

**NOTICE AND AGENDA  
Regular Board Meeting  
Sanitary District No. 5 of Marin County  
Thursday, June 18, 2020**

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

**CORONAVIRUS (COVID-19) ADVISORY NOTICE**

On March 16, 2020, the Marin County Public Health Officer issued a legal order directing residents to shelter at home for three weeks beginning March 17, and that order was superseded on March 31, 2020, by an updated order that further directed residents to shelter at home until May 3, 2020, superseded by another updated order that directs residents to shelter at home until May 31, 2020.

**The newly issued order continues to limit activity, travel and business functions to only the most essential needs. Additional information is available at <https://coronavirus.marinhhs.org>**

Consistent with Executive Orders No. N-25-20 and No. N-29-20 from the Executive Department of the State of California, the Meeting will not be physically open to the public and all Board Members and Staff will be teleconferencing into the meeting.

**How to Submit Public Comments:**

Comments submitted prior to the commencement of the meeting will be presented to the Board and included in the public record for the meeting.

**Public Comments are to be submitted via email to [rdohrmann@sani5.org](mailto:rdohrmann@sani5.org).**

In addition, members of the public who are calling in, will have the opportunity to provide public comments by following the steps below:

**How to Participate in the Meeting:**

**Call in number: (425) 436-6355    Participant Code: 707489**

**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 May 21, 2020 Regular Board Meeting Minutes (Dohrmann)
2. Review and Receive all Electronic Fund Transfers (EFT) and Approve Warrants for May 15, 2020 through June 11, 2020; JP Morgan Chase Bank Check No. 7565 through Check No. 7611, all transactions totaling in the amount of \$166,473.20; and Review and Receive May 2020 Payroll, in the amount of \$112,187.75 (Dohrmann)
3. Receipt of Financial Reports for May 2020 (Dohrmann)

**MANAGEMENT REPORTS:**

4. District Management Summary Report (Rubio)

**NEW BUSINESS:**

5. PUBLIC HEARING: Fiscal Year 2020-2021 Final Budget
  - a. Public Comment
  - b. Consideration of adoption of Resolution No. 2020-06: A Resolution Approving and Adopting Fiscal Year 2020-2021 Final Budget and Fixing the District's Tax Allocation for Fiscal Year 2020-2021 (Rubio/Dohrmann) – Action
6. Consideration of adoption of Resolution No. 2020-07: A Resolution Approving and Adopting Fiscal Year 2020-2021 Financial Reserve/Fund Policies for the Belvedere and Tiburon/Paradise Cove Zones (Rubio) – Action
7. Review and approval of new Job Descriptions consistent with the District's Management Succession Plan (Rubio) – Action
8. Review and approval of amendment to Employees' Memorandum of Understanding (MOU) updating section 7.4 of the MOU (Titles and Step Ranges) to indicate new positions of Wastewater Treatment Plant (WWTP) Operations Supervisor, WWTP Maintenance Supervisor, and WWTP Permits Administrative Technician Position (Rubio) – Action
9. Review and Approval of SD5 Organization Chart and Publicly Available Pay Scale for Fiscal Year 2020-2021 and Resolution No. 2020-08: A Resolution of the Board of Directors of Sanitary District No. 5 of Marin County Adopting the Annual Cost of Living Increase (3.3%) for All Sanitary District No. 5 of Marin County Employees – Represented and Unrepresented, both Effective July 1, 2020 (Rubio) – Action
10. Review and approval of annual updates to the District's Strategic Plan. (Rubio) – Action
11. Review and discuss Collection System Master Plan proposals (Rubio) – Action

**UNFINISHED BUSINESS:**

12. Review, discuss and provide direction to staff for possible future action regarding *Reuters Science News article*, How Sewer Science Could Ease Testing Pressure and Track COVID-19, Kate Kelland - <https://www.reuters.com/article/us-health-coronavirus-sewage/how-sewer-science-could-ease-testing-pressure-and-track-covid-19-idUSKBN22Q2I8> (Rubio) – Action

**COMMITTEE REPORTS:**

12. Capital Improvement Program Committee (Carapiet/Moody)
14. Finance & Fiscal Oversight Committee (Carapiet/Snyder)
15. Governance Committee (Snyder/Moody)
16. Personnel Committee (Moody/Lasky)

**OTHER BUSINESS:**

**ENVIRONMENTAL:**

**CORRESPONDENCE:**

**INFORMATIONAL ITEMS:**

17. *CSDA Article*, Garamendi Introduces “Special Districts Provide Essential Services Act” for Districts’ Access to Federal COVID-19 Relief,” Vanessa Gonzales: <https://www.csda.net/blogs/vanessa-gonzales/2020/06/08/garamendi-introduces-special-districts-provide-ess>

**ADJOURNMENT TO CLOSED SESSION:**

**CLOSED SESSION:**

18. Conference with Legal Counsel– Anticipated Litigation  
i. Initiation of litigation pursuant to Government Code section 54956.9(d)(4): (75 potential cases)

19. Report out of Closed Session

**ADJOURNMENT**

The Board will be asked to adjourn the meeting to a Regular Board Meeting on July 16, 2020, at 5:00 p.m.

*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. Please submit written requests to the District at P.O. Box 227, Tiburon, CA 94920 or rdohrmann@sani5.org at least two days prior to the meeting.*