

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
RICHARDSON BAY SANITARY DISTRICT

April 18, 2017

The Richardson Bay Sanitary District Board of Directors met in Regular session on Tuesday, April 18, 2017. The place of meeting was the Richardson Bay Sanitary District office at 500 Tiburon Boulevard, Tiburon, California.

The meeting was called to order by President Slavitz at 4:00 p.m.

1. CALL TO ORDER AND ROLL CALL

Board Members present: Jeff Slavitz, Frank Trusheim, Sue Benvenuti, David Eklund, Ron Kosciusko

Board Members absent: None

District Staff present: Johnny Tucker, District Manager
Paula Pfeffer, Recording Secretary

District Staff absent: None

Guests present: None

2. APPROVAL OF AGENDA ORDER

The motion to accept the agenda order M/S Trusheim, Eklund passed unanimously.

3. ORAL COMMUNICATIONS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

No other members of the public were present.

4. PRELIMINARY DRAFT BUDGET FISCAL YEAR 2017-2018

After thoroughly reviewing the preliminary draft budget the Board voted to approve the proposed budget with two corrections to the Capital Improvement Budget; TG Facility Roof Rehab for 17-18 \$30,000 should be combined with 18-19 total of \$25,000 to equal \$55,000 for 17-18; move Catastrophic Relief Reserve to the bottom of the CIP list; M/S Trusheim, Eklund, the motion passed by 4 to 1, Ayes: Trusheim, Eklund, Benvenuti and Slavitz, Noes: Kosciusko.

5. CONSENT CALENDAR

The Consent Calendar was approved, M/S Kosciusko, Eklund the motion passed unanimously.

6. OLD BUSINESS

a. Policy Manual Review

The Board reviewed and discussed part four “Financial Management” of the revised policy manual. Further discussion is needed and the item was tabled until the May meeting.

Director Kosciusko disturbed part one “Governance” of the revised policy manual for the Board to review and go over at the next monthly meeting in May.

b. Website Review

At the March 21, 2017 meeting Manager Tucker was instructed to contact Sean Mooney from the City of Mill Valley to obtain information on who created the SASM website. Mr. Mooney told him Granicus was the company that created the website. Mr. Mooney gave the company a poor review. Mr. Mooney gave a few other names of web design companies that could be looked into. Manager Tucker is waiting for Board direction before moving forward.

Director Kosciusko has been in contact with his associates regarding changing the website from DreamWeaver to Wordpress but does not have someone interested at this time.

President Slavitz suggested that the Board review what the Grand Jury requirements are for the website to receive a Grade “B” report card at the next meeting and move forward from there.

c. Job Descriptions

No discussion.

7. FINANCIAL MATTERS

The financial matters were accepted, M/S Eklund, Benvenuti the motion passed unanimously.

8. SASM REPORT

Director Trusheim reported on the March 16, 2017, SASM meeting.

9. MANAGER’S REPORT

A. District Collection System Operations

1. Pump Stations

a) All District Pump Stations are operating smoothly.

- 2. Line Maintenance
 - a) There are no SSO's to report this period.

B. General District Operations

- 1. IDT Inc. from San Rafael has installed the District's new telephone system per the capital improvement plan.
- 2. All other District Operations are running smoothly.

10. GRAND JURY REPORT: OVERCOMING BARRIES TO HOUSING

AFFORDABILITY

Manager Tucker reported that the Grand Jury is requesting a response to their recommendation #5; Each utility district should adopt waivers for hook-up fees for low-income housing projects and accessory dwelling units. Recommendation response is due by July 12, 2017.

Manager Tucker explained that waiving any fees may be in violation of Proposition 218. Manager Tucker further explained that the managers of the SASM JPA met on April 11, 2017 for their monthly meeting and this was one of the topics discussed. Tamalpais Community Service District will be contacting their District Counsel for an opinion and will report back at the next Managers Meeting in May 2017.

The Board tabled discussion until the May 16, 2017 regular scheduled meeting.

11. NEW BUSINESS/INFORMATIONAL ITEMS

Director Kosciusko requested information on the CSDA policy of public agencies using public funds for a luncheon for Directors and District Staff. Manager Tucker will check with CSDA, as well as check with staff to see if there is any interest in a lunch time gathering.

12. ADJOURNMENT

The motion to adjourn the meeting at 5:50 p.m. was approved unanimously, M/S Trusheim, Eklund.

Reviewed by _____

APPROVED _____
President

Secretary