

**NOTICE AND AGENDA  
Regular Board Meeting  
at Sanitary District No. 5 of Marin County Meeting Room  
2001 Paradise Drive, Tiburon, CA 94920  
Thursday, October 20, 2016**

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

**CALL TO ORDER**

**ROLL CALL**

**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.

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

**CONSENT CALENDAR:**

1. Approval of September 15<sup>th</sup>, 2016, Regular Board Meeting Minutes (Dohrmann)
2. Approval of all Electronic Fund Transfers (EFT) and Warrants for September 14<sup>th</sup> through, October 13<sup>th</sup>, 2016; JP Morgan Chase Bank Check No. 5325 through Check No. 5375, all transactions totaling in the amount of \$199,089.15, and; September 2016 Payroll in the amount of \$85,203.86 (Dohrmann)
3. Receipt of Financial Reports for September, 2016 (Dohrmann)
4. Approval of New Office Manager Job Description and Updating the Title at Corresponding Publicly Available Sanitary District No. 5 of Marin County Organization Chart and Pay Scale (Rubio)

**MANAGEMENT REPORTS:**

5. District Management Summary Report (Rubio)

**NEW BUSINESS:**

6. Discussion re New SD5 Reserve Policy Draft (Moody)

7. Review and Approval of Resolution No. 2016-09: A Resolution Adopting a New Records Retention Policy for Sanitary District No. 5 of Marin County – Action (Rubio)
8. Review and Approval of Resolution No. 2016-10: A Resolution Adopting an Amended Conflict of Interest Code for Sanitary District No. 5 of Marin County – Action (Rubio)
9. Discussion of Options for Future On-Site Record Storage at SD5 Main Plant (Rubio)
10. Consideration of New Ad Hoc Committee for M.O.U. Negotiations (Snyder)

**UNFINISHED BUSINESS:**

**COMMITTEE REPORTS:**

11. Capital Improvement Program Committee (Carapiet/Moody)
12. Governance Committee (Benediktsson/Snyder)
13. Finance & Fiscal Oversight Committee (Moody/Carapiet)
14. Personnel Committee (Benediktsson/Lasky)
15. Tiburon Pump Station #4 Ad Hoc Committee (Carapiet/Benediktsson)

**OTHER BUSINESS:**

**ENVIRONMENTAL:**

**CORRESPONDENCE:**

**INFORMATIONAL ITEMS:**

16. CalPERS (Classic Member) Miscellaneous Plan of the Sanitary District No. 5 of Marin County Annual Valuation Report, as of June 30, 2015
17. CalPERS PEPRA Miscellaneous Plan of the Sanitary District No. 5 of Marin County Annual Valuation Report, as of June 30, 2015

**CONVENE TO CLOSED SESSION:**

- 1) Conference with Labor Negotiators – Government Code §54957.6
  - i.) Agency Designated Representative: Tony Rubio, General Manager, Benjamin Stock, General Counsel  
Employee Organization: Employees of Sanitary District No.5 of Marin County

## REPORT OUT OF CLOSED SESSION

### **ADJOURNMENT**

The Board will be asked to adjourn the meeting to a Regular Board Meeting on November 17th, 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.

*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.*