

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

March 21, 2017

The Richardson Bay Sanitary District Board of Directors met in Regular session on Tuesday, March 21, 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: David Perotti and Kathryn Harris of Perotti & Carrade, CPA Firm

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

David Perotti and Kathryn Harris of Perotti & Carrade were present to review the Audited Financial Statements. No other members of the public were present.

4. PRELIMINARY DRAFT AUDITED FINANCIAL STATEMENTS FOR THE YEARS ENDED JUNE 30, 2016 - PRESENTED BY PEROTTI & CARRADE, CPA FIRM

Dave Perotti and Kathryn Harris of Perotti and Carrade, CPA's presented the audit draft to the Board.

The Board unanimously approved the Audit Draft for Fiscal Year 2016-15, M/S Trusheim, Eklund.

5. CONSENT CALENDAR

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

6. OLD BUSINESS

a. Policy Manual Review

Director Kosciusko disturbed part four “Financial Management” of the revised policy manual for the Board to review and go over at the next monthly meeting in April. He should also have part one thru three ready to distribute at the April meeting.

Director Kosciusko requested that the Board also discuss the Tier 2 options for the PERS Retirement and gave, Recording Secretary, Pfeffer, a hand out to include in the April Board Packet.

b. Website Review

The District staff received a cost estimate from Larkin Web Consulting for changing website software from Dreamer Weaver to Word Press. The cost to convert the software was \$4,200 and the cost to convert and redesign the website was \$5,750 to \$7,000.00. The Board agreed that the costs were too high and will look into getting other bids.

Manager Tucker will contact Mark Grushayev at SASM for the contact information on Sean Mooney who just created the SASM website. Director Kosciusko also has someone that he will be contacting.

c. Job Descriptions

No discussion.

7. FINANCIAL MATTERS

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

8. SASM REPORT

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

The SASM Meeting for January 19, 2017 has been cancelled.

9. MARIN LOCAL AGENCY FORMATION COMMISSION – LAFCO

1. Election of a Regular Special District Member

The Board was required to vote by rank choice for the nominee's. The Board voted unanimously, #1 Lew Kious, #2 Todd Gates and #3 Craig K. Murray, M/S Trusheim, Kosciusko.

10. 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 will be installing the District's new telephone system per the capital improvement plan.
2. All other District Operations are running smoothly.

11. NEW BUSINESS/INFORMATIONAL ITEMS

12. APPOINT AD HOC BUDGET COMMITTEE

President Slavitz appointed Directors' Benvenuti and Eklund.

13. ADJOURNMENT

The motion to adjourn the meeting at 5:43 p.m. was approved unanimously, M/S Benvenuti, Trusheim.

Reviewed by _____

APPROVED _____
President

Secretary