

**GENERAL AGENDA INFORMATION**

---

**Agenda Title:**

1. Roll Call
  2. Approve Agenda
  3. Public Expression
- 

**1. Roll Call**

The Board President will open the meeting then call the roll to determine the Directors present at the beginning of the Board meeting.

---

**2. Approve Agenda**

The Board routinely approves the meeting agenda as posted. State law prohibits Board action or discussion on any item within its subject matter jurisdiction not listed on the agenda, unless:

- (1) The Board determines an emergency exists (majority vote), or
  - (2) There is an immediate need to take action and that need arose subsequent to the agenda being posted (2/3 majority vote).
- 

**3. Public Expressions**


Members of the public are invited to address the Board concerning topics that are not listed on the Agenda. (If an item is agendaized, 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 that 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 agendaized 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.

Date: January 14, 2009

ITEM # 5 A

**STAFF REPORT**

To: Board of Directors  
From: Jon Elam, General Manager   
Subject: Phase II Overflow Action Plan and Response to EPA Administrative Orders.

TCSD participated with other sewer agencies that flow to SASM and SMCSO in 2008 to respond to the requirements of EPA Administrative Orders (See attachment 1).

Phase I's work covered a number of requirements and was submitted as required to the EPA by the October 15, 2008 deadline, District costs for Phase I's work was \$61,000.

The District's Consultants for Phase I work, RMC, have now prepared a proposal for Phase II work which is due April 15, 2009. The total is \$143,418 and for Phase III (for 2010) of \$54,824. Based on Phase I's distributing of costs TCSD share could be \$47,806 for 2009 and \$18,274 for 2010.

I believe this work covers work orders for both of our SASM and SMCSO Orders.

These orders require extensive and time-consuming data gathering and numerous meetings. This is not necessarily a bad thing as historically few joint meetings have been held. One of the goals of all of this was to build on our foundation of cooperation through improved communications.

The work proposed in the "Scope of Services" is attached.

The first step is the one before you this evening, in that you are being requested to approve a scope and budget for this work and authorize issuing a "Notice to Proceed" to RMC.

Next they will undertake the preparation of a Larger Phase II Report with basic information that applies to all nine agencies Southern Marin Agencies, and supplement it with individual appendixes for each separate agency like TCSD. It should be noted while the report outlines each agencies strategies the real work of implementation and submitting detail plans falls back on, in our case, TCSD.

A second item outlined in our 2009 program is to purchase and install a computerized sewer maintenance system. We are well underway with this using the GIS Mapping effort we do with Marin Map and E-2 Consulting; it will need to be coordinated with the other SASM systems. The work on this will be ongoing cost remain undetermined.

**Tasks completed in Phase 1 include:**

- Task 1 - Spill Response, Record Keeping, Notification and Reporting (Done).
- Task 2 - Sewer System Cleaning and Root Control Program – Fats, Oil, and Grace Program (Proposed Agreement with CMSA).
- Task 3 - Sewer pipe and maintenance hole inspection and condition assessment (E-2 Video's).
- Task 4 - Capacity Assurance.
  - Short Term contingency Plan. (Done)
  - Capacity Assurance Plan. (Done)
- Task 6 - Implementation Study and Report. (Done)

**Phase II and III work:**

- Task 2 - Maintenance Management System (MMS.)
  - Pump Station Reliability Certification. (Nute Agreement)
- Task 3 - System Capacity Assessment. (RMC)
- Task 5 - Infrastructure Renewal Plan. (Nute and TCSD)
- Task 7 - Support with reporting to EPA.
- Task 8 - Workshops with Agency Staff.
- Task 9 - Projection Management by RMC.

**Recommended Action:**


Motion to approve TCSD Staff to sign an agreement with RMC and Nute Engineering to do Phase II and Phase III as required under the EPA Administrative Orders at a cost not to exceed \$47,806 for April 15, 2009 deadline work and \$18,274 for work in 2010.

Date: January 14, 2009

ITEM # 5 B

**STAFF REPORT**

To: Board of Directors

From: Jon Elam, General Manager 

Subject: Purchase of Sewer Video Equipment

Increasingly, the District has been using video equipment to evaluate both public and private sewer lines in the District. This costs a great deal of money, and staff has suggested we acquire our own units.

Bob Bunce evaluated several different companies (in the field) this fall, for ease of use and is recommending a "Cues Mini Portable T.V. System" at a cost of \$11,847.11.

This unit includes 300' of cable. Electronic footage meter and a high resolution display screen.

The recent contract to video the new sewer lines installed in the Kay Park area cost \$11,200, so the savings gained from having our own unit would be immediate.

**Recommended Action:**


Motion to authorize the General Manager to sign a purchase agreement with WECO industries, in the amount of \$11,847.11, for the purchase of a "WES Mini Portable T.V. System."

Date: January 14, 2009

ITEM # 5 C

**STAFF REPORT**

To: Board of Directors

From: Jon Elam, General Manager 

Subject: Pump Station Reliability Certification

Attached is a proposal from Nute Engineering in the amount of \$20,000 to prepare a Pump Station Reliability/Rehabilitation Evaluation Study.

The reliability study is a requirement of our E.P.A. Administrative order. After reading the attached memo and proposal from Ed Nute, I am rather glad we are doing this, as my perception that everything is in order may not be based on anything.

This work would fold into our Phase II Agreement with RMC and not be duplicated.

Recommended Action:

Motion to authorize the General Manager to sign the attached proposal from Nute Engineering in the amount not to exceed \$20,000.00.