

MINUTES OF JUNE 9, 2020

SANITARY DISTRICT NO. 2 A SUBSIDIARY DISTRICT OF THE TOWN OF CORTE MADERA

NOTICE TO PUBLIC:

Due to Coronavirus (COVID-19), the June 9, 2020, Sanitary District No. 2 meeting will occur via videoconference only. All Boardmembers will be participating remotely, and residents are urged to follow the orders issued by the Marin County Public Health Officer and Governor and participate in the meeting remotely as well. As allowed under the Governor's Executive Order N-29-20 (March 17, 2020), during the duration of the COVID emergency the Town of Corte Madera will no longer offer an in-person meeting location for the public to attend. Members of the public may view and participate in the meeting remotely by registering at the following link:

<https://tinyurl.com/y7aw8ubu>

Or call in using any of the following phone numbers:

1 (408) 638-0968 1 (253) 215-8782 1 (301) 715-8592 1 (346) 248-7799
1 (669) 900-6833 1 (312) 626-6799 1 (646) 876-9923

(for higher quality, dial a number based on your current location)

Submit public comment remotely by:

1. Emailing PublicComment@tcmmail.org prior to 5:00 P.M. on the day of the meeting.
2. Emailing PublicComment@tcmmail.org during the meeting.
3. Registering for the meeting at the link above and selecting the "Raise Hand" icon during the meeting to provide public comment verbally when recognized by the Clerk at the appointed time.

Anyone with a disability needing further assistance with public comment should contact the Clerk at least 2 hours before the beginning of the meeting to make alternative arrangements at rvaughn@tcmmail.org or 415-927-5050.

Click [here](#) for more information on how to register to watch the meeting and submit public comment remotely.

Board President Beckman called the Sanitary District No. 2 Meeting to order at Town Hall Council Chambers, 300 Tamalpais Drive, Corte Madera, CA on June 9, 2020 at 5:45 p.m.

1. CALL TO ORDER AND ROLL CALL

Board Members Present: President Beckman, Vice President Kunhardt; Board Members Casissa, Lee and Ravasio

Members Absent: None

Staff Present: District Manager R.J. Suokko
Town Manager Todd Cusimano
District Counsel Teresa Stricker
Director of Finance Daria Carrillo

Director of Planning and Building Adam Wolff
District Clerk Rebecca Vaughn

SALUTE TO THE FLAG – Board President Beckman led in the Pledge of Allegiance.

2. CLOSED SESSION

- A. Public Comment on Closed Session Item – President Beckman confirmed there were no emails or public speakers.
- B. **CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to Gov. Code Sections 54956.9(d)(2) and 54956.9(e)(3): One potential case
- C. Reconvene in Open Session – 6:22 p.m.
- D. Report Out of Closed Session – President Beckman announced there was no reportable action from Closed Session.

3. OPEN TIME FOR PUBLIC COMMENTS – There were no emails or public speakers.

4. PRESENTATIONS – None

5. CONSENT CALENDAR

Board President Beckman opened the public comment period and there were no emails or speakers, and there were no public members or Boardmembers wishing to remove items.

A. Waive Further Reading and Authorize Introduction and/or Adoption of Resolutions and Ordinances by Title Only.
(Standard procedural action – no backup information provided)

B. Approval of Minutes of the May 5, 2020 Sanitary District Board Meeting

MOTION: Moved by Kunhardt, seconded by Ravasio, and approved unanimously by the following vote: 5-0 (Ayes: Casissa, Kunhardt, Lee, Ravasio and Beckman; Noes: None)

To adopt Sanitary District No. 2 Consent Calendar Items A and B.

6. PUBLIC HEARINGS – None

7. BUSINESS ITEMS

- A. Authorize the District Manager to Approve the Plans and Contract Documents, Authorize the Advertisement for Bids, and Award a Construction Contract to the Lowest Responsible Bidder for the Lowest Base Bid Amount, Not to Exceed \$3,100,000 Plus an Additional 10% Contingency, for the 2020 Sewer Rehabilitation Project #18-201

District Manager R.J. Suokko gave the staff report, stating this is the 2020 Sewer Rehabilitation project which consists of streets in various locations as well as repairs on specific streets. This project is included in some commitments made to the Regional Water Quality Control Board several years ago as part of their operating order and JPA with CMSA and other collection agencies.

The project will occur over the summer and staff is also requesting the Board to direct an award as this is a very long duration project, likely to go into January 2021. This will allow a few weeks of additional time in the summer period as opposed to later in the winter. The project also connects to the Town's overall projects as far as roads in need of pavement rehabilitation. The District seeks to improve its infrastructure to reduce infiltration and inflow into their sewer mains which benefits the environment and overall collection system.

Boardmember Lee asked if the 10% contingency was standard for these types of projects. Mr. Suokko stated yes; and he added that if this were a smaller sized undergrounding project he would actually recommend 15% but given the scale, 10% is manageable. He also clarified that if the bid comes in within approximately 15% of the Engineer's Estimate, the Board's action will award the project. Separately, he asked that the Board allow a 10% construction contingency once bids are received to handle any unforeseen conditions.

President Beckman opened the public comment period, and there were no emails or speakers.

MOTION: Moved by Ravasio, seconded by Casissa, and approved unanimously by the following vote: 5-0 (Ayes: Casissa, Kunhardt, Lee, Ravasio and Beckman; Noes: None)

To Authorize the District Manager to Approve the Plans and Contract Documents, Authorize the Advertisement for Bids, and Award a Construction Contract to the Lowest Responsible Bidder for the Lowest Base Bid Amount, Not to Exceed \$3,100,000 Plus an Additional 10% Contingency, for the 2020 Sewer Rehabilitation Project #18-201.

7. BOARD MEMBER AND DISTRICT MANAGER REPORTS

- District Manager Report - None

- Board Member Reports – None

8. ADJOURNMENT

The Sanitary District No. 2 Meeting was adjourned at 6:30 p.m.