

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

May 17, 2016

The Richardson Bay Sanitary District Board of Directors met in Regular session on Wednesday, May 17, 2016. 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 Eklund at 4:00 p.m.

1. CALL TO ORDER AND ROLL CALL

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

Board Members absent: None

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

District Staff absent: None

Guests present: Frank Trusheim

2. APPROVAL OF AGENDA ORDER

Secretary Slavitz suggested that Item 7, Interview Applicants for Board member Vacancy and Item 8, Appoint New Board Member be move up to Item 4 and 5 in the agenda order.

The motion to accept the agenda order change passed unanimously, M/S Slavitz, Kosciusko.

3. INTERVIEW APPLICANTS FOR BOARD MEMBER VACANCY

The District received 3 applications for the Board member vacancy, Sid Dura, Alannah Kinser and Frank Trushiem. Sid Dura and Alannah Kinser were interviewed at the April 20, 2016 meeting. Frank Trusheim was unable to make the meeting date so the interview process was extended to the May 17, 2016 meeting.

The Board interviewed Frank Trusheim.

4. APPOINT NEW BOARD MEMBER  
The Board voted to appoint Frank Trusheim to the Board of Directors by a vote of 3 to 1, M/S Slavitz, Benvenuti, Ayes: Slavitz, Benvenuti and Eklund; Noes: Kosciusko
5. APPOINT SASM ALTERNATE COMMISSIONER  
The Board agreed unanimously to postpone the appointment of the SASM Alternate until the July 19, 2016 meeting, M/S Slavitz, Benvenuti.
6. ORAL COMMUNICATIONS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA  
Deirdre McCrohan from The Ark Newspaper was present to observe. No other members of the public were present.
7. PRELIMINARY DRAFT BUDGET FISCAL YEAR 2016-2017  
After much discussion the Board voted to approve the Budget as presented by a vote of 3 to 1, M/S Slavitz, Benvenuti, Ayes: Slavitz, Benvenuti, Eklund, Noes: Kosciusko.
8. MARIN COUNTY CIVIL GRAND JURY REPORT ON WEB TRANSPARENCY  
The Board approved unanimously the response letters to the Marin County Civil Grand Jury regarding web transparency, M/S Slavitz, Kosciusko. The letters responded to the recommendation as follows:  
  
R-1: The District has made updates to its website to improve transparency and has submitted the self-audit form via email to the Grand Jury. The District will continue to work on improving its website.  
  
R-2: The District is currently updating its website to improve transparency. The Statement of Facts are filed with the California Secretary of State as well as the Marin County Clerk at the beginning of every year as required by California Code 53051.  
  
R-3: The District has added a link to its website regarding annual compensation for its Elected Officials and Employees to satisfy California Government Code Sections 12463 and 53909.  
  
Director Slavitz suggested that the Board appoint a committee to more thoroughly review the website and make any necessary changes, the Board agreed. No motion necessary.
9. CONSENT CALENDAR  
The Consent Calendar was approved, M/S Eklund, Kosciusko, the motion passed unanimously.
10. FINANCIAL MATTERS  
The financial matters were accepted, M/S Benvenuti, Slavitz, the motion passed

unanimously.

12. SASM REPORT

Director Kosciusko reported on the April 21, 2016, SASM meeting:

- “1. There was the usual reading and corrections to last months meeting and Mark’s Wastewater Treatment report.
2. SASM got a C on their Grand Jury Transparency survey. The city of Mill Valley got an A-.
3. Carollo Engineering gave an update on where they were with the CIP plan. The next dates are interesting;
  - a. Complete preliminary design Report 5/13/16
  - b. 50% Design Documents Submitted. 7/31/16
  - c. 90% Design Documents Submitted. 10/31/16
  - d. 100% Design Documents Submitted. 12/31/16
  - e. Start Construction 5/1/17
  - f. Complete Construction 10/31/18
4. An interesting side note to this schedule is that Lew Kious wants the Commissioners to review and sit in on meetings with the staff and Carollo engineers as much as possible. Lew also wants to look into paying a stipend to the Commisioners for attending these meetings. Some of the meetings will be very long, involved and technical.
5. Terry Krieg, CPA presented the SASM audited financial statement.
6. The Camino Alto Pump Station Force Main replacement project was approved.
7. The final business pertained to the 2016/2017 Annual Sewer Service Charges. RBSD portion of \$5,523, 186 is \$424,645 + \$1,428,981 = **\$1,853,626.** “

12. LAFCO

1. Notice of Budget Committee Meeting and Agenda – May 12, 2016
2. Notice of Public Hearing – June 9, 2016, Adoption of Final Budget and Work Plan for Fiscal Year 2016-2017

13. MANAGER’S REPORT

- A. District Collection System Operations
  1. Pump Stations
    - a) All District Pump Stations are operating smoothly.
  2. Line Maintenance
    - a) There is no SSO to report this period.

- b) An emergency repair to 6" gravity sewer on Southridge East was made by Pacific Trenchless.

B. General District Operations

- 1) All other district operations are running smoothly.
- 2) Pacific Trenchless has completed the last of the line segments for the 2015-16 Pipe Bursting Project.
- 3) The Richardson Bay Sanitary District Proposed Sewer Rate Adjustments Proposition 218 Notification was delivered to the Post Office on May 3, 2016 for distribution to all constituents in the District. A Notice of Public Hearing on Proposed Increase in Sewer Service Charges has also been published with The Ark Newspaper and The Marin Independent Journal.
- 4) A letter from Coldwell Banker expressing appreciation for District staff regarding the handling of the lateral ordinance.

14. NEW BUSINESS/INFORMATIONAL ITEMS

- 1. The era of cheap Richardson Bay Sanitary District rates may come to an end -  
The Ark Newspaper

15. ADJOURNMENT

The motion to adjourn the meeting at 5:38 p.m. was approved unanimously, M/S Slavitz, Kosciusko.

Reviewed by \_\_\_\_\_

APPROVED \_\_\_\_\_  
President

\_\_\_\_\_  
Secretary