

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

May 16, 2017

The Richardson Bay Sanitary District Board of Directors met in Regular session on Tuesday, May 16, 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, Sue Benvenuti, David Eklund, Ron Kosciusko

Board Members absent: Frank Trusheim

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 Benvenuti, Kosciusko passed unanimously.

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

No other members of the public were present.

4. HEARING ON SEWER SERVICE CHARGES
Resolution Providing for the Collection of Sewer Service Charges

President Slavitz announced and opened the Public Hearing. No one from the public was present.

The Board unanimously approved the Sewer Service Charges for 2017-2018, M/S Eklund, Kosciusko;

Single-Family residency from \$390 to \$527 for the fiscal year of 2017-2018
Multi-family residential units from \$267 to \$360 for the fiscal year of 2017-2018
Non-residential units from \$390 to \$527 per the fiscal year of 2017-2018

5. RESOLUTION OVERRULING PROTESTS TO AND CONFIRMING SEWER SERVICE CHARGES FOR THE FISCAL YEAR 2017-2018

The Board passed Resolution No.1377 M/S Kosciusko, Eklund the motion passed unanimously.

6. RESOLUTION FIXING AND APPROVING THE BUDGET FOR THE RICHARDSON BAY SANITARY DISTRICT FOR THE FISCAL YEAR 2017-2018

The Board passed Resolution No.1378 M/S Benvenuti, Eklund the motion passed unanimously.

7. RESOLUTION OF THE RICHARDSON BAY SANITARY DISTRICT DETERMINING THE 2017-2018 APPROPRIATIONS LIMIT

The Board passed Resolution No.1379 M/S Eklund, Benvenuti the motion passed unanimously.

8. CONSENT CALENDAR

Director Kosciusko asked to remove the minutes from the Consent Calendar for discussion. Director Kosciusko had a correction to Item 6, Old Business, a. Policy Manual, the word "disturbed" should be changed to distributed. Director Benvenuti also pointed out a misspelling in Item 10, Grand Jury Report: Barriers was spelled "Barries".

The Consent Calendar was unanimously approved as amended, M/S Eklund, Benvenuti.

9. OLD BUSINESS

a. Policy Manual Review

The Board reviewed, discussed and approved part four “Financial Management” of the revised policy manual.

The “Governance” section of the revised policy manual will be reviewed at the next monthly meeting in June.

b. Website Review

The Board agreed to add 3 remaining items to the District’s website to receive a Grade “B” per the 2015-2016 Web Transparency Report Card, as follows;

1. Information on RFP’s, how to submit a bid for contracts, or approved vendor contracts exceeding \$25,000.
2. Information as to how to download a copy of the Public Records Act Request Form
3. Election procedure or deadlines for elections of board members

The District will have Larkin Web Design add the additional items at a not to exceed cost of \$500.00,

c. Job Descriptions

No discussion.

d. Grand Jury Report: Overcoming Barriers to Housing Affordability

After reviewing the Recommendation R5, Each utility district should adopt waivers for hook-ups fees for low-income housing projects and accessory dwelling units; the Board of Directors unanimously agreed that charging a reduced rate or waiving fees may be in conflict with Proposition 218.

Proposition 218 requirements are to set rate proportionate to benefits received. M/S Kosciusko, Benvenuti.

10. FINANCIAL MATTERS

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

11. SASM REPORT

Director Trusheim reported in writing on the April 20, 2017, SASM meeting.

12. 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. All other District Operations are running smoothly.

13. NEW BUSINESS/INFORMATIONAL ITEMS

Director Kosciusko informed the Board that he would not be available for the June 20, 2017 meeting and asked to reschedule the meeting to June 27, 2017. The Board agreed to move the meeting.

14. ADJOURNMENT

The motion to adjourn the meeting at 5:16 p.m. was approved unanimously, M/S Benvenuti, Eklund.

Reviewed by _____

APPROVED _____
President

Secretary