

**Minutes of a Regular Board Meeting
at Sanitary District No. 5 of Marin County Meeting Room
2001 Paradise Drive, Tiburon, CA 94920
Thursday, January 21, 2016**

5:00 P.M. REGULAR BOARD MEETING

CALL TO ORDER by President Lasky at 5:00 P.M.

ROLL CALL

Directors present: Michael Lasky, President
Richard Snyder, Vice President
John Carapiet, Secretary
Catharine Benediktsson, Director
Tod Moody, Director

Staff present: Tony Rubio, District Manager
Robin Dohrmann, Administrative / Finance Specialist

Consultants present: Benjamin Stock, Burke, Williams, Sorensen, LLP

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.

No public comments were made at this time.

1. Administering of Oaths of Office to Remaining Incumbent Board Members

President Lasky administered Oath of Office to incumbent Board Member Richard Snyder.

Pres. Lasky moved to Director's Comments, as described on the agenda, at this time.

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:

- President Lasky advised the Board he would oversee the in-house elections and appointments at the end of the evening's Board Meeting
- Secretary Carapiet requested a Governance Committee agenda item: Point of sale issues relating to shared laterals and enforcement of mandatory fees and repairs.
- As his tenure as Board President concluded, Director Lasky presented a poem to bid adieu and express his appreciation to the SD5 Board of Directors for a successful term in 2015

CONSENT CALENDAR:

4. Approval of December 17, 2015, Regular Board Meeting Minutes (Dohrmann)
5. Approval of all Electronic Fund Transfers (EFT) and Warrants for December 11th, 2015, through January 14th, 2016; Check No. 8191 through Check No. 8251, in the amount of \$226,181.02 (Dohrmann)
6. Receipt of Financial Reports for December, 2015 (Dohrmann)

Discussion by the Board. Motion (Snyder/Carapiet) to approve Consent Calendar Items No. 4 through No. 6. Passed unanimously, all present.

Pres. Lasky moved to Item No. 10, as described on the agenda, to this time.

NEW BUSINESS:

10. Review, Discussion and Acceptance of SD5 Financial Audit for Fiscal Year 2014-2015 (K. Harris, Perotti & Carrade)

Katharine Harris, of Perotti & Carrade CPAs, reviewed the final Discussion Copy of the SD5 FY2014-2015 Audit, including the Independent Auditor's Report, Management Discussion & Analysis Report, all financial statements, the ethical standards and goals used to conduct this year's SD5 Audit, answering any questions or concerns from the Board. Discussion by the Board. Motion (Carapiet/Snyder) to accept the FY 2014-2015 Sanitary District No. 5 of Marin County Audit. Passed unanimously, all present.

Pres. Lasky moved to Item No. 15, as described on the agenda, to this time.

INFORMATIONAL ITEMS:

15. Perotti & Carrade Auxiliary Statements: Internal Control Over Financial Reporting, Professional Auditing Standards Requirements for the Scope and Timing of Sanitary District No. 5 of Marin County's FY2014-2015 Audit, Schedule of Uncorrected Misstatements

Katharine Harris, of Perotti & Carrade CPAs, reviewed the Auxiliary Statements, providing insight into the purpose of providing this information to SD5 separately but simultaneously with the FY2014-2015 Audit, while answering questions from the Board. Discussion by the Board.

16. CalPERS Annual Valuation Reports as of June 30, 2014, for Classic and PEPRAs Members

Katharine Harris, of Perotti & Carrade CPAs, reviewed the CalPERS Annual Valuation Reports as of June 30, 2014, for Classic and PEPRAs Members, answering questions from the Board. Discussion by the Board.

Pres. Lasky moved to Management Reports, as described on the agenda, to this time.

MANAGEMENT REPORTS:

7. District Management Summary Report (Rubio)

District Manager, Tony Rubio, presented a written and verbal report on current District issues, responding to questions from the Board. Discussion by the Board.

NEW BUSINESS:

8. Review and Adoption of (SDRMA Revised) Resolution No. 2016-01: A Resolution Approving the Form and Authorizing the Execution of a Memorandum of Understanding and Authorizing the Participation in the Special District Risk Management Authority's Health Benefits Program (Rubio) – Action

Discussion by the Board. Motion (Benediktsson/Carapiet) to approve Resolution No. 2016-01: A Resolution Approving the Form and Authorizing the Execution of a Memorandum of Understanding and Authorizing the Participation in the Special District Risk Management Authority's Health Benefits Program. Passed unanimously, all present.

9. Approval and Adoption of Resolution No. 2016-02: A Resolution Authorizing District Manager and SD5 Finance Committee to Open, Manage and Receive Information Regarding JP Morgan Chase Bank for Transfer, Payroll and General Business Checking Accounts (Dohrmann) – Action

Discussion by the Board. Motion (Benediktsson/Carapiet) to approve Resolution No. 2016-02: A Resolution Authorizing the District Manager, Board President or Secretary, and SD5 Finance Committee Members to Open, Manage and Receive Information Regarding JP Morgan Chase Platinum Checking Accounts for General Banking, Payroll and Transfer Accounts. Passed unanimously, all present.

UNFINISHED BUSINESS: None.

COMMITTEE REPORTS:

- 11. Capital Improvement Program Committee (Lasky/Carapiet) - Action Item Log provided
- 12. Governance Committee (Snyder/Benediktsson)
- 13. Finance & Fiscal Oversight Committee (Benediktsson/Moody) - Action Item Log provided
- 14. Personnel Committee (Carapiet/Snyder)

OTHER BUSINESS:

ENVIRONMENTAL: None.

CORRESPONDENCE: None.

Pres. Lasky moved to Item No. 2, as described on the agenda, to this time.

2. Elections for Officers of the Board – Action

Discussion by the Board. Motion (Benediktsson/Carapiet) to nominate Director Richard Snyder as President of the Board of Directors of Sanitary District No. 5 of Marin County for the 2016 term. Passed unanimously, all present.

Discussion by the Board. Motion (Snyder/Lasky) to nominate Catharine Benediktsson as the Vice President of the Board of Directors of Sanitary District No. 5 of Marin County for the 2016 term. Passed unanimously, all present.

Discussion by the Board. Motion (Snyder/Lasky) to elect John Carapiet as the incumbent Secretary of the Board of Directors of Sanitary District No. 5 of Marin County for the 2016 term. Passed unanimously, all present.

3. Appointment of Committee Members – Action

Discussion by the Board. New President elect, Richard Snyder, recommended the following appointments for the 2016 term of Sanitary District No. 5 of Marin County Committees:

Finance & Fiscal Oversight Committee: Chair: Director Tod Moody
Member: Secretary John Carapiet
Alternate: Director Michael Lasky

Capital Improvement Program Committee: Chair: Secretary John Carapiet
Member: Director Tod Moody
Alternate: Director Michael Lasky

Governance Committee: Chair: Vice President Catharine Benediktsson
Member: President Richard Snyder
Alternate: Secretary John Carapiet

Personnel Committee: Chair: Vice President Catharine Benediktsson
Member: Director Michael Lasky
Alternate: Director Tod Moody


Paradise Cove WWTP Water Reclamation Ad Hoc Committee: Chair: Director Tod Moody
Member: Secretary John Carapiet
Alternate: Director Michael Lasky

ADJOURNMENT

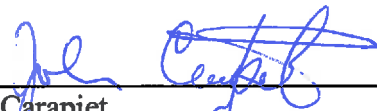
The Board adjourned at 6:22 p.m. to a Regular Board Meeting on February 18th, 2016, at 5:00 p.m. at the Main Plant of Sanitary District No. 5 of Marin County, located at 2001 Paradise Drive, Tiburon, California.

Approved:

Attest:



Richard Snyder
President, Board of Directors



John Carapiet
Secretary, Board of Directors