

**Minutes of a Regular Board Meeting
at Sanitary District No. 5 of Marin County Meeting Room
2001 Paradise Drive, Tiburon, CA 94920
Thursday, February 15, 2018**

5:00 P.M. REGULAR BOARD MEETING

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

ROLL CALL

Directors present:	John Carapiet, President Tod Moody, Vice President Catharine Benediktsson, Secretary Michael Lasky, Director Richard Snyder, Director
Staff present:	Tony Rubio, District Manager Robin Dohrmann, Office Manager
Consultants present:	Benjamin Stock, Burke, Williams, Sorensen, LLP
Others present:	Omar Arias, Tiburon Resident

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.

There were no public comments at this time.

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS

- President Carapiet requested a Tiburon Pump Station #4 Ad Hoc meeting be set up as soon as possible (2 PM, February 16, 2018)

CONSENT CALENDAR:

1. Approval of January 18, 2018, Regular Board Meeting Minutes (Dohrmann)
2. Review and Receive all Electronic Fund Transfers (EFT) and Approve Warrants for January 12th, 2018 through February 8th, 2018; JP Morgan Chase Bank Check No. 6120 through Check No. 6166, all transactions totaling in the amount of \$240,549.53; and Review and Receive January 2018 Payroll in the amount of \$118,887.26 (Dohrmann)
3. Receipt of Financial Reports for January, 2018 (Dohrmann)

4. Approve SD5 Staff Request to Implement a CalPERS 457 Self-Managed Account Option (Rubio)
5. Approve Declaration of Surplus Property (Rubio)

Discussion by the Board. President Carapiet asked to pull Item No. 4 from the Consent Calendar for discussion. Motion (Snyder/Benediktsson) to approve Items No. 1, 2, 3 & 5 on the Consent Calendar. Passed unanimously.

MANAGEMENT REPORTS:

6. 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.

President Carapiet moved to Item No. 4 on the Consent Calendar, as described on the agenda, to this time.

Discussion by the Board re Consent Calendar Item No. 4. Motion (Snyder/Lasky) to approve Items No. 4 on the Consent Calendar. Passed unanimously.

President Carapiet moved to New Business, Item No. 7, as described on the agenda, to this time.

NEW BUSINESS:

7. Review and Approve Resolution No. 2018-01: A Resolution Authorizing Investments of Monies in the Local Agency Investment Fund (Dohrmann) – Action

Discussion by the Board. Motion (Snyder/Benediktsson) to approve Resolution No. 2018-01: A Resolution Authorizing Investments of Monies in the Local Agency Investment Fund

8. Review and Approval of Final Retention Payment to TEAM Ghilotti, Inc., Including Change Order #1, Change Order #2, Change Order #3, in the Amount of \$39, 261.72 (Thirty Nine Thousand, Two Hundred Sixty One Dollars and Seventy Two Cents) for the Mar West Pump Station #5 Improvement Project, Phase II (Rubio) – Action

Discussion by the Board. Motion (Benediktsson/Snyder) to approve final retention payment to TEAM Ghilotti, Inc., including Change Order #1, Change Order #2, Change Order #3, in the amount of \$39, 261.72 (Thirty Nine Thousand, Two Hundred Sixty One Dollars and Seventy Two Cents) for the Mar West Pump Station #5 Improvement Project, Phase II

9. Review and Approval of Resolution No. 2018-02: A Resolution Accepting Completion and Directing District Manager to File Notice of Completion for the Mar West Pump Station #5 Improvement Project, Phase II (Rubio) – Action

Discussion by the Board. Motion (Snyder/Benediktsson) to approve Resolution No. 2018-02: A Resolution Accepting Completion and Directing District Manager to File Notice of Completion for the Mar West Pump Station #5 Improvement Project, Phase II

10. Review Draft of Sanitary District No. 5 of Marin County's Strategic Plan and Schedule Special Board Meeting Workshop for In-Depth Discussion of Implementation (Rubio)

Discussion by the Board. A Special Board Meeting Workshop, open to the public, will be held at SD5's Main Plant, in the Board Meeting Room, at 12:00 pm., on March 13th, 2018, for in-depth discussion of the implementation of Sanitary District No. 5 of Marin County's draft Strategic Plan

11. Consideration of Authorization for District Manager to Issue Notice to Proceed Letter to Nute Engineers for Advertising Invitation to Bid re FY2017-2018 Sewer Rehabilitation Project for Tiburon & Belvedere (Rubio) – Action

Discussion by the Board. Motion (Snyder/Benediktsson) to authorize District Manager to issue a Notice to Proceed letter to Nute Engineers for advertising an Invitation to Bid re FY2017-2018 Sewer Rehabilitation Project for Tiburon & Belvedere

UNFINISHED BUSINESS: None

COMMITTEE REPORTS:

12. Capital Improvement Program Committee (Lasky/Moody) – Action Item Log & verbal report

13. Governance Committee (Snyder/Lasky) – Verbal report

14. Finance & Fiscal Oversight Committee (Benediktsson/Moody) – Action Item Log & verbal report

15. Personnel Committee (Moody/Snyder) – Verbal report

16. Tiburon Pump Station #4 Ad Hoc Committee (Carapiet/Snyder)

OTHER BUSINESS: None

ENVIRONMENTAL: None

CORRESPONDENCE: None

INFORMATIONAL ITEMS:

17. Finalized 2017 Financial Transaction Reports Submitted to CA State Controller's Office on January 25, 2018, on Behalf of Sanitary District No. 5 of Marin County and Tiburon-Belvedere Wastewater Financing Authority, by Perotti & Carrade

18. CalPERS GASB 68 Accounting Valuation Report, for Cost-Sharing, Multiple-Employer, Defined Benefit Plan, Measurement Date of June 30th, 2017


19. CalPERS GASB 68 Public Agency Cost-Sharing, Multiple-Employer, Defined Benefit Plan, Schedules of Employer Allocations and Collective Pension Amounts, for Miscellaneous and Safety Risk Pools, as of Fiscal Year Ended June 30, 2017

ADJOURNMENT

The Board adjourned at 5:54 p.m. to a Regular Board Meeting on March 15th, 2018, 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:



John Carapiet
President, Board of Directors



Catharine Benediktsson
Secretary, Board of Directors