

HOMESTEAD VALLEY SANITARY DISTRICT
Minutes of the Regular Board Meeting of May 24, 2016
at the Homestead Valley Community Center,
315 Montford Avenue, Mill Valley

1. Call to Order: President James Cronin called the meeting to order at 7:33 p.m. Other Board members present were Al Leibof, Chuck Oldenburg, Dixon Long and Secretary Burnett Tregoning. Also present: District Manager Bonner Beuhler.

2. Visitors to the Meeting and Open Time for Public Expression: There were no visitors from the public at this meeting.

3. Minutes of the Meeting of April 26, 2016: It was M/S Long/Leibof that the minutes be approved. Motion adopted 5-0.

4. Financial Report and List of Payments to be Approved: It was M/S Oldenburg/Long that the warrant list for May 2016 be approved. Motion adopted 5-0.

5. Manager's Report:

a) Managers' Meeting: Discussed the updated SASM member agency assessments, and the SSMP (Sanitary Sewer Management Plan) audit, which is required every two years.

b) CIWQS SSO Reporting: No spills since the last meeting.

c) Manager Compensation: Based on the increased size of this year's CIP project, Bonner requested an extra \$6,500 for additional time spent in project management and at the same time requested a salary increase to \$9,000 per month and a \$400.00 per month truck allowance, the latter to be effective July 1, 2016. After discussion and study of documentation provided by Bonner, it was M/S Tregoning/Long to honor the request. Motion adopted 5-0.

d) Private Lateral Replacement: Certificate of Compliance issued to 82 Homestead Blvd., 302 Cape Ct., 345 Montford Ave., 370 North Ferndale Ave., 15 Loring Ave., 4 Cedarwood Lane, and 12 Madrone Park Circle. Notice of Non-Compliance issued to 15 Circle Way.

e) CIP Program: Bonner reported that Pacific Trenchless has completed this year's capital improvement program. He is awaiting receipt of TV logs, "as built," and billing for the work. Almost one mile of the system was replaced this year.

6. Reports of Outside Meetings:

a) SASM—Bonner and Jim reported that the Sewerage Agency of Southern Marin board discussed the current status of the wastewater treatment plant upgrade, the audit and the upcoming budget. It was also reported that the hiring of a construction manager was discussed.

7. Unfinished Business:

a) LAFCO File No. 1331: Update Request for Agency Review and Comment, 455 Panoramic Highway: Bonner issued a "will serve" letter to Dan Weissman, a copy of which accompanied the agenda for this meeting, in which Mr. Weissman was informed that the HVSD would provide service subject to five conditions.

b) Marin County Civil Grand Jury Report on Web Transparency: Bonner reported that he has been working on updating the District website based on the web transparency audit for special districts supplied by the Grand Jury. He's aiming for a grade B or better.

8. New Business:

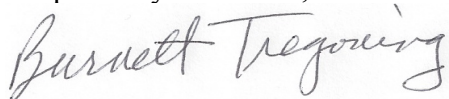
a) Resolutions 2016-01 and 2016-02: Resolutions to formalize the sewer service charge rate increase for 2016-2017 and approve the Mill Valley Refuse Service rates, including mandatory composting service, were approved unanimously by the board.

b) Draft Budget for FY 2016/2017: Bonner reported that he has begun working on the draft budget, incorporating the new sewer service charge and revising some of the projected account amounts.

9. Director's Open Time: President Cronin presented a letter from Constance Birkie in which she indicated that a neighbor's lateral seemed to be broken. Bonner will follow up with her.

10. Adjournment: There being no further business, President Cronin adjourned the meeting at 8:43 PM. Unanimously approved.

Respectfully submitted,



Burnett Tregoning, Secretary

THE NEXT REGULAR MEETING WILL BE HELD
IN THE DOWNSTAIRS MEETING ROOM
OF THE HOMESTEAD VALLEY COMMUNITY CENTER,
315 MONTFORD AVENUE, MILL VALLEY
7:30 P.M., **TUESDAY, JUNE 28, 2016**