

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: May 2, 2011
7:30 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 Bob Simmons, District Manager 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.

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

- MOTION:** A. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING OF APRIL 4, 2011
(The Board will be asked to approve minutes of the noted meeting)
- MOTION:** B. APPROVAL OF MINUTES OF THE PERSONNEL COMMITTEE MEETING OF APRIL 12, 2011
(The Board will be asked to approve minutes of the noted meeting)
- MOTION:** C. APPROVAL OF MINUTES OF THE CAPITAL AND CONSTRUCTION COMMITTEE MEETING OF APRIL 26, 2011
(The Board will be asked to approve minutes of the noted meeting)
- MOTION:** D. 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 FROM SOMIL GANDHI, OWNER OF THE SHELL GAS STATION AND CAR WASH FOR PARTIAL RELIEF FROM ASSESSED SEWER SERVICE CHARGES FOR FY 2010/11
(The Board will be presented a report on the matter and asked to consider changing the methodology of calculating sewer service charges for FY 2010/11 and authorize a refund for some of the charges paid.)

INFO/MOTION:

- B. TEMPORARY TREATMENT PLANT PUMPING SYSTEM PROJECT – DECLARE PROJECT A CONTINUING EMERGENCY, AFFIRM EXCEPTION TO PUBLIC CONTRACT CODE BIDDING REQUIREMENTS AND AUTHORIZE EXECUTION OF A PURCHASE ORDER WITH CALCON SYSTEMS, INC. FOR FABRICATION, INSTALLATION, PROGRAMMING AND RELATED SERVICES TO PROVIDE A FULLY OPERATIONAL PUMPING SYSTEM CONTROL PANEL

(The Board will be presented a verbal report on the matter and asked to declare the project a continuing emergency and authorize execution of the purchase order contract)

INFO/MOTION:

- C. PRIMARY EFFLUENT BOX, RECYCLE BOX, DIGESTER GAS PIPING AND FFR PUMP GALLERY VALVE REHABILITATION PROJECT – 1) ADOPT RESOLUTION NO. 947 MAKING FINDINGS AND DIRECTING FILING OF NOTICE OF EXEMPTION PURSUANT TO THE CALIFORNIA ENVIRONMENT QUALITY ACT, 2) AUTHORIZE ADVERTISEMENT OF THE NOTICE INVITING BIDS AND 3) AUTHORIZE AMENDMENT OF PROFESSIONAL SERVICE AGREEMENT WITH KENNEDY/JENKS CONSULTANTS FOR ENGINEERING SUPPORT SERVICES DURING CONSTRUCTION IN THE AMOUNT OF \$104,400

(The Board will be asked to adopt the resolution and authorize staff to advertise the notice inviting bids and execute the amendment)

INFO/MOTION:

- D. LOCUST STREET PUMP STATION IMPROVEMENT PROJECT – 1) AWARD CONSTRUCTION CONTRACT TO MAGGIORA & GHILOTTI AND 2) AUTHORIZE AMENDMENT OF PROFESSIONAL SERVICE AGREEMENT WITH NUTE ENGINEERING, INC. FOR ENGINEERING SUPPORT AND INSPECTION SERVICES DURING CONSTRUCTION IN THE AMOUNT OF \$114,700

(The Board will be asked to award the construction contract and authorize amendment of the agreement.)

INFO/MOTION:

- E. MARIN CITY COLLECTION SYSTEM REHABILITATION PROJECT - ADOPT RESOLUTION NO. 947 MAKING FINDINGS AND DIRECTING FILING OF NOTICE OF EXEMPTION PURSUANT TO THE CALIFORNIA ENVIRONMENT QUALITY ACT

(The Board will be asked to adopt the resolution.)

INFO/MOTION:

- F. AUTHORIZE PROFESSIONAL SERVICES AGREEMENT WITH HILTON, FARNKOPF AND HOBSON TO DEVELOP A SEWER SERVICE CHARGE DATABASE IN MICROSOFT EXCEL, PROVIDE TRAINING TO STAFF AND ASSIST IN THE PREPARATION OF THE FY 2011/12 SEWER SERVICE ASSESSMENTS

(The Board will be asked to authorize staff to execute the agreement.)

INFO/MOTION:

- G. AUTHORIZE THE GENERAL MANAGER TO RECRUIT FOR AND HIRE TWO SUMMER INTERNS TO ASSIST OPERATION AND MAINTENANCE STAFF IN THE MAINTENANCE OF DISTRICT FACILITIES.

(The Board will be asked to approve the actions.)

INFO/MOTION:

- H. CONSIDER REQUEST OF OPERATIONS SUPERINTENDENT FOR ASSISTANCE IN PAYING RELOCATION EXPENSES.

(The Board will be asked to consider the request and provide direction to staff.)

INFO/MOTION:

- I. CONSIDER APPROVAL OF STIPEND FOR BOARD PRESIDENT RELATING TO MAINTAINING FINANCIAL ADMINISTRATION

(The Board will be asked to consider the action and provide direction to staff.)

STAFF REPORTS

- A. General Manager

(The Manager will report on the following items)

1. Operations Report
2. Safety Program
3. EEO Report/Harassment Report
4. Odor Report
5. Pump Station Reliability Project – Main Street Pump Station
6. Headworks Project
7. Report on Marin City Sewer Rehabilitation Presentation to Marin City Community Services District Board of Directors
8. Beach Force Main Abandonment

9. TCSD/SMCSD Wastewater Services Agreement – Status of Amendment
10. Minimum Mandatory Penalties, 2007 – 2010
11. Report on Coordination Meeting with City of Sausalito
12. Marin City Pump Station Property Transfer Request from Owner of the Marin Gateway Shopping Center

B. Finances

1. LAIF - Investment of Reserve Funds
2. Monthly Financial Report

VII. VI CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATOR

(Government Code Section 54957.6)

Labor Negotiations – Unrepresented Employees

District Negotiator – District Manager/Personnel Committee

B. CONFERENCE WITH LABOR NEGOTIATOR

(Government Code Section 54957.6)

Labor Negotiations – Management Employees

District Negotiator – Personnel Committee

VIII. BOARD OF DIRECTORS

IX. ADJOURNMENT

INFORMATIONAL

1. Mill Valley Sewer Newsletter re: Sewer Service Charge Increases

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