



101 Lucas Valley Road, Suite 300
San Rafael, CA 94903
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www.LGVSD.org

MANAGEMENT TEAM
General Manager, Mike Prinz
Plant Operations, Mel Liebmann
Collections/Safety/Maintenance, Greg Pease
Engineering, Michael P. Cortez
Administrative Services, Dale McDonald

DISTRICT BOARD
Megan Clark
Rabi Elias
Craig K. Murray
Judy Schriebman
Crystal J. Yezman

The Mission of the Las Gallinas Valley Sanitary District is to protect public health and the environment by providing effective wastewater collection, treatment, and recycling services.

SPECIAL BOARD MEETING AGENDA

SEPTEMBER 16, 2021

In accordance with Government Code Section 54956

Crystal J. Yezman, Board President, has called for a Special Meeting

On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which enhances State and Local Governments' ability to respond to COVID-19 Pandemic based on Guidance for Gatherings issued by the California Department of Public Health. The Executive Order specifically allows local legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, in order to protect public health. In light of this, September 16, 2021 meeting of the LGVSD Board will be held via Zoom electronic meeting. There will be NO physical location of the meeting. Due to the current circumstances, there may be limited opportunity to provide verbal comments during the meeting. Persons who wish to address the Board for public comment or on an item on the agenda are encouraged to submit comments in writing to the Board Secretary (tlerch@lgvsd.org) by 5:00 pm on Wednesday, September 15, 2021. In addition, Persons wishing to address the Board verbally must contact the General Manager, by email (mprinz@lgvsd.org) and provide their Name; Address; Tel. No.; and the Item they wish to address by the same date and time deadline for submission of written comments, as indicated above. Please keep in mind that any public comments must be limited to 3 minutes due to time constraints. Any written comments will be distributed to the LGVSD Board before the meeting.*

**Prior to the meeting, participants should download the Zoom app at:
<https://zoom.us/download>.*

REMOTE CONFERENCING ONLY

Join Zoom Meeting online at:

<https://us02web.zoom.us/j/82645700873>

OR

By teleconference at: +16699009128 Meeting ID: 826 4570 0873

**MATERIALS RELATED TO ITEMS ON THIS AGENDA ARE AVAILABLE FOR
PUBLIC INSPECTION ON THE DISTRICT WEBSITE WWW.LGVSD.ORG**

NOTE: Final board action may be taken on any matter appearing on agenda

Estimated
Time**OPEN SESSION:**

4:00 PM

1. PUBLIC COMMENT

This portion of the meeting is reserved for persons desiring to address the Board on matters not on the agenda and within the jurisdiction of the Las Gallinas Valley Sanitary District. 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 General Manager before the meeting.

4:05 PM

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. Approve the Board Minutes for August 16 and August 19, 2021
- B. Approve the Warrant List for September 16, 2021
- C. Approve Board Compensation for August 2021

Possible expenditure of funds: Yes, Items B and C.

Staff recommendation: Adopt Consent Calendar – Items A through C.

4:15 PM

3. INFORMATION ITEMS:**STAFF/CONSULTANT REPORTS:**

- 1. General Manager Report – Verbal
- 2. State of California Executive Order N-29-20 Expiring September 30
- 3. Pump Station Assessments/Vegetation Management

4:45 PM

4. REQUESTED DONATION TO TWO NONPROFIT ORGANIZATIONS

Board to discuss a donation of up to \$1,500. to support the River Otter Ecology Project contest “Mostly Water also known as “SPLASH” and a donation to Point Blue Conservation Science for their Students and Teachers Restoring a Watershed (STRAW) program.

5:00 PM

5. ARCHIVING AUDIO AND VIDEO RECORDINGS OF BOARD MEETINGS

Board to discuss Audio and Video recording of Board meetings.

5:30 PM

6. REGULAR BOARD MEETING START TIME FOR OCTOBER THROUGH DECEMBER

Board to discuss changing the Board meeting start times for October, November and December.

5:45 PM

7. BOARD MEMBER VACANCY PROCESS

Board to discuss the Board Member Vacancy Process.

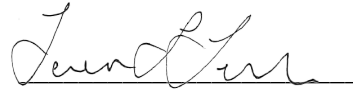
- 6:15 PM 8. PUBLIC COMMENT**
 This portion of the meeting is reserved for persons desiring to address the Board on matters not on the agenda and within the jurisdiction of the Las Gallinas Valley Sanitary District. Presentations are generally limited to three minutes. All matters requiring a response will be referred to staff for reply in writing and/or placed on a future meeting agenda. Please contact the General Manager before the m
- 6:20 PM 9. BOARD MEMBER REPORTS:**
1. CLARK
 - a. NBWA Board Committee, NBWA Conference Committee, 2021 Employee Climate Survey Ad Hoc Committee, 2021 Operations Control Center Ad Hoc Committee, Other Reports
 2. ELIAS
 - a. NBWRA, Ad Hoc Engineering Committee re: STPURWE, 2021 GM Evaluation Ad Hoc Committee, 2021 Operations Control Center Ad Hoc Committee, Other Reports
 3. MURRAY
 - a. Marin LAFCO, CASA Energy Committee, 2021 GM Evaluation Ad Hoc Committee, 2021 Legal Services Ad Hoc Committee, 2021 Employee Climate Survey Ad Hoc Committee, Marin Special Districts Association, Other Reports
 4. SCHRIEBMAN
 - a. Gallinas Watershed Council/Miller Creek Watershed Council, JPA Local Task Force NBWA Tech Advisory Committee, Other Reports
 5. YEZMAN
 - a. Flood Zone 7, CSRMA, Ad Hoc Engineering Committee re: STPURWE Engineering Subcommittee, 2021 Legal Services Ad Hoc Committee, Other Reports
- 6:30 PM 10. BOARD REQUESTS:**
- A. Board Meeting Attendance Requests – Verbal
 - B. Board Agenda Item Requests – Verbal
 - C. Pending Board Agenda Item Requests
 - i. ACTION - Relocation Assistance Act Policy for Real Estate Acquisitions
- 6:35 PM 11. VARIOUS INDUSTRY RELATED ARTICLES**
- 6:40 PM 12. ADJOURNMENT**

FUTURE BOARD MEETING DATES: SEPTEMBER 20, OCTOBER 7 AND OCTOBER 21

AGENDA APPROVED:	Crystal J. Yezman, Board President	Patrick Richardson, Legal Counsel
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CERTIFICATION: I, Teresa Lerch, District Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before September 13, 2021 4:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held September 16, 2021 at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

DATED: September 10, 2021



Teresa L. Lerch
District Secretary

The Board of the Las Gallinas Valley Sanitary District meets regularly on the first and third Thursday of each month. The District may also schedule additional special meetings for the purpose of completing unfinished business and/or study session. Regular meetings are held at the District Office, 101 Lucas Valley Road, Suite 300, San Rafael, CA.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District at (415) 472-1734 at least 24 hours prior to the meeting. Notification prior to the meeting will enable the District to make reasonable accommodation to help ensure accessibility to this meeting.

Agenda Item 2A
Date September 16, 2021

MEETING MINUTES OF AUGUST 16, 2021

THE BOARD OF DIRECTORS AND STAFF OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON AUGUST 16, 2021 AT 8:01 AM BY ZOOM AND AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, SAN RAFAEL, CALIFORNIA.

BOARD MEMBERS PRESENT: M. Clark, C. Murray, J Schriebman and C. Yezman

BOARD MEMBERS ABSENT: R. Elias

STAFF PRESENT: Dale McDonald, District Treasurer

OTHERS PRESENT: David Byers, District Counsel, Pat Richardson, District Counsel; Morin Jacob, Liebert Cassidy Whitmore

ANNOUNCEMENT: President Yezman that the agenda had been posted as evidenced by the certification on file in accordance with the law

1. **PUBLIC COMMENT:** None

2. **CLOSED SESSION:**

ACTION:

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO CLOSED SESSION ON AUGUST 16, 2021 , AT 8:03 AM BY ZOOM CONFERENCE AND AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

McDonald left the meeting at 8:03 am.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION GENERAL MANAGER: pursuant to Government Code Section 54957.

ADJOURNMENT:

ACTION:

The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on August 16, 2021 at 8:55 am.

REPORT ON CLOSED SESSION: President Yezman reported that there were no reportable actions in Closed Session.

3. **ADJOURNMENT:**

ACTION:

Board approved (M/S Schriebman/Clark 4-0-1-0) the adjournment of the meeting at 8:56 am

AYES: Clark, Murray, Schriebman and Yezman.

NOES: None.

ABSENT: Elias.

ABSTAIN: None.

The next Board Meeting is scheduled for August 19, 2021 3:30 PM at the District Office.

ATTEST:

Dale McDonald, District Treasurer

APPROVED:

Megan Clark, Board Vice-President

SEAL

MEETING MINUTES OF AUGUST 19, 2021

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON AUGUST 19, 2021 AT 3:32 PM AND STAFF BY ZOOM CONFERENCE AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE ROOM, SAN RAFAEL, CA. 94903

- BOARD MEMBERS PRESENT:** M. Clark, R. Elias, C. Murray, and J. Schriebman.
C. Yezman arrived later at 4:01 PM.
- BOARD MEMBERS ABSENT:** None.
- STAFF PRESENT:** Mike Prinz, General Manager; Dale McDonald District Treasurer; Mike Cortez, District Engineer; Sahar Golshani, Environmental Services Director
- OTHERS PRESENT:** Patrick Richardson, District Counsel; Justin Wilcock, Marin Sanitary Service; Joe Garbarino, Marin Sanitary Service, Alyssa Thompson, Koff& Associates
- ANNOUNCEMENT:** Vice President Clark announced that the agenda had been posted as evidenced by the certification on file in accordance with the law
- 1. PUBLIC COMMENT:** None

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. Approve the Board Minutes for July 19 and July 30, 2021
- B. Approve the Warrant List for August 19, 2021
- C. Approve Board Compensation for July 2021
- D. Approve Amendment to Agreement Custom Tractor Service Biosolids Surface Injection and Reclamation Pastureland Operations and Maintenance
- E. Approve Resolution 2021-2224 Confirming Report on Sewer Service Charges

Item D was discussed.

ACTION:

Board approved (M/S Murray/Schriebman 4-0-1-0) Consent Calendar items A through E.

- AYES: Clark, Elias, Murray, Schriebman and .
NOES: None.
ABSENT: Yezman.
ABSTAIN: None.

3. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

1. Marin Sanitary Service Annual Update – Justin Wilcock and Joe Garbarino from Marin Sanitary Service gave a presentation to the Board. Discussion ensued. Board Member Yezman arrived at 4:01 PM.
2. General Manager Report – Prinz reported

4. REVISED LABOARTORY ANALYST CLASSIFICATION

Board reviewed the Koff & Associates report and discussed the Laboratory Analyst job description. Discussion ensued.

ACTION:

Board President Yezman tabled the classification description for the Laboratory Analyst position. Item to be brought back at a future Board meeting along with the Environmental Services Manager classification description.

AYES: None.
NOES: None.
ABSENT: None.
ABSTAIN: None.

5. MEMORANDUM OF UNDERSTANDING BETWEEN LAS GALLINAS VALLEY SANITARY DISTRICT AND OPERATING ENGINEERS LOCAL 3 (OE3)

Board reviewed the Memorandum of Understanding (MOU). Discussion ensued.

ACTION:

Board approved (M/S Clark/Schriebman 5-0-0-0) the Memorandum of Understanding between Las Gallinas Valley Sanitary District and Operating Engineers Local (OE3).

AYES: Clark, Elias, Murray, Schriebman and Yezman.
NOES: None.
ABSENT: None.
ABSTAIN: None.

6. RESOLUTION 2021-2225 ADOPTING THE PAY SCHEDULE FOR REPRESENTED EMPLOYEES EFFECTIVE THE FIRST PAY PERIOD THAT ENCOMPASSES JULY 1, 2021

Board reviewed Resolution 2021-2225 and updated Pay Schedule for Represented Employees.

ACTION:

Board approved (M/S Clark/Murray 5-0-0-0) Resolution 2021-2225 adopting the Pay Schedule for Represented Employees effective the first pay period that encompasses July 1, 2021.

AYES: Clark, Elias, Murray, Schriebman and Yezman.
NOES: None.
ABSENT: None.
ABSTAIN: None.

7. STRATEGIC PLAN WORKSHOP PLANNING

Board and staff discussed a future Strategic Plan Workshop. Direction was given to staff.

8. AQUA CONTRACT AMENDMENT 8

Board reviewed Aqua Contract Amendment 8. Discussion ensued.

ACTION:

Board approved (M/S Murray/Yezman 3-2-0-0) Contract Amendment 8 with Aqua Engineering.

AYES: Murray, Schriebman and Yezman.
NOES: Clark, Elias.
ABSENT: None.
ABSTAIN: None.

9. SECONDARY TREATMENT PLANT UPGRADE AND RECYCLED WATER EXPANSION PROJECT – 2% CONTINGENCY INCREASE

Board discussed approving an additional 2% construction contingency for the Secondary Treatment Plan Upgrade and Recycled Water Expansion Project.

ACTION:

Board approved (M/S Murray/Yezman 5-0-0-0) an additional 2% construction contingency in the amount of \$1,000,000 for the Secondary Treatment Plant Upgrade and Recycled Water Expansion Project.

- AYES: Clark, Elias, Murray, Schriebman and Yezman.
- NOES: None.
- ABSENT: None.
- ABSTAIN: None.

10. SUMMER/FALL 2021 NEWSLETTER

Board discussed the Summer/Fall 2021 Newsletter. Suggestions to language in newsletter made.

ACTION:

Board approved (M/S Murray/Schriebman 5-0-0-0) the publication of the Summer/Fall 2021 Newsletter as amended with recommended changes.

- AYES: Clark, Elias, Murray, Schriebman and Yezman.
- NOES: None.
- ABSENT: None.
- ABSTAIN: None.

11. PUBLIC COMMENT – none.

12. BOARD MEMBER REPORTS:

1. CLARK

- a. NBWA Board Committee –verbal report
- b. NBWA Conference Committee – meeting on Sept. 1
- c. 2021 Employee Climate Survey Ad Hoc Committee- verbal report
- d. 2021 Operations Control Center Ad Hoc Committee – verbal report
- e. Other Reports–no report

2. ELIAS

- a. NBWRA– no report
- b. Ad Hoc Engineering Committee—verbal report
- c. Ad Hoc 2021 GM Evaluation Committee –no report
- d. 2021 Operations Control Center Ad Hoc Committee – no report
- e. Other Reports– no report

3. MURRAY

- a. Marin LAFCO – verbal report
- b. CASA Energy Committee– no report
- c. Ad Hoc 2021 GM Evaluation Committee – no report
- d. 2021 Legal Services Ad Hoc Committee – no report
- e. 2021 Employee Climate Survey Ad Hoc Committee- no report
- f. Marin County Special Districts Association – verbal report
- g. Other Reports – no report

4. SCHRIEBMAN

- a. Gallinas Watershed Council/Miller Creek Watershed Council– verbal report
- b. JPA Local Task Force– no report
- c. NBWA Tech Advisory Committee– no report

d. Other Reports- no report

5. YEZMAN

- a. Flood Zone 7– no report
- b. CSRMA – no report
- c. Ad Hoc Engineering Committee– no report
- d. 2021 Legal Services Ad Hoc Committee – no report
- e. Other Reports–no report

13. BOARD REQUESTS:

- A. Board Meeting Attendance Requests- Murray asked to attend the Biosolids Seminar in Oakland on October 13
- B. Board Agenda Item Requests- Clark asked for an OCC update.

14. VARIOUS INDUSTRY RELATED ARTICLES – Discussion ensued.

15. ADJOURNMENT:

ACTION:

Board approved (M/S Schriebman/Yezman 5-0-0-0) the adjournment of the meeting at 7:12 p.m.

AYES: Clark, Elias, Murray , Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

The next Board Meeting is scheduled for Thursday, September 2, 2021 at 4:00 pm at the District office.

ATTEST:

Dale McDonald, District Treasurer

APPROVED:

Megan Clark, Board Vice-President

Agenda Item 2 B
 Date September 16, 2021

Las Gallinas Valley Sanitation District
 Warrant List 9/16/2021 DRAFT

	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
1	9/16/2021	EFT1	ADP Payroll	124,759.90		124,759.90	9/10/2021 Payroll & Processing Charges
2	9/16/2021	ACH	A & P Moving	84.70		84.70	Records Retention - Sept
3	9/16/2021	N/A	Aqua Engineering	15,160.00		15,160.00	STPURWE - Design Services during Construction
4	9/16/2021	N/A	ArcSine Engineering	4,608.11		4,608.11	Marin Lagoon Pump Station Programming
5	9/16/2021	N/A	AT&T dba Calnet	290.16		290.16	Phone Lines for Plant, Captains Cove, & Dockside Circle
6	9/16/2021	N/A	Banner Bank	77,187.51		77,187.51	STPURWE - Retention for Myers & Sons - August
7	9/16/2021	N/A	Brittill Environmental Corp.	955.00		955.00	Waste Oil Recycling/Pickup
8	9/16/2021	ACH	Byers Law Office	14,714.34		14,714.34	Legal Services- August
9	9/16/2021	EFT	CalPERS	6,178.00		6,178.00	EE's Deferred Comp Plan -Paydate 8/27/2021
10	9/16/2021	EFT	CalPERS	22,693.47		22,693.47	EE & ER Payment to Retirement- Paydate 08/27/2021
11	9/16/2021	ACH	CalPERS Required Contribution	520.75		520.75	Pre-Fund GASB Payment -Sept
12	9/16/2021	ACH	Caltest	3,160.65		3,160.65	Outside Lab Services- July & August
13	9/16/2021	ACH	CATS4U	93,734.44		93,734.44	Air Release Valve & Vault Replacement Project
14	9/16/2021	N/A	Cintas	125.34		125.34	Safewasher Service & Filter Replacement - August
15	9/16/2021	N/A	Comet	1,575.00		1,575.00	Janitorial Services for August
16	9/16/2021	ACH	Contractor Compliance & Monitoring	7,064.96		7,064.96	Labor Compliance for August
17	9/16/2021	N/A	CPM Construction	20,035.00		20,035.00	STPURWE - Scheduling & Estimating Services - June, July & August
18	9/16/2021	N/A	Cropper Accountancy	4,200.00		4,200.00	2020/21 Financial Audit - Partial Payment
19	9/16/2021	ACH	Data Instincts	2,505.00		2,505.00	Provide Public Information & Awareness - April - June
20	9/16/2021	EFT	Direct Dental	394.60		394.60	Dental Payments
21	9/16/2021	ACH	Du-All Safety	4,728.00		4,728.00	Safety and Training for LGVSD- August
22	9/16/2021	ACH	Elias, Rabi	200.00		200.00	Health Reimbursement -Sept
23	9/16/2021	N/A	FedEx	47.88		47.88	Misc. Mailings
24	9/16/2021	ACH	Gardeners Guild	1,123.00		1,123.00	Grounds Maintenance- Sept
25	9/16/2021	N/A	GraphicSmiths	30.00		30.00	Internet Site Design
26	9/16/2021	ACH	Grainger	362.92		362.92	Danger & Safety Signs
27	9/16/2021	ACH	Hanford ARC	6,927.50		6,927.50	LMC Revegetation Maintenance Services- August
28	9/16/2021	ACH	Harrington Process Solutions	213.34		213.34	Clear Tubing- PVC Braidflex, Hose
29	9/16/2021	N/A	JDB Systems	1,270.35		1,270.35	Trouble Shoot & Adjust VFD's on CNG System

**Las Gallinas Valley Sanitation District
Warrant List 9/16/2021 DRAFT**

	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
30	9/16/2021	ACH	Kleinfelder	18,805.36		18,805.36	STPURWE - Construction Observation & Materials Testing - 7/26 - 8/22
31	9/16/2021	ACH	Koff & Associates	240.00		240.00	Class & Comp Study - CMMS Tech & CivEng Tech
32	9/16/2021	ACH	Kone Cranes	532.50		532.50	August 2021 Inspection
33	9/16/2021	N/A	Marin Ace	26.18		26.18	Rope & Sprayer
34	9/16/2021	N/A	Marin County Tax Collector	5,444.41		5,444.41	Installation of 2 Amber Strobes on Grille, Mirrors and 4 Strobes on Rear Bumper - Collections Work Trucks
35	9/16/2021	N/A	Marin Water	4,106.33		4,106.33	Water Use at Plant and Pump Stations 6/18/21 - 8/17/21
36	9/16/2021	N/A	McPhail Fuel Company	547.77		547.77	Propane
37	9/16/2021	ACH	Murray, Craig	125.00		125.00	Health Reimbursement -Sept
38	9/16/2021	N/A	Myers & Sons Constrction	1,466,562.68		1,466,562.68	STPURWE- Construction Contract - August
39	9/16/2021	N/A	North Bay Petroleum	2,492.43		2,492.43	Diesel & Unleaded Fuel Labor Compliance- LMC
40	9/16/2021	N/A	North Valley Labor Compliance Services	150.00		150.00	Revegetation Maintenance Services - August
41	9/16/2021	N/A	Operating Engineers Local #3	517.82		517.82	Union Dues- Paydate 9/10/2021
42	9/16/2021	N/A	PG&E	5,872.68		5,872.68	Electricity at Pump Stations - 7/20 - 8/18
43	9/16/2021	N/A	Rafael Lumber	1,652.62		1,652.62	Building Materials, Lumber
44	9/16/2021	N/A	Rathlin Properties	8,829.00		8,829.00	October Rent for 101 Lucas Valley
45	9/16/2021	ACH	Retiree Augusto	168.56		168.56	Retiree Health -Oct
46	9/16/2021	ACH	Retiree Burgess	184.03		184.03	Retiree Health -Oct
47	9/16/2021	ACH	Retiree Cummins	181.48		181.48	Retiree Health -Oct
48	9/16/2021	ACH	Retiree Cutri	480.12		480.12	Retiree Health -Oct
49	9/16/2021	ACH	Retiree Emanuel	238.25		238.25	Retiree Health -Oct
50	9/16/2021	ACH	Retiree Gately	206.97		206.97	Retiree Health -Oct
51	9/16/2021	ACH	Retiree Guion	206.97		206.97	Retiree Health -Oct
52	9/16/2021	ACH	Retiree Johnson	692.45		692.45	Retiree Health -Oct
53	9/16/2021	ACH	Retiree Kermoian	181.48		181.48	Retiree Health -Oct
54	9/16/2021	ACH	Retiree Mandler	181.48		181.48	Retiree Health -Oct
55	9/16/2021	ACH	Retiree McGuire	616.50		616.50	Retiree Health -Oct
56	9/16/2021	ACH	Retiree Memmott	181.48		181.48	Retiree Health -Oct
57	9/16/2021	ACH	Retiree Petrie	168.56		168.56	Retiree Health -Oct
58	9/16/2021	ACH	Retiree Pettey	180.74		180.74	Retiree Health -Oct

**Las Gallinas Valley Sanitation District
Warrant List 9/16/2021 DRAFT**

	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
59	9/16/2021	ACH	Retiree Reetz	505.96		505.96	Retiree Health -Oct
60	9/16/2021	ACH	Retiree Reilly	181.48		181.48	Retiree Health -Oct
61	9/16/2021	ACH	Retiree Vine	181.48		181.48	Retiree Health -Oct
62	9/16/2021	ACH	Retiree Wettstein	655.00		655.00	Retiree Health -Oct
63	9/16/2021	ACH	Retiree Williams	655.00		655.00	Retiree Health -Oct
64	9/16/2021	ACH	Schriebman, Judy	200.00		200.00	Health Reimbursement -Sept
65	9/16/2021	EFT	Sunlife Financial	2,397.74		2,397.74	EE's AD&D, Disability and Life Insurance-Sept 2021
66	9/16/2021	ACH	TCI Business Capital	2,592.00		2,592.00	Additional Temp Operator for Vacancies- 8/16 - 8/18
67	9/16/2021	N/A	TPx Communications	760.44		760.44	Phone Services- August
68	9/16/2021	N/A	Unicorn Group	2,500.00		2,500.00	Postage Estimate for Newsletter
69	9/16/2021	N/A	United Site Services	531.80		531.80	Porta Potties for Water Stopages - 8/21 - 9/17
70	9/16/2021	ACH	Univar	3,480.28		3,480.28	Sodium Hypochlorite
71	9/16/2021	ACH	US Bank Bond Fees	1,600.00		1,600.00	Annual Administrative Fees for Revenue Bonds - 5/1/2021 - 4/30/2022
72	9/16/2021	EFT	US Bank Copier Finance	1,458.50		1,458.50	3rd Quarter Payment
73	9/16/2021	N/A	USA Blue Book	1,111.01		1,111.01	Misc. Tubing , Elbows & Hoses
74	9/16/2021	N/A	Verizon	1,689.71		1,689.71	Monthly Cell Phones - August
75	9/16/2021	N/A	Water Components & Building Supply	2,175.93		2,175.93	Misc. Supplies, Manhold Traffic Lid & Ring, Cleanout Rod
76	9/16/2021	ACH	Yezman, Crystal	200.00		200.00	Health Reimbursement -Sept

Do not change any formulas below this line.

TOTAL \$ 1,957,500.10 \$ - \$ 1,957,500.10

EFT1	EFT1 = Payroll (Amount Required)	124,759.90	124,759.90	Approval:
EFT2	EFT2 = Bank of Marin loan payments	0.00	0.00	
PC	Petty Cash Checking	0.00	0.00	
>1	Checks (Operating Account)	0.00	0.00	
N/A	Checks - Not issued	1,630,455.16	1,630,455.16	GM
EFT	EFT = Vendor initiated "pulls" from LGVSD	33,122.31	33,122.31	Board
ACH	ACH = LGVSD initiated "push" to Vendor	169,162.73	169,162.73	
	Total	<u>\$ 1,957,500.10</u>	<u>\$ 1,957,500.10</u>	

Difference:

\$ -

STPURWE Costs

1,597,750.55

Agenda Item 2 C
Date September 16, 2021

Directors' Meeting Attendance Recap

<u>Name</u>	<u>Total Meetings</u>
Megan Clark	5
Rabi Elias	5
Craig Murray	6
Judy Schriebman	5
Crystal Yezman	<u>6</u>
Total	<u><u>27</u></u>

Meeting Date: 9/16/2021
Paydate: 9/24/2021



101 Lucas Valley Road, Suite 300, San Rafael, CA 94903

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: MEGAN CLARK Month: AUGUST 2021

Board Members shall be compensated for up to the legal limit of six (6) meetings per month and one (1) per day. Board members are limited to four (4) conferences or seminars per year. For multi-day conferences, compensation shall be at a maximum of one (1) meeting per day.

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
5 th	Reg	X	
11 th	Special	X	
19 th	Reg.	X	
16 th	Special	X	
TOTAL		4	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
31 st	AD HOC DEC	X	
TOTAL		1	

Total Meetings for which I am Requesting Payment:
Max of six (6) per Health & Safety Code §4733 5

I hereby certify that the meetings as set forth above are true and correct and are for the purpose of conducting official business for the Las Gallinas Valley Sanitary District.

Megan Clark _____ Date: 9-7-21
 Director Signature Date
[Signature] _____ Date: 9/8/21
 Administrative Services Manager Approved Date
[Signature] _____ Date: 9.7.21
 Board Secretary/Received Date



101 Lucas Valley Road, Suite 300, San Rafael, CA 94903
 Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: Rabi Elias Month: August 2021

Board Members shall be compensated for up to the legal limit of six (6) meetings per month and one (1) per day. Board members are limited to four (4) conferences or seminars per year. For multi-day conferences, compensation shall be at a maximum of one (1) meeting per day.

Date	REGULAR and SPECIAL MEETINGS Description of meeting	CHARGING DISTRICT	
		Yes	No
8/5/21	Regular	✓	
8/11/21	close session	✓	
8/19/21	Regular Bd. Mtg	✓	
TOTAL			3

Date	OTHER MEETINGS Description of meeting	CHARGING DISTRICT	
		Yes	No
8/17/21	Eng. com. Mtg.	✓	
8/20/21	Plant tour Marin grand jury panel	✓	
TOTAL			2

Total Meetings for which I am Requesting Payment: Max of six (6) per Health & Safety Code §4733	<u>5</u>
--	----------

I hereby certify that the meetings as set forth above are true and correct and are for the purpose of conducting official business for the Las Gallinas Valley Sanitary District.

Rabi Elias
Director Signature

9/11/2021
Date

[Signature]
Administrative Services Manager Approved

9/8/21
Date

[Signature]
Board Secretary Received

9.7.21
Date



101 Lucas Valley Road, Suite 300, San Rafael, CA 94903

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: MURRAY, Craig K. Month: August 2021

Board Members shall be compensated for up to the legal limit of six (6) meeting per month and one (1) per day. Board members are limited to four (4) conferences or seminars per year. For multi-day conferences, compensation shall be at a maximum of one (1) meeting per day.

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
8/5/21	Board Meeting	X	
8/11/21	Special Board Meeting	X	
8/16/21	Special Board Meeting	X	
8/19/21	Board Meeting	X	
TOTAL		4/4	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
8/1,15,22/21	Merrydale Road/Las Gallinas Creek Headwater Litter Removal c/o City of San Rafael: 8/1 1.0 hours; 8/15 1.5 hours; 8/22 2.0 hours;		XXX
8/11,12,13/21	CASA Annual Conference	XXX	
8/12/21	LAFCo Commission Meeting		X
8/26/21	CASA Air Quality, Climate Change & Energy (ACE) Workgroup Meeting	X	
8/23/21	LGVSD Board Member General Manager Coordination Meeting		X
8/30,31	CA Special District Association – Annual Conference	XX	X
TOTAL		3/8	

Total Meetings for which I am Requesting Payment: 6 pm
Max of six (6) per Health & Safety Code §4733 7/12

I hereby certify that the meetings as set forth above are true and correct and are for the purpose of conducting official business for the Las Gallinas Valley Sanitary District.



101 Lucas Valley Road, Suite 300, San Rafael, CA 94903

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Craig K. Murray

Director Signature

Administrative Services Manager Approved

Board Secretary Received

August 16, 2021

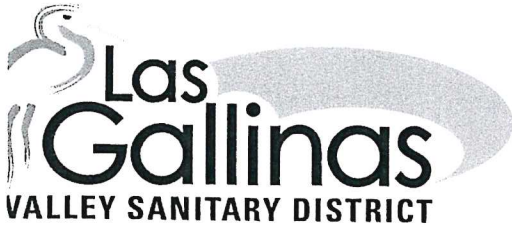
Date

9/8/21

Date

8/23/21

Date



101 Lucas Valley Road, Suite 300, San Rafael, CA 94903

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: Judy Schriebman Month: Aug. 2021

Board Members shall be compensated for up to the legal limit of six (6) meetings per month and one (1) per day. Board members are limited to four (4) conferences or seminars per year. For multi-day conferences, compensation shall be at a maximum of one (1) meeting per day.

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
8/5	Regular Meeting	X	
8/11	Special Meeting	X	
8/16	Special Meeting	X	
8/19	Special Meeting	X	
TOTAL		4:4	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
8/11	DeSal Webinar		X
8/24/25	DPR Expert Panel Webinar	X	
TOTAL		1:2	

Total Meetings for which I am Requesting Payment: Max of six (6) per Health & Safety Code §4733	5
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I hereby certify that the meetings as set forth above are true and correct and are for the purpose of conducting official business for the Las Gallinas Valley Sanitary District.

Judy Schriebman
 Director Signature

[Signature]
 Administrative Services Manager Approved

[Signature]
 Board Secretary Received

Aug. 30, 2021
 Date

9/8/21
 Date

August 30, 2021
 Date



101 Lucas Valley Road, Suite 300, San Rafael, CA 94903

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: Crystal Yezman Month: August 2021

Board Members shall be compensated for up to the legal limit of six (6) meetings per month and one (1) per day. Board members are limited to four (4) conferences or seminars per year. For multi-day conferences, compensation shall be at a maximum of one (1) meeting per day.

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
8/5	Regular Board Meeting	X	
8/16	Special Board Mtg	X	
8/19	Regular Board Mtg	X	
8/11	Special Board Mtg	X	
TOTAL			

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
8/10-8/13	CASA Conference	X	
8/12	CSRMA Board Mtg	X	
8/17	Engineering Sub Committee Mtg	X	
TOTAL			

Total Meetings for which I am Requesting Payment: Max of six (6) per Health & Safety Code §4733	6 
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I hereby certify that the meetings as set forth above are true and correct and are for the purpose of conducting official business for the Las Gallinas Valley Sanitary District.



 Director Signature



 Administrative Services Manager Approved



 Board Secretary Received

_____ 09/07/21
 Date

_____ 9/8/21
 Date

_____ 9.8.21
 Date

9/16/2021

General Manager Report

- Separate Item to be distributed at Board Meeting
- Separate Item to be distributed prior to Board Meeting
- Verbal Report
- Presentation



Agenda Summary Report

To: Mike Prinz, General Manager *MDP*
From: Dale McDonald, Administrative Services Manager *M*
 (415) 526-1519 dmcDonald@lgvsd.org
Meeting Date: September 16, 2021
Re: State of California Executive Order N-29-20 Expiring September 30.
Item Type: Consent Action Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

None. Informational only.

BACKGROUND

Due to the COVID-19 Pandemic, Governor Newsom’s Executive Order N-29-20 temporarily amended the Brown Act to allow public agencies to hold remote meetings without in-person public participation since last March. Under the Governor’s reopening plan, as outlined in Executive Order N-08-21 adopted on June 11, 2021, the Brown Act provisions within Executive Order N-29-20 will be lifted on September 30. Any local agency meetings taking place after that time must ensure physical public access to all meeting locations.

Lifting the Executive Order doesn’t mean that public agencies will be precluded from allowing the public to participate in meetings by telephone or through online systems like Zoom. During the COVID-19 pandemic many public agencies have experienced both an increased comfort level with the virtual meeting systems as well as seen an increase in public participation in their meetings. Many local agencies may continue to offer some form of virtual attendance option in addition to the in-person option.

The Executive Order provided valuable flexibility for special districts and other local agencies to continue conducting the public’s business in the midst of an emergency. Lessons learned from this experience led California Special Districts Association (CSDA) to sponsor AB 361 (Robert Rivas), which will establish this important flexibility in statute in anticipation of future declared emergencies. AB 361 passed the State Assembly 62-4, with widespread bi-partisan support, and most recently, after amendment in the Senate on September 3, 2021, was re-referred to the Senate Judicial Committee on September 7, 2021.

If Executive Order N-29-20 is lifted without executive order to extend, or if AB 361 is not adopted, then the District is planning to hold its October 7, 2021 Board meeting at our District office at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

The District may continue to provide virtual meetings via Zoom to facilitate public access and limit the number of people sitting in the Board Room at 101 Lucas Valley Road. A minimum of three Board Members will be required to meet at the District office to obtain a quorum.



PREVIOUS BOARD ACTION

None

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

None

Agenda Summary Report

To: Mike Prinz, General Manager *MJP*
From: Greg Pease, Collection System/Safety/Maintenance Manager
(415) 526-1513 gpease@lqvsd.org
Meeting Date: September 16, 2021
Re: Pump Station Assessments/Vegetation Management
Item Type: Consent _____ Action _____ Information X Other _____.
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X .

STAFF RECOMMENDATION

None. Informational Only

BACKGROUND

The Las Gallinas Valley Sanitary District operates 28 pump stations throughout the collection system; 15 small stations located within the Captain's Cove and Marin Lagoon communities, and 12 stations located throughout the lower elevations of the District (primarily on the East side of Highway 101), and 1 pump station at the treatment plant.

Transfer of Pump Station responsibility from Plant Operations to the Collection System Department began in calendar year 2019. Collection staff worked in collaboration with the plant operators for approximately 9 months and accepted complete responsibility of all stations in March of 2020. In October of 2020, Collection staff conducted pump station assessments that included the following information:

- Pump Station Exterior Appearance/Condition – including landscape/vegetation
- Security, Signage, and Lighting
- Valve Pit Condition – Pipe and Fitting Condition, number of check valves and condition, and sump pump condition.

Because the 15 stations within the Captain's Cove and Marin Lagoons Communities are located on private properties maintained by the associations, they were not included in the attached pump station facility and vegetation assessments. The focus of the review was on the 12 stations located on District owned property that require routine building/facilities and grounds maintenance.

Vegetation/landscape maintenance is now scheduled on a 6 month recurrence interval. To date, Collection staff have made improvements at multiple stations, with the most significant cleanup taking place at the Industrial Pump Station location. Based on future observations, budget, and staff levels, maintenance frequency may need to be adjusted.



Table 1: Pump Station Assessment – Current Status

Pump Station ID	Vegetation	Security/Fencing/Signage	Mechanical
Descanso	OK (5/2021)	Updated signage needed. Lighting needed. Security OK	Valve Maintenance needed. Valves ok
McPhails	OK (5/2021)	Updated signage needed. Lighting needed. Fence repair required.	OK (7/2021)
Hawthorne	OK (5/2021)	Fence to be repaired Sept. 2021	OK (7/2021)
Mulligan	OK (5/2021)	New Fence between property Lighting improvements required.	OK (10/2/2021)
Civic Center	OK (5/2021)	Replace Signage	OK (10/5/2021)
Industrial Park	OK (7/2021)	Fencing Repaired	OK – Minor maintenance required. (7/2021)
Smith Ranch	OK (5/2021)	OK. Replace signage	OK – Minor maintenance required. (7/2021)
Rafael Meadows	Needs Maintenance	Replace Signage. Lighting Improvements needed	OK (7/2021)
Adrian	OK (5/2021)	Replace Signage. Lighting Improvements needed	OK (7/2021)
Venetia Harbor	OK (5/2021)	Replace Signage. Lighting Improvements needed	OK (7/2021)
Duckett	OK (5/2021)	Replace Signage. Lighting Improvements needed. Gate Repair needed	OK (7/2021)
McInnis	OK (5/2021)	Lighting needed.	OK (7/2021)

PREVIOUS BOARD ACTION

None

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

None associated with this item, however future maintenance needs will require budgetary allocations.

PUMP STATION EVALUATION FORM

PUMP STATION: Descaus

DATE 10-5-20

PUMP STATION EXTERIOR APPEARANCE/CONDITION:

Ivy overgrown along fence, Barbed wire needs to be fixed.
Needs general landscape maintenance, small hole in front gate wire

SECURITY SIGNAGE LIGHTING:

Signage is old and faded
panel inside lighting not working

VALVE PIT:

PIPE AND FITTING CONDITION

pipes and fittings looks good, pressure gauge on force main looks very corroded
Bad H2S in ventwell and manholes

NUMBER OF ISOLATION VALVES AND CONDITION OF EACH

85 valves all turning good

NUMBER OF CHECK VALVES AND CONDITION OF EACH

3 check valves all leaking from packing

SUMP PUMP CONDITION

Sump pump working

CONTINUE

PUMP STATION EVALUATION FORM

PUMP STATION: Mephails

DATE 10-5-20

PUMP STATION EXTERIOR APPEARANCE/CONDITION:

Fencing could be repaired in some areas, needs to be cleaned up and cut back trees along the fence.

SECURITY SIGNAGE LIGHTING:

Signage is old could be updated
Lighting inside panel not working

VALVE PIT:

PIPE AND FITTING CONDITION

Looks good coating is flaking off on pipe and valves

NUMBER OF ISOLATION VALVES AND CONDITION OF EACH

3 valves, pump #1 valve not closing all the way, force main valve not turning at all.

NUMBER OF CHECK VALVES AND CONDITION OF EACH

2 check valves. Check valve #1 leaking from packing

SUMP PUMP CONDITION

Sump pump works good looks newer.

CONTINUE

PUMP STATION EVALUATION FORM

PUMP STATION: Hawthorne

DATE 10-5-20

PUMP STATION EXTERIOR APPEARANCE/CONDITION:

Pump station needs Landscape maintenance

SECURITY SIGNAGE LIGHTING:

Some signage fencing is in okay shape no working exterior lighting.

VALVE PIT:

PIPE AND FITTING CONDITION

NUMBER OF ISOLATION VALVES AND CONDITION OF EACH

3?

NUMBER OF CHECK VALVES AND CONDITION OF EACH

2?

SUMP PUMP CONDITION

?

CONTINUE

PUMP STATION EVALUATION FORM

PUMP STATION: Mulligen

DATE 10-2-20

PUMP STATION EXTERIOR APPEARANCE/CONDITION:

Could use a once over with a leaf blower
Getting new fencing soon

SECURITY SIGNAGE LIGHTING:

Signage Inadequate could use a little more
exterior lighting.
Panel lighting doesn't work

VALVE PIT:

PIPE AND FITTING CONDITION

Good

NUMBER OF ISOLATION VALVES AND CONDITION OF EACH

4 Did not operate

NUMBER OF CHECK VALVES AND CONDITION OF EACH

3 All working # 1 is leaking at packing

SUMP PUMP CONDITION

Appears to be working

CONTINUE

PUMP STATION EVALUATION FORM

PUMP STATION: Civic Center

DATE 10-5-20

PUMP STATION EXTERIOR APPEARANCE/CONDITION:

Tree trimming needed around wetwell and valve pit and side of Building but overall looks good.

SECURITY SIGNAGE LIGHTING:

Signage is faded, replacement recommended

VALVE PIT:

PIPE AND FITTING CONDITION

pipes and fittings look good coating is good but showing wear

NUMBER OF ISOLATION VALVES AND CONDITION OF EACH

6 all in good shape

NUMBER OF CHECK VALVES AND CONDITION OF EACH

4 all look good

SUMP PUMP CONDITION

works good never pump

CONTINUE

PUMP STATION EVALUATION FORM

PUMP STATION: Rafael Medeiros

DATE 10-2-20

PUMP STATION EXTERIOR APPEARANCE/CONDITION:

Landscaping done recently but lots of trash from homeless. gate needs to be replaced.

SECURITY SIGNAGE LIGHTING:

Needs exterior lighting signage is inadequate

VALVE PIT:

PIPE AND FITTING CONDITION

~~OK~~ OK There is some kind of I&I in the valve pit

NUMBER OF ISOLATION VALVES AND CONDITION OF EACH

4 Isolation valves not exercised

NUMBER OF CHECK VALVES AND CONDITION OF EACH

2 Check valves both leaking from packing

SUMP PUMP CONDITION

Not sure of pump condition but looks as if it is working

CONTINUE

me

PUMP STATION EVALUATION FORM

PUMP STATION: *Industrial*

DATE *10-2-20*

PUMP STATION EXTERIOR APPEARANCE/CONDITION:

Overgrown trees and weeds around panels and fence line.

SECURITY SIGNAGE LIGHTING:

Looks fine, everything in tact, no exterior lighting

VALVE PIT:

PIPE AND FITTING CONDITION *looks in decent shape*

NUMBER OF ISOLATION VALVES AND CONDITION OF EACH

*4 isolation valves
did not exercise yet*

NUMBER OF CHECK VALVES AND CONDITION OF EACH

2 check valves one is leaking

SUMP PUMP CONDITION

working

CONTINUE

PUMP STATION EVALUATION FORM

PUMP STATION: Smith ranch

DATE 10-2-20

PUMP STATION EXTERIOR APPEARANCE/CONDITION:

Lots of overgrown vegetation. Large hole from skunk, recessed

SECURITY SIGNAGE LIGHTING:

No signage, good fencing, no pump station exterior lighting

VALVE PIT:

PIPE AND FITTING CONDITION

Looks ok old A.R.V. Prob just remove

NUMBER OF ISOLATION VALVES AND CONDITION OF EACH

4 valves did not exercise

NUMBER OF CHECK VALVES AND CONDITION OF EACH

3 check valves one is leaking from packing

SUMP PUMP CONDITION

Working in valve pit.

Not working in flow meter pit no electricity.

CONTINUE

PUMP STATION EVALUATION FORM

PUMP STATION: Duckett

DATE 10-5-20

PUMP STATION EXTERIOR APPEARANCE/CONDITION:

Needs to be cleaned up, lots of leaves and overgrown plants
First gate needs to be repaired

SECURITY SIGNAGE LIGHTING:

Minimal lighting hard to see at night, signs could be updated

Both gates are in bad shape. The first one should be replaced very hard to open and swing.

VALVE PIT:

PIPE AND FITTING CONDITION

Pipe and fittings look good, coating is also good

NUMBER OF ISOLATION VALVES AND CONDITION OF EACH

4 valves all look good

NUMBER OF CHECK VALVES AND CONDITION OF EACH

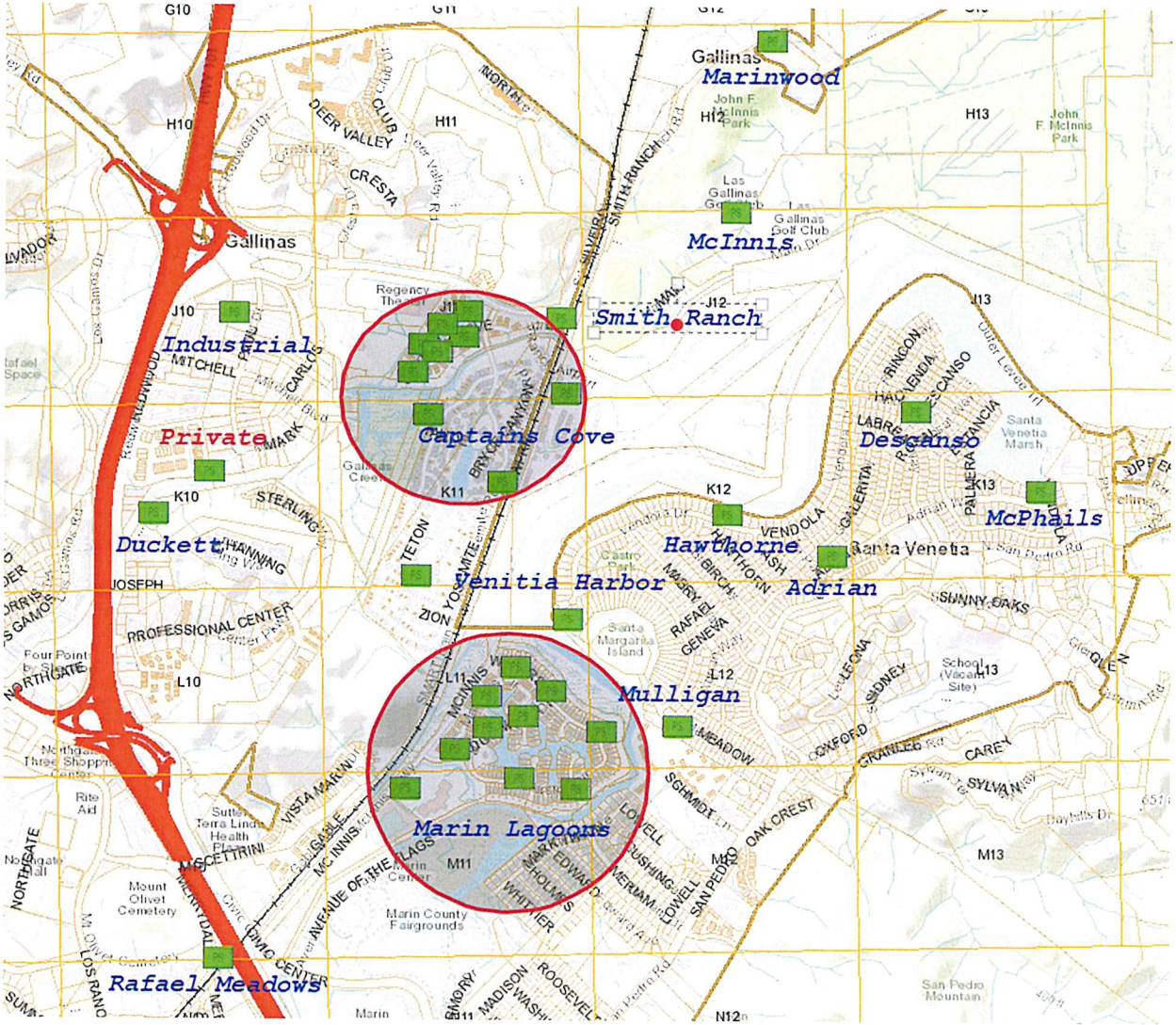
2 check valves for loop pump one looks like its leaking

SUMP PUMP CONDITION

looks to be working

CONTINUE

Las Gallinas Valley Sanitary District – Pump Station Locations





Agenda Summary Report

To: Mike Prinz, General Manager *MJP*
 From: Dale McDonald, Administrative Services Manager *M*
 (415) 526-1519 dmcDonald@lgvsd.org
 Meeting Date: September 16, 2021
 Re: Requested Donation to Two Non-Profit Organizations
 Item Type: Consent Action Information Other
 Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Board to consider request by Point Blue Conservation Science for donation of up to \$9,000 to educate students and restore degraded riparian habitat in the Miller Creek watershed as part of their Students and Teachers Restoring a Watershed (STRAW) program.

Board to consider request by River Otter Ecology Project for donation of up to \$1,500 to support their Art, Photography, and Poetry contest "Mostly Water," affectionately known as the SPLASH.

BACKGROUND

The Board occasionally considers making donations to educational or non-profit organizations that serve to benefit the public through efforts that promote the protection of the environment. A donation policy was developed which defines the purpose, eligibility, procedure for requesting and receiving contributions, and management of the program. Two organizations requested donations prior to the policy adoption and their requests are now being brought before the Board for consideration.

Point Blue Conservation Science – STRAW (Exhibit A)

Laurette Rogers, STRAW Founder and Ambassador at Point Blue Conservation Science, submitted a request for donation via email on December 30, 2019 asking the District if it would like to continue its partnership supporting the Miller Creek restoration through their Students and Teachers Restoring a Watershed (STRAW) program. The donation requested is \$9,000. The District has supported the STRAW program in prior years, most recently in 2018 with a base donation of \$7,000 to STRAW along with a supporting grant of \$4,000 matching the funding that the County of Marin and Dixie School District provided to STRAW.

River Otter Ecology Project - SPLASH (Exhibit B)

Megan Isadore, Executive Director of River Otter Ecology Project ("ROEP") submitted a request for donation via email on May 20, 2021 asking if the District it would like to become a lead sponsor of the contest SPLASH. The Board continued the agenda item request of July 1, 2021 and asked that the donation policy be finalized before any donation requests be considered. ROEP Sponsorship Levels and Publicity memo is included with the request for donation. Novato Sanitary District is a "Vital Wetlands" \$500 sponsor and Mt. View Sanitary District is a "Watershed" \$1,000 sponsor.



The Board authorized staff to review the two donation requests to see if they are compliant with the donation policy eligibility requirements. The Board authorized staff to waive the formal application requirements for these two donation requests. A copy of the adopted Donation Policy is being provided (Exhibit C) to the Board for reference.

Staff has reviewed the donation requests, and both meet eligibility requirements in that:

1. Both requests are from educational or non-profit groups;
2. Funding would go towards educational programs or provide public outreach; and
3. They appear to provide a demonstrable secondary benefit to the District and the community it serves by promoting environmental educational and outreach services.

The submittal was made prior to the development of the donation application form and as such there is no formal application form with these donation requests.

District Counsel had an opportunity to review the original request for donation by Point Blue Conservation Science back in March 2020 and concluded that the donation would be permissible.

The Board should review the donation requests and make a finding that the programs presented benefit the District and the community it serves.

PREVIOUS BOARD ACTION

On September 2, 2021 the Board adopted the Donation Policy of the District and directed staff to bring back the two donation requests received while the policy was being developed.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

Prior to the creation of the donation policy, the District allocated \$5,000 to fund the donation program for fiscal year 2021-22 during its annual budget process. Donations are funded under the larger Public Education (Account #2223) budget which is \$61,200. This account funds the publication of the Heron Newsletter, Prop 218 mailing notices, and is used for other public outreach via print and web.

There is sufficient funding to reallocate an additional \$5,000 towards the donation program, bringing the total annual maximum funding limit to \$10,000. The Board can increase the annual maximum funding limit by motion and staff will incorporate any allocation adjustments in the mid-year budget scheduled for December 2021.



Conservation science for a healthy planet

3820 Cypress Drive, #11 Petaluma, CA 94954

T 707.781.2555 | F 707.765.1685

pointblue.org

September 9, 2021

Board of Directors
Las Gallinas Valley Sanitary District
300 Smith Ranch Road
San Rafael, CA 94903

Dear Board Members,

On behalf of all of us at Point Blue Conservation Science (Federal ID # 94-1594250), I want to thank Las Gallinas Valley Sanitary District for our 12+ year partnership, and request continuing support for the Miller Creek restoration, the longest running project of our Students and Teachers Restoring A Watershed (STRAW) Program. As we have in the past, we respectfully request a donation of \$9,000 to educate students and restore degraded riparian habitat in the Miller Creek watershed for the 2021/22 school year.

Community Need: Many students do not know what a watershed is or how their actions affect the health of the water, soil, and plants around them. By instilling a sense of environmental stewardship, they learn how they can make a difference today, countering the message many children hear about having to wait until they are adults to have an impact. STRAW offers invaluable science professional development for classroom teachers, often some of their only science training. Each year, STRAW teachers participate in a three-day institute, Watershed Week, giving them the science training and teaching strategies to create a yearlong context of watershed education in their classrooms. Over 100 participants engaged in last month's Watershed Week, which focused on effectively educating students outside. STRAW also provides teacher mentoring throughout the school year to ensure that classroom lessons and hands-on restoration align with the Next Generation Science Standards. As always, STRAW is free to all students and teachers.

Miller Creek Restoration History: Since 1998, STRAW has worked every year to restore Miller Creek's degraded riparian habitat. We work with Miller Creek Middle School students and teachers to remove invasive non-native plant species and plant native species, which improves water quality, reduces erosion, and increases carbon sequestration. Miller Creek was a pilot location for Point Blue's climate-smart restoration process. Last year, we continued the restoration, but, sadly, without students. We hope that this year we will again work with the middle school students to plant native trees, shrubs, and grasses while removing invasive English ivy, Himalayan blackberry, and Cape ivy. This year we've already worked with Miller Creek classes to do a creek study/nature journaling lesson that was well-received! We are excited to continue engaging the Miller Creek watershed community to restore ecosystem benefits for wildlife and people.

Project Donation Request: The District's donation of \$9,000 will complete our budget of \$25,000 needed to provide education, restoration implementation, and maintenance in the Miller Creek watershed. Throughout the 2021-22 school year, Point Blue will collaborate with at least three MCMS teachers, allowing to us reach over 450 students in the District, who will understand (1) what a watershed is, (2) what a riparian area and/or wetland is, (3) why healthy riparian areas and wetlands are important, and (4) why it's important to consider what you put "down the drain." We hope to connect in person but have also used Zoom to present

and connect. Outdoor learning is possible and preferable many times. Students can learn more about watersheds through creek studies on site, preparing them for the culminating three days of habitat restoration at Miller Creek. Point Blue will maintain the new restoration sites for 3-10 years, ensuring long-term success.

We are once again grateful to Las Gallinas Valley Sanitary District for being an integral partner for STRAW. We hope that maybe someday we can again work with children on some restorations with you at your facility. Meanwhile, we welcome you and the District Board to join us at any STRAW restoration this winter or early spring, especially the restorations at Miller Creek. If you have any questions or would like to schedule a visit, please contact me at 415-419-6420 or lrogers@pointblue.org.

Sincerely,

A handwritten signature in cursive script that reads "Laurette Rogers".

Laurette Rogers
STRAW Founder and Ambassador

(Via email May 20, 2021)

Upcoming SPLASH...important way to connect people with wise water use

River Otter Ecology Project is reprising our highly successful Art, Photography, and Poetry contest “Mostly Water,” affectionately known as the SPLASH. The online event in 2020 brought many new people to a greater awareness of our precious watersheds and wetlands in a fun, creative, and safe way.

This year our theme focuses on our new normal: **water scarcity**, here and in many parts of the world, and the importance of wise water use and availability.

Because water districts are leaders in the wise use of water, we would like to feature LGVSD and other water districts and highlight your importance for conservation and wildlife as well as our precious water resources.

We would like to feature LGVSD and other water districts in the San Francisco Bay Area and invite you to become lead sponsors of the contest and fundraiser. This lead level “**Water Champion**” is \$1,500 includes key acknowledgement on all promotional channels throughout the contest.

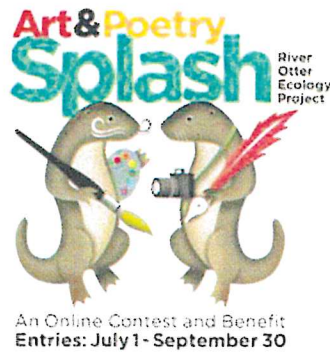
We also invite our Water Champions to provide a 30 second to one minute video highlighting your commitment to healthy water supplies and to conserving water for wildlife as well as humans. I will be available to advise on video content, if that is wanted. The video would be shown on social media (10,000 Facebook and 1500 Instagram followers), on Linked In, and to our list of 4,000 supporters and funders.

Of course, we think first of Las Gallinas Valley Sanitary District, because we have worked extensively at the reclamation ponds, you were a lead supporter last year, and we already have the lovely video made by the Star Academy students. We could use part of that video if you like, or you could make another one.

People resonated well with the original theme, and it brought awareness to water and its importance. We know this new focus will be very important too. We’re very grateful for your support of the contest/fundraiser. We were able to make a profit, which was a big plus during such difficult economic times.

Best regards, Megan

Megan Isadore, Executive Director - River Otter Ecology Project
Deputy North American Coordinator - IUCN/SSC Otter Specialist Group
415.342.7956 riverotterecology.org



Sponsorship Information

RIVER OTTER ECOLOGY PROJECT

River Otter Ecology Project is a Community Science, Environmental Research, & Education nonprofit with a focus on healthy natural water systems.

We are holding our second creative artistic event and benefit celebrating water, our most precious resource.

The Splash is an art and poetry contest for everyone, held completely online. We're inviting children, young adults and adults both amateur and professional to submit their creative best on our theme.

We're offering prizes, professional judges, and the chance for contestants and winner artists to be represented on our website and in social media.

We are asking you to become an important sponsor of this event as a way of supporting awareness of the importance of water, especially during these drought times. Here are just a few ways you can contribute and join in the fun! Your investment in our event includes your name mentioned on our website's event landing page, in addition to the following acknowledgements and publicity.

Life Giving Water

Water – The source of life. All life needs water to survive, and river otters need, depend upon and revel in it. Appreciating otters and their essential relationship with fresh water in which to forage, travel, and play helps us relate to the importance of protecting watersheds in all their glorious permutations. Otters need clean, healthy watersheds and so do we. There are no better ambassadors for vibrant watersheds than otters! Even their name, **Otter**, is related to the word **Water** in every etymological dictionary entry, from Sanskrit to Greek, Latin, and onward. Otters inhabit a highly evocative imaginative realm, part land animal, part water animal, and fully immersed in the life of the Earth.

Water touches everything, and everything touches water!

SPONSORSHIP LEVELS AND PUBLICITY

"Water Champions" - \$1,500 – This special sponsorship level includes your company name and logo in all pre-event publicity (event website, contest entry form, social media), a 60-minute Zoom presentation on river otters with one of our senior staff, and promotion on social media and our website of a 30-second to one-minute video made by your organization, giving you the opportunity to highlight the work you are doing to support clean, healthy waters and watersheds. Megan Isadore will be available to help plan the video. Cell phone videos are encouraged for this purpose; they will be beautiful!

"The Watershed" - \$1,000 – your company name and logo in all pre-event publicity (event website, contest entry form, social media), and a 60-minute Zoom presentation on river otters with one of our senior staff.

"Vital Wetlands" - \$500 - your name and logo in all pre-event publicity (event website, contest entry form, social media), a 30-minute Zoom presentation and discussion on river otters with one of our senior staff.

"Mighty Rivers"- \$250 Your company name and logo in all pre-event publicity (event website, contest entry form, social media).

"Lakes & Rivers" \$100 – Your company name in pre-event publicity: on social media and Contest entry form.

"Creeks & Streams" \$50 – Your personal name included on our list of supporters on social media and our entry form. (Level not available for businesses.)

To become a sponsor, visit our website. Select your sponsorship level and make an easy online payment. You can also upload your logo at that time. Of course, we're always more than happy to discuss details or answer any questions, so don't hesitate to call too.

With warm regards,



Megan Isadore, Co-Founder
megan@riverotterecology.org
415.342.7956

River Otter Ecology Project is a Bay Area based nonprofit dedicated to community science, research and education, with the goal of assisting the public and policymakers to improve the health of our shared watersheds for the benefit of all. The charismatic river otters inspire us and galvanize scientists and the public to support our research, education and collaborations engaging us all in conservation. (EIN/Nonprofit ID 45-4997526)

PO Box 103
Forest Knolls, CA 94933
415.342.7956



Web: riverottterecology.org
Facebook.com/BayAreaOtters
Instagram: @riverottterecology

July 19, 2021

To: LGVSD Board

Re: River Otter Ecology Project – Questions regarding invitation to sponsor

1) Report on how last year's donation was spent. Was the event profitable, and where did the money go?

Last year's Splash, our first online event and our first art-based event, came about as a result of the pandemic. We wished to bring attention to water issues through a safe, creative, and enjoyable fundraiser open to everyone. Entry for youth under 18 is free, and we asked for a small entry fee from adults in addition to the sponsorships.

The event was a success, and we netted \$3,137, including \$3,320 in sponsorships and \$1,070 in entry fees for a total of \$4,390. Because it was a success last year, we decided to do it again this year, understanding that in-person events would continue to be problematic. During 2021 we have already surpassed the amount of last year's sponsorships, and hope continue that trend throughout the next several months. We have, additionally, reduced the overhead on the event through using processes and vendors created last year to support this year's contest.

LGVSD's gift from 2020 went into our general fund, which supports community science, research, and education programs. We do not normally earmark sponsorships for fundraisers for a particular program unless asked. We are a small organization with a paid staff of two people, and run one fundraiser per year, to support general funds. Ninety three percent (93%) of our funding goes into program expenses.

Please see page 3 for 2020 Splash Financials.

2) How is this donation beneficial towards meeting the mission of the District to protect the public health and our environment?

Our mission is to support watershed conservation through our programs. It intersects with the mission of LGVSD through our shared wish to protect both public health and the environment. The watersheds we inhabit are shared resources, and each of us contributes to protecting and enhancing those shared resources. The return of river otters to Bay Area shores and waters after decades of absence indicates an improvement in conditions, which is not limited one species. The return of many other species is a result of actions we took beginning in the 60's and 70's to clean and restore waterways. Those actions send ripples out into the future, and the positive results we see now remind us that we

are able to right the mistakes we make. The return of river otters gives us hope and spreads awareness of our ability to affect the future positively.

The LGVSD website includes information related to preventing pollution, wise water use, wastewater, wildlife, and more. Our website includes activities and information about drought, wise water use, watersheds and our relations to them, videos, and other outreach. We have much in common in our desire to promote healthy, clean water for use by all species that inhabit our rich environment. Our missions intersect, and donations that support our programming support both our missions.

Finally, our social media outreach reaches ~14,000 people directly and many more through “shares.” We include information about our monitoring work at LGVSD; you may have seen our video about the work we have done there in past years. If not, it is viewable on Youtube at <https://www.youtube.com/watch?v=PYKHbi9QZoE&t=7s>

Should LGVSD support our Splash at the Water Champion level, we will amplify the message of your choice to our fans and followers, as well as feature it on our website. Should you support at another level, we will amplify your information similarly.

Thank you for your consideration.

2020 Splash Financial Results

Income

Sponsorships \$ 3,320

Ticket Sales \$ 1,070

Total \$ 4,390

Expense \$ 1,253

Net Income \$ 3,137

Donation Policy

I. PURPOSE

This policy establishes a formal procedure for allocating funds to non-profit community groups requesting contributions from the District.

Donations must serve a public purpose. The gift of public funds, such as any expenditure which benefits an individual or small class of individuals only, with no benefit to all of the residents of the District is prohibited by the Constitution of the State of California, Article XVI, Section 6.

II. ELIGIBILITY

Funding contributions will be considered only for educational or non-profit groups with projects, programs and events that serve to benefit the public and meet the mission of the District to protect the public health and our environment, by providing effective wastewater collection, treatment, and recycling services.

Additional factors to be considered when determining whether to fund a contribution:

- When the educational or non-profit provides a service that complements or enhances one the District provides itself;
- When there is an identifiable secondary benefit to the District; or
- When the educational or non-profit provides a service the District could provide but chooses not to.

Eligible applicants must be hosted by a group that can show the donation benefits the residents of the District. Eligible groups include:

A. School Groups: Activities or educational programs offered by school groups that represent schools whose boundaries are partially or wholly within the District's limits.

B. Community and Non-profit Groups recognized as a legal entity organized and operated for a collective, public or social benefit: Events and programs hosted by a non-profit, or by a group sponsored by a non-profit.

Ineligible activities: Political, religious, fundraising for undefined activities, and personal expenditures are not eligible for funding.

Reporting: Recipient of the donation must provide a written report to the District Board within 6 months of the event or program end-date. Late, partial, or non-submitted reports for past events will be considered by the District Board when considering donation requests.

Donation Policy

III. PROCEDURE

The procedure for requesting and receiving a contribution is as follows:

- A. The District Board allocates funding for this program through the annual budget process which will set the annual maximum funding limit of the program.
- B. All applicants must submit a written request. Multiple requests may be submitted in a single fiscal year (July 1- June 30), so long as the total of such requests does not exceed the maximum funding cap. Non-profits, or groups partnered with a non-profit, must provide a Federal Tax ID number along with their current budget and latest financial statement.
- C. Requests that are consistent with the eligibility requirements will be brought to the District Board as the Board Schedule and Board Agenda permit. The Board shall make findings that establishes the benefit to the District and the community it serves.
- E. Requests are considered on a first-come-first-served basis.
- F. The District Board has established a contribution cap of \$12,500 to any single applicant in a fiscal year. However, upon review of the submitted application and supporting materials it is within the Board's discretion to allow a greater contribution amount per fiscal year, where the Board finds and determines that an applicant provides either 1) a service that complements or enhances any services provided by the District, or 2) the applicant provides a demonstrable secondary benefit to the District and the community it serves, or 3) the applicant provides a service the District could provide but chooses not to do so.

IV. MANAGEMENT OF THE PROGRAM

The General Manager shall oversee the program and has the authority to delegate management of the program to the Administrative Services Manager. Development of program materials, forms, and waivers required by the program are to be coordinated by staff of the District. Reporting requirements of the program are to be established by the General Manager. All financial reporting requirements and waivers required by the program will comply with applicable federal, state, and local laws.

District staff will perform a review of eligibility requirements for each application and perform preliminary inquiries as needed so that the District Board has enough details on the request to make an informed decision regarding the application.



Agenda Summary Report

To: Mike Prinz, General Manager *MSP*
 From: Dale McDonald, Administrative Services Manager *DM*
 (415) 526-1519 dmcDonald@lgvsd.org
 Meeting Date: September 16, 2021
 Re: Archiving Audio and Video Recordings of Board Meetings
 Item Type: Consent _____ Action X Information _____ Other _____
 Standard Contract: Yes _____ No _____ (See attached) Not Applicable X .

STAFF RECOMMENDATION

Staff recommends that the Board discuss the merits of archiving both digital audio and video recording of Board meetings and direct staff via motion to update Board Policy B-10-10 to specifically include video recording of the Board meetings in the policy and state that audio files are to be kept as a permanent record in Board Policy B-10-10 and Finance Policy F-110-30-100.

The Board may also want to consider directing staff, via a second motion, to incorporate the archival of audio and video recordings onto the District’s website, which can be done during its redesign later this year.

BACKGROUND

On March 17, 2020, the Governor issued Executive Order N-29-20, suspending portions of the Brown Act that limit the use of teleconferencing for public agencies, allowing local officials and the public to participate in public meetings via virtual platforms during the pandemic. The Board has been conducting its public meetings virtually under this order since the spring of 2000. The software used to facilitate Board meetings includes the ability to record audio and video of the meeting.

On December 10, 2020, the Board discussed video recording and authorized staff to video record Board meetings during the pandemic. Staff has been archiving the audio portion of the meetings per *Board Policy B-10-10* but has not been saving the video recordings once the minutes are completed.

***B-10-10 Preparation of Minutes.** With the assistance of the General Manager, the Secretary of the Board of Directors shall provide “action” written minutes of all meetings of the Board from meeting notes and the meeting audio-tape, if needed. The audio-tape, if needed, will be kept for a period of one year from the date of the recorded meeting, after which they will be destroyed. The written minutes shall be considered the formal minutes of the District.*

The District’s policy specifically requires audio-tapes to be destroyed after a period of one year. The policy also states that the minutes shall be “action” written minutes. Action minutes are also



called decision-only minutes. They include only the decisions made and none of the discussions that went into making them. In other words, they capture only the conclusion of discussions and the actions that need to be taken. Action minutes provide a broad overview of the decisions made in a meeting. Having both audio and video as part of the official record would allow the public to have access to and have a broader understanding of what was said during the Board meetings. At minimum Policy B-10-10 and F-110-30-100 should be updated to specifically state that audio files are to be kept as a permanent record to support the “action” written minutes.

Executive Order N-29-20 is set to expire on September 30, setting the date of October 1, 2021 for public agencies to transition back to public meetings held in full compliance with the Brown Act. It is unclear if this order will be extended considering the rising COVID-19 delta variant threat and uncertainty around holding in-person public meetings past September 30.

Within Marin County, the Central Marin Sanitation Agency and Ross Valley Sanitary District provide video links of their meetings directly from their agenda webpage. Sanitary District 2 (Corte Madera) streams their Board meetings via videoconference but do not have their video recordings posted to the Corte Madera YouTube Page.

PREVIOUS BOARD ACTION

The topic of video recording Board meetings was brought to the Board for discussion and potential action on December 5, 2019. No motion was made, however the Board requested that staff not archive digital audio recordings on the District’s website.

On December 10, 2020, the Board reconsidered video recordings and authorized staff to video record Board meetings during the pandemic. Staff was instructed to revisit the issue once the Board beings meeting in person after the pandemic.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

There would be a minimal cost to purchase additional hard drives to archive digital video files, which are much larger than audio files. The estimated cost for local archival storage is \$200 per year.

The District has invested in digital cameras to conduct virtual meetings during the pandemic and there would be no additional hardware investment required unless a more professional video recording setup is required in the Board room once in-person meetings resume. More elaborate systems, such as live streaming, are available for substantially higher costs, but are not necessary to achieve the purpose of archiving recordings of the Board meetings.

Costs to integrate digital video and audio recordings into the District website will be known when proposals on website redesign are received later this year.



Agenda Summary Report

To: Mike Prinz, General Manager *MP*
 From: Teri Lerch, Board Secretary *TL*
 (415) 526-1510 terch@lgvsd.org
 Meeting Date: September 16, 2021
 Re: Regular Board Meeting start time for October through December
 Item Type: Consent _____ Action X Information _____ Other _____
 Standard Contract: Yes _____ No _____ (See attached) Not Applicable X

STAFF RECOMMENDATION

Board to discuss changing the Regular Board Meeting start time from 3:30 pm to 4:00 PM.

BACKGROUND

Due to personal obligations, the Board President requested the September 2nd Board meeting start at 4:00 pm resulting in a Special Board Meeting. At that Special meeting, the Board and General Counsel discussed adding a future agenda item which would change the Regular Board Meeting start time to 4:00 pm by a 3/5 Majority vote, without having to modify the Ordinance Code.

The Board may make this single motion to change the Regular Start time of Board meetings for the October, November and December meetings. Alternately, the Board can decide to change the Ordinance Code to make a permanent change to the Board Meeting start time.

PREVIOUS BOARD ACTION

At the August 6, 2020 Board meeting, the Board adopted Ordinance 184 which amended Title 1, Chapter 2 of the Ordinance Code modifying Section 101 and Section 102 – Regular and Special Meetings.(Ordinance 184 attached).

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

N/A

**BOARD OF DIRECTORS OF THE
LAS GALLINAS VALLEY SANITARY DISTRICT**

ORDINANCE 184

**AN ORDINANCE OF AMENDING TITLE 1, CHAPTER 2 OF THE
ORDINANCE CODE OF THE LAS GALLINAS VALLEY SANITARY DISTRICT
TIME AND PLACE FOR REGULAR MEETINGS**

The Board of Directors of the Las Gallinas Valley Sanitary District, Marin County, California, does ordain as follows:

ARTICLE I.

The contents of Title 1, Chapter 2, Time and Place for Regular Meetings, Article I, Meetings, Section 101 and 102, Regular Meetings and Special Meetings, respectively, are amended to read as follows:

“ARTICLE I. MEETINGS

Section 101. Regular Meetings. The Regular Meetings of the Las Gallinas Valley Sanitary District shall be held on the first and third Thursdays of each and every calendar month starting at 3:30 pm.

(a) Closed Sessions of Regular Meetings of the Board of Directors shall be held on the same date as a scheduled Regular Meeting. A Closed Session may be scheduled at any time during the Regular Meeting.

(b) By at least a 3/5ths majority vote, the Board may approve a change of the date and/or time of a Regular Meeting. If less than all five members of the Board of Directors are present to vote on the proposed change of the Regular Meeting date and/or time, then the vote approving the change must be by at least three (3) members of the Board. A notice of the change of the date and/or time of the Regular Meeting shall be posted at least two (2) weeks prior to the changed Regular Meeting in a location that is

I hereby certify that the foregoing is a full, true and correct copy of the Ordinance duly and regularly passed and adopted by the Board of Directors of the Las Gallinas Valley Sanitary District of Marin County, California, at a meeting hereof held on August 6, 2020 by the following vote of members thereof:

AYES: Clark, Elias, Murray, Schriekman, Yezman
NOES: None.
ABSENT: None.
ABSTAIN: None.



Teresa Lerch, District Secretary
Las Gallinas Valley Sanitary District

APPROVED:





Rabi Elias, Board President

(seal)



Agenda Summary Report

To: Mike Prinz, General Manager 
From: Dale McDonald, Administrative Services Manager 
(415) 526-1519 dmcDonald@lgvSD.org
Meeting Date: September 16, 2021
Re: Board Member Vacancy Process
Item Type: Consent _____ Action _____ Information _____ Other X .
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X .

STAFF RECOMMENDATION

None. Information only.

BACKGROUND

At the prior Board meeting Board Member Rabi Elias declared his intent to resign from the District Board on December 2, 2021. In preparation for this pending resignation the Board asked for information on the vacancy process. Government Code Section 1780 addresses the process for vacancies in elective office of a governing board for special districts. District Counsel has provided a memorandum to the Board on the procedures for filling vacancies. The Board expressed interest to fill the vacancy by appointment rather than call for an election.

Currently there is no vacancy on the Board, Board Member Elias only shared his intention to resign. He can confirm his resignation in writing, rescind his intent to resign, or change the date of his resignation if he desires. Once the resignation occurs and a vacancy exists, anticipated to be on December 2, 2021, the following process as outlined in District Policy B-90 will be followed to fill the vacancy by appointment:

1. The Board will formally accept the resignation notice and announce a vacancy on the Board after the vacancy exists, the effective date.
2. A Public Notice will be posted in three or more conspicuous places in the district for at least 15 days before the Board makes the appointment. The application period, requirements, responsibilities, and filing deadline are included in the notice. The notice and application form can also be posted on the District website but this is not a legal requirement.
3. Applications will be accepted during the application period determined by the Board and interviews scheduled with the Board.
4. The Board would then appoint the selected candidate at a future board meeting. The appointment must occur within 60 days after the Board is notified of the vacancy the effective date of the vacancy, whichever is later.

If the Board wishes to hold an election instead of making an appointment, the Board must call for the election within 60 days of the date the Board is notified of the vacancy, or the effective date of the vacancy, whichever is later. The election would then be held at the next established election date that is 130 or more days after the date the Board calls the election. The costs of the election



would be borne by the District and, if possible, the Board may wish to time the calling of the election to avoid the pricier special election. For example, if a vacancy exists on December 2, 2021 and the Board calls for an election, the first established election date would be the special election date of April 12, 2022. Calling for an election at the Board meeting of January 6, 2022 or January 20, 2022 would result in lower election costs to the District as the election would be held during the Statewide Primary Election scheduled for June 7, 2022.

PREVIOUS BOARD ACTION

None

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

None

9/16/2021

PUBLIC COMMENT

This portion of the meeting is reserved for persons desiring to address the Board on matters not on the agenda and within the jurisdiction of the Las Gallinas Valley Sanitary District. 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 General Manager before the meeting.

9/16/2021

BOARD MEMBER REPORTS

CLARK

NBWA Board Committee, NBWA Conference Committee, 2021 Operations Control Center Ad Hoc Committee, 2021 Employee Climate Survey Ad Hoc Committee, Other Reports

ELIAS

NBWRA , Ad Hoc Engineering Sub-Committee re: STPURWE, 2021 GM Evaluation Ad Hoc Subcommittee, 2021 Operations Control Center Ad Hoc Committee, Other Reports

MURRAY

Marin LAFCO, CASA Energy Committee, 2021 GM Evaluation Ad Hoc Subcommittee, 2021 Legal Services Ad Hoc Committee, 2021 Employee Climate Survey Ad Hoc Committee, Marin Special Districts Association, Other Reports

SCHRIEBMAN

Gallinas Watershed Council/Miller Creek Watershed Council, JPA Local Task Force, NBWA Tech Advisory Committee, Other Reports

YEZMAN

Flood Zone 7, CSRMA, Ad Hoc Engineering Sub-Committee re: STPURWE, 2021 Legal Services Ad Hoc Committee, Other Reports

Agenda Item 9.3
Date September 16, 2021

CASA ACE – Chat Comments
Craig K. Murray
8/26/21

From Randa AbuShaban, OC San to Everyone: 08:30 AM

Good Morning Everyone,

From Robert Hess - Central San to Everyone: 08:33 AM

sorry

From Sarah Deslauriers to Everyone: 08:33 AM

No problem at all! :)

From Julia Levin, BAC to Everyone: 08:55 AM

Hi Everyone. Please feel free to contact me regarding BioMAT, IRP, or other bioenergy questions:
jlevin@bioenergyca.org or 510-610-1733. Best, Julia

From Me to Everyone: 09:24 AM

Link on Dr. Sperling. FYI:

<https://ww2.arb.ca.gov/about/leadership/daniel-sperling>

From David Rothbart (LACSD) to Everyone: 09:27 AM

Thanks Craig!

From Heidi Oriol to Everyone: 09:29 AM

Thank you, Sharon. Good thoughts. I'd really appreciate seeing the CASA talking points, too. It will help us communicate to our management as well.

From Dru Whitlock to Everyone: 09:32 AM

D5 RIN is currently about half the value of a D3 RIN ... approximately \$1.50/D5 RIN and \$3.00/D3 RIN

From Sarah Deslauriers to Everyone: 09:33 AM

Thank you, Dru!

From Tom C. Fang to Everyone: 09:40 AM

Dru, Patrick - The conversion for RINS is 11.727 RIN/MMBtu. I think you said 11.27?

From Sarah Deslauriers to Everyone: 09:41 AM

Thank you, Tom!

From Dru Whitlock to Everyone: 09:41 AM

thanks ... yes, I said 11.272 ...

From Heidi Oriol to Everyone: 10:04 AM

Great slide with page references. Thank you, Sarah!

From Mary Cousins, BACWA to Everyone: 10:07 AM

The one-pager

https://casaweb.org/wp-content/uploads/2021/06/CTR-EICG_CASAOnePageIssue-Approach_June2021.pdf

From Miguel Medina, City of Vacaville to Everyone: 10:07 AM

Excellent resource!



**BOARD MEMBER
MEETING ATTENDANCE REQUEST**

Date: _____ Name: _____

I would like to attend the _____ Meeting
of _____

To be held on the _____ day of _____ from _____ a.m. / p.m. to
_____ day of _____ from _____ a.m. / p.m.

Location of meeting: _____

Actual meeting date(s): _____

Meeting Type: (In person/Webinar/Conference) _____

Purpose of Meeting: _____

Meeting relevance to District: _____

Request assistance from Board Secretary to register for Conference: YES NO

Frequency of Meeting: _____

Estimated Costs of Travel (if applicable): _____

Date submitted to Board Secretary: _____

Board approval obtained on Date: _____

Please submit this form to the Board Secretary no later than 1 week prior to the Board Meeting.

9/16/2021

BOARD AGENDA ITEM REQUESTS

Agenda Item 10B

- Separate Item to be distributed at Board Meeting
- Separate Item to be distributed prior to Board Meeting
- Verbal Report
- Presentation

Recycled water available for residents to pick up

MARIN WATER DISTRICTS

Hundreds of gallons offered at San Rafael, Novato sites

By Will Houston

whouston@marinij.com

Marin County residents can now pick up hundreds of gallons of free recycled water to use to water their plants and lawns or wash down driveways and sidewalks.

The Marin Municipal Water District has opened a recycled water filling station at Armory Drive across from the Civic Center in San Rafael where residents can take much as 300 gallons from 10 a.m. to 2 p.m. per day on Mondays, Wednesdays and Fridays.

The station's opening comes as the district faces the potential for critical water supply shortages next year. The district has limited outdoor sprinkler use to one day per week and drip irrigation to two days per week, but recycled water is exempt from the restrictions.

"It's a great alternative for people to take care of their landscaping without utilizing any of our drinking water supplies," district spokeswoman Emma Detwiler said of the new filling station.

The station is open to all Marin County residents at no charge. To access the station, residents must register with the district either onsite or online at marinwater.org/recycledwater. They will be issued an identification card. Residents must come with their own sealable containers that must have a minimum capacity of 10 gallons. There is no limit on the number of trips per day.

A gallon of water weighs 8



Jim Mates, left, and Nole Studley with the Marin Municipal Water District help Jeff McCord of San Rafael fill a water tank with recycled water in at the Civic Center in San Rafael on Wednesday.

PHOTOS BY SHERRY LAVARS — MARIN INDEPENDENT JOURNAL



A sign reminds people not to drink recycled water at a temporary recycled water filling station at the Civic Center in San Rafael.

③

pounds, so residents are asked to check their vehicles' weight limits before filling their tanks and barrels to avoid unsafe situations.

The recycled water is treated wastewater from the Las Gallinas Valley Sanitary District. The district can produce up to 5.4 million gallons of recycled water per

Recycled water should not be used for drinking, cooking, refilling pools, bathing or hooking into household plumbing, where it has the potential to contaminate drinking water supplies.

By taking the recycled water, residents agree to allow Marin Municipal Water District officials to inspect to

2

day following upgrades that were completed earlier this year.

The North Marin Water District also has been offering recycled water to its Novato service area customers since July from 9 a.m. to 1 p.m. on Tuesdays, Thursdays and Saturdays on Wood Hollow Drive just north of the former Fireman’s Fund campus.

Residents must register with the district at 999 Rush Creek Place in Novato and pay a \$75 annual fee before they can use the refilling station. The district requires a sealable storage container with a minimum capacity of 35 gallons and allows for a maximum of 300 gallons per trip.

“We don’t want people showing up with milk jugs,” said David Ladd, the district’s operations and maintenance program assistant. “You can make as many trips as you want to in a day.”

Both refilling sites required the approval of state water quality regulators as recycled water can only be safely used for specific purposes.

Recommended uses for recycled water include irrigating plants, gardens and trees or washing outdoor furniture, driveways, paths and walls so long as runoff does not reach a storm drain.

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ensure they are properly storing and using the recycled water.

Users must also use the water right away through means such as gravity feed systems, and cannot store recycled water unless complying with specific mandates.

Mike Seybold of Nicasio said his household of four is dependent on well water to irrigate the garden, but the drought has made the well nearly inoperable. He has since made several trips to the Civic Center filling station and gravity feeds the water into a drip irrigation system.

“If it wasn’t for this, my tomatoes and zucchini and all the veggies and fruit my wife propagates would just be out the window,” he said.

Amy Ewing and Craig Thompson of San Rafael have returned multiple times to the Civic Center refilling site. Both use the treated water to irrigate their bonsai tree collection and their vegetable garden.

“A lot of people are leery about doing this on vegetable plants,” Ewing said. “There is no problem. I am an internal medicine doctor. I feel totally confident using this on my vegetables.”

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Santa Venetia flood project gets \$1M in US funds

PANDEMIC AID

By Richard Halstead

rhalstead@marinij.com

Marin County will use \$1 million in American Rescue Plan Act money to rescue a \$6 million flood control project in Santa Venetia.

The project will reduce the risk of tidal flooding by rebuilding a timber-reinforced berm. The risk of flooding there is increasing because of sea level rise, land subsidence and the deterioration of the flood barrier.

Most of the money needed was secured some time ago.

Flood Zone District 7, where the project is located, is contributing \$1.6

million and has secured a \$3 million grant from the Federal Emergency Management Agency. Marin County had previously allocated \$840,000 for the project.

2

Planners had hoped a tax measure on the March 2 ballot would supply the remaining \$1 million required, but Measure A fell three votes short of the two-thirds support it needed to pass. The measure would have imposed an annual \$297 per parcel tax for seven years on Santa Venetia homeowners.

“This item before you today will close the funding gap, which will allow the flood district in Flood Zone 7 to complete the Gallinas levee upgrade project in Santa Venetia,” Liz Lewis, water resources manager for the Marin County Flood Control and Water Conservation District, told supervisors on Tuesday prior to their vote to allocate the \$1 million.

“It is going to protect over 660 parcels,” Lewis said, “not just the homes and the businesses in the Santa Venetia community but also important infrastructure such as county parks, county roads, storm drain systems and at least six sanitary lift stations that are owned and operated by the Las Gallinas Sanitary District.”

A wastewater lift station is a pumping station that moves wastewater from a lower elevation to a higher one.



4

parcel tax that would have raised \$20 million for flood mitigation projects in Novato and surrounding communities.

Marin County Administrator Matthew Hymel said, “There remains \$4 million that we can invest in sea level rise and climate change, and staff is looking for other opportunities throughout the county and will be coming back with specific recommendations.”

This spring, the U.S. Department of the Treasury announced that in addition to projects directly related to COVID-19 response, local governments could use American Rescue Plan Act funds for “necessary investments in water, sewer, or broadband infrastructure.”

Hymel said the \$1 million went to the Santa Venetia project first due to a “timing issue.”

The \$3 million FEMA grant is set to expire in February. The county might seek a one-year extension after demonstrating progress.

“It’s a relief to see this important project move forward,” said Gina Hagen, president of the Santa Venetia Neighborhood Association. “Losing \$3 million in FEMA funding would have been a tragedy.”

3

“We are fortunate to have one-time money available this year thanks to federal stimulus dollars and a robust state budget,” said Supervisor Damon Connolly, who represents the Santa Venetia neighborhood. “I see no better use for these extra dollars than protecting the homes and residents in our neighborhoods vulnerable to flooding.”

Supervisor Judy Arnold said that while she supported the allocation she also hoped that Novato Zone 1, which she represents, would also receive some financial assistance.

“Novato gets the worst flooding next to the Ross Valley,” Arnold said.

In November 2017, Novato area voters rejected Measure E, an 18-year

5

The flood control district is in the process of purchasing the 100 easements from private property owners needed to rebuild the levee system and provide ongoing maintenance and inspection.

“We anticipate beginning construction of the tidal barrier beginning this fall,” Lewis said.

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Key votes near for Marin emergency water pipeline

DROUGHT RESPONSE

Board to consider initial steps for using Richmond bridge

By Will Houston

whouston@marinij.com

The Marin Municipal Water District will consider the first of potentially several key approvals on Monday to build a \$65 million pipeline across the Richmond-San Rafael Bridge to keep from running out of water as soon as next summer.

The roughly 6-mile pipeline between Richmond and Marin still faces numerous major hurdles such as permits, costs and finding the water to put in it. The project would be similar to what the district built during the drought of 1977 and would pump in Central Valley water purchased from agricultural areas.

“As a district, we are very focused on conserving what we have, with the goal of trying to meet this challenge ahead of us through conservation yet recognizing that we may very well need supplemental water,” said Ben Horenstein, the district’s general manager. “This project is an interesting, yet very complex and costly, endeavor.”

The district aims to have a pipeline completed in June, the earliest it predicts it could run out of reservoir supplies in the event of another dry winter.

Getting it over the finish line will require the cooperation and approval of a host of entities including local utilities, transportation agencies, cities, state agencies and the federal government — any one of which could cause delays.

“These are not agencies that are to be taken lightly,” Paul Sellier, the district’s operations director, told the district board this month.

The board is set to meet at 9:30 a.m. Monday to consider \$2.2 million worth of contracts to study whether the project is feasible and to begin initial design work. The feasibility study is expected to be completed in early October, Horenstein said.

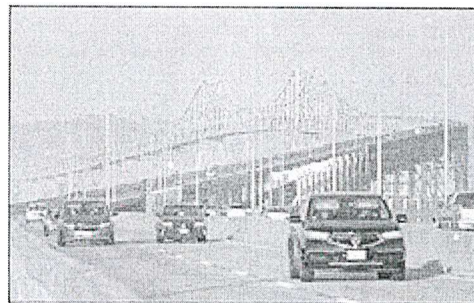


- Oct. 19: pre-purchase material (about \$15 million)
- September to November: approve water purchase and transfer agreements (cost to be determined)
- February: award construction contract (about \$40 million) All told, the district estimates the project would cost



The shoreline is receding at Alpine Lake in Fairfax. Forecasts show the district could deplete its seven reservoirs as early as June if the upcoming winter is as dry as the previous one.

SHERRY LAVARS — MARIN INDEPENDENT JOURNAL, FILE



The Marin Municipal Water District is taking early steps to build a \$65million water pipeline across the Richmond-San Rafael Bridge.

SHERRY LAVARS — MARIN INDEPENDENT JOURNAL, FILE



2

The district has released a schedule of other approvals, along with cost estimates, that would need to take place during the next six months:

- Sept. 21: authorize full design (about \$7 million)

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\$60 million to \$90 million, including the cost of the water purchases.

Forecasts show the district could deplete its seven reservoirs, which make up about 75% of its total water supply, as early as June if the upcoming winter is as dry as the previous one. The district's remaining water supply comes from Russian River imports from the Sonoma Water agency, which were reduced by 20% this summer and could be cut more as the drought worsens.

The district is relying on the 191,000 central and southern Marin residents it serves to ramp up conservation in order to buy it vital time to get the various approvals and funding in place for the pipeline, staff said.

"The timeline is tight and everything we can do will help us not only in the short term but in the long term as well," Sellier told the board.

So far, residents have fallen short of the 40% conservation levels the district has mandated since April. Achieving that would give the district until September to complete the pipeline, staff said. The highest conservation levels have reached 30% as of this month.

Monty Schmitt, a member of the district board, said the timeline is concerning, especially given the potential setbacks that could occur along the way.

"I know we're doing a lot on conservation, but I think conservation is probably one of the biggest things that we could ratchet up in the near term to give ourselves more time," Schmitt said during the board's meeting on Aug. 17.

Seiler said other challenges include the unknowns of working on an older bridge with limited capacity; the availability of construction materials; possible construction delays; and the potential need to secure access rights across Chevron refinery property in Richmond.

If the pipeline project falls through, the district has a backup option of renting temporary desalination plants to treat San Francisco Bay water, Horenstein said.

Staff determined that the two available plants would provide less than half of the 10 million to 15 million gallons of water per day that would be needed to sustain vital indoor uses — and would cost about \$38 million. By contrast, the pipeline would be able to provide the required water so long as the district finds a willing seller.

Desalination would also require approvals from state and federal agencies as well as approval from ratepayers. In 2010, Marin voters approved a ballot measure written by the district that requires voter approval before the district can construct and fund a desalination plant. Should the district determine the pipeline project isn't feasible in October, the district would still have enough time to get the temporary desalination plants in place by next summer, Horenstein said.

"We don't feel like at this point we're painting ourselves into the corner," Horenstein said. "What we're trying to do is focus our resources on where we think they may have the biggest return but ensuring that we do have backup options in place."

Additionally, the district is in negotiations with Sonoma Water about the potential to secure more water. The state has already ordered curtailments of most water diversions from the Russian River and the agency's reservoirs at Lake Mendocino and Lake Sonoma are reaching historic low levels. The potential options with Sonoma Water will largely depend on how wet this upcoming winter will be, Horenstein said.

"So far it's difficult to see a path forward but we are in discussions and analysis," he said.

Should no new water source be secured and the upcoming winter is dry, residents could face severe water restrictions that could limit them to as little as 37 gallons per person per day, according to the district.

Aside from building the pipeline, the district also needs to find water rights holders such as agricultural producers that would be willing to sell their water allotments and fallow their fields. Four water districts — the Glenn-Colusa Irrigation District, the Placer County Water Agency, the San Juan Water District and the Yuba County Water Agency — have indicated potential interest, according to district staff.

To pay for the project, the district could enact a onetime rate increase of 3% to 4.5% as well as obtaining low-interest loans and grants. The pipeline would have ongoing annual costs of \$2 million to \$5 million, including debt payments and operational costs, Sellier said.

“I am confident that the district will do what we’ve done for over 100 years,” Horenstein said. “That is to ensure we are providing our customers with safe and reliable water, for potable purposes and for firefighting. This is one piece of that assurance that, if we need it, we will have the water.”



Dry, cracked dirt appears along the receding shoreline of Alpine Lake in Fairfax. Forecasts show the Marin Municipal Water District could deplete its seven reservoirs as early as June if the upcoming winter is as dry as the previous one.

SHERRY LAVARS — MARIN INDEPENDENT JOURNAL, FILE

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Pipeline design funding allotted

MMWD

By Will Houston

whouston@marinij.com

The Marin Municipal Water District made its first major financial commitment to a proposed emergency water pipeline across the Richmond-San Rafael Bridge with the approval of \$2.2 million in contracts on Monday.

The utility is proposing to build a 7- to 8-mile, \$65 million pipeline between Richmond and Marin County to prevent it from running out of water as soon as next summer.

The pipeline would carry water purchased from Central Valley agricultural areas, similar to the pipeline the district built on the bridge during the drought of 1977.

On Monday, the district board voted 4-1 to approve three contracts that will begin initial designs of the pipeline and determine how feasible the pipeline actually is.

approve full design on Sept. 21 and purchase pipeline materials in mid-October. A \$40 million construction contract is set to go before the board in February.

The district aims to have the pipeline in place in June, the earliest it forecasts it could deplete its local reservoir supplies if this coming winter is equally dry as the last. The district serves 191,000 residents in central and southern Marin.

About 75% of the district's supply comes from its seven local reservoirs in the Mount Tamalpais watershed, with the other 25% coming from Russian River water imports from Sonoma Water. Russian River imports have been cut by 20% and could be further reduced as the drought worsens.

The district estimates the pipeline could cost \$60 million to \$90 million depending on the price of the purchased water and could bring up to 15 million gallons of water into Marin per day. The water would

"We're not making an irrevocable commitment to the project," Cynthia Koehler, the board president, said at the meeting. "We are making a commitment to getting ourselves and the public informed."

The feasibility study is expected to be completed by early October. The board will consider more contracts and more expensive financial commitments in the coming six months, including whether to

The district states that conservation will provide staff more time to get a pipeline in place. The district's 40% conservation mandate would give it until September, but so far residents have only reached peak conservation of 30% as of this month. The district plans to discuss other conservation measures at its Sept. 7 meeting.

Aside from the contracts, staff also provided some updates on the pipeline project to the board on Monday.

As to where the pipeline will be located on the Richmond- San Rafael Bridge, district staff said that two options are the most favorable: the underside of the top deck or on top of the top deck where the pedestrian and bicycle path is.

Sellier said the underside of the bottom deck is no longer being considered given challenges around construction, maintenance and permitting.

Additionally, the location would likely require a review

(2)

(4)

be only for vital indoor uses needed to maintain the health and safety of residents, according to the district.

by the U.S. Coast Guard because it would reduce clearance space under the bridge, Sellier said.

The three contracts approved on Monday include about \$727,500 for the Sacramento-based Woodard and Curran engineering firm, which is providing overall management of the project and is in charge of securing water purchases; about \$1.3 million for the Walnut Creek-based Carollo Engineers to design facilities such as pump stations that will be needed on either side of the Richmond-San Rafael Bridge; and about \$154,500 to the Canada-based WSP Global Inc., which is studying how a pipeline could be built across the bridge.

Water purchasing discussions are ongoing, Sellier said, with the Glenn-Colusa Water District and the Yuba Water Agency being seen as the most favorable candidates. Water purchase proposals are set to come to the board between September and November.

The district had already hired the contractors to begin initial preparation work for the project. The vote on Monday extended the contracts.

The Inverness Public Utility District in West Marin has also expressed interest in buying some of the pipeline water to address its own water shortage, Sellier said.

Board member Larry Bragman cast the dissenting vote on Monday, saying the board should vote on the contracts at one of its regular bimonthly meetings rather than during a committee meeting. The meeting on Monday began at 9:30 a.m. was advertised as both a district operations committee meeting and a full board meeting. The board can vote on items at these meetings, which some critics say violates the spirit of the state's open meeting laws.

In addition to the pipeline, the district has considered renting temporary desalination plants as a backup option. The two desalination plants available on the market would cost about \$38 million and only produce less than 4 million gallons per day, or less than half of the daily water needed for vital indoor uses, staff said.

Building the pipeline and getting water from the Sacramento Valley to Marin would require cooperation and approvals from a variety of agencies, including local cities, Caltrans, water districts, federal agencies and potential permission from Chevron to access its refinery in Richmond for pipeline construction.

The plants would likely take nine months to have in place, assuming the district can secure state and federal permits and approvals in time, and would require voter approval by a majority of district ratepayers.

In addition to these hurdles, the district also faces uncertainty with construction timelines and whether enough construction materials will be available to get the project built before July. The district might consider prepurchasing \$20 million in pipe and other materials on Oct. 19.

The district is also in communication with Sonoma Water about the potential to purchase more water, but the agency is facing its own critical shortages. Another option being examined is the potential to secure water through freight trains, trucks and barges, Sellier said, though no further information was provided on Monday.

"It's already a very challenging timeline to meet July," Paul Sellier, the district's operations director, told the board.

If the winter is dry and no new water source secured, ratepayers could face severe water use restrictions that could limit them to as little as 37 gallons per person per day, according to the district.

Teresa Lerch

From: Mark Millan <millan@datainstincts.com>
Sent: Tuesday, August 31, 2021 7:39 AM
To: Undisclosed Recipients
Subject: MMWD Pipeline design funding allotted - Marin IJ 8/31/31

MMWD Pipeline design funding allotted

Will Houston, Marin IJ 8/31/31

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News Update



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High water use penalty proposed

MARIN MUNICIPAL

Extra fees would be assessed for customers who exceed cap

By Will Houston

whouston@marinij.com

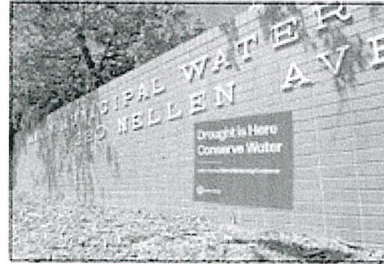
The Marin Municipal Water District is considering whether to charge new penalties for high water users during the drought.

The proposal discussed by the district's board this week would set varying caps on water use during the "summer" and "winter" billing periods. Ratepayers would be charged a fee for every 748 gallons used above that cap.

"We're not turning anybody's water off," district consultant Mark Hildebrand told the board on Tuesday. "This is simply penalizing folks for using water above a certain level."

The board is set to vote on the penalty program during its meeting on Sept. 21.

The district could deplete its reservoir supplies as soon as next summer in the event of another



A drought reminder sign stands outside the Marin Municipal Water District offices in Corte Madera on July 21.

ALAN DEP — MARIN INDEPENDENT JOURNAL

dry winter this year. The district's seven reservoirs are less than 37% full.

The 191,000 residents in the district have failed to meet the 40% conservation goal set by the district in April, with peak conservation reaching 30% in August.

The new penalty would be charged based on a customer's water use and the time of year.

Residential customers are placed into one of four water rate tiers depending on how much water they use during the summer and winter billing cycles. Customers who use more water are placed into higher tiers and are charged higher rates.

For the December to May period, customers who use water above tier 1 levels — more than 15,709 gallons

3
"overdue" and said it was disappointing to wait until December to enact them. Most of the district's water use occurs from June through November.

Board member Monty Schmitt said the district should be looking to do more, including prohibiting all lawn watering. The district allows residents to use their outdoor sprinklers one day per week.

"What we do here has got to be enough to be able to weather through another similar dry year next year," Schmitt said.

Bragman also suggested the board reassess allowed water uses such as pool refilling and golf course watering. Golf courses are meeting the 40% conservation mandate, but Bragman said the district should revisit whether to only allow them to water tees and greens.

2

or 2,100 cubic feet of water — during their bimonthly billing cycle would be subject to penalty fees.

For the June to November period, customers who use water above tier 2 levels — more than 44,135 gallons or 5,900 cubic feet of water — during their bimonthly billing cycle would be subject to penalty fees.

The penalty amount has yet to be set, but board members voiced support on Tuesday for charging \$5 to \$15 per 748 gallons depending on how high the water use is.

The rules would not apply to indoor water use at commercial accounts and multifamily homes, but would apply to irrigation water meters at these locations, staff said.

If approved, the rules would not take effect until Dec. 1, the beginning of the district’s winter billing cycle. Staff said the delay is necessary because most district ratepayers don’t know their water use until they get their bimonthly water bills and because they need to notice ratepayers of the penalties.

Larry Bragman, a member of the district board, said the penalties are



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District customer Jennifer O’Mara, addressing the board, asked how effective the penalties would be in curbing water use among the highest users, who likely are not as sensitive to prices given how much they already pay for their water. She also expressed concern about the district only being able to levy penalties every two months because of the bimonthly billing cycle and questioned whether the district could read the meters of these higher water users more frequently.

“You’re here to make an effective change,” O’Mara said. “And 60 days is not going to be an effective change.”

District staff said the penalties are not new rates and therefore would not be required to undergo public notification and review processes mandated by Proposition 218. The district might be considering drought-based rates in the coming months, but staff said that could take four to 12 months to complete based on Proposition 218 requirements.

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