

**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: July 7, 2014  
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 Rebecca Vaughn, 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.

**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 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.)

**IV. CONSENT CALENDAR**

**MOTION:** A. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING OF JUNE 2, 2014.  
(The Board will be asked to approve minutes of the noted meeting)

**MOTION:** B. ACCEPTANCE OF MINUTES OF THE FINANCE, INSURANCE AND BUDGET COMMITTEE MEETING OF JUNE 13, 2014.  
(The Board will be asked to accept minutes of the noted meeting)

**MOTION:** C. ACCEPTANCE OF MINUTES OF THE NATIONAL PARK SERVICE COMMITTEE MEETING OF JUNE 16, 2014.  
(The Board will be asked to accept minutes of the noted meeting)

**MOTION:** D. APPROVAL OF MINUTES OF THE SPECIAL BOARD MEETING OF JUNE 20, 2014.  
(The Board will be asked to approve minutes of the noted meeting)

**MOTION:** E. ACCEPTANCE OF MINUTES OF THE CAPITAL PROJECT AND CONSTRUCTION COMMITTEE MEETING OF JUNE 23, 2014.  
(The Board will be asked to accept minutes of the noted meeting)

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

**V. UNFINISHED BUSINESS**

None

**VI. NEW BUSINESS**

- MOTION:** A. PUBLIC HEARING – SEWER SERVICE CHARGE RATE PLAN FOR FY 2014/15 THROUGH FY 2018/19  
1. OPEN PUBLIC HEARING  
2. STAFF PRESENTATION  
3. PUBLIC COMMENT  
4. CLOSE PUBLIC HEARING – BOARD SECRETARY REPORT ON TABULATION OF PROTEST VOTES  
(The Board will conduct a public hearing on the item.)
- MOTION:** B. ADOPT ORDINANCE NO. 93 - AN ORDINANCE AMENDING ORDINANCE NO. 91 CONCERNING DISTRICT WASTEWATER SERVICE CHARGES  
(The Board will be asked to adopt the ordinance.)
- MOTION:** C. ADOPT ORDINANCE NO. 94 – AN ORDINANCE ADOPTING SEWER SERVICE CHARGE RATES FOR FISCAL YEAR 2014/15 THROUGH FY 2018/19  
(The Board will be asked to adopt the ordinance.)
- MOTION:** D. ADOPT RESOLUTION NO. 1001 - A RESOLUTION ADOPTING THE FISCAL YEAR 2014/15 BUDGET  
(The Board will be asked to adopt the resolution.)
- MOTION:** E. ADOPT RESOLUTION NO. 1002 - A RESOLUTION ESTABLISHING THE DISTRICT’S GENERAL TAX APPROPRIATIONS LIMIT FOR FISCAL YEAR 2014/15  
(The Board will be asked to adopt the resolution.)
- MOTION:** F. DISTRICT RESIDENCE AND WORKSPACE REMODEL PROJECT - NOTICE AND AWARD CONSTRUCTION CONTRACT TO CF CONTRACTING, INC., THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER, IN THE AMOUNT OF \$692,400 AND AUTHORIZE THE GENERAL MANAGER TO APPROVE CHANGE ORDERS UP TO 10% OF THE CONTRACT AMOUNT  
(The Board will be asked to award the contract and authorize the change order amount.)
- MOTION:** G. DISTRICT RESIDENCE AND WORKSPACE REMODEL PROJECT – AUTHORIZE THE GENERAL MANAGER TO EXECUTE AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH HKIT ARCHITECTS FOR A COST NOT TO EXCEED \$35,000 FOR SUPPORT SERVICES DURING PROJECT CONSTRUCTION  
(The Board will be asked to approve the agreement amendment.)
- MOTION:** H. SCOTTIES WET WEATHER PUMP STATION, WHISKEY SPRINGS PUMP STATION, AND HIGHWAY BOOSTER PUMP STATION IMPROVEMENTS PROJECT - AUTHORIZE THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH CAROLLO ENGINEERS FOR A NOT TO EXCEED COST OF \$134,024 TO COMPLETE A LOCATION SITING AND PRE-DESIGN ANALYSIS OF ALL THREE PUMP STATIONS.  
(The Board will be asked to approve the agreement amendment.)
- INFORMATIONAL:** I. TREATMENT PLANT AND WET WEATHER FLOW UPGRADE PROJECT – SOLICITATION OF REQUEST FOR PROPOSAL (RFP) FOR CONSTRUCTION MANAGEMENT SERVICES  
(The Board will be provided a status report on the item.)

## **VII. STAFF REPORTS**

- A. Manager's Written Report and Verbal Summary of Key Items  
(Please see the Agenda Report for written detailed information)
  - 1. Plant and collection system performance
  - 2. Operation and maintenance
  - 3. Safety program
  - 4. EEOC/Harassment report
  - 5. Odor report
  - 6. Project reports
    - a. Update on the Office Manager/District Secretary recruitment.
    - b. Status of the Disinfection System Analyzer Replacement project.
    - c. Status of the Old Beach Force Main assessment.
    - d. Update on District response to the June 16, 2104 Marin County Grand Jury Report on wastewater agencies.
    - e. Update on the sale of the 350 HP portable engine driven pump.
  
- B. District Secretary/Office Manager Written Report and Verbal Summary of Key Items  
(Please see the Agenda Report for written detailed information)
  - 1. Review of July 2014 Meeting and Event Calendar.
  - 2. Announcement of Special Board meetings that will be scheduled on the third Tuesday of each month at 11:30 am at the treatment plant conference room.
  - 3. Announcement of the 2014 CASA annual conference to be held in Monterey, CA from August 20-22.
  
- C. Finances
  - 1. LAIF - Investment of Reserve Funds.
  - 2. Operating Fund Financial Report.
  - 3. Capital Job Cost Report.

## **VIII. BOARD OF DIRECTORS**

### **IX. ADJOURNMENT**

- A Special Board meeting is to be held on July 15, 2014 at 11:30 am at the treatment plant conference room, 1 East Road, Sausalito, California.
- The next Regular Board meeting is to be held on August 4, 2014 at 7:00 pm, City Council Chambers, 420 Litho Street, Sausalito, California.

### **X. INFORMATIONAL**

- 1. 2014 CASA annual conference program.

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