

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: February 6, 2012
7:30 P.M.**

- I. ROLL CALL:** Arnott, Beers, Gergus, Rheiner, Ring
- II. TCSD AND CITY OF SAUSALITO REPORTS**
- III. CONSENT CALENDAR**

- MOTION:** A. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING OF JANUARY 3, 2011
(The Board will be asked to approve minutes of the noted meeting)
- MOTION:** B. APPROVAL OF MINUTES OF THE PUBLIC INFORMATION COMMITTEE MEETING OF JANUARY 30, 2011
(The Board will be asked to approve minutes of the noted meeting)
- MOTION:** C. APPROVAL OF MINUTES OF THE LATERAL REPAIR AND LOAN ASSISTANCE AD HOC COMMITTEE MEETING OF JANUARY 31, 2011
(The Board will be asked to approve minutes of the noted meeting)
- MOTION:** D. APPROVAL OF MINUTES OF THE CAPITAL PROJECT AND CONSTRUCTION COMMITTEE MEETING OF JANUARY 31, 2011
(The Board will be asked to approve minutes of the noted meeting)
- MOTION:** E. APPROVAL OF MINUTES OF THE PUBLIC INFORMATION COMMITTEE MEETING OF FEBRUARY 3, 2011
(The Board will be asked to approve minutes of the noted meeting)
- MOTION:** F. APPROVAL OF BILLS AND EXPENDITURES
(The Board will be asked to ratify the bills and expenditures)

IV. 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 agendized, 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 agendized 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.)

V. UNFINISHED BUSINESS - NONE

VI. NEW BUSINESS

- INFO/MOTION** A. CONSIDER REQUEST OF DANIEL SHUGRUE AND BARBARA BROWN OF 80, 82 AND 84, 86, 88 BULKLEY STREET, SAUSALITO FOR REFUND OF OVERPAYMENT OF SEWER SERVICE CHARGES IN EXCESS OF THREE YEARS
(The Board will be asked to consider the request and provide direction to staff.)
- INFO/MOTION** B. ADMINISTRATION BUILDING PROJECT – AUTHORIZE EXECUTION OF A PROFESSIONAL SERVICE AGREEMENT WITH HKIT ARCHITECTS FOR SCHEMATIC DESIGN SERVICES AT A COST NOT TO EXCEED \$18,950.
(The Board will be asked to authorize the General Manager's execution of the agreement.)

- INFO/MOTION:** C. PUMP STATION RELIABILITY IMPROVEMENT PROJECT – AUTHORIZE AMENDMENT OF THE PROFESSIONAL SERVICE AGREEMENT WITH CAROLLO ENGINEERS TO INCREASE THE SCOPE OF SERVICES AND BUDGET LIMIT IN THE AMOUNT OF \$57,809
(The Board will be asked to authorize the General Manager’s execution of the agreement.)
- INFO/MOTION:** D. HEADWORKS AND PRIMARY AND SECONDARY TREATMENT IMPROVEMENT PROJECT, ADMINISTRATION BUILDING PROJECT AND TREATMENT PLANT RIGHT OF WAY AGREEMENT RENEWAL – AUTHORIZE AMENDMENT OF THE PROFESSIONAL SERVICES AGREEMENT WITH RMC WATER AND ENVIRONMENT FOR SERVICES IN CONNECTION WITH THE NATIONAL PARK SERVICE PROJECT REVIEW PROCESS AND DECISION REGARDING NATIONAL ENVIRONMENT POLICY ACT REQUIREMENTS
(The Board will be presented reports on the matters and asked to authorize the General Manager’s execution of the amendment)
- INFO/MOTION:** E. WINTER NEWSLETTER
(The Board will be asked to review and approve the draft newsletter.)

STAFF REPORTS

- A. General Manager
(The Manager will report on the following items)
1. Plant Operations
 2. Safety Program
 3. EEO Report/Harassment Report
 4. Odor Report
 5. Sewer Service Charge Rate Study
 6. Beach Force Main Abandonment Project
 7. Marin City Sewer Rehabilitation Project – Community Outreach Meeting
 8. Main Street Pump Station Reliability Improvement
 9. Locust Street Pump Station Improvement Project
 10. Treatment Plant Outfall Inspection
 11. Treatment Plant Right of Way Valuation
 12. Buckeye Restaurant Lateral Replacement
 13. 2011 Public Education Award
- B. District Secretary/Office Manager
1. February 7th Celebration Luncheon for Norman Wohlschlaeger
 2. Statement of Economic Interests Form 700 Filing
 3. Public Records Request for Employee Salaries and Director Compensation
- C. Finances
1. LAIF - Investment of Reserve Funds
 2. Operating Fund Financial Report
 3. Capital Job Cost Report

VII. BOARD OF DIRECTORS

VIII. ADJOURNMENT

INFORMATIONAL

1. Marin City Sewer Rehabilitation Project Presentation
2. Assemblyman Roger Dickinson report from the Legislative Analyst's Office on Special Districts
3. Marin County Civil Grand Jury – Survey of Special Districts in Marin County

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