



District Board

Megan Clark
Russell R. Greenfield
Larry Loder
Craig K. Murray
Judy Schriebman

District Administration

Mark R. Williams, District Manager

BOARD MEETING AGENDA

Thursday, June 12, 2008

Resolution Next in Order: No. 2008-1853 Ordinance Next in Order: No. 140

NOTE: Final Board Action May Be Taken on Any Matter Appearing on Agenda

4:10 P.M. CLOSED SESSION

1. Public Employment – Collection System / Safety Manager – pursuant to Government Code Section 54957 – Collection System / Safety Manager vacancy

[20 minutes]

4: 30 P.M. GENERAL SESSION

1. **PUBLIC COMMENT PERIOD**: This portion of the meeting is reserved for persons desiring to address the Board on matters not on the agenda. Presentations are generally limited to three minutes. All matters requiring a response will be referred to staff for reply in writing and/or placed on a future meeting agenda. Please contact the District Manager before the meeting.

[5 minutes]

2. **CONSENT CALENDAR**: These items are considered routine and will be enacted, approved or adopted by one motion unless a request for removal for discussion or explanation is received from the staff or the Board.
 - A. Board Minutes for April 17, 2008 (Approval)
 - B. San Francisco California Regional Quality Control Board Communication – April 2008 Plant & Reclamation Monthly Reports
 - C. Environmental Protection Agency Communication – April 2008 Monthly & January-June Semi-Annual Reports
 - D. Resolution 2008-1853 A RESOLUTION PROVIDING FOR THE COLLECTION OF SEWER SERVICE CHARGES AND DELINQUENT SEWER SERVICE CHARGES ON THE TAX ROLL
 - E. Notice -Call for Bids – Liquid Sodium Hypochlorite (12.5% concentration). Bid closing is scheduled for 6/26/08 at 2PM.
 - F. Notice -Call for Bids – Liquid Sodium Bisulfite (25% concentration). Bid closing is scheduled for 6/26/08 at 2PM.
 - G. Warrant Lists for June 2 & 12, 2008

H. Marin Independent Journal Various Articles / Miscellaneous Correspondence & Articles - (Receive and File)

I. Directors' Meeting Compensation-May, 2008

POSSIBLE EXPENDITURE OF FUNDS: Yes, Warrants

STAFF RECOMMENDATION: Adopt Consent Calendar Items A through I

[15 minutes]

3. **BOARD REPORTS:**

A. NBWA – Verbal

B. NBWA-Miller Creek Watershed Stewards – Verbal

C. NBWRA – Verbal

D. CASA Conference

E. Board Agenda Item Requests – Verbal

[15 minutes]

4. **BID AWARD-SMITH RANCH ROAD PUMP STATION AND MANHOLE COATING/REPAIR**

PROJECT: Board consideration of Award of Bid for the Smith Ranch Road Pump Station and Manhole Coating/Repair Project for. The Smith Ranch Road pump station rehabilitation project is a budgeted project. The Bid and references will be reviewed by Nute Engineering.

POSSIBLE EXPENDITURE OF FUNDS: Yes, \$85,000 (engineers estimate)

STAFF RECOMMENDATION: Board approval of Award of Bid to be announced at Board Meeting

[5 minutes]

5. **PURCHASE OF PRIMARY CLARIFIER EQUIPMENT:** District Manager, Mark Williams will report on the recommendation to Purchase Primary Clarifier Equipment in advance of the start of the Primary Clarifier capacity increase project.

POSSIBLE EXPENDITURE OF FUNDS: \$20,000 annually

STAFF RECOMMENDATION: Board discussion and approval

[5 minutes]

6. **REGULATORY UPDATE ON WASTEWATER PLANT DISCHARGE ISSUES:** District consultant Ray Goebel of Eisenberg, Olivieri & Associates (EOA) will give a Regulatory Update on Wastewater Plant Discharge Issues.

POSSIBLE EXPENDITURE OF FUNDS: Not Applicable

STAFF RECOMMENDATION: Not Applicable

[30 minutes]

7. **CASA AB 2986 OPPOSITION LETTER:** District Manager will report on the CASA AB 2986 Opposition Letter.

POSSIBLE EXPENDITURE OF FUNDS: Not Applicable

STAFF RECOMMENDATION: Board direct staff to send out opposition AB 2986 Opposition Letter to appropriate elected officials

[10 minutes]

8. **CALIFORNIA ASSOCIATION OF SANITATION AGENCIES (CASA) PRIVATE LATERAL LEGISLATION WORKGROUP APPOINTMENT:** Board to consider appointing a District Board member to participate in the CASA Private Lateral Workgroup.

POSSIBLE EXPENDITURE OF FUNDS: \$252/month (estimated)

STAFF RECOMMENDATION: Board appoint Board Member Greenfield to participate in the CASA Private Lateral Workgroup.

[5 minutes]

9. **BOARD SELECTION OF A NEW DISTRICT LOGO:** District Manager will present several District Logo options developed by Rausch Communication Consultants LLC for Board consideration.

POSSIBLE EXPENDITURE OF FUNDS: Not Applicable

STAFF RECOMMENDATION: Board select two options

[10 minutes]

10. **PROPOSAL FOR PUBLIC OUTREACH PROGRAM TO SUPPORT FUTURE SEWER SERVICE CHARGE CHANGE:** District Manager will report on Rausch Communication Consultants LLC proposal for Public Outreach Program to Support Future Sewer Service Charge Change.

POSSIBLE EXPENDITURE OF FUNDS: \$37,565

STAFF RECOMMENDATION: Board approve Rausch Communication Consultants LLC proposal for Public Outreach Program to Support Future Sewer Service Charge Change

[20 minutes]

11. **2008-09 USER CHARGE PRELIMINARY REPORT:** Administrative Services Manager, Susan McGuire, to report on the 2008-09 User Sewer Charge computations.
- A. Estimated 2008-09 User Sewer Charge revenue
 - B. Calculation method for Strength Factor
 - C. Calculation method for converting water usage to Sanitary Sewer Units
 - D. Recovery of County of Marin collection fee

POSSIBLE EXPENDITURE OF FUNDS: No,

STAFF RECOMMENDATION: Board to approve the following:

- A. Apply strength factor to all affected parcels as required by Ordinance 105
- B. Calculation method converting water usage to sanitary sewer units
- C. Recovery of County parcel assessment charge

[20 minutes]

12. **INTRODUCTION OF 2008-09 PRELIMINARY BUDGET:** District staff presentation of Preliminary Budget:

- (1) Revenue Budget and Year-end Fund Balances
- (2) District staffing and Consultant onsite staffing.
- (3) O & M Budget
- (4) CIP Budget – 2008-09

POSSIBLE EXPENDITURE OF FUNDS: Yes, approximately \$8.042 million

STAFF RECOMMENDATION: Board acknowledgement and continuance to June 12th Board meeting.

[10 minutes]

13. **SELECTION OF DISTRICT ANNUAL FINANCIAL AUDITOR:** Administrative Services Manager to report on the recommendation to utilize Vavrinek Trine and Day Company to complete the District's Annual Financial audit.

POSSIBLE EXPENDITURE OF FUNDS: \$20,000 annually

STAFF RECOMMENDATION: Board discussion and approval

[5 minutes]

14. **STAFF / CONSULTANT REPORTS:**

- A. Bank of Marin change in investment of Sweep Account funds

[5 minutes]

ADJOURNMENT – APPROXIMATELY 7:10 P.M. TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR THURSDAY, June 26, 2008 @ 4:30 PM AT THE DISTRICT OFFICE.

AGENDA APPROVED: Megan Clark, Board President

David Byers, Legal Counsel

CERTIFICATION: I, Mark Williams, Secretary Pro Tem of the LGVSD, hereby declare under penalty of perjury that on or before June 9, 2008, I had District staff post the Agenda for the Board Meeting of said Board to be held Thursday, June 12, 2008 at the District Office, located at 300 Smith Ranch Road, San Rafael, CA.

DATED: June 9, 2008

Mark R Williams
District Manager – Secretary Pro Tem