

**Sanitary District No. 5 of Marin County
Minutes of a Regular Board Meeting
at Tiburon Fire Protection District Meeting Room
1679 Tiburon Blvd., Tiburon, California
Tuesday, December 17, 2013**

REGULAR BOARD MEETING

CALL TO ORDER: by Pres. Benediktsson at 6:31 p.m.

ROLL CALL:

Directors present:	Catharine Benediktsson, President Roy Fedotoff, Secretary John Carapiet, Director Michael Lasky, Director (6:35pm)
Directors absent:	Richard Snyder, Vice President
Staff present:	Samantha Miller, District Manager Robert Simmons, Engineering Manager Tony Rubio, Wastewater Facilities Manager Robin Dohrmann, Administrative & Finance Specialist
Consultants present:	David Kahn, Renne, Sloan, Holtzman, Sakai, LLP Doug Wing, Carollo Engineers
Others present:	Deirdre McCrohan, The Ark Newspaper Qi Huang, 2088 Paradise Drive, Tiburon Yujie Ma, 2088 Paradise Drive, Tiburon Fani Hansen, AIA for 2088 Paradise Drive, Tiburon

PUBLIC COMMENTS: Yu Jie Ma, of 2088 Paradise Drive, introduced herself and said she would hold her comments until Agenda Item #13, Discussion and Possible Action Regarding Tiburon Pump Station #4.

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS

Agenda Requests:

- Status Report on SASM Agreement (Pres. Benediktsson)
- Status Report on CalPERS Audit (Dir. Fedotoff)

- Options and procedure for updating connection fees (Pres. Benediktsson)

CONSENT CALENDAR

1. Approval of November 19, 2013, Regular Board Meeting Minutes (Dohrmann)
2. Approval of December 4, 2013, Special Board Meeting Minutes (Dohrmann)
3. Approval of all Warrants for November, 2013, Check #6606 through Check #6665, in the amount of \$606,266.36, and Main Plant Rehabilitation Project Warrants for December, 1-15, 2013, Check #6709 through Check #6712, and Check #6714, #6715 and #6717, in the amount of \$472,514.10. (Dohrmann)
4. Receipt of Financial Reports for November, 2013 (Dohrmann)
5. Approval of Change Order No. 33 (PCO #104 – Office Deletion), in the amount of (\$69,457.00), and No. 38 (PCO #116 – Painting Allowance Close Out), in the amount of (\$108,782.00), for Main Plant Rehabilitation Project (Simmons)

Motion (Lasky/Carapiet) to approve Consent Calendar Items 1 through 5, with the word “Approval” changed to “Receipt” for Item #3, per Pres. Benediktsson. Passed unanimously, all present; 1 absent (Snyder).

DISTRICT COUNSEL REPORT

6. District Counsel Report (Kahn)

District Counsel, David Kahn, presented a verbal report and responded to questions from the Board. Discussion by the Board.

MANAGEMENT REPORTS

7. Main Plant Rehabilitation Project Progress Report (Carollo)

Doug Wing, Carollo Engineers, provided a written, verbal and visual presentation on the MPR Project progress and responded to questions from the Board. Discussion by the Board.

8. District Management Summary Report and Operations/Maintenance Report (Miller/Rubio/Simmons)

Mgr. Miller presented a written and verbal report, responding to questions from the Board. Mgr. Rubio presented a written report and answered questions from the Board. Discussion by the Board.

NEW BUSINESS

9. Consideration and Discussion of Office Project Cost Reduction Options (Carollo)

Discussion by the Board.

10. Consideration of Authorizing and Approving 2 Year Conference Room Cost Reimbursement for the Tiburon Fire Protection District Conference Room, Not To Exceed \$2,500 (Benediktsson) – Action

Discussion by the Board. Motion (Lasky/Fedotoff) to approve 2-year Conference Room cost reimbursement for the Tiburon Fire Protection District Conference Room, in the amount of \$2,500. Passed unanimously, all present; 1 absent (Snyder).

11. Presentation and Discussion of PG&E Options for Rolling Outage Exemptions/Classifications (Kahn)

Discussion by the Board. Consensus by the Board to direct General Counsel Kahn to refrain from further pursuit of classification change with PG&E, for the sake of cost-efficiency. SD5 will remain an Essential, Non-Exempt customer with PG&E.

12. Status Report on Resolution of Active Dispute of Several Changed Condition Claims for Mar East Pump Stations 1, 2, 3 & 4, Power Feed Improvement Project, and Consideration of Authorizing and Approving Payment to W.R. Forde for Progress Billing No. 2, for the Above-Referenced Project (Simmons) – Possible Action

Discussion by the Board. Consensus by the Board to direct Mgr. Simmons to continue working with General Counsel Kahn, Nute Engineering, and the CIP Committee to resolve this matter.

13. Discussion and Possible Action Regarding Tiburon Pump Station #4 (Benediktsson/Carapiet)

John Carapiet presented verbal explanation of findings by the Ad Hoc Committee for Tiburon Pump Station #4. Yu Jie Ma, of 2088 Paradise Drive, addressed the Board affirming her good-standing within the community and desire to support SD5 in renovating Pump Station #4. Fani Hansen, of Danadjieva Hansen Architects, representing 2088 Paradise Drive, provided a verbal and visual presentation on the condition of Pump Station #4. Discussion by the Board. Consensus by the Board to direct General Counsel Kahn and staff to further research the deed at Pump Station #4, and for the 2088 Paradise Drive homeowner and representative to work with Mgr. Simmons with regard to their findings.

UNFINISHED BUSINESS: None

COMMITTEE REPORTS

- 14. Capital Improvement Program Committee (Fedotoff/Lasky) – Action Log provided
- 15. Governance Committee (Benediktsson/Snyder) – None
- 16. Main Plant Rehabilitation Oversight Committee (Fedotoff/Lasky) – Action Log provided
- 17. Finance & Fiscal Oversight Committee (Benediktsson/Snyder) – Action Log provided
- 18. Communication Committee (Lasky/Snyder) – None
- 19. Personnel Committee (Snyder/Lasky) – None
- 20. Ad Hoc Point Tiburon Committee (Benediktsson/Snyder) – None

21. Ad Hoc Tiburon Pump Station #4 Committee (Benediktsson/Carapiet) – None

OTHER BUSINESS: None

ENVIRONMENTAL: None

CORRESPONDENCE: None

INFORMATIONAL ITEMS:

22. Sanitary District No.5 of Marin County Main Plant Rehabilitation Project Notice of Substantial Completion, dated December 4, 2013.

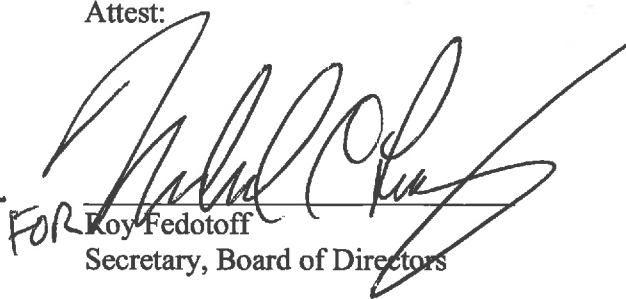
ADJOURNMENT

The Board adjourned at 8:45 p.m., to a Special & Regular Board Meeting on January, 21, 2014, at 6:30 p.m. at the Tiburon Fire Protection District Meeting Room at 1679 Tiburon Blvd., Tiburon, California.

Approved:

Attest:


Catharine Benediktsson
President, Board of Directors


FOR Roy Fedotoff
Secretary, Board of Directors

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 rdohrmann@sani5.org at least two days prior to the meeting.*