

**SANITARY DISTRICT NO. 1 OF MARIN COUNTY  
REGULAR BOARD MEETING MINUTES**

Tuesday, August 5, 2003  
6:45 p.m.

Drakes Landing Community Room  
300-A Drakes Landing  
Greenbrae, CA

Members Present: Brian Oliva, Acting President  
George Buckle, Alternate Secretary  
Steven Vanni  
Sue MacMillan

Members Absent: Donna Bjorn

Staff Present: Barry Hogue, District Manager  
Fritz Schulte, Office Manager  
Theresa Jungbauer, Administrative Assistant

Guests Present: John Sharp, District Counsel

Public Present: Phyllis Schrobsdorff and Victoria Sullins

**Item #1-ORDER** The meeting was called to order by Acting President Oliva at 6:45 p.m. Roll call was taken and a quorum was present.

**Item #2-OPEN TIME FOR PUBLIC** Phyllis Schrobsdorff, 727 Sir Francis Drake Blvd., Kentfield, had concerns regarding green yard waste container pickup. Marin Sanitary Service picks up her container once every two weeks. She has a big garden and would like her green yard waste container to be picked up weekly.

District Manager Hogue asked Ms. Schrobsdorff if she had enough room to store two (2) green yard waste containers and she said she did. He stated that he would contact Marin Sanitary Service to discuss.

**Item #3-APPROVE THE MINUTES OF JULY 1, 2003** M/S Buckle/MacMillan to approve the Minutes of July 1, 2003 as submitted. The motion carried; abstain Vanni.

**Item #4-CONSENT CALENDAR** The Board reviewed the Consent Calendar:

- a) Approve Accountant's Report for June 2003
- b) Approve Progress Payments for Capital Improvements Projects:
  - i) Kentfield Pump Station Improvements, Phase 3, Maggiora & Ghilotti, final progress billing, \$15,000, per July 21, 2003 letter from Nute Engineering
- c) Accept Kentfield Pump Station Improvements, Phase III
  - i) Resolution No. 1211 and Notice of Completion
- d) Grant approval for a public sewer extension to serve 114 Stetson, Kentfield

M/S Vanni/MacMillan to approve the Consent Calendar as submitted. Vote: Ayes: MacMillan, Buckle, Vanni, Oliva; Noes: None; Absent: Bjorn; Abstain: None. The motion carried.

**Item #5-PUBLIC HEARING: 2003/2004 FISCAL YEAR BUDGET AND SEWER SERVICE CHARGES** District Manager Hogue reviewed the staff report.

Acting President Oliva opened the public hearing at 6:50 p.m. Since there were no comments, verbal or written, the public hearing was then closed.

The Board had a brief discussion; no action was taken.

**Item #6-APPROVE 2003/2004 FISCAL YEAR BUDGET AND SEWER SERVICE CHARGES** District Manager Hogue reviewed the staff report.

No public comment was offered.

M/S Vanni/Buckle to adopt Resolution No. 1212 adopting the 2003/2004 Fiscal Year Sewer Service Charge for Sanitary District No. 1-Ross Valley Service Area at \$203 per year; and Sanitary District No. 1-Larkspur Service Area at \$287 per year.

Roll call:	Ayes:	Buckle, Vanni, MacMillan, Oliva
	Noes:	None
	Absent:	Bjorn

M/S Vanni/MacMillan to adopt Resolution No. 1213 adopting the 2003/2004 Fiscal Year Budget at \$9,435,890.

Roll call:	Ayes:	Buckle, Vanni, MacMillan, Oliva
	Noes:	None
	Absent:	Bjorn

The motions carried.

**Item #7-GRANT APPROVAL FOR A PUBLIC SEWER EXTENSION TO SERVE 31 BUENA VISTA, FAIRFAX** District Manager Hogue reviewed the staff report.

After a lengthy discussion, M/S Buckle/Vanni to grant approval for a public sewer extension to serve 31 Buena Vista Avenue, Fairfax, pending plan revisions, financial provisions and a condition that the 10% maintenance bond, which is held for 1 year after acceptance of the public sewer extension, may be used to make repairs to the trench and sealing of cracks for the full length and width of the road (pertaining to the public sewer extension portion only). The motion carried unanimously.

**Item #8-SEWER REPLACEMENT PROJECT DESIGN PROPOSALS** District Manager Hogue reviewed the staff report.

Acting President Oliva absent from 7:19-7:20 p.m.

After a brief discussion, M/S Buckle/MacMillan to approve Nute Engineering's proposals for engineering services for the Sir Francis Drake Boulevard, Kentfield Sewer Rehabilitation and 2003 Miscellaneous Sewer Rehabilitation projects. The motion carried unanimously.

**Item #9-LARKSPUR MAIN PUMP STATION IMPROVEMENTS: CALL FOR BIDS** District Manager Hogue reviewed the staff report.

After a brief discussion, M/S Vanni/Buckle to authorize the District Manager to call for bids for the Larkspur Main Pump Station Improvements project when the bid package has been completed by Nute Engineering. The motion carried unanimously.

**Item #10-ENVIRONMENTAL CRIMINAL LIABILITY DEFENSE COVERAGE** District Manager Hogue reviewed the staff report.

The Board had a brief discussion; no action was taken.

**Item #11-STAFF'S VERBAL REPORT** The District Manager gave a brief report of the District's site, Campus' project and Monahan Pacific's project; proposed Canyon Road, Fairfax, Sewer Assessment District; Pacific Mechanical's submittals for the

Kentfield Pump Station Improvements, Phase IV; and a September agenda item regarding desalination.

**Item #12-BOARD OPEN TIME** Director Vanni was concerned that the CMSA Monthly Report did not reflect what was actually discussed with regard to the JPA exploratory committee.

Director Buckle wanted to know if there was a map of the District's sewer mains and streets for tracking the sewer mains that have been replaced.

**Item #13-CLOSED SESSION** The Board adjourned to Closed Session at 7:45 p.m. pursuant to Government Code Section 54956.9 (c)--Conference with Legal Counsel re: anticipated litigation of one (1) potential case.

The Board reconvened to Open Session at 8:15 p.m.

No action was taken.

**Item #13-ADJOURNMENT** The meeting was adjourned at 8:16 p.m.

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GEORGE H. BUCKLE  
Alternate Secretary of the Board