



SAUSALITO-MARIN CITY SANITARY DISTRICT

1 EAST ROAD • SAUSALITO, CALIFORNIA 94965
OFFICE 415.332.0244 • PLANT 415.332.0240 • FAX 415.332.0453

General Manager
Jeffrey Kingston

Office Manager/District Secretary
Helen Lei

Directors
Dan Rheiner, *President*
William Ring, *Vice President*
Ann Arnott
Don Beers
James DeLano

April 8, 2016

Victoria Harrison, Foreperson Pro tem
Marin County Grand Jury
3501 Civic Center Drive, Room # 275
San Rafael, CA 94903

Subject: Grand Jury Report: 2015-16 Web Transparency Report Card Bringing Marin County's
Local Governments to Light

Dear Ms. Victoria Harrison,

On behalf of the Sausalito-Marín City Sanitary District (District), I am writing to respectfully respond to the Findings and Recommendations contained in the Grand Jury Report: 2015-16 Web Transparency Report Card - Bringing Marin County's Local Governments to Light, pursuant to Penal Code Section 933.05. In the report, the District is recommended to file and keep updated its Statement of Facts with the California Secretary of State and the Marin County Clerk as required by California Code Section 53051.

The District has filed the Statement of Facts with updated information with the California Secretary of State on March 15, 2016 and with the Marin County Clerk on April 1, 2016. A copy of the statement is attached as proof of record.

The District has been conducted in accordance with Penal Code section 933 (c) and subject to the notice, agenda, and open meeting requirements of the Ralph M. Brown Act. The response was listed on the agenda of the District's Board Meeting on April 4th, 2016, the agenda was posted for public notice, and the response was discussed during the open section of the Board Meeting.

Attached please find the completed Response to Grand Jury Report Form.

Should you have any questions, please contact me at helen@smcsd.net or at the above address.

Sincerely

A handwritten signature in blue ink, appearing to read "Helen Lei".

Helen Lei
District Secretary

RESPONSE TO GRAND JURY REPORT

Report Title: 2015-16 Web Transparency Report Card Bringing Marin County's Local Governments to Light

Report Date: March 10, 2016

Agenda Date: April 4, 2016

Response by: Helen Lei Title: District Secretary

FINDINGS

- I (we) agree with the findings numbered: _____
- I (we) disagree *partially* with the findings numbered: _____
- I (we) disagree *wholly* with the findings numbered: _____

(Attach a statement specifying any portions of the findings that are disputed; include an explanation of the reasons therefor.)

RECOMMENDATIONS

- Recommendations numbered R2 have been implemented.
(Attach a summary describing the implemented actions.) - *Please see Letter.*
- Recommendations numbered _____ have not yet been implemented, but will be implemented in the future.
(Attach a timeframe for the implementation.)
- Recommendations numbered _____ require further analysis.
(Attach an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.)
- Recommendations numbered _____ will not be implemented because they are not warranted or are not reasonable.
(Attach an explanation.)

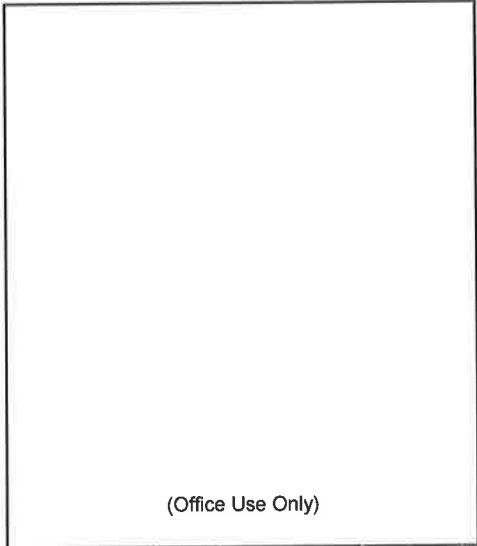
Date: 4/6/2016 Signed: 

Number of pages attached 4



State of California
Secretary of State

STATEMENT OF FACTS
ROSTER OF PUBLIC AGENCIES FILING
(Government Code section 53051)



Instructions:

- 1. Complete and mail to: Secretary of State, P.O. Box 942870, Sacramento, CA 94277-2870 (916) 653-3984
2. A street address must be given as the official mailing address or as the address of the presiding officer.
3. Complete addresses as required.
4. If you need additional space, attach information on an 8 1/2" X 11" page, one sided and legible.

New Filing [] Update [x]

Legal name of Public Agency: SAUSALITO-MARIN CITY SANITARY DISTRICT

Nature of Update: APPOINTMENT

County: MARIN

Official Mailing Address: 1 EAST ROAD, SAUSALITO, CA, 94965

Name and Address of each member of the governing board:

Chairman, President or other Presiding Officer (Indicate Title): PRESIDENT

Name: DAN RHEINER Address: 1 EAST ROAD, SAUSALITO, CA 94965

Secretary or Clerk (Indicate Title): DISTRICT SECRETARY

Name: HELEN LEI Address: 1 EAST ROAD, SAUSALITO, CA 94965

Members:

Name: ANN ARNOTT Address: 1 EAST ROAD, SAUSALITO, CA 94965

Name: WILLIAM F H RING Address: 1 EAST ROAD, SAUSALITO, CA 94965

Name: DONALD BEERS Address: 1 EAST ROAD, SAUSALITO, CA 94965

Name: JAMES DELANO Address: 1 EAST ROAD, SAUSALITO, CA 94965

Name: Address:

RETURN ACKNOWLEDGMENT TO: (Type or Print)

3/15/2016

NAME [SAUSALITO-MARIN CITY SANITARY DISTRICT]

Date

ADDRESS 1 EAST ROAD

Signature

CITY/STATE/ZIP [SAUSALITO, CA 94965]

HELEN LEI, DISTRICT SECRETARY

Typed Name and Title

AGENDA

**REGULAR MEETING OF THE BOARD
OF THE SAUSALITO-MARIN CITY SANITARY DISTRICT
COUNTY OF MARIN, STATE OF CALIFORNIA**

**SAUSALITO CITY COUNCIL CHAMBERS
420 LITHO STREET
SAUSALITO, CALIFORNIA 94965**

**DATE: MONDAY, APRIL 4, 2016
7:00 P.M.**

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a District meeting, or you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the Office Manager/District Secretary at (415) 332-0244. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting and service.

In conformance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and its distribution less than 72 hours prior to a regular meeting will be made available for public inspection at the District Office. If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda.

To get the full Board Meeting Packet, please visit: www.smcsd.net

- I. MEETING ROLL CALL: ARNOTT, BEERS, DELANO, RHEINER, RING**
- II. TCSD AND CITY OF SAUSALITO REPORTS**
- III. GENERAL PUBLIC**

(Members of the public are invited to address the Board concerning topics which are not listed on the Agenda. [If an item is agendaized, interested persons may address the Board during the Board's consideration of that item.] Speakers should understand that except in very limited situations, state law precludes the Board from taking action on or engaging in extended deliberations concerning items of business, which are not on the Agenda. Consequently, if further consideration is required, the Board may refer the matter to its staff or direct that the subject be agendaized for a future meeting. The Board reserves the right to limit the time devoted to this portion of the Agenda and to limit the duration of speakers' presentations.)

IV. CONSENT CALENDAR

MOTION: A. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING OF MARCH 7, 2016.
(The Board will be asked to approve minutes of the noted meeting)

MOTION: B. APPROVAL OF BILLS AND EXPENDITURES
(The Board will be asked to ratify the bills and expenditures)

V. NEW BUSINESS

MOTION: A. SAUSALITO-MARIN CITY SANITARY DISTRICT AND TAMALPAIS COMMUNITY SERVICES DISTRICT FINANCING AUTHORITY JOINT EXERCISE OF POWERS AGREEMENT.
(The Board will be asked to approve the SMCS D and TCSD Financing Authority Joint Exercise of Powers Agreement)

MOTION: B. INTRODUCE FOR FIRST READING BY TITLE ONLY AND WAIVING THE READING OF THE TEXT AN ORDINANCE ADOPTING THE SAUSALITO-MARIN CITY SANITARY DISTRICT CODE AND SETTING MATTER FOR PUBLIC HEARING ON MAY 2, 2016
(The Board will be asked to adopt a first reading by title only of Ordinance No. 97 which places the following ordinances that have been already adopted by the District into a code called the Sausalito-Marín City Sanitary District Code without any modifications: Ordinance Numbers 1, 2, 4, 5, 7, 8, 10, 12, 14, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30,

31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 54, 55, 56, 57, 58, 59, 60, 61, 63, 64, 65, 66, 67, 68, 69, 70, 72, 73, 74, 75, 76, 77, 78, 79, 80, 83, 85, 86, 87, 88, 89, 90, 91, and 92 and set the matter for a public hearing on May 2, 2016.)

MOTION:

- C. REVISED DISTRICT PERSONNEL RULES
(The Board will be asked to adopt the Revised District Personnel Rules)

MOTION:

- D. RECOMMENDED RESPONSE LETTER TO FINDINGS AND RECOMMENDATIONS CONTAINED IN THE MARIN COUNTY CIVIL GRAND JURY 2015-16 WEB TRANSPARENCY REPORT CARD – BRINGING MARIN COUNTY'S LOCAL GOVERNMENT TO LIGHT
(The Board will be asked to approve the response to Findings and Recommendations Contained in the 2015-16 Marin Web Transparency Report Card)

MOTION:

- E. BOARD MEMBERS COMPENSATION TO ATTEND THE 2016 CASA PUBLIC POLICY FORUM
(The Board will be asked to authorize the Board Members compensation to attend the 2016 CASA Public Policy Forum)

VI. ITEMS FOR DISCUSSION

- A. Directors' Compensation documented via W2 or 1099
1. IRS Classification of Elected and Appointed Officials
2. EDD Information Sheet about Exempt Employment
- B. CSDA Board of Directors call for nominations Seat B

VII. STAFF REPORTS

- A. General Manager's Report
1. Operation Monthly Reports:
a. Plant and collection system performance
b. Operation and maintenance
c. Safety program
d. EEOC/Harassment report
e. Odor report
2. Engineering monthly report
- B. District Secretary/Office Manager's Verbal Report
1. Review of Meeting and Event Calendars
2. Finance Report
a. Balance Sheet as of March 29, 2016
b. Statement of Revenue and Expenditures.
c. Capital Project Job Cost and current fiscal year budget
d. Capital Project current fiscal year Job Cost detail.

VIII. BOARD OF DIRECTORS

- A. The next Regular Board meeting is to be held on April 18, 2016 is canceled.
- B. The next Regular Board meeting is to be held on Monday, May 2, 2016 at 7:00 pm, City Council Chambers, 420 Litho Street, Sausalito, California.

IX. ADJOURNMENT

The Board of Directors may, at its discretion, consider agenda items out of the order in which they appear.

To get the full Board Meeting Packet, please visit: www.smcsd.net