# Minutes of a Regular Board Meeting Sanitary District No. 5 of Marin County Thursday, May 20, 2021

#### 5:00 P.M. REGULAR BOARD MEETING

## CORONA VIRUS (COVID-19) ADVISORY NOTICE

Consistent with Executive Orders No. N-25-20 and No. N-29-20 from the Executive Department of the State of California, the Meeting will not be physically open to the public and all Board Members and Staff will be teleconferencing into the meeting.

#### **How to Submit Public Comments:**

Comments submitted prior to the commencement of the meeting will be presented to the Board and included in the public record for the meeting.

## Public Comments are to be submitted via email to rdohrmann@sani5.org.

In addition, members of the public who are calling in, will have the opportunity to provide public comments by following the steps below:

> How to Participate in the Meeting: Join Zoom Meeting by clicking on the following link:

> > https://us02web.zoom.us/j/6230620778

Meeting ID: 623 062 0778

or join by phone:

Call in number: (669) 900-9128 Participant Code: 623 062 0778

ROLL CALL by President Richard Snyder at 5:00 P.M.

CALL

Directors present:

Richard Snyder, President

John Carapiet, Vice President Omar Arias-Montez, Secretary Catharine Benediktsson, Director

Tod Moody, Director

Staff present:

Tony Rubio, District Manager

Robin Dohrmann, Office Manager

Others in attendance: Benjamin Stock, Burke, Williams, & Sorensen, LLC

Matthew Cunha-Rigby, HDR, Inc.

Mary Martis, HDR, Inc.

Jan & Francis Matthews, prospective neighbors

Eric Hohmann, Real Estate Entrepreneur for Mallard Rd.

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:**

- Director Benediktsson requested Board Members pay close attention to the FY21-22 SD5
   Budget graphs and the foreseen CalPERS interest rates
- President Snyder requested Staff prepare an agenda item re initiating a rate study in FY21-22
- Vice President Carapiet requested an update re outstanding resident non-compliance violations

## **CONSENT CALENDAR:**

- 1. Approval of April 15, 2021 Regular Board Meeting Minutes and May 6, 2021 Special Board Meeting Minutes (Dohrmann)
- 2. Review and receive all electronic fund transfers (EFTs) and approve warrants from April 14<sup>th</sup> through May 11<sup>th</sup>, 2021 (JP Morgan Chase Bank, check no. 8199 through check no. 8242, all transactions totaling \$538,857.01) and receive April 2021 payroll, in the sum of \$113,935.13 (Dohrmann)
- 3. Receipt of financial reports for April 2021 (Dohrmann)

Discussion by the Board. Motion (Benediktsson/moody) to approve Items No. 1 through No. 3 on the Consent Calendar. Passed unanimously.

#### **MANAGEMENT REPORTS:**

4. 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.

## **NEW BUSINESS:**

5. Presentation by HDR regarding "Sanitary District No.5 of Marin County Renewable Energy Study" final report – Action (Rubio)

Discussion by the Board. President Snyder appointed Vice President Carapiet & Director Moody to an Alternative Energy Ad Hoc Committee. Motion to accept HDR's, "Sanitary District No.5 of Marin County Renewable Energy Study" final report. Passed unanimously.

- 6. Introduction of 2088 Paradise Drive new owners (neighboring SD5 Tiburon Pump Station #4), and discussion of future plans for the neighboring property re Tiburon Station #4 (Rubio) **Discussion only**
- 7. Presentation by Eric Hohmann re plans for the Mallard Properties (Rubio) Discussion only
- 8. PUBLIC HEARING: Fiscal Year 2021-2022 Budget
  - a. Public Comment
  - b. Set Hearing for Consideration of Adoption of FY2021-2022 Final Budget at Regular Board Meeting on June 17<sup>th</sup>, 2021 (Rubio) Action

Discussion by the Board. Motion (Benediktsson/Carapiet) to set hearing for consideration of adoption of the FY2021-2022 Final Budget at the Sanitary District No. 5 of Marin County regular Board Meeting, scheduled on June 17, 2021. Passed unanimously.

 Consideration of adoption of Resolution No. 2021-01: Determination of Appropriations Limit for the Tiburon Zone of Sanitary District No. 5 of Marin County for Fiscal Year 2021-2022 (Rubio) – Action Minutes Regular Board Meeting, May 20, 2021 Page 3

Discussion by the Board. Motion (Carapiet/Arias-Montez) to adopt Resolution No. 2021-01: Determination of Appropriations Limit for the Tiburon Zone of Sanitary District No. 5 of Marin County for Fiscal Year 2021-2022. Passed unanimously.

10. Review and approval of the FY2021-2022 SD5 Organizational Chart and Publicly Available Pay Scale and Resolution No. 2021-02: A Resolution of the Board of Directors of Sanitary District No. 5 of Marin County Adopting the Annual Cost of Living Increase (2.5%) for all Sanitary District No. 5 of Marin County Employees – Represented, Unrepresented, both effective on July 1, 2021 (Rubio) – Action

Discussion by the Board. Motion (Arias-Montez/Moody) to approve the FY2021-2022 SD5 Organizational Chart and Publicly Available Pay Scale and Resolution No. 2021-02: A Resolution of the Board of Directors of Sanitary District No. 5 of Marin County Adopting the Annual Cost of Living Increase (2.5%) for all Sanitary District No. 5 of Marin County Employees – Represented, Unrepresented, both effective on July 1, 2021. Passed unanimously.

11. Consideration of Adoption of Resolution No. 2021-03: A Resolution Approving and Adopting Fiscal Year 2021-2022's Financial Reserve/Fund Policies for the Belvedere and Tiburon / Paradise Cove Zones (Rubio) – Action

Discussion by the Board. Motion (Benediktsson/Carapiet) to adopt Resolution No. 2021-03: A Resolution Approving and Adopting Fiscal Year 2021-2022's Financial Reserve/Fund Policies for the Belvedere and Tiburon / Paradise Cove Zones. Passed unanimously.

# UNFINISHED BUSINESS: None COMMITTEE REPORTS: None

- 12. Capital Improvement Program Committee (Moody/Arias-Montez) Action Item Log provided
- 13. Finance & Fiscal Oversight Committee (Benediktsson/Arias-Montez) See Item #8
- 14. Governance Committee (Moody/Carapiet) None
- 15. Personnel Committee (Benediktsson/Snyder) None

**OTHER BUSINESS:** None

**ENVIRONMENTAL:** None

**CORRESPONDENCE:** None

#### **INFORMATIONAL ITEMS:**

- 16. "Genome Sequencing of Sewage Detects Regionally Prevalent SARS-CoV-2 Variants," published January/February 2021, Vol. 12, Issue 1 e02703-20, by Alexander Crits-Christoph, Rose S. Kantor, Matthew R. Olm, Oscar N. Whitney, Basem Al-Shayeb, Yue Clare Lou, Avi Flamholz, Lauren C. Kennedy, Hannah Greenwald, Adrian Hinkle, Jonathan Hetzel, Sara Spitzer, Jeffery Koble, Asako Tan, Fred Hyde, Gary Schroth, Scott Kuersten, Jillian F. Banfield, Kara L. Nelson (Melinda M. Pettigrew, Editor); (https://mbio.asm.org/content/12/1/e02703-20)
- 17. "Challenges in Measuring the Recovery of SARS-CoV-2 from Wastewater," published on March 3, 2021, by Rose S. Kantor, Kara L. Nelson, Hannah D. Greenwald, and Lauren C. Kennedy; Published in Environmental Science Technology, 2021, 55, 3514-3519; (https://pubs.acs.org/doi/10.1021/acs.est.0c08210)

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18. "Where coronavirus variants emerge, surges follow – new research suggests how genomic surveillance can be an early warning system," published on May 5, 2021, by Bart C. Weimer and Darwin Bandoy; (https://apnews.com/article/genomics-science-health-coronavirus-pandemic-ac470d1f342e47cdb460bab4d8a00d2c)

## **CONVENE TO CLOSED SESSION** (6:34 p.m.)

- 19. Convene to Closed Session (the public may provide comments regarding the closed session item(s) just prior to the Board beginning the Closed Session. Closed Sessions are not open to the public).
  - a) Conference with Legal Counsel Anticipated Litigation

    Initiation of litigation pursuant to Government Code section 54956.9(d)(4): (1 potential case)
- 20. Report out of Closed Session (6:52 p.m.)

No action taken

## **ADJOURNMENT**

The Board adjourned at 6:53 p.m. to a Regular Board Meeting on June 17, 2021, at 5:00 p.m.

Approved:

Richard Snyder

President, Board of Directors

Attest:

Omar Arias-Montez

Secretary, Board of Directors