

Claire McAuliffe, President
Corinne Wiley, Vice President

Catharine Benediktsson, Secretary
Casey Kawamoto, Director
Bill Brady, Director

**Sanitary District No.5 of Marin County
Capital Improvement Program Committee Meeting
at Sanitary District No. 5 of Marin County Meeting Room
2001 Paradise Drive, Tiburon, California
Tuesday, September 23, 2008 9:00 a.m.**

CALL TO ORDER at 9:23 a.m.

- I. ROLL CALL:** Directors, present: Claire McAuliffe, President
Casey Kawamoto, Director
- Staff, present: Robert L. Lynch, District Manager
Samantha Miller, Office/Finance Manager

II. PUBLIC COMMENTS: None

III. Digester Rehabilitation Project – Update

Mgr. Lynch informed the committee that the District issued an RFP for the Concrete Repair work on Digester No. 1 to NCCI Inc. NCCI Inc. submitted a Lump Sum Price of \$9,477.00 for furnishing all material and labor to complete the work. This cost falls within the budget for the amount of money the District Manager is authorized to spend on his own. Therefore, there was not a competitive bid for the project. Mgr. Lynch advised the committee that the digester cover is expected this week.

IV. Paradise Cove Improvement Project – Update

Mgr. Lynch informed the committee that the project is moving along with great news in regards to the permitting issues. The District has received the permit from the State Land Commission and BCDC has completed its review. The Permit from BCDC should arrive within the next several days. The District has issued a Notice to Proceed to Team Ghilotti for Contract "B." Team Ghilotti can start mobilizing for the outfall portion of the project. The Paradise Cove Improvement Project is expected to be fully operational by the week of November 17, 2008, when we will be able to connect to the new outfall pipe.

Mgr. Lynch notified the committee that the District is going to increase the retaining wall by three feet and add a culvert behind the existing retaining wall.

V. Sewer Rehabilitation CIPP Project – Update

Mgr. Lynch advised the committee that Nute Engineering has completed the Plans and Specifications for the CIPP Project. The project is currently out to bid with a Bid Date of September 29, 2008 at 11 a.m.

VI. Seafirth Pump Station & Pressure Line Project – Update

Mgr. Lynch informed the committee that the Seafirth Estate Pump Station and Sewer Line Project are currently out to bid. The District Manager has reviewed the plan and specification for the project and made some small changes. The pre-bid meeting will be held on Wednesday, September 24, 2008 from 10:00 a.m. to 12:00 p.m. Bids are due on Friday, October 10, 2008 at 11:00 a.m. at CSW/Stuber-Stroeh office.

Mgr. Lynch said he would like Seafirth to install a flow meter. The committee discussed the question about who owns the water from the sewage treatment plant. The committee would like to start looking into the issue of water ownership and rights.

VII. Asset Condition Assessment – Matrix

Mgr. Lynch advised the committee that he has not been able to start the Asset Condition Assessment Project due to lack of time. He feels that within the next several months he will be able to start. He will start with the Main Treatment Facility and then move towards the collection system. Currently, the District has a ten year rehabilitation program for the collection system. Pres. McAuliffe would like to see a draft of the matrix at every Capital Improvement Program Committee meeting.

VIII. ADJOURNMENT at 10:02 a.m.

Recorded by Samantha Miller