



Regular Meeting  
Tuesday, May 5, 2020, 7 p.m.

## **CORONAVIRUS (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 and Contra Costa County March 16, 2020 Shelter in Place Order and the Updated Stay-at-Home Order with New Restrictions issued on April 29, 2020, effective May 4, 2020, extending the Shelter in Place Order through May 31, 2020, the Regular Meeting will not be physically open to the public and all Board Members will be teleconferencing into the meeting via Microsoft Teams. To maximize public safety while still maintaining transparency and public access, members of the public can listen to the meeting by using the hyperlink below and may provide public comment by sending comments to the District Secretary by email at [goff@isd.us.com](mailto:goff@isd.us.com). Comments will then be read into the record, with a maximum allowance of 3 minutes per individual comment, subject to the Chair's discretion. All comments should be a maximum of 500 words, which corresponds to approximately 3 minutes of speaking time. If a comment is received after the agenda item is heard but before the close of the meeting, the comment will still be included as a part of the record of the meeting but will not be read into the record.

Any member of the public who needs accommodations should email or call **Cecilia Goff** at [goff@isd.us.com](mailto:goff@isd.us.com), or 925-809-3002 who will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the Ironhouse Sanitary District procedure for resolving reasonable accommodation requests. All reasonable accommodations offered will be listed on the District website at [www.ironhousesanitarydistrict.com](http://www.ironhousesanitarydistrict.com).

Link to the Board meeting for members of the public: [Join Microsoft Teams Meeting](#)

### **1. CALL TO ORDER**

#### **1.A. BOARD ROLL CALL**

#### **1.B. PLEDGE OF ALLEGIANCE**

### **2. APPROVAL OF AGENDA**

### **3. PUBLIC COMMENTS**

At this time, the public may address the Board on subjects not on the agenda. Comments may not exceed three (3) minutes in length. While State Law prohibits Board action or discussion on any item not on the agenda, members of the Board may briefly respond to statements or questions from members of the public, provide a reference to staff or other resources for factual information, request staff to report back to the Board at a subsequent meeting, or take action to direct staff to place a matter on a future agenda. Members of the public are asked to submit a speaker card for public comment in advance of the Chair calling for public comments.

#### **4. CONSENT CALENDAR**

Consent Calendar items are considered routine and will be adopted in one single motion with no separate discussion of the items. Directors or members of the public can request that specific items be removed from the Consent Calendar. When item(s) are removed, the Board will adopt the remaining Consent Calendar items in one single motion. After approval of the Consent Calendar, the Board will take action on pulled items as Business Before the Board.

##### **4.A. APPROVAL OF MINUTES OF THE APRIL 21, 2020 ISD BOARD MEETING**

Documents:

*MINUTES 4.21.2020 DRAFT.PDF*

##### **4.B. APPROVAL OF SPECIAL MEETING MINUTES OF THE APRIL 28, 2020 ISD BOARD MEETING**

Documents:

*SPECIAL MEETING MINUTES 4.28.2020 DRAFT.PDF*

##### **4.C. APPROVAL OF PAYMENT ORDER, REPORT ON FINANCIAL POSITION & OPERATING PERFORMANCE**

Documents:

*MARCH 2020 FINANCIAL REPORT.PDF  
CHECK DISBURSEMENTS LESS THAN 5,000.PDF  
CHECK DISBURSEMENTS MORE THAN 5,000.PDF  
PAYROLL TOTALS FOR PAY-DATES 4-7-20 AND 4-22-20.PDF*

##### **4.D. OFFER OF DEDICATION - GILBERT PROPERTY, PHASE 1 - TRACT 9473**

Documents:

*OFFER OF DEDICATION - GILBERT PROPERTY PHASE 1, TRACT 9473.PDF*

#### **5. BUSINESS BEFORE THE BOARD**

##### **5.A. CONSIDER ADOPTING RESOLUTION NO. 20-02 RESCINDING BOARD ACTION ESTABLISHING PLANNING & PROGRAMS MEETING AND AMENDING BYLAWS TO ADD COMMITTEES EFFECTIVE F/Y 2020/21 (Estimated Time 5 Minutes)**

Documents:

*STAFF REPORT RE CANCELLING PP MEETING AND AMENDING BYLAWS 4839-7532-4603 V.1.PDF  
RESOLUTION NO. 20-02 CANCELLING PLANNING PROGRAMS MEETING.PDF  
PROPOSED REVISIONS TO BYLAWS MAY 5, 2020 - REVISIONS ON PAGE 25.PDF*

#### **6. INFORMATIONAL ITEMS FROM STAFF (No Action Required)**

The following items are informational in nature. Staff is available to the Board and Public to provide any additional information requested.

##### **6.A. REPORT ON DISTRICT CASH AND INVESTMENT PORTFOLIO (Estimated Time 5 Minutes)**

Documents:

*INVESTMENT REPORT MARCH 2020.PDF*

#### **7. GENERAL MANAGER AND STAFF REPORTS (Estimated Time 10 Minutes)**

Documents:

*GENERAL MANAGER AND STAFF REPORT MAY 2020.PDF*

*CONNECTION REPORT.PDF  
1Q20 GW MONITORING REPORT COVER LETTER.PDF  
ESMR COVER LETTER MARCH 2020.PDF  
MARCH 2020 IRONHOUSE SANITARY DISTRICT MONITORING REPORT SUBMITTAL  
TRANSMITTAL FORM.PDF  
MARCH 2020 WORK ORDER COST REPORT.PDF  
PUBLIC OUTREACH REPORT 5.5.2020.PDF  
RD830 FINANCIAL STATEMENTS 3-31-20.PDF  
EMPLOYEE REIMBURSEMENT LOG 3-31-20.PDF*

- 8. BOARD MEMBER ADVISORY REPORTS (Estimated Time 5 Minutes)**
- 9. GENERAL MANAGER ANNOUNCEMENTS (Estimated Time 5 Minutes)**
- 10. FUTURE AGENDA ITEMS FOR CONSIDERATION (Estimated Time 5 Minutes)**
- 11. ADJOURNMENT**

Members of the public may speak on any business item on the agenda. If you would like to speak, please submit a speaker card in advance and state your name and address when you begin speaking. Each speaker is limited to 3 minutes, except as the Board President may otherwise determine.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the District to a majority of members of the Board of Directors less than 72 hours prior to that meeting are available for public inspection at 450 Walnut Meadows Drive, Oakley, CA 94561 during normal working business hours.

ISD will provide reasonable accommodations for persons with disabilities who are planning to attend meetings if they contact Cecilia Goff, District Secretary at least 48 hours before the meeting at 925 809-3002.