

A G E N D A
Sanitary District No. 5 of Marin County
Tiburon/Belvedere Wastewater Financing Authority
Regular Board Meeting
at Sanitary District No. 5 of Marin County Meeting Room
2001 Paradise Drive, Tiburon, California
Tuesday, January 17, 2012, 7:00 p.m.

CONVENE AS THE SANITARY DISTRICT NO. 5 OF MARIN COUNTY BOARD OF DIRECTORS

CALL TO ORDER and ROLL CALL

PUBLIC OPEN TIME: 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 Board will not 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 December 13, 2011, Regular Board Meeting Minutes (Henriksen)
2. Approval of January 10, 2012, Special Board Meeting Minutes (Henriksen)
3. Approval of Warrants for December 2011 (Miller)
4. Receipt of Financial Reports for December 2011 (Miller)

MANAGEMENT REPORTS

5. Main Plant Rehabilitation Project Progress Report (Carollo Engineers)
6. Operations Report (Rubio)
 - a. Tiburon/Belvedere Compliance Report & Public Complaint Report November 2011
7. District Manager's Summary Report of December 2011 (Lynch)

RECESS AS THE SANITARY DISTRICT NO. 5 OF MARIN COUNTY BOARD OF DIRECTORS

CONVENE AS THE TIBURON/BELVEDERE WASTEWATER FINANCING AUTHORITY BOARD OF DIRECTORS

CALL TO ORDER and ROLL CALL

PUBLIC OPEN TIME: 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 Board will not take action on any public comment. Please limit public comments to no more than three minutes.

NEW BUSINESS

8. Consideration of Adoption of Resolution No. PFA 2012-01: Resolution of the Tiburon/Belvedere Wastewater Financing Authority Authorizing the Issuance of Wastewater Revenue Bonds in an Initial Aggregate Principal Amount Not to Exceed \$12,000,000 in Connection with Financing Certain Wastewater System Improvements, Authorizing and Directing Execution of an Indenture of Trust, an Installment Sale Agreement, and Certain Other Documents, Authorizing the Negotiation for the Sale of Bonds, Approving an Official Statement, and Authorizing Other Related Actions (Miller) – Action

ADJOURN AS THE TIBURON/BELVEDERE WASTEWATER FINANCING AUTHORITY BOARD OF DIRECTORS

RECONVENE AS THE SANITARY DISTRICT NO. 5 OF MARIN COUNTY BOARD OF DIRECTORS

NEW BUSINESS

9. Consideration of Adoption of Resolution No. 2012-01: Resolution of Sanitary District No. 5 of Marin County Approving, Authorizing, and Directing Execution of Certain Financing Documents and Directing Certain Related Actions in Connection with Financing Certain Improvements to the District's Wastewater System (Miller) – Action
10. Consideration of Authorization and Approval of Written Procedures for Main Plant Rehabilitation Project Progress Payments and Fund Transfers (Miller) – Action

11. Consideration of Adoption of Administrative Assistant Salary Step Range (Lynch) – Action
12. Consideration of Adoption of Classifications (Levels I and II) of Office/Finance Manager Position and Approval of Commensurate Salary Step Ranges for Levels I and II (proposed “Distinguishing Characteristics” for each level included herein to be integrated into job description if approved) (Lynch) – Action
13. Consideration of Authorization and Approval for District Staff to Secure Temporary Office Space during Main Plant Rehabilitation Project Construction (Lynch) – Action
14. Appointment of Committee Members (Benediktsson) – Action

UNFINISHED BUSINESS: None

COMMITTEE REPORTS

15. Capital Improvement Program Committee (Fedotoff/Teiser)
16. Governance Committee (Teiser/Benediktsson)
17. Main Plant Rehabilitation Oversight Committee (Teiser/Benediktsson)
18. Finance & Fiscal Oversight Committee (Benediktsson/Fedotoff)
19. Ad Hoc Search Committee (Benediktsson/Teiser)

OTHER BUSINESS: None

ENVIRONMENTAL: None

CORRESPONDENCE: None

INFORMATIONAL ITEMS: None

ADJOURN AS THE SANITARY DISTRICT NO. 5 OF MARIN COUNTY BOARD OF DIRECTORS

The Board will be asked to adjourn the meeting to a Regular Board Meeting on February 21, 2012, at 7:00 p.m. at the Sanitary District No. 5 Meeting Room at 2001 Paradise Drive, Tiburon, California.

The Board of Directors may at its discretion consider agenda items out of the order in which they appear above.

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. Requests are to be submitted in writing to the District at P.O. Box 227, Tiburon, CA 94920 or smiller@sani5.org at least two days prior to the meeting.