular Board Meeting**  
**at Sanitary District No. 5 of Marin County**  
**Thursday, November 16<sup>th</sup>, 2023**

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

Teleconference Location:  
Director Richard Snyder  
10 Pomander Walk  
Belvedere CA 94920

PURSUANT TO THE RALPH M. BROWN ACT, ALL VOTES SHALL BE BY ROLL CALL DUE TO DIRECTOR SNYDER TELECONFERENCE FROM 10 Pomander Walk Belvedere CA 94920

**ROLL CALL:**

**PUBLIC COMMENTS:** The public is invited to address the Board on items that do not appear on the agenda and 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.

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

**CONSENT CALENDAR:**

1. Approval of October 19<sup>th</sup>, 2023 Regular Board Meeting Minutes
2. Review and receive all electronic fund transfers (EFTs) and approve warrants from October 13<sup>th</sup>, 2023, through November 9<sup>th</sup>, 2023, (JP Morgan Chase Bank, check no. 10105 through check no. 10192, all transactions totaling \$312,516.52) and receive October 2023 payroll, in the sum of \$139,508.12 (Rubio)
3. Receipt of Financial Reports for October 2023 (Rubio)

**MANAGEMENT REPORTS:**

4. District Manager Summary Report (Rubio)

**NEW BUSINESS:**

5. Review of quotes for the replacement of 2 HVAC units for the Main Plant and provide District Manager authorization to proceed with the replacement of the 2 units that are out of service (Rubio) - Action
6. Review of quotes for the replacement of the Chevy Boom Truck and provide District Manager authorization to proceed with the order of the replacement truck (Rubio) – Action
7. Review and discussion of draft Investment Policy and possible consideration to bring back to next months meeting with a Resolution for adoption. (Rubio) Discussion and possible Action

**NEW BUSINESS CONTINUED:**

8. Review and accept HDR Final Technical Report regarding CIP and Occupancy Optimization Assessment. (Rubio)- Action

**UNFINISHED BUSINESS:**

**COMMITTEE REPORTS:**

7. Capital Improvement Program Committee (Carapiet/Arias-Montez)
8. Finance & Fiscal Oversight Committee (Arias-Montez/Snyder)
9. Governance Committee (Snyder/Benediktsson)
10. Personnel Committee (Snyder/Carapiet)
11. Ad Hoc Committee – Paradise Drive (Carapiet/Benediktsson)

**OTHER BUSINESS:**

**ENVIRONMENTAL:**

**CORRESPONDENCE:**

**INFORMATIONAL ITEMS:**

**CLOSED SESSION:**

12. Convene to Closed Session (The public may provide comments regarding the closed session item(s) just prior to the Board beginning the Closed Session. Closed sessions are not open to the public.)

- a) Closed Session pursuant to Section 54957(b) (1) – Employee Performance Evaluation  
Employee – District Manager

13. Report out of Closed Session

**RECONVENE TO OPEN SESSION:**

14. Review and approve amendment to District Manager’s Employment Contract and Consider award of a one-time payment to District Manager – Stock - (Action)

**ADJOURNMENT:**

The Board will be asked to adjourn the meeting to a Special Board Meeting on December 14, 2023, at 5:00 P.M. (The regular meeting of December 21, 2023 has been cancelled.)

*At its discretion, the Board of Directors may consider the above-agenda items out of the order in which they appear currently. Accessible public meetings: Upon request, the District will provide written agenda materials in appropriate alternate formats, or disability-related modification or accommodation, including auxiliary aids or services to enable individual with disabilities to participate in public meetings. Please submit written requests to the District at P.O. Box 227, Tiburon, CA 94920 or [rdohrmann@sani5.org](mailto:rdohrmann@sani5.org) at least two days prior to the meeting.*