



101 Lucas Valley Road, Suite 300
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MANAGEMENT TEAM
 Interim General Manager, Chris DeGabriele
 Plant Operations, Mel Liebmann
 Collections/Safety/Maintenance, Greg Pease
 Engineering, Michael P. Cortez
 Administrative Services, Dale McDonald

DISTRICT BOARD
 Megan Clark
 Ronald Ford
 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.

BOARD MEETING AGENDA

May 5, 2022

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, which was due to end on September 30, 2021 (Exec. Ord. N-08-21). However, the Legislature passed AB 361 which provides local agencies with the ability to meet remotely during proclaimed state emergencies under modified Brown Act requirements, similar in many ways to the rules and procedures established by the Governor’s previous Executive Orders. - In light of this – the May 5, 2022 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, but not required, to submit comments in writing to the Board Secretary (tlerch@lgvsd.org) by 5:00 pm on Wednesday, May 4, 2022. In addition, Persons wishing to address the Board verbally must contact the Board Secretary, by email (tlerch@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/88447499344>

OR

By teleconference at: +16699009128 Meeting ID: 884 4749 9344

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

CLOSED SESSION:

4:00 PM 1A. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION – Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code § 54956.9: One case.

OPEN SESSION:

4:15 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.

4:20 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 April 7, 2022
B. Approve the Warrant List for May 5, 2022
C. Approve Murray attending the Green Hydrogen Briefing Webinar on April 27
D. Approve Bid Award for Biosolids Surface Injections and Reclamation Pastureland Irrigation
E. Approve Regulatory Compliance Consulting Services Contract
F. Approve SCADA Support Services Contract
G. Approve Resolution 2022-2252 Board Policies B-40 Board Committees F-40 Budget

Possible expenditure of funds: Yes, Item B through F.
Staff recommendation: Adopt Consent Calendar – Items A through G.

4:45 PM 3. INFORMATION ITEMS:
STAFF/CONSULTANT REPORTS:
1. Interim General Manager’s Report – Verbal
2. District Correspondence – Written
3. Board Policies B-50 Training/Seminars/Travel/Meals and F-50 Reserves- Written
4. Quarterly Financial Report – Written
5. Quarterly Department Reports – Administration and Engineering - Written

5:30 PM

4. BOARD MEMBER REPORTS:

1. CLARK

- a. NBWA Board Committee, NBWA Conference Committee, 2022 Operations Control Center Ad Hoc Committee, Other Reports

2. FORD

- a. NBWRA, Gallinas Watershed Council, Marin Special Districts Association, 2022 Ad Hoc Engineering Committee re: STPURWE, 2022 Operations Control Center Ad Hoc Committee, 2022 Human Resources Ad Hoc Committee, Other Reports

3. MURRAY

- a. Marin LAFCO, CASA Energy Committee, 2022 GM Recruitment Ad Hoc Committee, Other Reports

4. SCHRIEBMAN

- a. JPA Local Task Force, Gallinas Watershed Council, 2022 Legal Services Ad Hoc committee, 2022 Biosolids Ad Hoc Committee, 2022 Human Resources Ad Hoc committee, Other Reports

5. YEZMAN

- a. Flood Zone 7, CSRMA, 2022 Ad Hoc Engineering Committee re: STPURWE Engineering Subcommittee, 2022 Legal Services Ad Hoc Committee, 2022 GM Recruitment Ad Hoc Committee, Marin Special Districts, 2022 Biosolids Ad Hoc committee, Other Reports

5:40 PM

5. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – Verbal
- B. Board Agenda Item Requests – Verbal

5:45 PM

6. VARIOUS INDUSTRY RELATED ARTICLES

5:50 PM

7. ADJOURNMENT

FUTURE BOARD MEETING DATES: MAY 19 AND JUNE 2, 2022

AGENDA APPROVED:	Judy Schriebman, 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 May 2, 2022, 4:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held April 7, 2022, at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

DATED: April 28, 2022



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.

5/5/2022

CLOSED SESSION

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

AGENDA ITEM 1

5/5/2022

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.

MEETING MINUTES OF APRIL 7, 2022

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON APRIL 7, 2022, AT 4:02 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: Megan Clark, Ron Ford, Craig Murray, Judy Schriebman and Crystal Yezman

BOARD MEMBERS ABSENT: None.

STAFF PRESENT: Chris DeGabriele, Interim General Manager; Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer; Mike Cortez, District Engineer

OTHERS PRESENT: Patrick Richardson, District Counsel; Tim Holmes, Kenwood Energy;

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

1. **PUBLIC COMMENT:** None.

ACTION:

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO CLOSED SESSION ON APRIL 7, 2022, AT 4:04 PM, BY ZOOM CONFERENCE AND AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

Lerch and McDonald left at 4:04 pm.

CLOSED SESSION:

CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION – Significant exposure to litigation pursuant to paragraph (2) of Government Code § 54956.9: One potential case.

ADJOURNMENT:

ACTION:

The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on April 7, 2022 at 4:15 pm.

BOARD MEMBERS PRESENT: Megan Clark, Ron Ford, Craig Murray, Judy Schriebman and Crystal Yezman

STAFF PRESENT: Chris DeGabriele, Interim General Manager; Dale McDonald, District Treasurer; Teresa Lerch, District Secretary; Mike Cortez, District Engineer

OTHERS PRESENT: Brent Ives, BHI Consulting

PUBLIC COMMENT: None.

REPORT ON CLOSED SESSION: President Schriebman reported the Board has accepted the Sharp Warranty Letter Agreement for \$85,897. payment for the Solar panels under warranty.

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 March 3, 2022
- B. Approve the Warrant List for April 7, 2022
- C. Approve Murray attending the CASA/CWEA Partnering for Impact event April 11, 2022
- D. Approve Murray attending the CSDA Annual Conference and Exhibitor Showcase August 22-25, 2022 Palm Springs, CA.
- E. Approve Order of Publication for Ordinance No. 189
- F. Approve Guide Dogs for the Blind Easement, Quitclaim and Resolutions 2022-2242 And 2022-2243
- G. Approve Resolution 2022-2246 Board Policies B-20 Board Member Interaction with Staff F-20 Financial Reporting and hold initial review of B-30 Board Meeting Agenda and F-30 Accounting and Auditing.
- H. Approve Strategic Plan Workshop

Items C, F, G and H were pulled and discussed.

Murray pulled C from the consent calendar.

ACTION:

Board approved (M/S Clark/Murray 5-0-0-0) the Consent Calendar items A,B, D, E, F.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

Board discussed items G and H.

Item G – B-30 and F-30 were discussed, and modifications were suggested. New Board policies will be moved to Information on the agenda.

Item H – Strategic Plan Workshop – Board discussed entering an agreement with Brent Ives of BHI Consulting to facilitate a Strategic Plan workshop. Murray requested that Mr. Ives be given the Heat Map from Kennedy Jenks.

ACTION:

Board approved (M/S Yezman/Ford 5-0-0-0) the Consent Calendar items G and H.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

3. PUBLIC COMMENT: Ellen Stein spoke to the Board about the County of Marin's McInnis Marsh Project.

4. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

- 1. Interim General Manager's Report – DeGabriele reported.
- 2. District Correspondence – discussed ensued.

5. APPROVE RESOLUTION 2022-2247 FIXING TIME AND PLACE FOR BUDGET HEARING AND RESOLUTION 2022-2248 FIXING TIME AND PLACE HEARING ON SEWER SERVICE CHARGES

Board and staff discussed Resolution 2022-2247 and Resolution 2022-2248 setting the time and place for a public hearing on the Budget for fiscal year 2022-2023 and a public hearing for the Sewer Service Charge Rates for fiscal year 2022-2023.

ACTION:

Board approved (M/S Ford/Yezman 5-0-0-0) Resolution 2022-2247 and Resolution 2022-2248 setting the time and place for a public hearing on the Budget for fiscal year 2022-2023 and the Sewer Service Charge Rates for fiscal year 2022-2023 and set the Public Hearing for June 16, 2022 at 4:00 pm.

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

5. APPROVE ADMINISTRATIVE POLICY CONCERNING COVID-19 SUPPLEMENTAL PAID SICK LEAVE (“SPSL”) UNDER LABOR CODE SECTIONS 248.6 AND 148.7

Board reviewed Administrative Policy 28.1 COVID-19 supplemental paid sick leave (SPSL)

ACTION:

Board approved (M/S Yezman/Ford 5-0-0-0) Personnel Policy No. 28.1 COVID-19 Supplemental Paid Sick Leave (SPSL).

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

6. APPROVE THE CREATION OF A LOW-INCOME SEWER RATE ASSISTANCE PROGRAM FOR SINGLE FAMILY HOUSEHOLDS FOR FISCAL YEAR 2022-23.

Board and staff discussed creating a low-income sewer rate assistance program for single family households for fiscal year 2022-23.

ACTION:

Board approved (M/S Murray/Clark 5-0-0-0) creating a low-income sewer rate assistance program for single family households for fiscal year 2022-23 confirming the use of PGE's CARE program to determine eligibility and establish a 10% rate reduction, allocating \$50,000 of ad valorem taxes towards the program.

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

7. SOLAR PHOTOVOLTAIC SYSTEM UPGRADE

Board discussed authorizing staff to issue a Request for Proposal for the upgrade of the existing Solar Photovoltaic (PV) System through a Power Purchase Agreement (PPA) with an option to award as a publicly bid project without a PPA.

ACTION:

Board approved (M/S Yezman/Clark 5-0-0-0) authorizing staff to issue a Request for Proposal for the upgrade of the existing Solar Photovoltaic (PV) System through a Power Purchase Agreement (PPA) with optional capital purchase including O & M.

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

Yezman left the meeting at 5:47 pm

8. BOARD MEMBER REPORTS:

1. CLARK

- a. NBWA Board Committee –verbal report
- b. NBWA Conference Committee – verbal report
- c. 2022 Operations Control Center Ad Hoc Committee – verbal report
- d. Other Reports–no report

2. FORD

- a. NBWRA – verbal report
- b. Gallinas Watershed Council– no report
- c. 2022 Engineering Ad Hoc Committee re: Secondary Treatment Plant Upgrade – no report
- d. 2022 Operations Control Center Ad Hoc Committee – no report
- e. 2022 Human Resources Ad Hoc Committee –no report
- f. Marin County Special Districts Association – no report
- g. Other Reports – none.

3. MURRAY

- a. Marin LAFCO – verbal report
- b. CASA Energy Committee– verbal report
- c. 2022 GM Recruitment Ad Hoc Committee - no report
- d. Other Reports – verbal – Santa Venetia Association meeting and AB1346

4. SCHRIEBMAN

- a. JPA Local Task Force– verbal report
- b. Gallinas Watershed Council – verbal report
- c. 2022 Legal Services Ad Hoc Committee – no report
- d. 2022 Biosolids Ad Hoc Committee – verbal report
- e. 2022 Human Resources Ad Hoc Committee – no report
- f. Other Reports- no report

5. YEZMAN – no reports

9. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – Clark requests attending the CSDA Virtual Legislative Day and the Special Districts Legislative District Days May 17 and May 18 and a PFAS Webinar. Clark and Schriebman requested to attend the NBWA April 8 conference.
- B. Board Agenda Item Requests- Board Motion (M/S Schriebman/Ford 4-0-1-0) to add the following items to a future agenda - McInnis Marsh Update and staff to develop a Cybersecurity Policy.

10. MISCELLANEOUS DISTRICT CORRESPONDENCE:

Discussion ensued.

11. ADJOURNMENT:

ACTION:

Board approved (M/S Ford/Murray 4-0-1-0) the adjournment of the meeting at 6:20 p.m.

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

The next Board Meeting is scheduled for April 21, 2022 4 PM by Zoom Meeting at the District Office.

ATTEST:

Teresa Lerch, District Secretary

APPROVED:

Crystal J. Yezman, Board Vice-President

Agenda Item 2BDate May 5, 2022Las Gallinas Valley Sanitation District
Warrant List 5/05/2022

	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
1	5/5/2022	EFT1	ADP Payroll	138,784.27		138,784.27	4/22/2022 Payroll & Processing Charges
2	5/5/2022	N/A	Aramark Uniform Service	536.91		536.91	Uniform Laundry Service week of 4/11 & 4/18
3	5/5/2022	N/A	AT&T (dba Calnet)	280.56		280.56	Phone Lines for Plant, Captains Cove, & Dockside Circle 3/20 - 4/19
4	5/5/2022	EFT2	Bank of Marin	47,335.64		47,335.64	Recycled Water Loan Payment-May
5	5/5/2022	N/A	Bob Murray & Associates	8,446.64		8,446.64	GM Recruitment Costs
6	5/5/2022	ACH	Buck's Saw Service	1,437.93		1,437.93	6-Pack Engine Oil, Trimmer Line, Pole Pruner, Chain Loop, Mowing Head
7	5/5/2022	N/A	Cal-West Rentals	820.00		820.00	Scaffolding Equipment Rental
8	5/5/2022	N/A	California Water Environment Association	101.00		101.00	Fernandes Certification Renewal
9	5/5/2022	EFT	CalPERS 457 Plan	7,314.46		7,314.46	EE's Contribution to Deferred Comp. Paydate 4/22/2022
10	5/5/2022	EFT	CalPERS CERBT-OPEB	11,630.00		11,630.00	Pre-Fund CERBT Payment -May
11	5/5/2022	EFT	CalPERS Retirement	21,570.52		21,570.52	EE & ER Payment to Retirement-Paydate 4/22/2022
12	5/5/2022	ACH	Cardenas, Manuel	1,538.76		1,538.76	CWEA Conference Reimbursement
13	5/5/2022	ACH	Central Marin Sanitation Agency	5,974.70		5,974.70	Inspection of FOG Program
14	5/5/2022	N/A	Cintas Corporation	143.81		143.81	Safewasher & Filter Service
15	5/5/2022	N/A	City National Bank	44,530.20		44,530.20	Marin Finance Corp. Loan Agreement # 04-01-2014 Interest Payment for 6/1/2022
16	5/5/2022	N/A	Comet Building Maintenance	1,620.00		1,620.00	Janitorial Services- April
17	5/5/2022	EFT	Direct Dental	511.20		511.20	EE's Dental Payment
18	5/5/2022	EFT	Discovery Benefits	35.00		35.00	EE FSA Payment
19	5/5/2022	ACH	Downing Heating, Inc.	1,964.37		1,964.37	PM on HVAC Equipment
20	5/5/2022	ACH	Grainger	2,977.34		2,977.34	Nitrile Gloves, Ball Valves, Screwdriver Bit Set, Fuse Sets, Drill Set, Cutting Oil
21	5/5/2022	ACH	Hach	666.33		666.33	Tubing Kit, Buffer, Installation Kit
22	5/5/2022	N/A	Jackson's Hardware	370.26		370.26	Jig Saw Blades, Cargo Strap, Tiedown
23	5/5/2022	ACH	Kennedy Jenks	204,440.28		204,440.28	STPURWE- Construction Management and Inspections Services
24	5/5/2022	ACH	Koff & Associates	3,177.50		3,177.50	Research & Contact Comparators, Review Class Specs. - March
25	5/5/2022	N/A	Marin Ace	168.51		168.51	Misc. Supplies
26	5/5/2022	ACH	Orion Protection Services	318.50		318.50	Patrol Services for Plant- May
27	5/5/2022	N/A	P2S	18,236.55		18,236.55	Shock & Arc Flash Hazard Analysis
28	5/5/2022	N/A	Piazza Construction	23,633.79		23,633.79	On-Call Constructions- Misc. Projects
29	5/5/2022	N/A	Platt Electric Supply	708.38		708.38	Misc. Supplies

Las Gallinas Valley Sanitation District Warrant List 5/05/2022							
	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
30	5/5/2022	ACH	Regional Government Services	2,954.25		2,954.25	Contracted Financial Servcies for March
31	5/5/2022	N/A	State Water Resources Control Board	285,464.45		285,464.45	Construction Loan for Primary Clarifier Upgrade Project
32	5/5/2022	EFT	Sunlife Financial	2,730.18		2,730.18	EE's AD&D, Disability and Life Insurance-May
33	5/5/2022	N/A	Towne Communications	520.38		520.38	Work Station Phone for Civil Engineering Tech.
34	5/5/2022	N/A	Uline	1,661.52		1,661.52	Bookcase for Office
35	5/5/2022	N/A	United Site Services	1,226.20		1,226.20	Porta Potties for Water Stopages
36	5/5/2022	ACH	Univar	10,375.47		10,375.47	Purchase Sodium Hypochlorite & Sodium Bisulfite
37	5/5/2022	N/A	Water Components & Building Supply	154.51		154.51	Water Meter Key
38	5/5/2022	ACH	WECO	3,855.82		3,855.82	Signs "Utility Work Ahead" & "Lane Closed"
39	5/5/2022	N/A	White Cap	301.20		301.20	Metal Manhole Guardrail
40	5/5/2022	N/A	Woodland Center Auto Supply	671.06		671.06	Misc. Supplies

Do not change any formulas below this line.

TOTAL \$ 859,188.45 \$ - \$ 859,188.45

EFT1	EFT1 = Payroll (Amount Required)	138,784.27	138,784.27	Approval:
EFT2	EFT2 = Bank of Marin loan payments	47,335.64	47,335.64	
PC	Petty Cash Checking	0.00	0.00	Finance
>1	Checks (Operating Account)	0.00	0.00	
N/A	Checks - Not issued	389,595.93	389,595.93	GM
EFT	EFT = Vendor initiated "pulls" from LGVSD	43,791.36	43,791.36	
ACH	ACH = LGVSD initiated "push" to Vendor	239,681.25	239,681.25	Board
	Total	<u>\$ 859,188.45</u>	<u>\$ 859,188.45</u>	

Difference: \$ _____

STPURWE Costs 204,440.28

AGENDA ITEM 2C
DATE May 5, 2022



BOARD MEMBER CONFERENCE/ MEETING ATTENDANCE REQUEST

Date: 4/18/22 Name: MURRAY, Craig K.

I would like to attend the Green Hydrogen Briefing Meeting
of Environmental and Energy Study Institute (EESI), Washington
DC

To be held on the 27th day of April from 1:00pm a.m. /
p.m. to 27th day of April from to 2:30pm a.m. / p.m.

Location of meeting: Webcast

Actual meeting date(s): 4/27/22

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

Purpose of Meeting: Energy Technology

Meeting relevance to District: Energy, Emissions

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

No

Request assistance from Board Secretary to register for Hotel:
N/A

Board Directors to book their own transportation including Airfare, taxi and/or
shuttles.

Frequency of Meeting: 1x

Estimated Costs of Travel (if applicable): N/A

Date submitted to Board Secretary: 4/18/22

Board approval obtained on Date: _____

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



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Environmental and Energy
Study Institute

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[Renewable Energy \(/topics/renewable-energy\)](#)

Green Hydrogen

Briefing Series: Scaling Up Innovation to Drive Down Emissions

Wednesday, April 27

1:00 pm - 2:30 pm

Online @ eesi.org/livecast (<https://eesi.org/livecast>)

[Add to Google Calendar](#) ([https://calendar.google.com/event?...](https://calendar.google.com/event?action=TEMPLATE&tmeid=NWd0N2RuYWFuNHEzdThrMGtuY3Y5YXY0MHMgZWVzaS5vcmdfyWQzNzU0dWs5bzdsNHl3OGdqBHYydHNsa3NAZw&tmsrc=ee))

[Add to Calendar \(/files/042722tech.ics\)](#)



A **live webcast** (<http://www.eesi.org/livecast>) will be streamed at 1:00 PM EDT at www.eesi.org/livecast (<http://www.eesi.org/livecast>).

The **Environmental and Energy Study Institute (EESI)** invites you to a briefing on green hydrogen. Green hydrogen—hydrogen produced using renewable energy—will likely be necessary for decarbonizing hard-to-abate sectors like steel production and providing a low- and no-emissions alternative to the existing carbon-intensive hydrogen industry. The problem? Green hydrogen currently makes up less than one percent of U.S. hydrogen production and is far more expensive than fossil fuel-based hydrogen. Panelists will discuss opportunities and considerations for ramping up green hydrogen, including the role of federal policy.

Speakers

Alexa Thompson (<https://www.eesi.org/speakers/view/thompson-alexa>)
U.S. Program Manager, Climate Aligned Industries, RMI (<https://rmi.org/>)

Rachel Fakhry (<https://www.eesi.org/speakers/view/fakhry-rachel>)
Senior Advocate, Climate & Clean Energy Program, Natural Resources Defense Council (NRDC) (<https://www.nrdc.org/>)

This briefing will be part of a series called *Scaling Up Innovation to Drive Down Emissions* that will run through June and focus on the role of innovative technologies and emerging energy sources in reducing greenhouse gas emissions. The four-part briefing series will cover green hydrogen, direct air capture, electric vehicle infrastructure, and offshore wind energy. Panelists will discuss the federal policy levers needed to responsibly scale-up these technologies and solutions to support decarbonization.

This series will run in parallel with another briefing series, *Living with Climate Change*, covering polar vortices, sea level rise, wildfires, and extreme heat. RSVP for this other briefing series here. (<http://eesi.org/041322climatechange>)

This event is free and open to the public. Please RSVP to expedite check-in.

Please click here (<http://www.eesi.org/subscribe>) to subscribe to our e-mail list for event notices or newsletters.

We will not sell, trade, or share your email address. You can unsubscribe at any time.

EESI privacy policy (<http://www.eesi.org/privacy-policy>).



Item Number 2D
GM Review AD

Agenda Summary Report

To: Board of Directors
From: Mel Liebmann, Plant Manager mliebmann@lgvsd.org 415-526-1526
Mtg. Date: May 5, 2022
Re: Bid Award - Biosolids Surface Injection and Reclamation Pastureland Irrigation Operations and Maintenance Services
Item Type: Consent Discussion Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Board to award a contract to Custom Tractor Services Inc. (CTS) to provide Biosolids Surface Injection and Reclamation Pastureland Irrigation Operations and Maintenance with inclusionary language that obligates CTS to the same terms as the 2021 contract amendment for sharing 30% hay crop gross profit proceeds with the district.

BACKGROUND

The District's NPDES Permit allows for surface injection of biosolids at the District's dedicated land disposal (DLD) site. Approximately 1,500,000 gallons of biosolids are removed annually from the District's sludge lagoons and land applied via surface injection. The District utilizes professional services to perform this disposal. District staff has developed a service contract which identifies the specifications for this work. This work is seasonally influenced and will be performed during the District's "Reclamation Season", typically May through October, which coincides with the permit required discharge prohibition period.

Plant effluent that is discharged to the reclamation storage ponds during this time of year must be land applied in the irrigation pastures as a means of disposal. This reduces the storage pond volume and is anticipated to provide the capacity to successfully meet the full term of the discharge prohibition period. The District utilizes professional services to operate and maintain the irrigation equipment, pasture preparation, and limited levee road maintenance during the reclamation season.

A single bid from Custom Tractor Services Inc. was received during the invitation for bids period. The Bid was officially opened and read on April 8, 2022, with the following result recorded:

Custom Tractor Services Inc.

- Item 1: Sludge removal and sub-surface injection into the dedicated land disposal site. \$102,650
- Item 2: Reclamation area and pasture irrigation Operations and Maintenance. \$118,925



PREVIOUS BOARD ACTION

The Board awarded a contract to Custom Tractor Services Inc in the amount of \$251,834 for Biosolids Surface Injection and Reclamation Pastureland Irrigation Operations and Maintenance Services at the May 2, 2021 meeting. At the August 19, 2021 Board meeting, the Board agreed to a contract amendment giving the District 30% of gross profit from the sale of hay crops grown on District lands by CTS during the 2021 season.

ENVIRONMENTAL REVIEW:

The activities described above comply with the District's NPDES permit and USEPA CFR Title 40, Section 503 regulations.

FISCAL IMPACT:

\$221,575



Item Number 2 E

GM Review W

Agenda Summary Report

To: Board of Directors
 From: Mel Liebmann, Plant Manager mliebmann@lqvsd.org 415-526-1526
 Meeting Date: May 5, 2022
 Re: Regulatory Compliance Consulting Services Contract Award for July 1, 2022 to June 30, 2023
 Item Type: Consent Action Information Other
 Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION:

Board to award a contract to EOA, Inc. to provide regulatory compliance consulting services from July 1, 2022, to June 30, 2023

BACKGROUND:

In March of 2021, staff issued a request for proposals for regulatory compliance consulting services to four regional firms selected from criteria based on team experience, prominence in the industry, expertise in environmental regulation and NPDES permitting. Two firms were responsive to staff's request, EOA, Inc., the District's current consultant, and Trinity Consultants of Oakland.

A careful review of the two firm's proposals by the Plant Manager and the District's on-call engineering firm, Hazen and Sawyer, supported a decision to remain with EOA, Inc. to support the district with regulatory compliance consulting services.

District consultant, Ray Goebel of EOA, has provided sewage collection system and treatment plant discharge regulatory compliance consulting services to the district for over 15 years. Mr. Goebel's regulatory expertise has proven essential in meeting existing and new regulatory requirements. In addition to his advisory skills, Mr. Goebel completes numerous mandatory regulatory reports outlined in the attached EOA proposal.

Mr. Goebel's familiarity with the district's facilities and compliance history has been instrumental on several occasions when staff has had questions regarding the interpretation, intent and history of the many permits for which the district is required to maintain compliance. Mr. Goebel regularly reviews written correspondence between the District and the Regional Water Quality Board to improve the effectiveness of communication. He also keeps staff informed of pending or future requirements that could impact district operations. EOA has an exemplary record of providing reports on time and being responsive to Staff requests throughout their years of service to the district.

In ongoing efforts, staff continues to work with Mr. Goebel on the Secondary Treatment Plant Upgrade and Recycled Water Expansion Project (STPURWE) reviewing and configuring monitoring parameters, database calculations and electronic report development vital for treatment process decisions and regulatory compliance reporting requirements. In the near future, staff will also be working closely with Mr. Goebel to comply with impending treatment plant



effluent chlorine residual monitoring and reporting requirements as well as changes relating to the reissuance of the general order for sanitary sewer systems from the State Water Resources Control Board.

PREVIOUS BOARD ACTION:

The Board awarded a contract to EOA, Inc. for Regulatory Compliance Support Services for FY 2021-22 in the amount of 183,300 at the May 20, 2021 Meeting.

ENVIRONMENTAL REVIEW:

NA

FISCAL IMPACT:

\$175,800

**EOA Scope of Work for Las Gallinas Valley Sanitary District
Technical Support for Regulatory Permits and NPDES Permit Reissuance
July 1, 2022 – June 30, 2023**

BACKGROUND

The District’s NPDES discharge permit (Order R2-2020-0022) was reissued at the Water Board’s July 8, 2020 hearing, with an effective date of September 1, 2020. The District is also subject to the Water Board’s regional Mercury and PCBs Permit (Order R2-2017-0041), the regional Nutrient Permit (Order R2-2019-0017), the District’s Reclamation Permit (Order 92-064), the State Water Board’s General Orders for Water Reuse (Order 2016-0068-DDW) and Sanitary Sewer Systems (Order 2006-003-DWQ), two addition “minor” NPDES permits that affect monitoring requirements, various Permits to Operate issued by the Bay Area Air Quality Management District (BAAQMD) for treatment plant and pump station generators and equipment, and other regulations established by these agencies and the USEPA.

EOA provides technical and regulatory support to the District related to the above permits and regulations. Work performed by EOA on behalf of the District includes assistance in securing the permits (where applicable), preparation of permit-mandated reports, documents and plans, coordination of permit-mandated studies, support for the District’s data management and reporting systems, participation in plant upgrade planning processes, and technical support to the District staff on various operational, regulatory, and permit compliance issues. Yorke Engineering is available as a EOA subconsultant to assist with permits and other issues related to air quality.

SUMMARY OF FY 2021/22 WORK

Under its FY 2021/22 contract with the District, EOA prepared the following documents for submittal to the Water Board as required by the District’s NPDES and other permits:

- Annual NPDES Self-Monitoring Report (2/1/22)
- Plant O&M Manual, Contingency Plan, Wastewater Treatment Plant Reliability Assurance Plan, Wastewater Facilities Report, and Wet Weather Improvements Plan: conducted annual reviews, updated as needed and prepare status reports (2/1/22)
- Annual Reclamation Project Report (3/15/22)
- Annual Recycled Water Facility Report (4/30/22)

EOA assisted District staff in the preparation of the Annual Pollution Prevention Report and Annual Biosolids Report.

EOA also provided technical support to District staff in a number of other areas, including:

- Support to plant operations and laboratory staff, primarily in areas related to monitoring and compliance reporting with the above-referenced permits and other regional Orders adopted in 2021/22, but also including general support in other areas.
- Support for the laboratory data management system (Operator 10), which hosts monitoring data required by the NPDES, Recycled Water and Reclamation permits, and data used by plant operations for process control.



- Support for STPURWE Project: A significant portion of EOA’s overall support in 2020/2021 was directed toward the STPURWE Project, including:
 - Participated in STPURWE weekly process startup review meetings, and other ad hoc meetings related to process operations, monitoring and compliance.
 - Worked with District staff and ArcSine on development of data management and compliance reporting tools/procedures/calculations related to the STPURWE processes, and incorporation of operational summary and compliance data from the SCADA historian into laboratory’s Operator 10 data management system.
- Prepared initial and follow-up reports to Water Board regarding events associated with the October 24, 2021 storm.
- Participated in District’s efforts to secure coverage under the Statewide General Order for land application of biosolids. Coordinated with other consultants in review of monitoring plans and other documents submitted by the District.
- Support to the collection system operations and implementation of the District’s Sewer System Management Plan (SSMP) and tracking of developments related to the State’s reissuance of the General Order for Sanitary Sewer Systems. Participated on behalf of District in the Water Board’s collection system inspection and in completing the pre-inspection questionnaire.
- Assistance in responding to inquiries from regulatory agencies and discharger organizations, and review of documents prepared by those entities (e.g., surveys issued by BACWA, CASA, or the Regional Water Board)
- Participation on District’s behalf in permit-mandated regional activities, and in the activities of Bay Area Clean Water Agencies (BACWA) on issues of importance to the District (e.g., regional nutrient permit.).
- Tracking of local and State regulatory developments that will impact the District (e.g. State Water Board’s chronic toxicity policy).
- Miscellaneous support and advice to District managers and staff on a range of technical and regulatory issues. Participated in several LGVSD Board meetings and other meetings/workshops at the request of District managers.

EOA SCOPE OF WORK FOR FY 2022/2023

Consistent with past District practices, this scope of work is designed to provide the District with assistance in implementing requirements of the District’s various permits described above. The scope and budget presented herein are for the period July 1, 2022 through June 30, 2023. The hour estimates contained in this scope of work are based on assumptions regarding the level of support needed by the District and necessary to generate the various work products, and that EOA’s work effort will not vary significantly from current expectations. Hours may be reallocated among tasks to respond to unanticipated issues or needs raised by regulatory agencies or District management.

Table 1 list tasks and/or deliverables required by the District’s various permits (or other regulatory mandates) in FY 2022/2023, the tasks under which those deliverables will be prepared, and the specified due dates. Except where indicated, EOA has the lead role in preparing these reports. Many of the Permit deliverables are due during the January-March period.



EOA will continue to provide District staff with an annual schedule of permit-mandated reports and milestones, and will coordinate with the District’s other consultants or contractors on issues related to compliance, operations, and facilities.

Table 1. FY 2022/2023 NPDES Permit Tasks and Deliverables

Permit Provision	Permit Due Date	EOA Task #	Description
Attach. G Prov. VC.1	Monthly	Task 1	Monthly Compliance Reports (support to LGVSD staff)
Attach. G Prov. V.C.1	2/1/21	Task 1	Prepare Annual NPDES Report
Attach. G Prov. I.C.1	2/1/21	Task 2	Plant O&M Manual, Contingency Plan, Wastewater Facilities Status Report: update as needed and prepare status report for inclusion in the NPDES Annual Report
Provision VI.C.5	2/1/21	Task 2	Report on progress in implementing Wet Weather Improvement Plan, collection system conditiona and improvements, and other measures to reduce blending, and prepare status report for inclusion in the NPDES Annual Report.
Provision VI.C.4.a and 40CFR503	2/19/21	Task 1	Provide support to LGVSD staff for preparation of the Annual EPA Biosolids Report.
Provision VI.C.3	2/28/21	Task 1	Assist staff in reviewing Annual Pollution Prevention Program Report (prepared by CMSA)
Reclamation Permit	3/15/21	Task 1	Prepare Annual Reclamation Project Report (Order 92-064)
Recycled Water Permit	4/30/21	Task 6	Prepare Annual Recycled Water Report (Statewide Order WQ 2016-0068-DDW)

Tasks to be performed by EOA under this scope of work are as follows:

Task 1. Support for Permit Self-Monitoring Programs, Data Management, and Compliance and Operational Assistance

Under Task 1, EOA will provide ongoing technical assistance to District staff in meeting the self-monitoring program requirements specified in the District’s NPDES Permit, Reclamation Permit, the regional NPDES permits for mercury, PCBs, and nutrients, the USEPA biosolids regulations, and in preparing monthly and annual self-monitoring compliance reports required by these permits; support for the District’s toxicity testing programs; support for the laboratory/operations data management (Operator 10 database); support to staff in responding to inquiries and requests for information from regulatory agencies, and for other “as needed” assistance related to monitoring, reporting, permit



compliance, and plant operations.¹ Historically, EOA has provided only limited support for the District’s Pollution Prevention Program (i.e., advice on program implementation and review of Annual Report), since primary support for this Program is provided by CMSA. Technical support on air-related issues (e.g., securing BAAQMD permits or assistance in reporting) will be provided under Task 7 by EOA or Yorke Engineering as appropriate.

Estimated Hours: 168 hr, plus 24 hr clerical/technician

Task 2. Plant Reports and Documents- Review, Revise and Develop Status Updates

The Permit requires the District to annually review, revise and provide status updates for the plant O&M Manual, Contingency Plan, Spill Prevention Plan, and Wastewater Facilities Status Report. Historically, EOA has had primary responsibility for maintaining all of these documents except the Contingency Plan, and we assume this division of responsibility will remain the case in FY 2020/21. (EOA did a significant update of the Contingency Plan in 2018 within the Task 2 budget).

Aside from fulfilling a permit requirement, the O&M Manual (and related plant SOPs) are used as training and reference documents for new operations staff, and are important for retaining “institutional memory” of treatment plant practices. The O&M Manual/SOPs also document that the plant’s wet weather blending practices are an integral part of the plant design and are applied in a consistent and traceable manner.² Significant updating of the Plant O&M Manual is required for new secondary treatment facilities constructed under the STPURWE project. Much (but not all) of the new material is being generated by Aqua Engineering. EOA will provide review and comments on documents generated by Aqua, generate updates in areas not covered by Aqua, and take the lead in incorporating all new material into the existing O&M Manual framework.

The District’s Spill Prevention Control and Countermeasure (SPCC) Plan, a federally-mandated document, also needs to be updated to reflect changes associated with the STPURWE project and other changes since the last (2010) revision. EOA will take the lead in preparing this update.

The NPDES Permit contains several tasks to reduce wet weather bypasses (blending), including continued implementation and updates of the District’s Wet Weather Improvement Plan and reporting on collection system activities. Time requirements for follow-up and annual status reporting related to these documents are now relatively small. These activities have been incorporated into Task 2.

Estimated Hours: 100, plus 4 hr clerical

¹ District staff have responsibility for all permit-required monitoring and for the preparation of monthly and quarterly self-monitoring reports. EOA’s role in these reports is limited to support and (when needed) review. However, EOA takes the lead role in preparing the various annual reports.

² The practice of “blending” (bypassing high wet weather flows around certain treatment processes to avoid wash-out of biological processes) remains controversial. It is essential that a treatment plant that employs blending have the practice recognized in its NPDES permit, and that the practice be well documented as being a part of the plant design and operations. The STPURWE project has significantly raised the flow threshold for blending, but ongoing permit coverage for blending is still needed.

Task 3. Participation in Discharger Organizations and Regional Regulatory Mandates

Organizations such as BACWA, CASA, and CWEA play a critical role in representing the interests of treatment plant and collection system agencies in regulatory and policy making decisions by State and local regulatory agencies. In addition, these organizations provide member agencies with resources and technical support to meet shared permit requirements, such as the Regional Monitoring Program (RMP), the Copper and Cyanide Action Plans, requirements of the regional Mercury & PCBs Permit, and of the regional Nutrient Permit (Order R2-2014-0014).³

The Statewide Sanitary Sewer Systems General Permit (State Board Order WQ-2006-003) may be reissued during the FY 2020/21 period. The reissuance process is being closely monitored by the BACWA Collections Committee, which has provided significant input to State Board staff in the development of permit requirements.

Task 3 provides for 2 hr/month for EOA to track and/or participate in the activities of these organizations on the District's behalf, with an emphasis on the BACWA Permits, Collection System, and Recycled Water committees (the latter is generally through review of meeting minutes and occasional attendance at committee meeting for items of particular relevance to the District). EOA will periodically update District staff and Board on important developments that emerge from these committees.

Estimated Hours: 24

Task 4. Support for STPURWE Improvements

Task 4 provides for ongoing support related to the STPURWE project, including response to District questions on regulatory and compliance issues, participation in project meetings when requested, coordination with Regional Water Board staff regarding the new facilities, and incorporation of the project's monitoring into existing data management applications (e.g. Operator 10 database and associated reports). Over time support of the STPURWE project will be incorporated into other Tasks (primarily Tasks 1 and 6), but because the needs for project support are expected to remain high into FY2022/23, such support is identified separately for purposes of this year's budget estimate.

Estimated Hours: 144

Task 5. Support for Sewer System Management Plan and Collection System Issues

In 2005, the Regional Water Board issued a requirement that all wastewater collection system agencies develop Sewer System Management Plans (SSMPs), to reduce or eliminate occurrences of sanitary sewer overflows (SSOs). The State Water Board also issued SSMP requirements in the form of a General Order No. 2006-003 that closely paralleled similar requirement imposed by Regional Water Board. The District's SSMP was completed and certified in August 2008, and recertified in October 2013 and May 2020. The required SSMP review and biannual internal have audits been conducted by EOA and District staff in the spring of even numbered years. An internal

³ The District is required to contribute financially to monitoring activities and regional special studies required under the Nutrient Permit. The District's role in the study is limited to providing certain information to the study coordinator and reviewing study documents that relate to District facilities for accuracy. Under Task 3, EOA will continue supporting the District's role in the study.



audit of the SSMP was conducted in spring of 2022. As noted above, the State Water Board plans to reissue the Statewide General Order in FY 2022/23. The reissuance will impact SSMP requirements and likely trigger the need for an update of the Plan, but such an update will most likely not be initiated until the following (FY 2023/24) year.

Under Task 5, EOA will continue to support the District's implementation of the SSMP and provide ongoing support to staff on issues related to the collection system, including initiation of changes that may result if the Statewide Order is reissued.

Estimated Hours: 48

Task 6. Support for Recycled Water Permit

The RWF is now operating under the Statewide Order WQ 2016-0068 by FY 2020/21. LGVSD's role under this order is limited to that of recycled water Producer, while NMWD and MMWD are responsible for distribution and regulation of recycled water use sites. Order WQ 2016-0068 requires ongoing monitoring of recycled water quality (performed by District laboratory staff) and preparation of an annual report. Under Task 6, EOA will prepare the Recycled Water Annual Report for submittal by April 30, 2023, and will provide support to District staff on operational and compliance issues related to the RWF.

Estimated Hours: 36

Task 7. Air Board Permitting and Air-Related Issues

Specific District needs related to Air BAAQMD permitting and other air-related issues have not yet been defined for the FY 2022/23 period. This task therefore includes "placeholder" budget of \$8,600 (30 hr) to address possible District needs in that area. The majority of any work will likely be performed by Yorke Engineering as a subcontractor to EOA, unless the District elects to contract directly with Yorke for its services.

Estimated Hours: 30

Task 8. Miscellaneous & Contingency

At the discretion of the General Manager and subject to the allocated budget, EOA will provide technical and regulatory support for miscellaneous and/or unanticipated issues that may arise during the course of this contract that do not fall under Tasks 1-7.

Estimated Hours: 34

BUDGET

EOA's budgets for each of the above-described tasks are listed in Table 2. This proposal provides for approximately 560 hours of engineering/scientist staff time, plus 28 hours of technician/clerical support. The not-to-exceed budget of **\$175,800** includes a \$1,200 allowance for project related expenses. Work will be performed on a time and materials basis in accordance with the attached EOA 2022 fee schedule and the Yorke Engineering 2022 schedule.



STAFFING

The Project Manager will be Ray Goebel., P.E. He will be supported by Kristin Kerr, P.E, (Managing Engineer) who has also worked with the District on permit issues for over 15 years, and Kathy Woo (Associate Engineer). Other qualified EOA staff may provide support as appropriate. The lead staff person for Yorke Engineering will be Raj Rangaraj, Ph.D., P.E., Principal Engineer.

**Table 2
EOA Budget for FY 2022/22**

Task No.	Task Description	Task Budgets		
		EOA	Expns	Total
1	Support for NPDES, Reclamation, and Recycled Water Permit Self-Monitoring Programs, Plant Operations, Data Management, and Compliance Assistance	\$52,500		\$52,500
2	Prepare Various Plant Reports for Submittal to Water Board	\$27,900		\$27,900
3	Participation in Discharger Organizations and Regional Regulatory Efforts	\$7,200		\$7,200
4	Support for STPURWE Improvements	\$43,100		\$43,100
5	Support for Sewer System Management Plan and Collection System Issues	\$14,400		\$14,400
6	Support for Recycled Water Permit	\$10,800		\$10,800
7	Air Permitting and related	\$8,600*		\$8,600*
8	Miscellaneous & Contingency	\$10,100		\$10,100
XP	Project Expenses		\$1,200	\$1,200
	Total Project Budget	\$174,600	\$1,200	\$175,800

* Includes 10% mark-up on Yorke Engr. Hours.

TOTAL NOT-TO-EXCEED BUDGET: \$175,800

Attachment A: EOA Inc. 2022 Fee Schedule
Yorke Engineering 2022 Fee Schedule





Environmental and Public Health Engineering

EOA 2022 FEE SCHEDULE

The following fee schedule covers personnel rates for EOA, Inc. staff.

Our charges are divided into two categories: personnel, and direct expenses. A new fee schedule is issued at the beginning of each year. Charges for all work, except where other arrangements have been made, are based on the new schedule of charges.

PERSONNEL

Personnel charges are for any technical, clerical or administrative work necessary to perform the project. Work tasks include geologic and environmental consulting, engineering and computer services, regulatory liaison, and report preparation. Personnel rates are as follows:

Personnel Category	Hourly Rates
Principal.....	\$299
Senior Managing Engineer/Scientist I.....	\$295
Managing Engineer/Scientist III.....	\$291
Managing Engineer/Scientist II.....	\$274
Managing Engineer/Scientist I.....	\$262
Technical Specialist I.....	\$252
Senior Engineer/Scientist III – Project Leader.....	\$242
Senior Engineer/Scientist/Planner II.....	\$220
Senior Engineer/Scientist/Planner I.....	\$202
Associate Engineer/Scientist III	\$192
Associate Engineer/Scientist II.....	\$183
Associate Engineer/Scientist I.....	\$155
Assistant Engineer/Scientist.....	\$140
Technician, Administrative Manager	\$121
Clerical/Computer Data Entry.....	\$86

Charges for professional services are in increments of one quarter-hour. Depositions/legal testimony charged portal-to-portal, at 200% of standard rates, with a four-hour minimum charge. In accordance with California Civil Procedure 2037.7, where applicable, the minimum fee must be paid prior to commencement of testimony. Preparation for court cases is charged on a time-and-materials basis as outlined in this fee schedule.

DIRECT EXPENSES

Reimbursement for expenses directly related to services provided will be charged at cost plus 10%. Examples of such direct expenses include:

- Costs of sub-consultants or subcontractors
- Costs of special fees (insurance, permits, etc.)
- Costs of copying, drafting, blueprints, etc. (EOA copies charged at \$0.10 each for B&W, \$0.35 each for color. Large format \$0.15/sq ft for B&W, \$0.50/sq ft for color)
- Costs of color map production supplies (color ink and large format paper)
- Costs or rental of special equipment. Daily use fees of monitoring equipment charged at the following rates:
 - Single-parameter field meter - \$10/day
 - Multi-parameter field meter and sonde - \$100/day
- Costs of authorized travel and related expenses
- Automobile mileage directly related to services, at current IRS rate.

INVOICES

Invoices are prepared and submitted on a monthly basis, as either final or progress billings and are payable upon receipt unless prior arrangements have been made. Interest of 1-1/2% per month, or the maximum rate allowed by law, is payable on accounts not paid within 30 days.

**YORKE ENGINEERING, LLC
LABOR RATES 2022**

Table 1: 2022 Labor Rates*

Labor Category	Labor Rate (\$/Hour)
Principal Engineer/Scientist II	\$256
Principal Engineer/CIH/Scientist I	\$241
Senior Engineer	\$227
Senior Scientist	\$213
Engineer	\$192
Scientist	\$173
Technical Staff	\$149
Project Support Staff	\$131
Administrative	\$94

*Labor rates increase by 3.5% rounded to the nearest dollar each year starting January 1st, 2023. Subcontracted services, such as source testing, will have a subcontractor markup of 10%. Overtime, if required, will be billed at 1.3 times the listed rate.



Item Number 2F
GM Review WD

Agenda Summary Report

To: Board of Directors
From: Mel Liebmann, Plant Manager mliebmann@lgvsd.org 415-526-1526
Mtg. Date: May 5, 2022
Re: SCADA Support Services Contract Award for July 1, 2022 to June 30, 2023
Item Type: Consent Discussion _____ Information _____ Other _____
Standard Contract: Yes No _____ (See attached) Not Applicable _____

STAFF RECOMMENDATION

Board to award a contract to ArcSine Engineering to provide general SCADA support services to the district for FY 22-23.

BACKGROUND

The District utilizes a Supervisory and Control Data Acquisition (SCADA) System to perform the functions necessary to provide continuous operation of the wastewater treatment plant, recycled water facility and sewage pump stations. Staff's ability to monitor, control, make operational decisions and present performance data regarding the system is reliant on a network of integrated equipment that requires maintenance and occasional modification when necessary.

ArcSine Engineering has provided these services to the district for the last 6 years. They have worked with staff to remedy many shortcomings of the existing control system. ArcSine staff continue to develop documentation in the programmed environment that makes troubleshooting easier. Other important improvements include the installation and configuration of new control system computer servers, implementing the inclusion of the collections crew into the alarm delivery system, configuration changes to improve pump station radio telemetry and an innumerable amount of treatment plant supervisory, process control and database modifications.

ArcSine, has worked with staff to develop a scope of work and fee estimate to provide ongoing support of the District's SCADA system for FY 22-23. ArcSine's proposal is included with this summary report. ArcSine's billing is based on time and material expended.

Staff believe that continuing to utilize ArcSine Engineering for SCADA Support Services is the most advantageous way to maintain continued effective and reliable monitoring and control systems utilized in district operations and treatment processes.

ArcSine Engineering was also contracted to perform programming for the District's Secondary Treatment Plant Upgrade and Recycled Water Expansion (STPURWE) project. Their staff are intimately familiar with the District's SCADA network, a critical and complex District asset. The selection of ArcSine Engineering was based on a well-established reputation for delivering excellent service to several regional utilities. An increase in scope and cost for general support



services in FY 22-23 was an anticipated result of the transition from the firm's focus on STPURWE project related activities to more general support related activities.

ArcSine Engineering has worked with staff over the last several years to develop and implement a plan to apply industry best practices that will assure a uniform well documented environment for both the programmer and end user. This foundational work expedites troubleshooting, ensures consistency, reduces errors, and allows for rapid transition to other service providers, if desired, in the future. Staff recommends continuing to use ArcSine Engineering as the District's SCADA Support Services provider.

PREVIOUS BOARD ACTION

The board was informed of the General Manager's decision to continue use of ArcSine Engineering's support services in FY 2021-22 for an estimated scope of work in the amount of \$25,000 at the May 6, 2021 Meeting.

ENVIRONMENTAL REVIEW:

NA

FISCAL IMPACT:

\$63,318



SCOPE OF WORK

SCADA ON-CALL SUPPORT LAS GALLINAS VALLEY SANITARY DISTRICT

ArcSine Project No. 1663.09/T1

April 4, 2022

INTRODUCTION

This Scope of Work covers professional services to be provided by ArcSine Engineering (Consultant) for ongoing support of Plant Control Systems.

This Scope is of similar character, and a follow-on to prior support scopes for the District. The work under this Scope will be performed on an as-needed basis, as requested by the District. The Scope is minimal in nature, and is not intended to provide a level of effort to make improvements, other than SCADA HMI upgrade listed in Task 3. Instead its goal is to provide resources to support existing systems and functionality, as issues arise.

Task 1 –Recordkeeping

The District has in place electronic files and related documentation, all of which is in a state of evolution and ongoing improvement. Examples include Control Strategies which describe how things work.

This Task consists of recordkeeping associated with support work items, such as receiving District requests and writing/editing Control Strategies, editing documents and files to reflect work performed.

This Task does not provide for expansion of documentation.

Task 2 – On-Call Support, On Site And Off Site

This Task is comprised of remote on-call support, and emergency on-site support of the Plant Control System.

- 2.1 Provide remote on-call SCADA support to Plant staff. Provide telephone support and remote troubleshooting support through VPN access. For estimating purposes, allow for the following:
 - A. Twelve (12) programmer telephone consultations at 4 hours each with 15 hours of engineering oversight (73 hours total), with no formal documentation or followup.
 - B. Ten (10) programmer consultations at 8 hours each, with 10-hours engineering oversight (94 hours total), with the time covering correspondence, teleconferences, work, testing, and recordkeeping.
 - C. District requested programming changes for reporting.

- 2.2 Provide on-site response to SCADA urgent events. Allow for three on-site visits, allow for 12 hours each event, total, plus reasonable expenses and time of senior staff for technical oversight and consultation.

Task 3 – SCADA HMI Server Software Upgrade

This Task is comprised of upgrading the Rockwell SCADA software. The District has maintained software support contracts with Rockwell and has the right to upgrade at any time while under software support contract to the most current version. The District has requested upgrading the SCADA software to the most current stable version.

3.1 Develop SCADA Server Upgrade Plan:

- A. Develop recommendations updating SCADA software to the most current stable version.
- B. Develop a SCADA Software Upgrade Plan.
- C. Submit for District Review.

3.2 Perform Phase One Upgrades:

- A. Change servers from Redundant to Standalone.
- B. Install Rockwell HMI upgrade on SCADA Server HMI02.
 - 1.1.B.1. Test HMI Screens on HMI02
- C. Install Rockwell HMI upgrade on Development workstation.
- D. Test Alarms & Events on HMI02.
- E. Test WIN911 Alarm Dialouts.
- F. Install Rockwell Historian upgrade on HIS01.

3.3 Perform Phase Two Upgrades:

- A. Install upgraded software to HMI01.
- B. Test Alarms & Events on HMI01.
- C. Test WIN911 Alarm Dialouts.
- D. Change servers from Standalone to Redundant.
- E. Install Upgraded HMI Software On Remaining Workstations:
 - Control Room primary workstation.

- Recycled water workstation.
- Electrical Room workstation.

F. Develop training documentation for trends.

G. Train District Staff.

3.3 Not Included in SCADA HMI Server Upgrade:

A. Hardware Upgrades.

B. WIN911 Software Upgrade

C. PLC Software Changes

**Las Gallinas Valley Sanitary District
2022 - 2023 SCADA Support
Fee Estimate**

Description	Review	Senior Programmer	Design Engineer	Programmer	Technician	Drafting	Clerical	Expenses
	\$224	\$185	\$123	\$135	\$85	\$108	\$87	
Task 1 – Achieving Basic Structure And Recordkeeping								
1.1.B.1 Publish Procedures (Work Costed Here):								
A. Operator requested process changes	2			12			4	
B. District requested reporting changes	4			6			2	
Subtotal - Hours	6	0	0	18	0	0	6	
Subtotal - Fee	\$ 1,344	\$ -	\$ -	\$ 2,430	\$ -	\$ -	\$ 522	\$ -
Task Subtotal	\$ 4,296							
Task 2 - On-Call Support, On Site And Off Site								
2.1 Provide Remote On-Call SCADA Support To Plant Staff; Allow The Following:								
A. 14 telephone programmer consultations at 4 hours (15-hours engineering oversight)	5	10	2	56			4	
B. 8 involved programmer consultations at 8 hours each (10-hours engineering oversight)	5	5	4	80			4	
C. District-requested programming changes for reporting.	2	3		16			2	
2.2 Allow Three On-Site Visits, 12 Hours Each Event (36 Hours Total) Plus Expenses And Oversight	3	3		36				\$1,800
Subtotal - Hours	15	21	6	188	0	0	10	
Subtotal - Fee	\$ 3,360	\$ 3,885	\$ 738	\$ 25,380	\$ -	\$ -	\$ 870	\$ 1,800
Task Subtotal	\$ 36,033							
Task 3 - SCADA HMI Server Upgrade								
3.1 Develop SCADA Server Upgrade Plan:								
A. Develop recommendations updating SCADA software to the most current stable version.	1	1		6				
B. Develop a SCADA software upgrade plan.	1	2		8			2	
C. Submit for District review.				1			0.5	
D. Backup HMI & Historian Servers.				3				
3.2 Perform Phase One Upgrades:								
A. Change servers from Redundant to Standalone.				4				
B. Install HMI upgrade on SCADA Server HMI02.		2		20				
C. Install HMI upgrade on Development workstation.		1		8				
D. Test Alarms & Events on HMI02.				2				
E. Test WIN911 Alarm Dialouts.				2				
F. Install current Historian application on HIS01.		2		12				
3.3. Perform Phase Two Upgrades:								
A. Install upgraded software to HMI01.				8				
B. Test Alarms & Events on HMI01.				2				
C. Test WIN911 Alarm Dialouts.				1				
D. Change servers from Standalone to Redundant.				2				
E. Install upgraded HMI software on remaining workstations.				10				600
F. Develop training documentation for trends.				5			1	
G. Train District Staff.				6				900
Subtotal - Hours	2	8	0	100	0	0	3.5	
Subtotal - Fee	\$ 448	\$ 1,480	\$ -	\$ 13,500	\$ -	\$ -	\$ 305	\$ 1,500

**Las Gallinas Valley Sanitary District
2022 - 2023 SCADA Support
Fee Estimate**

Description	Review	Senior Programmer	Design Engineer	Programmer	Technician	Drafting	Clerical	Expenses
	\$224	\$185	\$123	\$135	\$85	\$108	\$87	
Task Subtotal	\$ 17,233							
<i>Subtotal</i>	<i>\$ 57,562</i>							
<i>10% contingency</i>	<i>\$ 5,756</i>							
Total	\$ 63,318							



Item Number 2G
GM Review CO

Agenda Summary Report

To: Board of Directors
From: Teri Lerch, District Secretary
(415) 526-1510; tlerch@lgvsd.org
Mtg. Date: May 5, 2022
Re: Approve Resolution 2022-2052 adopting revised Board Policies B-40 Board Committees and F-40 Budget
Item Type: Consent X Action _____ Information _____ Other _____
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X .

STAFF RECOMMENDATION

Attached for approval is Resolution 2022-2052 updating policies B-40 Board Committees and F-40 Budget. Board suggested changes are shown in highlight (strikeout format) and clean copies are also provided.

BACKGROUND

The Board has requested to review and update Board Policies.

PREVIOUS BOARD ACTION

On April 21, 2022, Board reviewed B-40 Board Committees and F-40 Budget with staff and requested it come back with suggested revisions for approval.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

N/A

RESOLUTION NO. 2022-2252

A RESOLUTION APPROVING BOARD POLICY REVISIONS FOR B-40 BOARD COMMITTEES AND F-40 BUDGET

THE LAS GALLINAS VALLEY SANITARY DISTRICT

WHEREAS, the Board of Directors (“Board”) has determined that a comprehensive list of Policies and Procedures for the Board is in the best interest of the District; and

WHEREAS, the Board has compiled a comprehensive list of Policies and Procedures to serve as the rules and regulations of the Board; and

WHEREAS, the Board did adopt such comprehensive list of Policies and Procedures on July 9, 2009; and

WHEREAS, such policies may need to be updated from time to time; and

WHEREAS, on April 21, 2022, the Board reviewed and suggested changes on Board policies B-40 Board Committees and F-40 Budget;

NOW THEREFORE, the Board of Directors of the Las Gallinas Valley Sanitary District approves the following revised policy sections: B-40 BOARD COMMITTEES and F-40 BUDGET. The previously approved Board Policies B-40 and F-40 are hereby revoked and declared null and void.

If any policy or portion of a policy contained within the Policies and Procedures is in conflict with rules, regulations, or legislation having authority over the Las Gallinas Valley Sanitary District, said rules, regulations or legislation shall prevail.

The Policies and Procedures shall remain in effect until amended by at least a majority vote of the Board of Directors.

* * * * *

I hereby certify that the forgoing is a full, true, and correct copy of a resolution duly and regularly passed and adopted by the Sanitary Board of the Las Gallinas Valley Sanitary District, Marin County, California, at a meeting thereof held on the 5TH day of May 2022, by the following vote of the members thereof:

- AYES, and in favor thereof Members:
- NOES, Members:
- ABSENT, Members:
- ABSTAIN, Members:

Teresa Lerch, District Secretary

APPROVED:

Judy Schriebman, President of Board of Directors
Resolution No. 2022-2252

B-40 BOARD COMMITTEES

Purpose

This policy establishes rules for ad hoc committees and workshops.

B-40-10 Standing Committees Abolished. The Board abolished all standing committees after determining that ad hoc committees and periodic Board workshops are more productive than standing committees.

B-40-20 Appointment of Ad Hoc Committees. The Board President shall appoint ad hoc committees as deemed necessary by the Board President and/or a majority vote of the Board.

B-40-20-1 Specific Purpose. Ad hoc committees shall be created for a specific purpose, its duties outlined at time of appointment, and if appropriate a timeline established. The President may dissolve an ad hoc committee after its final report is made to the Board.

B-40-20-2 Appointment of Chairperson. The Board President shall designate the ad hoc committee chairperson who shall determine the date, time, and place of each committee meeting. The chairperson shall make periodic reports to the Board on the committee's progress.

B-40-20-3 Scope of Responsibility. The ad hoc committee shall gather information, explore alternatives, examine implications, and offer recommendations to the full Board. The committee may meet with staff and/or District consultants, but shall not interfere with their duties as determined by the Board.

B-40-20-4 Limits on Authority. The ad hoc committee shall not speak or act on behalf of the Board, shall not conflict with authority delegated to staff by the Board, and shall not attempt to exercise authority over staff.

B-40-30 Periodic Workshops. The Board, by majority vote, shall call for Board workshops as deemed necessary and appropriate. The workshops may be held separate from regular and special meetings of the Board at a time and place to be determined by majority vote of the Board. The agenda for workshops shall be determined in cooperation with the Board President and General Manager and posted as are regular meetings of the Board.

B-40-30-1 Action Plan. Workshops shall generally intend to identify key issues facing the District and provide the opportunity to develop an Action Plan that address those issues with specific actions, along with a timeline and responsibilities for carrying out said actions.

Resolution No. 2022-2252	Date Approved: May 5, 2022
President of the Board	Last Reviewed: May 5, 2022

F-40 BUDGET**Purpose**

This policy establishes procedures for preparing budgets and schedules; reviewing budgets; adopting budgets, including committee review, Board review, and public hearings; revising budgets; and budget reports to Board.

F-40-10 Budget Preparation. An annual budget proposal shall be prepared by the General Manager and Administrative Services Manager. The proposed annual budget as amended by the Board during its review shall be adopted at a regular meeting in June.

F-40-20 Basis of Budgeting. All budgetary procedures will conform to state regulations and generally accepted accounting principles. As such, the District shall use a modified accrual basis of accounting for reporting on budgeted versus actual expenditures, with the following exceptions:

- Grant revenues are budgeted on a modified cash basis rather than an accrual basis.
- Fixed assets are depreciated for some financial reporting, but are fully expensed in the year acquired for budgetary purposes.

F-40-30 Balanced Budget. The District shall maintain a balanced budget, defined as total resources (operating revenue, non-operating revenue, intrafund transfers and beginning fund equity) shall equal total requirements (operating expenses, capital expenses, debt service, intrafund transfers and ending fund equity) including contingencies. Furthermore, the District considers the budget to be balanced whenever annual operating and non-operating revenues meet or exceed annual operational expenditures. The District is committed to maintaining a balanced budget under normal circumstances and will disclose deviations from a balanced operating budget when it occurs.

F-40-40 Budget Control. The Board of Directors retains the exclusive authority to increase annual budget authority for Operational Expenditures. If total operating expenditures are expected to exceed the General Manager's signing authority as of the most recently prepared quarterly financial statement the matter shall be brought to the Board's attention so that a budget amendment may be duly approved by the Board.

The Board of Directors also retains the exclusive authority to increase the annual budget authority for Capital Expenditures. In no case may total capital expenditures exceed that which is appropriated by the Board without a budget amendment duly approved by the Board.

Only the Board may authorize transfer of budget authority between Operational Expenditures and Capital Expenditures. Only the Board may increase the number of authorized staff positions.

The General Manager has the authority to approve budget transfers between operating departments. The General Manager has the authority to approve budget transfers between capital projects. The General Manager has the authority to hire employees to maintain the authorized staff positions.

The Administrative Services Manager / District Treasurer shall be responsible for establishing a budgetary control system to ensure compliance with this policy.

F-40-50 Capital asset acquisition, maintenance, replacement and retirement

F-40.50-10 Budget for maintenance The District shall budget for the adequate maintenance of capital equipment and facilities to protect the public investment and ensure achievement of their maximum useful life.

F-40.50-20 Use of operational fund balance for capital. Operational fund balances in excess of established reserves and liquidity requirements may be used for the development, rehabilitation or replacement of capital assets.

F-40.50-30 Capitalization threshold. An asset shall be considered a capital asset when the initial cost of the asset is \$5,000 or more and has a useful life of more than one year. The initial cost shall include any costs necessary to put the asset into its intended use. Interest in real property shall always be considered a capital asset, regardless of its initial cost.

F-40.50-40 Five-year Capital Improvement Plan. The District shall prepare and adopt a five-year Capital Improvement Plan as part of the rate setting process that identifies and sets priorities for all major capital assets to be acquired, constructed or replaced by the District. The Capital Improvement Plan shall be included in the Adopted Budget. The status of the Capital Improvement Plan shall be updated annually as part of the budget.

F-40.50-50 Funding requirement The Capital Improvement Plan shall identify adequate funding to support the acquisition, construction and replacement of assets identified in the plan, and shall identify projects that the District believes beneficial to the system but funding has not yet been identified. The Capital Improvement Plan shall include and indicate when and for what projects the District intends to finance through the issuance of debt. Additionally, the District shall strive to develop a comprehensive strategy and funding plan for the renewal and replacement of existing capital assets.

F-40-60 Quarterly Budget Review. Quarterly reviews compare financial plans and budgets, current forecasts, and actual results. The General Manager shall prepare and present these at regular Board meetings.

Resolution No. 2022-2252	Date Approved: May 5, 2022
President of the Board	Last Reviewed: May 5, 2022

B-40 BOARD COMMITTEES

Purpose

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B-40-20-2 Appointment of Chairperson. The Board President shall designate the ad hoc committee chairperson who shall determine the date, time, and place of each committee meeting. The chairperson shall make periodic reports to the Board on the committee's progress.

B-40-20-3 Scope of Responsibility. The ad hoc committee shall gather information, explore alternatives, examine implications, and offer recommendations to the full Board. The committee may meet with staff and/or District consultants, but shall not interfere with their duties as determined by the Board.

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B-40-30-1 Action Plan. Workshops shall generally intend to identify key issues facing the District and provide the opportunity to develop an Action Plan that addresses those issues with specific actions, along with a timeline and responsibilities for carrying out ~~the Action Plan to achieve District goals~~ said actions.

Resolution No. 2009-1872 2022-2252	Date Approved: July 9, 2009 <u>May 5, 2022</u>
President of the Board	<u>Last Reviewed: May 5, 2022</u> Supersedes:

F-40 BUDGET

Purpose

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F-40-60 Quarterly Budget Review. Quarterly reviews compare financial plans and budgets, current forecasts, and actual results. The General Manager shall prepare and present these at regular Board meetings.

Resolution No. 2022-225217-2084	Date Approved: February 23, 2017 <u>May 5, 2022</u>
President of the Board	<u>Last Reviewed: May 5, 2022</u> Supersedes: July 9, 2009

5/5/2022

Interim General Manager Report

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

Agenda Item 3.2
Date May 5, 2022

Teresa Lerch

From: Megan Isadore <megan.isadore@comcast.net>
Sent: Sunday, April 17, 2022 2:21 PM
To: Teresa Lerch; Chris DeGabriele; Dale McDonald
Cc: Judy Schriebman; Crystal Yezman; Megan Clark; Ron Ford; Craig Murray
Subject: River Otter Ecology Project Monitoring Report 2021
Attachments: 2021 Monitoring Report FINAL.pdf

Dear LGVSD Board and Staff:

As you may know, River Otter Ecology Project has conducted monitoring on the Las Gallinas reclamation ponds since 2015. I am attaching our 2021 monitoring report, which includes data on all monitoring sites, located solely in Marin County. Monitoring occurs on a 100-mile stretch of waterway in Marin, and includes camera trapping and sample collection for both genetic and select health issue research. The monitoring work, which includes work on LGVSD property, not only supports research, but also supports decision-making about land and water management, restoration projects, oiled wildlife preparation and response, wildlife rehabilitation, and public education on the importance of healthy watersheds.

Our Otter Spotter Community Science project covers all of California and beyond, and is a citizen science effort. For information on Otter Spotter, please see our [Story Map](#). In partnership with CDFW and California Academy of Sciences, River Otter Ecology Project supports a regional river otter necropsy effort on recovered river otters found deceased.

Please let me know if there are questions about the report. If there is interest in a presentation about our work, I or our Research Director will be happy to offer a presentation.

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



PO Box 103
Forest Knolls, CA 94933
415.342.7956



Web: riverottterecology.org
Facebook.com/BayAreaOtters
Instagram: [riverottterecology](https://www.instagram.com/riverottterecology)

River Otter (*Lontra canadensis*) Monitoring Report 2021 Marin County, California

River Otter Ecology Project
PO Box 103, Forest Knolls, CA 94933
By Megan Isadore and Terence Carroll

March 31, 2022



Background

While historical records on river otters in the San Francisco Bay Area are sparse, existing information indicates that river otters had been extirpated from much, if not all, of Marin County by the 1930's when both Grinnell (1937) and trapping records (Schempf and White, 1977; Kirk, 1975) indicate no coastal river otters in Marin and southward. Beginning in 1989, river otters were observed in coastal Marin County, particularly in Rodeo Lagoon, Walker Creek, and Lagunitas Creek.

As apex predators using variety of terrestrial and aquatic habitat types, river otters are sentinel indicators of watershed function and health (Larivière and Walton, 1998). They predate a wide variety of native and non-native species in freshwater and marine environments (Penland and Black, 2009; Garwood et al. 2013). They are susceptible to parasites such as *Cryptosporidium* and *Giardia* spp. (Gaydos et al., 2007), and *Vibrio* spp. (Bouley et al., 2015), and they may bioaccumulate environmental contaminants such as mercury, metals, organochlorines, and hydrocarbons (Francis et al., 1994; Halbbrook et al., 1996; Bowyer et al., 2003). Furthermore, understanding river otter ecology and population status is a critical element of ecosystem management (Bowen, 1997; Kruuk, 2006; Ben-David and Golden, 2009). River otters transport aquatic nutrients to land (Ben-David et al., 2004); transmit trophic effects (Crait and Ben-David, 2007); and affect the composition and abundance of prey species via trophic subsidy (Garwood et al., 2013).

Beginning in 2012, River Otter Ecology Project launched the first study to document current recovery of river otters in the nine counties surrounding San Francisco Bay (Bouley et al., 2015) using camera traps and Otter Spotter, a community science initiative to collect river otter sightings. At the same time, we commenced a long-term monitoring project to study the status and ecology of river otters at 14 focal study sites in Marin County.

As Melquist et al. (2003) noted, long-term monitoring of river otter populations can help us understand and plan for water quality conditions and other factors that affect all species, and remain critical issues in the San Francisco Bay Area. River otters' ecological status and population trends can be significant indicators of progress in improving water quality and recovering habitat and ecosystem function. Restoration projects may also benefit from an understanding of river otter population changes. In our study area in Marin County, for example, the National Park service has in recent years undertaken three large restoration efforts: at Rodeo Lagoon; Muir Beach; and Giacomini Wetlands. Gauging the progress of those efforts can benefit from understanding the interactive effects of river otter populations and the restoration efforts, and their mutual success. Restoration projects in the wider SF Bay Area can similarly benefit.

Lastly, study of population trends in river otters as they reinhabit areas from which they were absent can help to elucidate the spatial, environmental, and anthropogenic factors that influence their habitat choices and ecological success (Barbosa et al., 2001, Weinberger et al., 2016). Although sensitive to habitat disturbance, river otters are also highly adaptable to human presence on the landscape (Weinberger et al., 2016).

This report includes new information and results our Otter Spotter community science program, and long-term monitoring and health studies. The report also summarizes other findings of interest, and other ongoing research.

Otter Spotter Community Science Project

North American river otter (*Lontra canadensis*) were observed in Marin County with some frequency from the early 2000s; however, the distribution and abundance of river otters remained poorly documented at any agency level (Bouley et al., 2015). River Otter Ecology Project collected and documented river otter sightings during 2012 through the present, using a community science initiative called “Otter Spotter,” to solicit structured data from the public on river otter sightings from the San Francisco Bay Area and beyond. River Otter Ecology Project presented this dataset to the California Department of Fish and Wildlife (CDFW) in 2017, and CDFW updated their range map in 2019 (CDFW BIOS, 2019).

As of the end of 2021, we have received approximately 4,500 reports of river otter sightings from the SF Bay Area and beyond.

We formed a partnership with CDFW and California Academy of Sciences to collect and necropsy road-killed river otters reported through our Otter Spotter platform.

River Otter Ecology Project produced an ArcGIS Story Map, [*Supporting Conservation, One Otter Sighting at a Time*](#) to help the public understand why and how we collected the sightings and to whom they matter. The story map is being translated into Spanish.



Long Term Monitoring, Focal Study Areas

Beginning in 2012, ROEP identified a study area consisting of approximately 225 linear km of coastline, stream, and reservoir spanning an area from the Golden Gate north, through Tomales Bay, including Lagunitas Creek and its tributaries and reservoirs, and parts of the shoreline of San Pablo Bay. We surveyed for active river otter latrines and movement corridors, which indicated ongoing presence of otters. The study area includes land within the Golden Gate National Recreation Area, Point Reyes National Seashore, California State Parks, Marin Municipal Water District and Las Gallinas Valley Sanitary District, and Marin County Parks. Please see Figure 1.

Figure 1: Focal Study Areas, 2021



Change in Abundance

We determined the minimum abundance at each Focal Study Site (FSS) as the largest grouping of river otters observed together at any one time at that location over the course of a calendar year (Bouley and others 2015). From the camera data for each FSS, we extracted the maximum group size appearing on a single video. From ArcGIS Pro 2.9, we extracted all Otter Spotter reports in the vicinity of that location for the same year. If a mapped Otter Spotter submission reported a larger group size, we based the minimum abundance at that site on that report, otherwise we used the camera data. We did not collect data in 2020 due to Covid-19 restrictions.

Table 1: Otter Abundance at Study Sites 2018 – 2021

Study Site	Landowner	2018 Otters	2019 Otters	2021 Otters	2018 Pups	2019 Pups	2021 Pups
Abbotts Lagoon	PRNS	5	6	8	3	2	5
Northern Tomales Bay	PRNS	11	7	11	2	3	3
Southern Tomales Bay	PRNS	7	7	4	0	0	0
Rodeo Lagoon	GGNRA	5	3	6	3	0	3
Redwood Creek / Muir Bea	GGNRA	2	1	3	0	0	2
Tennessee Valley Lagoon	GGNRA	1	1	1	0	0	0
Drakes Bay	PRNS	7	6	7	3	0	3
Bass Lake	PRNS	5	2	NA	1	0	NA
MMWD Reservoirs	MMWD	6	5	7	0	0	0
Middle Lagunitas	CA State Parks	7	6	NA	1	0	NA
Las Gallinas	LGVSD	5	5	7	0	3	3
Drakes Estero	PRNS	7	7	6	0	3	2
Totals		68	56	60	13	11	21

In any given year river otter abundance varies considerably among the Focal Study Sites. At any given site, however, abundance generally does not vary considerably from year to year (Carroll et al., 2020). River otters do not breed in their first year, and males may not breed until their 4th or 5th year. (Reed-Smith, 2012). The numbers of otters counted are not precise due to camera trapping methods (Bouley et al., 2015). Otter numbers are meant to be indicative of trends rather than actual population counts (Carroll et al., 2020). Figure 2 below shows total otter abundance at Focal Study Areas for each landowner from 2018 to 2021. Figure 3 shows the same information for pups only.

Figure 2: Otter Abundance by Focal Study Area Landowner, 2018 - 2021

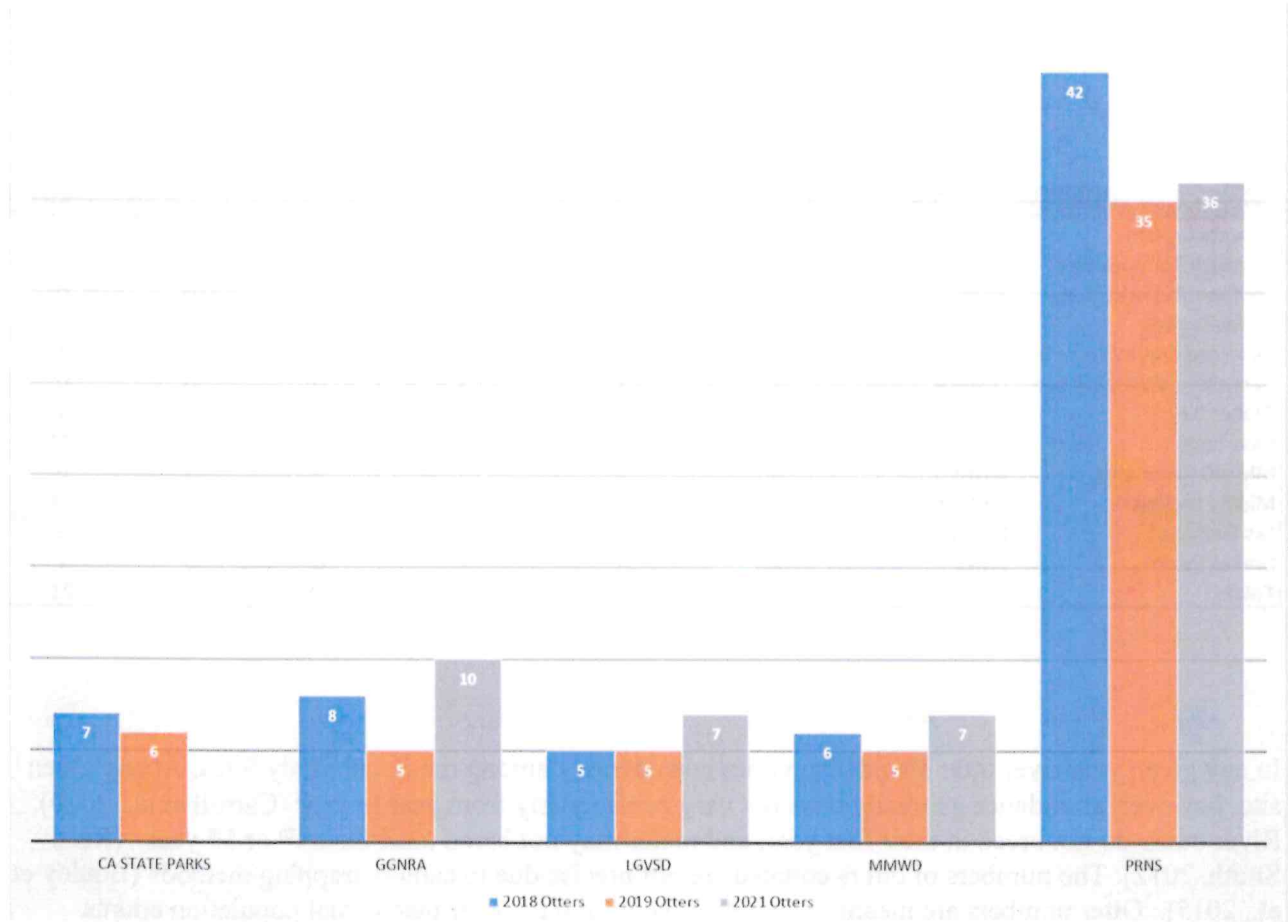
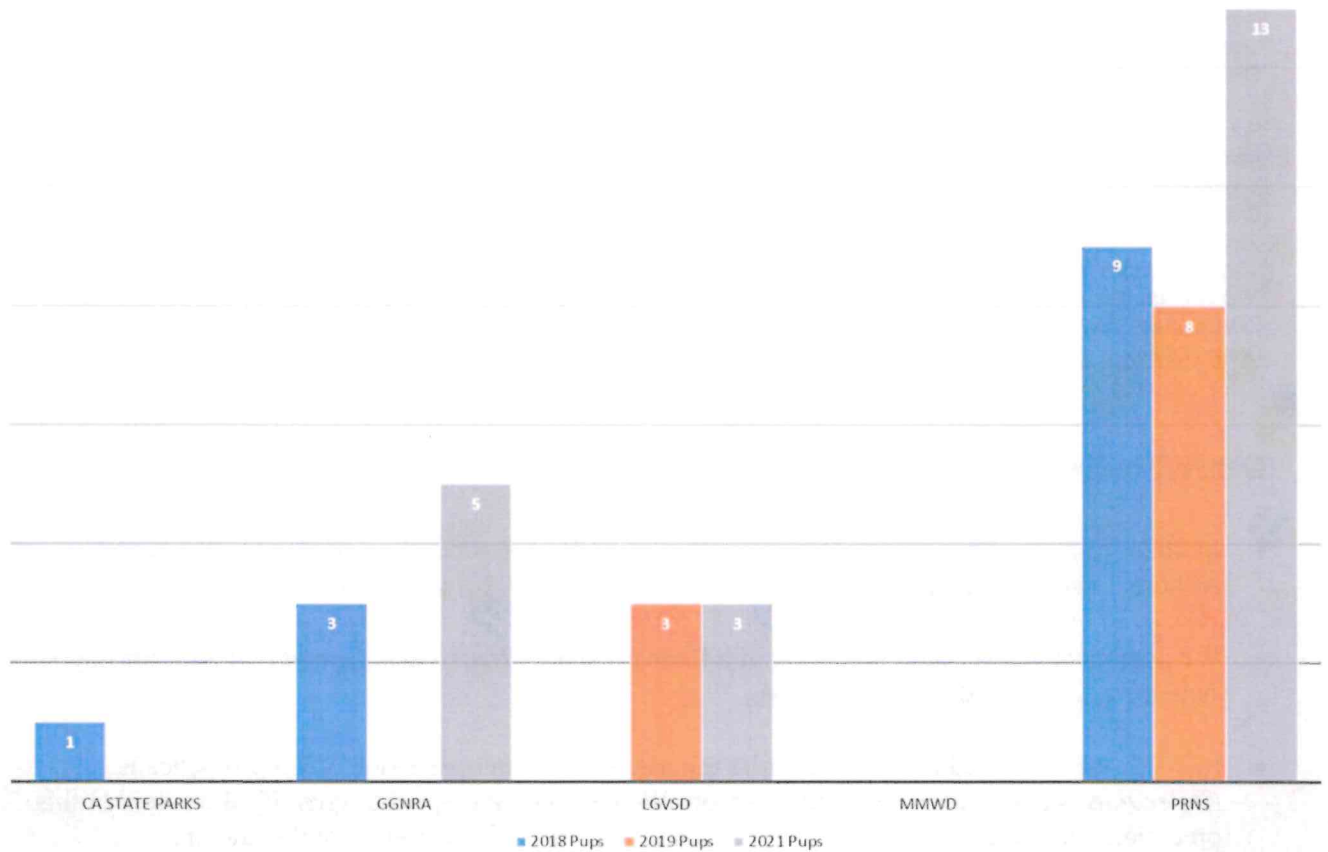


Figure 3: Otter Pup Abundance by Focal Study Area Landowner, 2018 – 2021



Disease Monitoring results

Since 2013, in partnership with The Marine Mammal Center, ROEP has collected fecal samples to monitor for *Salmonella* and *Vibrio spp.* within our focal study areas.

No *Salmonella* has been detected during the course of the study.

Five species of *Vibrio* have been detected, including: *Vibrio alginolyticus*, *Vibrio parahaemolyticus*, *Vibrio cholera*, *Vibrio diazotrophicus*, *Vibrio metschnikovii* and possible *Vibrio fluvialis* (Table 2).

During 2019, *Vibrio diazotrophicus* was isolated from a single tested sample at Walker Creek.

Samples for 2021 have not yet been tested.

Table 2: Cumulative Vibrio Detections at Study Sites, 2013 - 2019

2019 Study Sites with Vibrio Detections (Cumulative)				
Key Location	Latitude	Longitude	Landowner	Description
Abbotts Lagoon	38.1192	-122.9511	PRNS	7/29/2015 <i>Vibrio alginoliticus</i> isolated
Northern Tomales Bay	38.198664	-122.946028	PRNS	8/23/2016 Possibility of <i>Vibrio fluvialis</i>
Northern Tomales Bay	38.198635	-122.946098	PRNS	4/1/2013 <i>Vibrio alginoliticus</i> isolated
Northern Tomales Bay	38.2228	-122.9202	PRNS	9/19/2019 <i>Vibrio diazotrophicus</i> isolated
Giacomini Wetlands	38.066144	-122.82051	PRNS	9/22/2014 Possibility of <i>Vibrio fluvialis</i>
Giacomini Wetlands	38.08298	-122.82192	PRNS	11/17/2016 Possibility of <i>Vibrio fluvialis</i>
Rodeo Lagoon	37.831972	-122.525914	GGNRA	9/10/2017 Possibility of <i>Vibrio fluvialis</i>
Rodeo Lagoon	37.831879	-122.526194	GGNRA	11/24/2013 <i>Vibrio metschnikovii</i> isolated
Redwood Creek / Muir Beach	37.866574	-122.579298	GGNRA	
Tennessee Valley Lagoon	37.843365	-122.550858	GGNRA	
Drakes Bay	38.028878	-122.96422	PRNS	8/3/2017 Possibility of <i>Vibrio fluvialis</i>
Bass Lake	37.951746	-122.765278	PRNS	10/16/2014 Possibility of <i>Vibrio fluvialis</i>
Marin Municipal Water District	37.94805555	-122.5981951	MMWD	
Middle Lagunitas	37.99878	-122.70682	CA State Parks	11/25/2017 Possibility of <i>Vibrio fluvialis</i>
Las Gallinas Valley Sanitary District	38.02801	-122.514	LGVSD	
Drakes Estero	38.06417	-122.919032	PRNS	

Other Findings and Results

- In 2021, four instances of apparent river otter mortality occurred, three at Drakes Beach and one at Abbotts Lagoon. None of the carcasses were recovered, so the cause of death is unknown.
- We documented river otter predation of a Leopard shark (*Triakis semifasciata*) at Seadrift Lagoon on January 1, 2021. Video available [here](#).
- In 2021, we continued to receive regular reports of river otter predation of Brown pelicans (*Pelecanus occidentalis*) at Abbotts Lagoon. We have not attempted to quantify the extent of this predation, but we commonly observe pelican carcasses on the shoreline of the lagoon.

Additional Research

- Current additional research includes Pixels v. Nucleotides, a comparative study of demographic results gained from camera trapping and DNA analysis from fecal samples.
- We have completed the first year of a two-year study of resident river otter response to the new wetland construction at Drakes Beach in Point Reyes National Seashore.

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Item Number 3.3
GM Review CD

Agenda Summary Report

To: Board of Directors
From: Teri Lerch, District Secretary
 (415) 526-1510; tlerch@lgsd.org
Mtg. Date: May 5, 2022
Re: Board Policy Review of B-50 Training/Conferences/Seminars/Travel/Meals and F-50 Reserves
Item Type: Consent _____ Action _____ Information X Other _____
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X .

STAFF RECOMMENDATION

Attached for information and Board review are current Board Policies B-50 Training/Conferences/Seminars/Travel/Meals and F-50 – Reserves.

Suggested changes are shown in highlight (strikeout format) and staff will receive comments on the subject policies at the meeting and through May 10th.

Please note that proposed revisions to the reserve policy are extensive, thus a clean copy incorporating said proposed revisions is also included for reading clarity. The Administrative Services Manager will speak to the proposed changes to the reserve policy.

Comments received will be incorporated or addressed prior to bringing back these policies to the Board for approval at the May 19th meeting.

BACKGROUND

The Board has requested to review and update Board Policy.

PREVIOUS BOARD ACTION

None

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

N/A

B-50 TRAINING/CONFERENCES/SEMINARS/TRAVEL/MEALS

Purpose

This policy establishes the rules for attendance at training, conferences, seminars and other travel.

Since trips and travel expenses for training, conferences and seminars are being paid for with public funds, it shall be the responsibility of the official undertaking the trip to make every effort to attend the entire conference and/or as many sessions as possible to attain maximum benefit. Board members will limit expenses being borne by the District to be within the allowed limits.

B-50-10 Attendance Encouraged, but Limit on Number of Conferences. Board Members are encouraged to attend educational training, conferences and seminars, and serve as representatives of the District at professional meetings that clearly benefit the District and are directly related to improving the operation of the District. Board Members are limited to four (4) conferences or seminars per calendar year for which the District will pay expenses per the approved usual and reasonable travel related reimbursement chart below. The Board may vote to allow a Member to exceed this limitation of four (4) conferences or seminars prior to that Member's attendance at that event. For multi-day conferences, compensation shall be at a maximum of one meeting per day. If travel to a conference requires travel of four hours or more, portal to portal, the Board member may charge for that day.

One day conferences without overnight travel will not be considered in the annual attendance limit and will be reimbursed as a special meeting. Any conference or seminar that a Board Member attends that is two days or longer shall be included in the four (4) conference or seminar limit. Board Members are required to submit a Meeting Attendance Request or a Conference Registration Form in advance of the requested travel. In order to receive approval for reimbursement, the requests should be submitted at least five business days prior to the Board Meetings.

B-50-20 Usual and Reasonable Costs. The Board will comply with Government Code §53232.2. The District will pay all usual and reasonable costs associated with attendance at approved training, conferences, seminars, and other travel, including, but not limited to, registration, lodging, mileage, meals, ground transportation and travel. Actual and necessary expenses incurred in the performance of official duties shall be reimbursable. Itemized receipts are required to be submitted for reimbursement. Usual meal related expenses shall be limited in total amount per day to the current District per diem amounts, which are pursuant to the prevailing U.S. General Services Administration's (GSA) current breakdown of meal reimbursement expenses per Internal Revenue Service (IRS) guidance. Attachment 1 contains a breakdown of the Daily Total for partial days and the maximum Daily Total for California locations the current California GSA per diem meal and incidentals reimbursement rates.

Hotel receipts are not adequate for documentation for food expenses. The expenses shall be presented to the Board for approval through the normal administrative process.

Resolution No. 2018 — 2138	Date Approved: August 23, 2018
President of the Board	Supersedes: 2017-2106 Last Revised:

Transportation (ie – by passenger vehicle, scheduled shuttle or taxi) reimbursement for travel to San Francisco Airport or Oakland Airport will not exceed a maximum of \$46.00 one way. Cash tips unsubstantiated by receipts (i.e. - bellman, hotel maid) shall be reimbursed as incidental expenses subject to the prevailing US General Services Administration’s current breakdown of incidental expenses.

Transportation expenses to an offsite event that is scheduled as part of a conference or meeting shall be reimbursable. Itemized receipts are required to be submitted for reimbursement. Tips for transportation such as cabs and shuttles that are included in the receipt from the driver shall be reimbursable and not included in the incidental expense portion of the daily expense limit specified by the US General Services Administration.

B-50-30 Expenses for Non-Conference Related Meetings. A Board member may attend a meeting that is not part of a conference where District business is discussed. Reasonable expenses for transportation and meals shall be reimbursed, subject to the substantiation requirements and meal and incidental expense allowances described above, after receiving approval from the Board.

B-50-40 Report to Board. A Board member who attends a conference/seminar/meeting etc. for which the District has paid expenses shall make an oral or written report to the Board, detailing what was learned that benefits the District.

Resolution No. 2018—2138	Date Approved: August 23, 2018
President of the Board	Supersedes: 2017-2106 Last Revised:

B-50 Training/Conferences/Seminars/Travel

Attachment 1

2022 MEAL REIMBURSEMENT BREAKDOWN

Per the U.S. General Services Administration, the table below lists 2020 ~~2022~~ reimbursement amounts in the lower 48 continental United States ~~States~~ States for California (currently ranging from \$55.64 to \$76.79). In order to determine the correct meal reimbursement limits, first determine the location where you will be working while on official travel. You can look up location-specific information at www.gsa.gov/portal/content/104877 gsa.gov/travel/plan-book/per-diem-rates. Find the daily total expense limit for your travel area and then refer to the table below for specific meal reimbursement limits.

	Minimum		Maximum	
<u>California</u> Daily Total	\$64	\$69	\$74	\$79
Continental Breakfast/Breakfast	\$14	\$16	\$17	\$18
Lunch	\$16	\$17	\$18	\$20
Dinner	\$29	\$31	\$34	\$36
Incidentals	\$5	\$5	\$5	\$5

For rates outside of California, see the General Services website at www.gsa.gov/portal/content/104877.

FY 2022 Per Diem Rates - Effective October 1, 2021

	Standard CONUS rate applies to all counties not specifically listed. Cities not listed may be located in a listed county.	COUNTY / LOCATION DEFINED	SEASON BEGIN	SEASON END	
CA	Antioch / Brentwood / Concord	Contra Costa			\$ 74
CA	Bakersfield / Ridgecrest	Kern			\$ 64
CA	Barstow / Ontario / Victorville	San Bernardino			\$ 64
CA	Death Valley	Inyo			\$ 69
CA	Eureka / Arcata / McKinleyville	Humboldt			\$ 69
CA	Fresno	Fresno			\$ 69
CA	Los Angeles	Los Angeles / Orange / Ventura / Edwards AFB less the city of Santa Monica			\$ 74
CA	Mammoth Lakes	Mono			\$ 79
CA	Mill Valley / San Rafael / Novato	Marin			\$ 74
CA	Modesto	Stanislaus			\$ 64
CA	Monterey	Monterey			\$ 74
CA	Napa	Napa			\$ 79
CA	Oakhurst	Madera			\$ 69
CA	Oakland	Alameda			\$ 74
CA	Palm Springs	Riverside			\$ 69
CA	Point Arena / Gualala	Mendocino			\$ 79
CA	Redding	Shasta			\$ 69
CA	Sacramento	Sacramento			\$ 69
CA	San Diego	San Diego			\$ 74
CA	San Francisco	San Francisco			\$ 79
CA	San Luis Obispo	San Luis Obispo			\$ 74
CA	San Mateo / Foster City / Belmont	San Mateo			\$ 74
CA	Santa Barbara	Santa Barbara			\$ 74
CA	Santa Cruz	Santa Cruz			\$ 69
CA	Santa Monica	City limits of Santa Monica			\$ 79
CA	Santa Rosa	Sonoma			\$ 74
CA	South Lake Tahoe	El Dorado			\$ 74
CA	Stockton	San Joaquin			\$ 69
CA	Sunnyvale / Palo Alto / San Jose	Santa Clara			\$ 74
CA	Tahoe City	Placer			\$ 74
CA	Truckee	Nevada			\$ 79
CA	Visalia / Lemoore	Tulare / Kings			\$ 69
CA	West Sacramento / Davis	Yolo			\$ 69
CA	Yosemite National Park	Mariposa			\$ 76
CO	Aspen	Pitkin	SEE GSA.GOV		
CO	Aspen	Pitkin			
CO	Aspen	Pitkin			
CO	Aspen	Pitkin			
CO	Aspen	Pitkin			
CO	Boulder / Broomfield	Boulder / Broomfield			
CO	Colorado Springs	El Paso			

For applicable rates outside of California, see the General Services website at www.gsa.gov/portal/content

F-50 RESERVES

Purpose

This policy establishes reserves, explains the purpose and reasons for the size of each reserve, and provides for the oversight of reserves.

The District requires reserves for operations and capital needs. Reserves provide financing safeguards for the District's operations. Such funds are available for extraordinary expenses and to fund cash flow. In addition, reserve fund investments generate earnings to supplement other revenues.

F-50-10 Reserve Fund Policies

PURPOSE	OPERATING RESERVE Insure that a minimum balance of 7 months of average budgeted expenses is available.	RATE STABILIZATION Fund unexpected expense increases using the reserve. Replenish any reserves used over a 3 to 4 year period.	EMERGENCY REPAIR RESERVE Fund emergency repairs. Replenish the reserve over a 2 to 3 year period.	CAPITAL RESERVE Provide capital for major capital projects including upgrades and expansions.	TOTAL COMBINED RESERVES
CURRENT STATUS					
FY 2015/16	\$2,322,631	\$300,000	\$ 956,378	\$2,049,380	\$5,628,389
Target Balance	\$2,590,000, 3 months; 7 months needed	\$300,000	\$1,000,000	\$4,000,000	\$7,890,000
Risks and Consideration	When the balance is below the target, other reserves are used to meet cash flow needs. Provide for this reserve by increasing revenues to fund.	The reserve is used to absorb unexpected cost increases and spread them over more than one year.	Balance may be used to fund working capital needs and not be available for a catastrophic event.	Without a reserve, projects are funded with current year revenue in excess of O&M needs; or the District has to rely on bond financing. At the time the reserve balance was established the District had operating and capital reserves of \$10M.	
LONG-TERM GOALS					
Target Balance	\$5,930,000; 7 months of operating and debt service cash flow based on 2016/17 budget; amount will need to increase over time based on projected costs.	Board and staff to determine if the target balance of \$300,000 is adequate.	\$1,000,000; cost to repair a major pump station or other infrastructure.	\$4,000,000 average annual pay as you go CIP expenses for a two year period to recognize the fact that capital projects can span two fiscal years.	
The district will build up the reserves based on: (a) the annual Construction CPI and (b) annual allocations of property tax and ERAF funds, as available.					
Risks and Considerations	Due to the timing of revenue receipts an increased margin would be more comfortable.	A sudden increase in costs would have to be absorbed by operating reserves since the rate setting process occurs every 4 to 5 years.	The reserve would be able to absorb one major repair or several smaller ones; a catastrophic event would require federal or state funding.	Should be sufficient for cash funding or regular projects but may not be enough for larger infrastructure replacements where debt may be incurred.	

Las Gallinas Valley Sanitary District

Policies and Procedures Manual

F-50 RESERVES

Purpose

This policy establishes reserves, explains the purpose and reasons for the size of each reserve, and provides for the oversight of reserves.

The District requires reserves for operations and capital needs. Reserves provide financing safeguards for the District's operations. Such funds are available for extraordinary expenses and to fund cash flow. In addition, reserve fund investments generate earnings to supplement other revenues.

F-50-10 Reserve Fund Policies

PURPOSE	OPERATING & RATE STABILIZATION RESERVE Fund unexpected expense increases or offset loss of Sewer Service Charge revenue. Insure that a minimum balance of 7 months of average budgeted expenses is available. Replenish any reserves used over a 6-to-10-year period.	RATE STABILIZATION VEHICLE & EQUIPMENT RESERVE (VERF) Fund unexpected expense increases using the reserve capital vehicle replacement based on VERF program. Replenish any reserves used over a 3-to 4 year period to adequately fund program for 3 to 4 years.	EMERGENCY REPAIR RESERVE Fund emergency repairs. Replenish the reserve over a 2 to 3 year period.	CAPITAL RESERVE Provide capital for major capital projects including upgrades and expansions.	TOTAL COMBINED RESERVES
CURRENT STATUS					
FY 2015/16 06/30/21 Balance	\$2,322,631,898	\$1,094,425	\$1,000,000	\$2,049,380,425,644	\$5,628,398,171,967
Percent Reached Target Balance	\$2,590,000, 3 months; 7 months needed 39.29%	\$300,000 101%	\$1,000,000 100%	\$4,000,000 50.86%	\$7,890,000
Risks and Consideration	The reserve is used to absorb unexpected cost increases and spread them over more than one year. When the balance is below the target, other reserves are used to meet cash flow needs. Provide for this reserve by increasing revenues to fund funding from property tax and ERAF funds.	Aging vehicle fleet without proper replacement funding risks operational interruptions and sewer overflow response delays.	Balance may be used to fund working capital needs. Fund and would not be large enough to address not be available for a catastrophic event.	Without a reserve, projects are funded with current year revenue in excess of O&M needs; or the District has to rely on bond financing. At the time the reserve balance was established the District had operating and capital reserves of \$10M.	
LONG-TERM GOALS					
Target Goal Balance	\$5,930,000 9,085,466; 7 months of operating and debt service cash flow based on 2016/17 budget; amount will	\$1,000,000 300,000	\$1,000,000; cost to repair a major pump station or other infrastructure.	\$4,000,000 average annual pay as you go CIP expenses for a two year period to recognize the fact that	\$15,085,466

	need to increase over time based on projected costs.			capital projects can span two fiscal years.	
Basis for Target Goal	7 months of operating and debt service cash flow based on <u>most current budget; amount on most current budget; amount will to be evaluated annually based on proposed budget. need to increase over time based on projected costs. Reserve can be used to stabilize and avoid dramatic rate increases.</u>	<u>VERF program that determines useful vehicle life, varying from 5 to 10 years. Vehicle schedule used to develop target goal annually as part of budget process.</u>	The cost to repair a major pump station or other infrastructure.	<u>To provide capital for major capital projects that span two or more years average annual pay as you go CIP expenses for a two year period to recognize the fact that capital projects can span two fiscal years. Accumulated depreciation to be reviewed and factored into setting target to have current ratepayer should pay for the utilization of the District's assets.</u>	
The district will build up the reserves based on: (a) the annual Construction CPI and (b) annual allocations of property tax and ERAF funds, as available.					
Risks and Considerations	Due to the timing of revenue receipts an increased margin would be more comfortable. <u>A sudden increase in costs would have to be absorbed by operating reserves since the rate setting process occurs every 4 to 5 years.</u>	<u>May not be sufficient to fund three or more unexpected large vehicle or equipment purchases.</u>	The reserve would be able to absorb one major repair or several smaller ones; a catastrophic event would require federal or state funding.	Should be sufficient for cash funding or regular projects but may not be enough for larger infrastructure replacements where debt may be incurred.	

F-50-20 Use of Reserves. Upon recommendation of the General Manager, the Board may identify the reserve to be utilized and authorize the General Manger to transfer reserve funds to the appropriate account.

Resolution No. <u>2017-2084</u>	Date Approved: <u>February 23, 2017</u>
President of the Board	Supersedes: <u>July 9, 2009 February 23, 2017</u>

F-50 RESERVES

Purpose

This policy establishes reserves, explains the purpose and reasons for the size of each reserve, and provides for the oversight of reserves.

The District requires reserves for operations and capital needs. Reserves provide financing safeguards for the District’s operations. Such funds are available for extraordinary expenses and to fund cash flow. In addition, reserve fund investments generate earnings to supplement other revenues.

F-50-10 Reserve Fund Policies

PURPOSE	OPERATING & RATE STABILIZATION RESERVE Fund unexpected expense increases or offset loss of Sewer Service Charge revenue. Replenish any reserves used over a 6-to-10-year period.	VEHICLE & EQUIPMENT RESERVE (VERF) Fund capital vehicle replacement based on VERF program. Replenish any reserves used to adequately fund program for 3 to 4 years.	EMERGENCY REPAIR RESERVE Fund emergency repairs. Replenish the reserve over a 2 to 3 year period.	CAPITAL RESERVE Provide capital for major capital projects including upgrades and expansions.	TOTAL COMBINED RESERVES
CURRENT STATUS					
06/30/21 Balance	\$2,651,898	\$1,094,425	\$1,000,000	\$3,425,644	\$8,171,967
Percent Reached	29%	101%	100%	86%	\$
Risks and Consideration	The reserve is used to absorb unexpected cost increases and spread them over more than one year. Provide for this reserve by funding from property tax and ERAF funds.	Aging vehicle fleet without proper replacement funding risks operational interruptions and sewer overflow response delays.	Balance may be used to fund working capital needs. Fund would not be large enough to address a catastrophic event.	Without a reserve, projects are funded with current year revenue in excess of O&M needs; or the District has to rely on bond financing. At the time the reserve balance was established the District had operating and capital reserves of \$10M.	
LONG-TERM GOALS					
Target Goal	\$9,085,466	\$1,000,000	\$1,000,000	\$4,000,000.	\$15,085,466
Basis for Target Goal	7 months of operating and debt service cash flow based on most current budget; amount to be evaluated annually based on proposed budget. Reserve can be used to stabilize and avoid dramatic rate increases.	VERF program that determines useful vehicle life, varying from 5 to 10 years. Vehicle schedule used to develop target goal annually as part of budget process.	The cost to repair a major pump station or other infrastructure.	To provide capital for major capital projects that span two or more years. Accumulated depreciation to be reviewed and factored into setting target to have current ratepayer pay for the utilization of the District’s assets.	
The district will build up the reserves based on: (a) the annual Construction CPI and (b) annual allocations of property tax and ERAF funds, as available.					

Risks and Considerations	Due to the timing of revenue receipts an increased margin would be more comfortable. A sudden increase in costs would have to be absorbed by operating reserves since the rate setting process occurs every 4 to 5 years.	May not be sufficient to fund three or more unexpected large vehicle or equipment purchases.	The reserve would be able to absorb one major repair or several smaller ones; a catastrophic event would require federal or state funding.	Should be sufficient for cash funding or regular projects but may not be enough for larger infrastructure replacements where debt may be incurred.	
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F-50-20 Use of Reserves. Upon recommendation of the General Manager, the Board may identify the reserve to be utilized and authorize the General Manger to transfer reserve funds to the appropriate account.

Resolution No.	Date Approved:
President of the Board	Supersedes: February 23, 2017



Item Number 3.4
GM Review CD

Agenda Summary Report

To: Board of Directors
From: Dale McDonald, Administrative Services Manager *DM*
(415) 526-1519 dmcDonald@lqvsd.org
Meeting Date: May 5, 2022
Re: Quarterly Treasurer's & Financial Reports as of March 31, 2022
Item Type: Consent Action Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Information only

BACKGROUND

Board Policy F-20-10, Financial Reporting, and Board Policy F-70-120, Investment Reporting, require that a quarterly report be submitted to the Board. It is prudent and beneficial to present these reports to the Board at the same time.

TREASURER'S INVESTMENT REPORT

Pursuant to the State of California Government Code Section 56300, and the District's investment policy adopted on February 23, 2017, and industry best practices, staff prepares a quarterly report on the District's cash position, investments, and liquidity.

As specified in California Government Code Section 53646(e), if all funds are placed in Local Agency Investment Fund (LAIF), FDIC-insured accounts and/or in a county investment pool, the reporting elements may be replaced by copies of the latest statements from such institutions.

The attached Treasurer's Report presents the District's bank and investment account balances as of March 31, 2021. Total Investments of \$22,652,354 are held in the Local Agency Investment Fund (LAIF) and in two restricted debt service accounts, which reflect a decrease of \$3.9 million during the previous twelve-month period. This decrease is the result of major capital project expenditures from funds that were accumulated specifically for those capital projects.

Included with the Treasurer's Report is the LAIF remittance advice from the State Controller's Office which includes report on earnings ratio, interest rate, and current market value along with the Pooled Money Investment Account/LAIF Performance Report. The LAIF report for the quarter ending March 31, 2022 shows the interest rate of 0.32%, up from 0.23% in December, with quarterly interest earned of \$18,610.71.

The District is required to maintain cash in debt reserve funds, equal to one year's debt service for the State Revolving Fund and for the loans from Bank of Marin. Quarterly Account Summary for the Bank of Marin Certificates of Deposit are included with this Treasurer's Report.

The District's investments comply with its investment policy and the District has sufficient funds available to meet its obligations for the next six months.



QUARTERLY FINANCIAL REPORT

District staff is required to provide a quarterly summary report that compares actual revenues and expenditures to budgeted amounts, including relevant information on debt proceeds and debt service payments.

Attached are the quarterly financial statements as of March 31, 2022, with highlights explaining significant variances and analysis below:

Cash Balance

The District has \$31,076,285 of cash and investments on hand as of March 31, 2022; a decrease of \$9.5M from March 31, 2021 primarily due to construction expenditures and drawdown of the California Infrastructure and Economic Development Bank (IBank) Infrastructure State Revolving Fund (ISFR) for the Secondary Treatment Plant Upgrade and Recycled Water Expansion (STPURWE) Project. The operating account balance fluctuates based on operating needs and it is not uncommon for balance to change over the prior quarter or year.

Of the cash on hand, the District has designated portions of it for the following uses:

- Reserves of \$7,847,671 pursuant to the District's policies.
- Connection fees of \$768,094 which are available only to fund capacity related projects.
- Debt service restricted reserve funds of \$902,370 as required by loan covenants.
- Accumulation of Marin Water Buy-In and share of debt service for the STPURWE project of \$3,692,873, balance to be spent down as project is completed.
- Special assessment funds for operation and maintenance of the pump stations at Captains Cove of \$17,285 and Marin Lagoon of \$84,687.
- Accumulation of cash for the Private Sewer Lateral Assistance program of \$407,472.
- Retention of \$567,760 being held by IBank until the completion of the STPURWE project.

There is \$17.9M remaining after the designations noted above. The District has encumbered \$13.5M for capital projects and services as of March 31, 2022, this includes \$8.5M held in reserves from previously paid Marin Municipal Waste Water Buy-In / Share of Debt Service payments and the District's own contributions to Capital Reserves allocated to the STPURWE project.

Revenue

Marin County Treasurer transferred the second Sewer Service Charge installment of assessments and Property Tax assessments for 2021-22 on April 15. These totals are not reflected in the financial reports as of March 31, 2022 but have added \$6.5M to the total revenue of the District.

Oakmont Assisted Living connection fee of \$425,339 represents most of the Connection Fee revenue reported thru March 31, 2022.

The recently announced additional North Bay Water Reuse Authority / State Grant of \$597,266 that will go towards the STPURWE project has not yet been received and therefore is not included in the report on cash and investments. It is expected to arrive in May 2022 and will be reflected in the final budget for 2022-23 being developed.



Expenditures

When reviewing financial statements, expenses that are between 65% and 85% of budget are considered within the normal range for the period ending March 31, 2022. The following expense items are of note and are highlighted on the attached Profit & Loss Budget vs. Actual report:

- Contract Personnel (#1005) – Operational Technical Services was contracted with to prove a wastewater treatment plant operator while District recruitment was underway for a permanent plant operator. The need ended in December. An Electrical Instrumentation Technician may be brought in thru June as recruitment for this position is ongoing.
- Vacation/Sick Accrual (#1009) – the actual liability will be calculated as of June 30, 2022.
- Repairs & Maintenance (#2080) – historically the District performs most of its large equipment repair and capital replacement projects in spring, an increase in expenses is anticipated. Staff is anticipating \$326K in increased expenses through June 30.
- Personnel & HR Services (#2321) – expenses under this category include HR support services from Pacific Crest Group, Koff & Associates, Bob Murray & Associates, and CPS HR. There will be a slight increase over the final quarter as increased support will be given on various HR tasks.
- Other Consultants (#2360) – services from HDR Engineering, Hazen and Sawyer, and Bartel Associates are some of the expenses incurred under this account. It is anticipated that expenses will remain under budget through June 30.
- Feasibility Studies (#2359) – most expenses are for Descanso Force Main Alignment analysis, biogas utilization, and biosolids compost feasibility studies.
- Internet (#2533) – increases in monthly internet expenses at the District Office and Plant are expected to continue into next fiscal year.
- Memberships (#2272) – include California Association of Sanitation Agencies, North Bay Water Reuse Authority c/o Sonoma County Water Agency, North Bay Watershed Association, Liebert Cassidy Whitmore Employment Relations Consortium, and California Water Environmental Association (“CWEA”). There is an increase in CWEA membership certification renewals as the District has more employees in the operations groups.
- Legal (#2713) – a variety of unforeseen issues has resulted in higher than budgeted expenses. Additional expenses are anticipated through 2022.

Debt Proceeds and Service:

All debt services are on target for fiscal year 2022-23. The State Revolving Fund payment in the amount of \$285,464 was recently paid and therefore not included in the attached Profit & Loss Budget vs. Actual report.

PREVIOUS BOARD ACTION

N/A

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

See above.

**Las Gallinas Valley Sanitary District
Treasurer's Report - Operating and Investment Accounts
March 31, 2022**

I. Account Summary: Bank and Investment Accounts Accounts Summary	March		Change from Previous Year
	2022	2021	
Summary of Bank and Investment Accounts			
OPERATIONS:			
Bank of Marin			
Operating Accounts	3,226,912	1,921,787	1,305,125
Liquid Savings	225,677	225,350	327
Private Sewer Lateral Rehab	407,472	186,611	220,862
Surcharge-Marín Lagoon	84,687	84,564	123
Surcharge-Captains Cove	17,285	17,260	25
Connection Fee	768,094	130,847	637,246
Capital Project Reserve Fund Money Market 3983	3,692,874	3,333,173	359,701
Petty cash	931	677	254
Investment Accounts			
Debt Service Reserve-Recycled Water	601,167	598,950	2,217
Debt Service Reserve-SRF Loan	301,203	300,092	1,111
Local Agency Investment Fund	21,749,984	25,671,549	(3,921,565)
Cash and Investments	\$ 31,076,285	\$ 32,470,860	\$ (1,394,575)
IBANK ISRF AGREEMENT:	567,760	8,707,249	(8,139,489)
RESTRICTED 2017 BOND			
US Bank Bond & Cost of Issuance Funds	\$ 116	\$ 112	\$ 4
TOTAL CASH AND INVESTMENTS	\$ 31,644,161	\$ 41,178,221	\$ (9,534,060)

II. Account Activity for Bank of Marin Accounts

Bank of Marin operating account activity is for paying regular operating expenses of the District. Funds are transferred from the Liquid Savings to the Operating account as needed.

Statement of Compliance:

The investments accounts are invested in compliance with the District's investment policy, adopted at the February 23, 2017 Board meeting and California Government Code Section 53600. In addition, the District does have the financial ability to meet its cash flow requirements for the next six months.

Prepared by: 
Dale McDonald, Administrative Services Manager

Approved by: 
Chris DeGabriele, Interim General Manager



BETTY T. YEE

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

Agency Name LAS GALINAS VLY SANITARY DIST

Account Number 70-21-005

As of 04/15/2022, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 03/31/2022.

Earnings Ratio		.00000875657176851
Interest Rate		0.32%
Dollar Day Total	\$	2,125,342,462.45
Quarter End Principal Balance	\$	21,749,983.53
Quarterly Interest Earned	\$	18,610.71



PMIA/LAIF Performance Report as of 04/15/22



PMIA Average Monthly Effective Yields⁽¹⁾

Mar	0.365
Feb	0.278
Jan	0.234

Quarterly Performance Quarter Ended 03/31/22

LAIF Apportionment Rate ⁽²⁾ :	0.32
LAIF Earnings Ratio ⁽²⁾ :	0.00000875657176851
LAIF Fair Value Factor ⁽¹⁾ :	0.988753538
PMIA Daily ⁽¹⁾ :	0.42%
PMIA Quarter to Date ⁽¹⁾ :	0.29%
PMIA Average Life ⁽¹⁾ :	310

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 03/31/22 \$207.9 billion

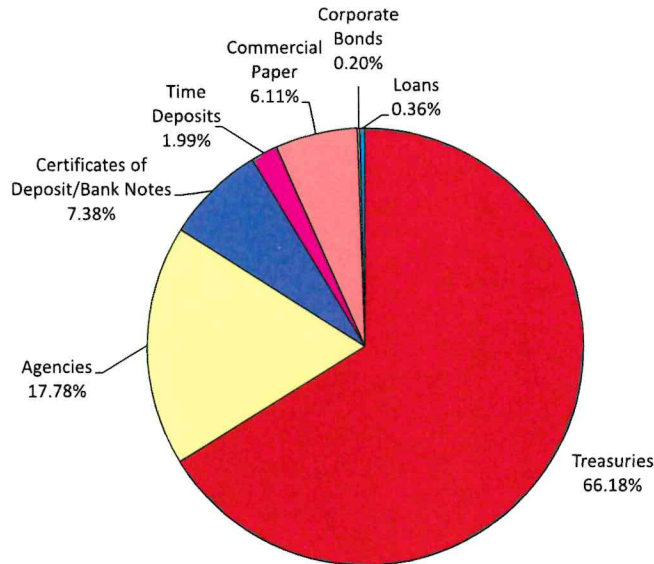


Chart does not include \$5,704,000.00 in mortgages, which equates to 0.003%. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller



Bank of Marin

PO Box 2039
Novato, CA 94948-2039

Account Number: 0003-715679
Statement Period: 12/31/21 - 03/31/22
Page: 1 of 1

Customer Service Information

Branch: 415-472-2265
Touch Tone Banking: 800-654-5111

Lost or Stolen Card:
24 hours 7 days per week 866-626-6004

Written Inquiries:
5800 NORTHGATE MALL, SUITE #51
SAN RAFAEL CA 94903

Visit us Online: www.bankofmarin.com

00008443 BOMB1110040122063838 01 0000
LAS GALLINAS VALLEY SANITARY DISTRICT
"BANK OF MARIN DEBT RESERVE"
101 LUCAS VALLEY RD SUITE 300
SAN RAFAEL CA 94903-1795

Account Summary for PUBLIC FUNDS JMBO CD0003-715679

Total Current Balance \$601,915.97
Total Interest Year To Date \$749.00

Transaction Detail

Date	Description	Deposits	Withdrawals	Balance
12/31	Beginning Balance			\$601,166.97
01/31	Interest	749.00		601,915.97
03/31	Ending Balance			\$601,915.97

Deposit Number	0000-000001	Original Deposit Amount	\$569,178.89
Principal	\$571,431.58	Original Deposit Date	08/01/12
Current Balance	\$601,915.97	Last Maturity Date	08/01/20
Total Interest Year To Date	\$749.00	Current Term	60 Months, renewable
Current Rate	0.494%	Next Maturity Date	08/01/25





Bank of Marin

PO Box 2039
Novato, CA 94948-2039

Account Number: 0003-716073
Statement Period: 12/31/21 - 03/31/22
Page: 1 of 1

Customer Service Information

Branch: 415-472-2265
Touch Tone Banking: 800-654-5111

Lost or Stolen Card:
24 hours 7 days per week 866-626-6004

Written Inquiries:
5800 NORTHGATE MALL, SUITE #51
SAN RAFAEL CA 94903

Visit us Online: www.bankofmarin.com

00008447 BOMB1110040122063838 01 0000
LAS GALLINAS VALLEY SANITARY DISTRICT
101 LUCAS VALLEY RD SUITE 300
SAN RAFAEL CA 94903-1795

Account Summary for PUBLIC FUNDS JMBO CD0003-716073

Total Current Balance \$301,578.38
Total Interest Year To Date \$375.27

Transaction Detail

Date	Description	Deposits	Withdrawals	Balance
12/31	Beginning Balance			\$301,203.11
01/29	Interest	375.27		301,578.38
03/31	Ending Balance			\$301,578.38

Deposit Number	0000-000001	Original Deposit Amount	\$286,304.76
Principal	\$286,304.76	Original Deposit Date	07/30/13
Current Balance	\$301,578.38	Last Maturity Date	07/30/20
Total Interest Year To Date	\$375.27	Current Term	60 Months, renewable
Current Rate	0.494%	Next Maturity Date	07/30/25



Las Gallinas Valley Sanitary District Profit & Loss Budget vs. Actual

July 2021 through March 2022

					TOTAL	
	Jul - Sep 21	Oct - Dec 21	Jan - Mar 22	YEAR TO DATE	Budget	% of Budget
Ordinary Income/Expense						
Income						
9011 · Sewer Use Charge	0.00	8,944,414.37	0.00	8,944,414.37	14,193,314.00	63.02%
9880 · Recycled Water	0.00	10,013.55	42,309.51	52,323.06	397,050.00	13.18%
9022 · Permits and Inspection Fees	16,000.00	12,500.00	9,000.00	37,500.00	82,650.00	45.37%
9024 · Application Fees	0.00	0.00	1,500.00	1,500.00	4,660.00	32.19%
9101 · Private Sewer Lateral Program	10,916.06	50,899.28	5,835.52	67,650.86	138,800.00	48.74%
9773 · Miscellaneous Income	0.00	500.00	0.00	500.00	750.00	66.67%
9000 · Property Tax Revenue	119,439.10	609,482.51	7,706.00	736,627.61	1,038,707.00	70.92%
9040 · Supp. Assmnts - Property Tax	1,016.70	6,785.68	16,985.38	24,787.76	18,976.00	130.63%
9046 · ERAF	66,290.43	253,617.12	0.00	319,907.55	451,000.00	70.93%
9280 · HOPTR	0.00	648.42	1,513.00	2,161.42	3,733.00	57.9%
9021 · Franchise Revenue	35,019.90	46,114.04	34,147.66	115,281.60	151,938.00	75.87%
9010 · Federal and State Grants	0.00	5,000.00	0.00	5,000.00	5,000.00	100.0%
9033 · Insurance Dividends	0.00	0.00	0.00	0.00	23,261.00	0.0%
9023 · Connection Fees CapX	23,787.00	425,339.10	5,661.00	454,787.10	35,341.00	1,286.85%
9881 · MMWD Buy-in & Bond Share Cap)	51,637.13	51,637.13	308,357.62	411,631.88	385,936.87	106.66%
9100 · Reimbursements	0.00	0.00	0.00	0.00	41,000.00	0.0%
9200 · Interest Income	2,635.69	17,691.61	13,400.50	33,727.80	115,682.04	29.16%
Total Income	326,742.01	10,434,642.81	446,416.19	11,207,801.01	17,087,798.91	65.59%
Expense						
1001 · Employee Costs						
1001.1 · Salaries						
1003 · Regular Staff Salaries	680,262.06	912,791.27	903,798.18	2,496,851.51	4,159,900.00	60.02%
1008 · Overtime	18,610.56	37,365.55	38,033.87	94,009.98	118,140.00	79.58%
1011 · Doubletime	1,712.74	16,483.17	7,930.60	26,126.51	0.00	100.0%
1010 · Stand By (pre-2008 Sick Pay)	20,329.05	21,556.71	21,049.53	62,935.29	82,340.00	76.43%
1014 · Emergency Response Stipend	5,115.00	12,288.39	13,084.46	30,487.85		
1015 · Certification Stipends	10,739.65	24,715.11	22,845.96	58,300.72		
1016 · Longevity Pay	4,465.88	16,175.40	21,079.68	41,720.96		
1005 · Contract Personnel	48,434.00	49,245.00	0.00	97,679.00	21,980.00	444.4%
1036 · Director's Compensation	21,732.20	19,457.90	18,194.40	59,384.50	72,590.00	81.81%
Total 1001.1 · Salaries	811,401.14	1,110,078.50	1,046,016.68	2,967,496.32	4,454,950.00	66.61%
1001.2 · Employee Benefits						
1009 · Vacation/Sick Accrual	0.00	0.00	0.00	0.00	64,000.00	0.0%
1037 · Directors Health Benefits	2,515.00	2,265.00	2,329.00	7,109.00	9,950.00	71.45%
1404 · Social Security Expense	54,018.18	55,388.24	76,891.96	186,298.38	338,600.00	55.02%
1502 · Group Life Insurance	1,523.02	2,221.59	1,210.09	4,954.70	9,440.00	52.49%
Total 1506 · Pension Expense	367,357.21	70,332.84	93,167.47	530,857.52	750,300.00	70.75%
Total 1509 · Health Insurance	204,998.82	154,160.80	171,021.17	530,180.79	584,748.95	90.67%
1510 · Dental Insurance	2,678.12	3,275.22	5,899.62	11,852.96	25,800.00	45.94%
1514 · Vision Services	1,180.27	209.36	1,203.65	2,593.28	4,410.00	58.81%
1516 · Long Term Disability	5,425.40	7,199.28	5,060.42	17,685.10	30,090.00	58.77%
2006 · Auto Allowance	2,211.12	2,579.64	2,211.12	7,001.88	14,700.00	47.63%
2007 · Commute Vehicle Stipend	3,904.67	692.30	0.00	4,596.97	36,470.00	12.61%

Las Gallinas Valley Sanitary District Profit & Loss Budget vs. Actual

July 2021 through March 2022

					TOTAL	
	Jul - Sep 21	Oct - Dec 21	Jan - Mar 22	YEAR TO DATE	Budget	% of Budget
Total 1001.2 · Employee Benefits	645,811.81	298,324.27	358,994.50	1,303,130.58	1,868,508.95	69.74%
1006 · Payroll Processing Fees	5,759.85	5,816.40	6,045.75	17,622.00	22,150.00	79.56%
Total 1001 · Employee Costs	1,462,972.80	1,414,219.17	1,411,056.93	4,288,248.90	6,345,608.95	67.58%
2059 · Insurance						
1701 · Workers Comp Insurance	71,410.00	-5,921.00	0.00	65,489.00	75,500.00	86.74%
2060 · Fire, General Casualty & Liab	62,085.40	0.00	133,845.00	195,930.40	231,900.00	84.49%
2061 · Fidelity Bond	0.00	0.00	0.00	0.00	1,100.00	0.0%
Total 2059 · Insurance	133,495.40	-5,921.00	133,845.00	261,419.40	308,500.00	84.74%
2080 · Repairs and Maintenance						
2083 · Vehicle Parts & Repairs	14,634.49	2,253.87	7,291.08	24,179.44	42,500.00	56.89%
2096 · Building Maintenance	5,144.24	5,701.31	3,444.38	14,289.93	47,300.00	30.21%
2097 · Grounds Maintenance	23,096.68	15,112.64	5,455.54	43,664.86	67,400.00	64.79%
2538 · Power Generation Maint.& Rep	0.00	10,445.00	15,528.00	25,973.00	30,700.00	84.6%
2365 · Equipment Maint	3,486.30	13,672.45	18,825.01	35,983.76	66,200.00	54.36%
2366 · Equipment Repair	25,182.56	47,755.38	30,665.76	103,603.70	227,000.00	45.64%
2367 · Capital Replacement	3,235.07	42,062.29	2,807.79	48,105.15	318,500.00	15.1%
Total 2080 · Repairs and Maintenance	74,779.34	137,002.94	84,017.56	295,799.84	799,600.00	36.99%
2331 · Reclamation Expenses						
2333 · Pasture Disk	91,652.00	0.00	44,444.29	136,096.29	106,600.00	127.67%
2334 · Sludge Inject	51,092.50	0.00	0.00	51,092.50	91,700.00	55.72%
Total 2331 · Reclamation Expenses	142,744.50	0.00	44,444.29	187,188.79	198,300.00	94.4%
2101 · Chemicals and Lab Supplies						
2107 · Hypochlorite	24,742.14	35,222.44	23,924.30	83,888.88	89,200.00	94.05%
2110 · Bisulfite	5,881.48	25,644.86	24,445.09	55,971.43	56,800.00	98.54%
2109 · Miscellaneous Chemicals	7,281.94	3,771.14	8,639.00	19,692.08	61,100.00	32.23%
2115 · Laboratory Supplies	151.65	4,569.28	7,417.67	12,138.60	6,600.00	183.92%
Total 2101 · Chemicals and Lab Supplies	38,057.21	69,207.72	64,426.06	171,690.99	213,700.00	80.34%
2111 · Pollution Prevention	2,140.82	410.33	6,925.27	9,476.42	22,800.00	41.56%
2117 · Lab Contract Services	5,389.70	9,914.60	20,022.29	35,326.59	47,000.00	75.16%
2249 · Small Tools	4,105.69	-830.23	1,045.48	4,320.94	28,100.00	15.38%
2320 · Outside Services						
2321 · Personnel & HR Services	16,757.01	23,771.34	9,073.75	49,602.10	133,100.00	37.27%
2322 · General	11,604.99	1,100.68	1,501.50	14,207.17	32,000.00	44.4%
2323 · Labor Relations	0.00	7,919.00	7,919.00	15,838.00	8,000.00	197.98%
2324 · Janitorial	7,149.56	5,368.98	5,342.85	17,861.39	17,700.00	100.91%
2326 · Other Outside Services	4,854.07	11,204.01	9,911.93	25,970.01	34,300.00	75.71%
2327 · Uniform Maintenance	3,182.58	3,164.77	3,156.09	9,503.44	11,700.00	81.23%
2360 · Other Consultants	38,952.13	24,430.45	9,804.10	73,186.68	145,100.00	50.44%
2320 · Outside Services - Other	0.00	0.00	0.00	0.00	18,300.00	0.0%
Total 2320 · Outside Services	82,500.34	76,959.23	46,709.22	206,168.79	400,200.00	51.52%
2330 · Damage Claims	0.00	0.00	0.00	0.00	20,000.00	0.0%
2356 · Engineering						
2357 · Environmental	32,097.65	29,179.36	46,647.42	107,924.43	146,500.00	73.67%
2358 · General Small Projects	0.00	0.00	0.00	0.00	63,200.00	0.0%
2359 · Feasibility Studies	40,785.02	14,485.39	17,400.44	72,670.85	55,000.00	132.13%

Las Gallinas Valley Sanitary District
Profit & Loss Budget vs. Actual
July 2021 through March 2022

					TOTAL	
	Jul - Sep 21	Oct - Dec 21	Jan - Mar 22	YEAR TO DATE	Budget	% of Budget
Total 2356 · Engineering	72,882.67	43,664.75	64,047.86	180,595.28	264,700.00	68.23%
2362 · General Operating Supplies	19,262.78	18,466.43	9,501.80	47,231.01	45,300.00	104.26%
2530 · Utilities						
2533 · Internet Services	1,513.08	1,982.17	2,315.63	5,810.88	4,800.00	121.06%
2534 · Contract Telephone	9,081.41	10,145.88	14,928.25	34,155.54	68,300.00	50.01%
2535 · Utility Power	77,231.35	48,868.61	45,688.87	171,788.83	317,300.00	54.14%
2536 · Water	4,106.33	14,373.74	3,325.87	21,805.94	21,300.00	102.38%
Total 2530 · Utilities	91,932.17	75,370.40	66,258.62	233,561.19	411,700.00	56.73%
2501 · Fuels						
2502 · Diesel	3,212.60	1,080.76	6,385.40	10,678.76	13,163.99	81.12%
2503 · Propane	547.77	1,240.29	5,434.75	7,222.81	6,148.00	117.48%
2504 · Vehicle Gas	2,366.24	2,820.05	4,580.20	9,766.49	16,637.99	58.7%
2506 · Oil (vehicle and drum product)	0.00	0.00	193.28	193.28	300.00	64.43%
2501 · Fuels - Other	0.00	0.00	0.00	0.00	100.00	0.0%
Total 2501 · Fuels	6,126.61	5,141.10	16,593.63	27,861.34	36,349.98	76.65%
2389 · Misc Safety Exp - Lgvsd only	17,056.52	16,103.85	7,697.08	40,857.45	35,700.00	114.45%
2397 · Safety Contractor Services	14,764.00	15,002.01	14,184.00	43,950.01	69,500.00	63.24%
2801 · Lateral Rehab Assistance Prog	16,400.00	10,000.00	20,000.00	46,400.00	100,000.00	46.4%
2400 · General and Administrative						
2499 · COVID-19 Expenses	142.33	32.72	1,221.68	1,396.73		
2133 · Office Supplies & Expense	10,105.51	10,028.18	10,846.08	30,979.77	33,100.00	93.59%
2134 · Meeting Supplies & Expen	448.92	782.32	548.87	1,780.11	1,600.00	111.26%
2135 · Bank Charges	0.00	0.00	0.00	0.00	1,500.00	0.0%
2137 · Donations - Prop 218 Compliant	0.00	10,500.00	0.00	10,500.00		
2221 · Publications & Legal Ads	3,973.27	3,447.76	3,350.00	10,771.03	16,300.00	66.08%
2223 · Public Education	22,752.82	5,228.78	3,187.50	31,169.10	61,200.00	50.93%
2246 · Rents & Leases - Office & Equip	60,193.83	57,834.17	33,269.20	151,297.20	171,900.00	88.02%
2264 · Taxes, Other	0.00	0.00	1,949.00	1,949.00	900.00	216.56%
2272 · Memberships	15,919.62	48,849.91	2,092.19	66,861.72	49,200.00	135.9%
2363 · Permits and Fees	20,448.97	25,937.69	40,294.29	86,680.95	96,500.00	89.83%
2477 · Conferences	2,960.69	2,278.44	3,717.78	8,956.91	51,600.00	17.36%
2479 · Mileage & Travel	804.87	60.00	55.00	919.87	5,200.00	17.69%
2713 · Legal	30,762.34	39,792.33	57,063.55	127,618.22	115,000.00	110.97%
2716 · Computer Software & Services	8,983.59	10,061.00	20,227.69	39,272.28	110,900.00	35.41%
2717 · Audit	11,700.00	15,000.00	460.00	27,160.00	25,100.00	108.21%
2718 · Financial Services	0.00	349.00	0.00	349.00	16,000.00	2.18%
9778 · User Chg / Collection Fee Exp.	0.00	21,758.69	0.00	21,758.69	41,200.00	52.81%
9786 · Employee Recognition	1,341.50	0.00	551.48	1,892.98	9,000.00	21.03%
9787 · Employee Education & Training	1,618.00	2,720.00	7,570.00	11,908.00	25,700.00	46.34%
9999 · Miscellaneous expense	1,424.51	1,804.57	650.00	3,879.08	1,300.00	298.39%
Total 2400 · General and Administrative	193,580.77	256,465.56	187,054.31	637,100.64	833,200.00	76.46%
9800 · Debt Service						
9810 · Principal Payments						
9811 · 2004 COP/Refunded Principal	0.00	610,000.00	0.00	610,000.00	610,000.00	100.0%
9812 · iBank Principal	349,178.75	0.00	0.00	349,178.75	349,179.00	100.0%

Las Gallinas Valley Sanitary District Profit & Loss Budget vs. Actual

July 2021 through March 2022

					TOTAL	
	Jul - Sep 21	Oct - Dec 21	Jan - Mar 22	YEAR TO DATE	Budget	% of Budget
9813 · State Revolving Fund Loan Princ	0.00	0.00	0.00	0.00	207,351.00	0.0%
9814 · 2011Bank of Marin Loan Princip:	75,151.39	56,871.11	57,998.19	190,020.69	219,917.00	86.41%
9815 · 2012Bank of Marin Loan Princip:	75,798.46	57,390.58	57,889.65	191,078.69	222,485.00	85.88%
9816 · 2017 Revenue Bonds Principal	0.00	0.00	1,070,000.00	1,070,000.00	1,070,000.00	100.0%
Total 9810 · Principal Payments	500,128.60	724,261.69	1,185,887.84	2,410,278.13	2,678,932.00	89.97%
9820 · Interest Payments						
9821 · 2004 COP/Refunded Interest	-9,099.20	54,595.20	0.00	45,496.00	99,125.00	45.9%
9822 · IBank Loan Interest	28,329.63	164,740.17	0.00	193,069.80	334,718.00	57.68%
9823 · State Revolving Fund Loan Inter	-6,042.89	0.00	0.00	-6,042.89	78,113.00	-7.74%
9824 · 2011Bank of Marin Loan Interest	29,822.42	26,299.24	25,172.16	81,293.82	112,765.00	72.09%
9825 · 2012Bank of Marin Loan Interest	2,164.62	1,445.99	946.91	4,557.52	12,861.00	35.44%
9826 · 2017 Revenue Bonds Interest	344,450.00	0.00	688,900.00	1,033,350.00	1,377,800.00	75.0%
Total 9820 · Interest Payments	389,624.58	247,080.60	715,019.08	1,351,724.26	2,015,382.00	67.07%
9830 · Loan Annual Fees - IBank	33,995.57	0.00	0.00	33,995.57	33,996.00	100.0%
Total 9800 · Debt Service	923,748.75	971,342.29	1,900,906.92	3,795,997.96	4,728,310.00	80.28%
Total Expense	3,301,940.07	3,112,519.15	4,098,736.32	10,513,195.54	14,908,568.93	70.52%
Net Ordinary Income	-2,975,198.06	7,322,123.66	-3,652,320.13	694,605.47	2,179,229.98	31.87%



Item Number 3.5
GM Review CD

Agenda Summary Report

To: Board of Directors
From: Teri Lerch, District Secretary
(415) 526-1510; tlerch@lgvsd.org
Mtg. Date: May 5, 2022
Re: Department Reports
Item Type: Consent _____ Action _____ Information X Other _____.
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X .

STAFF RECOMMENDATION

Informational only.

BACKGROUND

Department Reports are given to the Board at regular intervals. This is an opportunity for the Managers' to report on actions taken within their respective departments.

Department Reports at this Board meeting:

- Administration – Dale McDonald
- Engineering – Mike Cortez

The previous Administration Department and Engineering Department reports were through January 31, 2022. The presented Administration Department report is for the period February 1 thru March 31 to coincide with the Quarterly Financial Report. The Engineering Department report covers the period from February 1 to April 30 to capture recent activities of interest to the Board.

The Collections System Department and Plant Operations Department reports are scheduled to be given on May 19, 2022. Going forward the intent is to provide quarterly updates.

PREVIOUS BOARD ACTION

None.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

None.

FINANCE

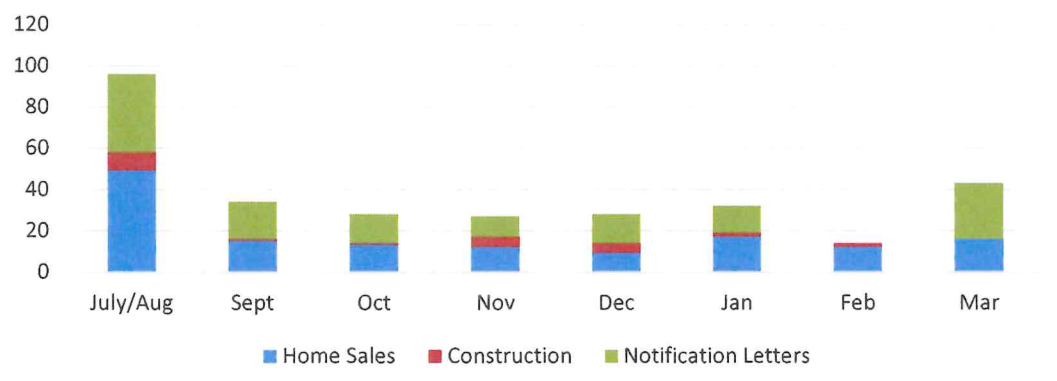
- Annual Marin Water consumption data requested and received, to be used to determine non-residential Sewer Service Charges.
- Mid-year budget report for fiscal year 2021-22 completed.
- Use-Tax annual out-of-state sales tax reviewed and reported.
- Engaged Bartel Associates to complete the GASB 68 Actuarial Information for CalPERS Cost-Sharing (Risk Pool) plans.
- Property Insurance Schedule of Values updated for policy renewal.
- Vehicle Schedule values updated, and new vehicles added for insurance renewal.
- Workers Compensation renewal application form submitted.
- Notified Marin County Finance Department that they may be eligible to participate in the Wastewater Debt Relief arrearages program during the COVID-19 pandemic bill relief period (March 4, 2020 through June 15, 2021).
- Low Income Household Water Assistance Program (LIHWAP), which provides financial assistance to low-income Californians, was investigated. Enrollment in program pending with potential benefit to rate payers.
- Caselle implementation continues – prep phase questionnaires completed, and development of new Chart of Accounts based on fund accounting being developed.
- Capital Improvement Projects and draft budget for 2022-23 developed with managers.
- Investigated WaterSMART Title XVI WINN Act Water Reclamation and Reuse Projects grant opportunity. LGVSD is not eligible as a Title XVI Feasibility Study on reclamation projects had not been submitted.
- The Department of Resources Recycling and Recovery (CalRecycle) application for the SB 1383 Local Assistance Grant Program submitted in January was approved for award, the District recently received \$43,309 in the first round of the grant.

ADMINISTRATION

- Local Government Compensation Report submitted to the State Controller's Office.
- LGVSD is exempt from filing the U.S. Census Bureau Annual Survey of Local Governmental Finances for FY 2020-21 as LGVSD was not included in the sample data for this period (*per U.S. Census Bureau Division of Economy-Wide Statistics*).
- Form 700 Statements of Economic Interest forms filed with the County
- Program to review District Board policies on regular basis implemented, policies reviewed, and four Board Policies updated.
- Eight Resolutions of the Board drafted, approved, and processed.
- Amended Title 4 Chapter 1 of the LGVSD code – Ordinance No. 189 regulating solid waste recyclable and organic materials, as required by SB 1383, after Board adoption.

- Letters requesting enforcement assistance on the requirements of SB 1383, the Short-Lived Climate Pollution Reduction Act of 2016, including organic recycling were sent to the City of San Rafael and Marin County. Next meeting with CalRecycle on enforcement is scheduled for July.
- Notification letters on the special requirements of SB 1383 organics recycling for businesses that sell or distribute food mailed to all 126 businesses in the District, both those within the City of San Rafael and those in unincorporated areas.
- Initial Jurisdiction Compliance Report required by SB 1383 submitted before deadline of April 1, 2022. There are 3,630 residential organic waste generators and 66 commercial organic waste generators within the unincorporated boundaries of the District.
- Sewer Lateral Inspection Program – the administration department provided support for 29 video inspection applications in February and March; 28 were triggered by home sales and 2 by construction. In addition, 27 notification letters were mailed to property owners who have pulled building construction permits with the City of San Rafael or the County advising them of their requirement to have their sewer lateral inspected. Data recorded monthly beginning in September.

Sewer Lateral Video Inspection Activity



- A total of four Board meetings were held during this 2-month period, monthly total lower from the peak of eleven in the months of July and August.
- Continuous website updates and posting in Marin IJ related to posting of agendas, minutes, public hearing notices, Board vacancy, etc.

HUMAN RESOURCES

- CPS HR Consulting selected as Human Resource partner to provide support services to the District. Regular meetings have been held with staff and the Administrative Services Manager. Kyla Sinegal left CPS HR at the end of April and Cheri Fairchild is now the District’s primary HR consultant.

- a. CPS HR participated in the Maintenance Supervisor recruitment interview panel
 - b. Kyla Sinegal (CPS HR) was introduced to all staff and met with OE3 stewards
 - c. Personnel Policies & Procedures Manual is being reviewed
 - d. Performance Evaluation Forms provided for review and update
- Maintenance Supervisor hired, start date of April 18, 2022.
 - Civil Engineering Technician interviews completed; no offers made. Second recruitment effort to fill vacant position to be posted in May.
 - Extension of Operational Technical Service (OTS) agreement to provide Electrical Instrumentation Technician (EIT) through end of June executed. EIT recruitment will be issued for a third time after CPS HR completes review of brochure and other recruitment announcements. Outreach to other local agencies and schools to be included in recruitment efforts.

REQUEST FOR PROPOSALS / CONTRACTS

Contracts executed in February and March listed below:

<u>Vendor Name</u>	<u>Dept</u>	<u>Description</u>	<u>Date of Agreement</u>	<u>Term End Date</u>	<u>Contract Amount</u>
Daniel Edelstein	500	Amendment Extending Canada Goose and Report for NPDES Report	3/1/2022	12/31/2022	\$17,311
Preparative Consulting	100	Emergency Management and Business Continuity Plan	2/22/2022	6/30/2023	\$67,661
CPS HR Consulting	100	Human Resources Consulting	3/4/2022	1/31/2024	\$130,000
Operational Technical Services (OTS)	200	Amendment #3 Technical Staffing Services - Collections Dept	3/21/2022	6/30/2022	\$30,000

Departments: -100 Admin, -125 Engineering, -200 Collections, -250 Maintenance, -300 Pump Stations, -400 Lab, -500 Reclamation, -600 Plant, -650 Recycled Water



PENDING AGENDA ITEM REQUESTS STATUS REPORT

#	Item Description	Date	Responsible	Status / Notes
1	Strategic Plan Report Update	2/17/2022	CD	Interviews with Brent Ives
2	Salary review of District Sec and Admin Finance Specialist	12/16/2021	DM	CPS proposal pending
3	Reconsider Environmental Compliance Manager Position		DM	Scheduled 5/19
4	Lab Analyst to Lab Technician Classification Updates		DM	Scheduled 5/19
5	Grant Funding - Report on opportunities for grants	12/16/2021	MC	Identify funding OCC
6	Public Use of Reclamation Area	1/6/2022	DM	Revise Ordinance
7	Invasive Species Blackberry Removal in Reclamation	1/6/2022	GP	Standalone Project
8	Integrated Master Plan Heat Map - Report Update	2/17/2022	MC	Provide w/Engrs Report
9	Environmental Preferable Purchasing Policy		DM	Need to develop
10	Recycled Water Signage w/ LGVSD logo		CD	County contacted
11	Donation applicaton forms for non-profits		DM	Pending - Develop
12	Real Property Administration - Property Acquisition		MC/DM	Develop management
13	Sole Source Justificaiton update policy and form		DM	Internal only

DESIGN (Number of projects in design phase: 10)

- Operation Control Center Building Design – The Ad hoc Committee concurred with staff's recommendation to pause the OCC building design and value-engineer/revise the current schematic design due to the following:
 - All-glass siding is not acceptable. Reduce the amount of glass even if bird-safe or glazed glass are specified.
 - Reduce building height regardless of City of San Rafael formula for building height calculation.
 - The current design does not meet general ventilation requirements for a wastewater treatment plant laboratory.
 - The combined cost of retaining walls and hillside pier foundation is high. Reconsider moving OCC towards Smith Ranch Road to reduce retaining wall height and complexity of pile foundation.
 - The mechanical room should be maintained at minimum floor elevation of 18'.
 - Mechanical headroom of 7.5' to 9' is insufficient for the OCC.
 - The design of the OCC shall be coordinated with Corp Yard and employee parking locations, both of which are currently being evaluated by staff.
 - The proposed location of the OCC may be impacted by future plant upgrades, which are currently being evaluated by Kennedy Jenks and Aqua Engineering.
 - Per ad hoc committee, a brand-new design is warranted as current building design is not functional.

On-going OCC Tasks:

- DHA and Oberkamper are preparing plans for the 8" Fire Hydrant Line.
- DHA and Oberkamper are assisting staff in obtaining permits from MMWD and City of San Rafael.
- Staff is reviewing Parking Lot grading plans prepared by Oberkamper.
- Solar Photovoltaic System Replacement – Staff and Kenwood Energy are preparing the RFP to replace the system under California Government Code Section 4217.10 to 4217.18 guidelines.

CONSTRUCTION (Number of projects in construction: 10)

- Secondary Treatment Plant & Recycled Water Expansion – All major structures such as aeration basins, secondary clarifiers, process piping and underground utilities have been completed, except paving, fencing, and other minor site improvements.
- Standby Generator Installation (Design/Build) – Reviewed civil and electrical plans including product submittals by GD Nielson (contractor).
- Grit Screw Conveyor Systems Replacement – Reviewed product submittals by CATS4U (Contractor).

OTHER (Number of projects: 6)

- Biosolids Land Application Permit – Staff has sent out *Notice of Intent to Land Apply Municipal Biosolids* to six public agencies and four adjacent property owners. Staff and Mary Martis have reviewed and provided comments on the draft *Notice of Applicability* and *Monitoring and Reporting Program* to RWQCB.

Engineering Monthly Report (Feb 2022 thru Apr 2022)

Job No.	Project Name/Updates	On Hold	% Completion
DESIGN PROJECTS			
11200-03	John Duckett Pump Station & Sewer Main Capacity and Storage • Schedule meeting with GHD to discuss next steps.		30%
20100-02	Operation Control Center Building Design • See page 1 of Engineering Report. • DHA and Oberkamper are preparing plans for the 8" Fire Hydrant Line. • DHA and Oberkamper are assisting staff to obtain permits from MMWD and City of San Rafael. • Staff is reviewing Parking Lot grading plans prepared by Oberkamper.		15%
20600-04	Flow Equalization Basin • Schedule meeting with Hazen & Sawyer to review layout options. Selection of the final site will need to be coordinated with other future plant upgrades.		25%
21300-06	Venetia Harbor Fencing & Paving • Design is deferred until next FY due to budget reallocation.	Design is On Hold	
20300-09	Smith Ranch Pump Station Electrical Upgrades • Received scoping memo from Freyer & Laureta.		15%
21300-03	Standby Generator System Installation for Adrian, McPhail, and Industrial Park PS • Reviewed civil and electrical plans including product submittals by GD Nielson (contractor).		7%
21300-04	Pump Station Site Lighting Improvements • Received scoping memo from Freyer & Laureta.		15%
21350-01	Automatic Transfer Switches for Pump Stations • Received scoping memo from Freyer & Laureta.		15%
21600-01	Emergency Bypass Pumping Analysis & Emergency Response Plan • Received scoping memo from Freyer & Laureta.		15%
21600-07	Digester Room MCC#2 Upgrade • Hazen is working on 90% design drawings.		43%
CONSTRUCTION PROJECTS			
11500-09	Miller Creek Vegetation Maintenance • On-going with Hanford ARC.		33%
12300-05	Rafael Meadows Pump Station Standby Generator Installation • Waiting for delivery of generator.		75%
12600-07 & 16650-02	Secondary Treatment Plant Upgrade & Recycled Water Expansion • On-going with Myers & Sons Construction. • All major structures such as aeration basins, secondary clarifiers, process piping and underground utilities have been completed, except paving, fencing, and other minor site improvements.		95%
18360-01	Marin Lagoon Pump Station No.1 Improvements • ArcSine has reviewed and provided comments on bubbler modifications to match other existing Marin Lagoon pump stations.		95%
20200-01	Air Release Valve and Vault Replacements • Project is substantially complete.		97%
	Reclamation Pond Diversion Boxes • Staff began developing new scope for replacement of critical gates at two diversion boxes.		5%
21600-08	Grit Screw Conveyor Systems Replacement • Reviewed product submittals by CATS4U (Contractor).		10%
22125-04	On-Call Construction Contract • Merrydale Pipeline Repair Behind Michaels - Completed. • Replacement of Manhole Frame & Cover - In progress.		Continuous
22500-03	Solar Photovoltaic System Inverters Replacement • On-hold due to issues with existing Sharp solar panels. • PVCA disconnected all Sharp solar panels due to potential fire hazards.		On Hold

Job No.	Project Name/Updates	On Hold	% Completion
22500-03	Solar Photovoltaic System Upgrades <ul style="list-style-type: none"> Staff and Kenwood Energy are preparing the RFP to replace the system under California Government Code Section 4217.10 to 4217.18 guidelines. 		25%
REQUESTS FOR PROPOSALS			
<i>ISSUED</i>			
None.			
<i>NEAR TERM</i>			
21500-08	Groundwater Monitoring Well Installation & Initial Reporting <ul style="list-style-type: none"> Staff is reviewing the RFP for well installation and initial reporting at three proposed biosolid sites prepared by Mary Martis. 		
20200-01	Force Main Location Marking & Mapping <ul style="list-style-type: none"> Staff is revising scope to include installation of access points for force mains. 		
	Asset Management Part 2 <ul style="list-style-type: none"> Staff is evaluating the option to issue contract amendment with current asset onboarding contract with Kennedy Jenks in lieu of issuing an RFP. 		
CALL FOR BIDS			
None.			
OTHER			
	Additional WaterSMART Grant Funding <ul style="list-style-type: none"> The District received additional funding in the amount of \$597,226 from NBWRA for Recycled Water component of the STPURWE project. 		N/A
21500-08	Biosolids Land Application Permit <ul style="list-style-type: none"> Staff has sent out Notice of Intent to Land Apply Municipal Biosolids to six public agencies and four adjacent property owners. Staff and Mary Martis have reviewed and provided comments on the draft Notice of Applicability and Monitoring and Reporting Program to RWQCB. 		N/A
20100-04	Integrated Wastewater Master Plan <ul style="list-style-type: none"> In addition to District staff comments, staff has also solicited Aqua Engineering and EOA to review and provide comments for technical memoranda for collection system, wastewater treatment plant, sea level rise assessments, asset management, and disaster resilience prepared by Kennedy Jenks. 		Phase 2: 45%
20125-01	On-Call Engineering Contract <ul style="list-style-type: none"> No task at this time. 		Continuous
20500-05	Marsh Pond Long Term Vegetation Management Plan <ul style="list-style-type: none"> WRA has revised vegetation management plan. 		90%
21125-03	Alternative Funding Pursuit <ul style="list-style-type: none"> Staff has received a revised list of potential funding opportunities from Kennedy Jenks. • Staff will focus on reviewing potential grants applicable to the OCC Building. February updates: None applicable to the OCC. March updates: None applicable to the OCC. 		Continuous
21300-07, 21500-07, & 21600-16	Arc Flash Study for Pump Stations, Treatment Plant, and Reclamation Facilities <ul style="list-style-type: none"> Completed Arc Flash Awareness Training with P2S for collections, engineering, maintenance, and operations staff. P2S is finalizing the arc flash study based on staff input. 		95%
LAND DEVELOPMENT			
	Guide Dogs for the Blind - 350 Los Ranchitos Rd <ul style="list-style-type: none"> Scheduled an appointment with GDB to sign the easement documents. 		
	Northgate Redevelopment - 5800 Northgate Mall <ul style="list-style-type: none"> Redevelop Northgate Mall to include both retail and multi-family units. <i>Project Concept 2025: retail space plus 965 multi-family units</i> <i>Project Concept 2040: retail space plus 1374 multi-family units</i> Staff is reviewing latest submittals from the applicant. Staff had a coordination meeting with City of San Rafael and applicant on 4/15/2022. 		

Job No.	Project Name/Updates	On Hold	% Completion
	Talus Reserve <ul style="list-style-type: none"> • New development of 28 single family residences near Erin Dr. • Staff provided cursory review of material submittals for the project. • Received capacity analysis tech memo. 		
	Los Gamos Apartments <ul style="list-style-type: none"> • Total of 192 apartment units. • Received capacity analysis tech memo. 		
	245 Nova Albion Way <ul style="list-style-type: none"> • Approximately 100 new for-sale homes. • Staff met with the design team to discuss District requirements. 		
	Other Projects Reviewed by Staff: <ul style="list-style-type: none"> • Marin Volleyball • 640 Wakerobin Lane • 589 Wisteria Way • 404 Corrillo Dr • 74 Circle Rd • 790 Tamarack Dr • 59 Oxford Dr 		

5/5/2022

BOARD MEMBER REPORTS

CLARK

NBWA Board Committee, NBWA Conference Committee, 2022 Operations Control Center Ad Hoc Committee , Other Reports

FORD

NBWRA, Gallinas Watershed Council/Miller Creek Watershed Council, Marin Special Districts Association, 2022 Engineering Ad Hoc Committee re: STPURWE, 2022 Operations Control Center Ad Hoc Committee, 2022 HR Ad Hoc Committee, Other Reports

MURRAY

Marin LAFCO, CASA Energy Committee, 2022 GM Recruitment Ad Hoc Committee, Other Reports

SCHRIEBMAN

JPA Local Task Force, Gallinas Watershed Council, 2022 Legal Services Ad Hoc Committee, 2022 HR Ad Hoc Committee, 2022 Biosolids Ad Hoc Committee, Other Reports

YEZMAN

Flood Zone 7, CSRMA, Marin Special Districts Association, 2022 Ad Hoc Engineering Sub-Committee re: STPURWE, 2022 Legal Services Ad Hoc Committee, 2022 GM Recruitment Ad Hoc Subcommittee, 2022 Biosolids Ad Hoc Committee, Other Reports

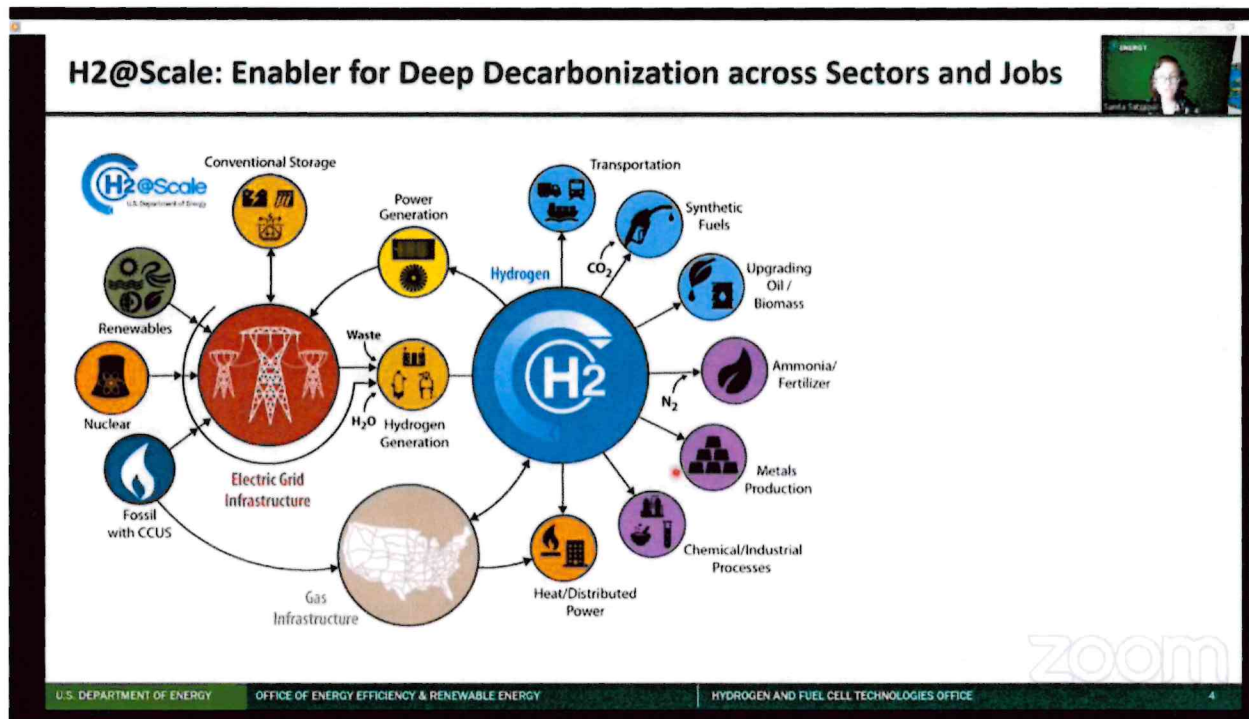
Agenda Item 4.3
Date May 5, 2022

Craig K. Murray

April 27, 2022

Congressional Briefing. Green Hydrogen Briefing Series: Scaling Up Innovation to Drive Down Emissions

EESI: Environmental and Energy Study Institute. Green Hydrogen



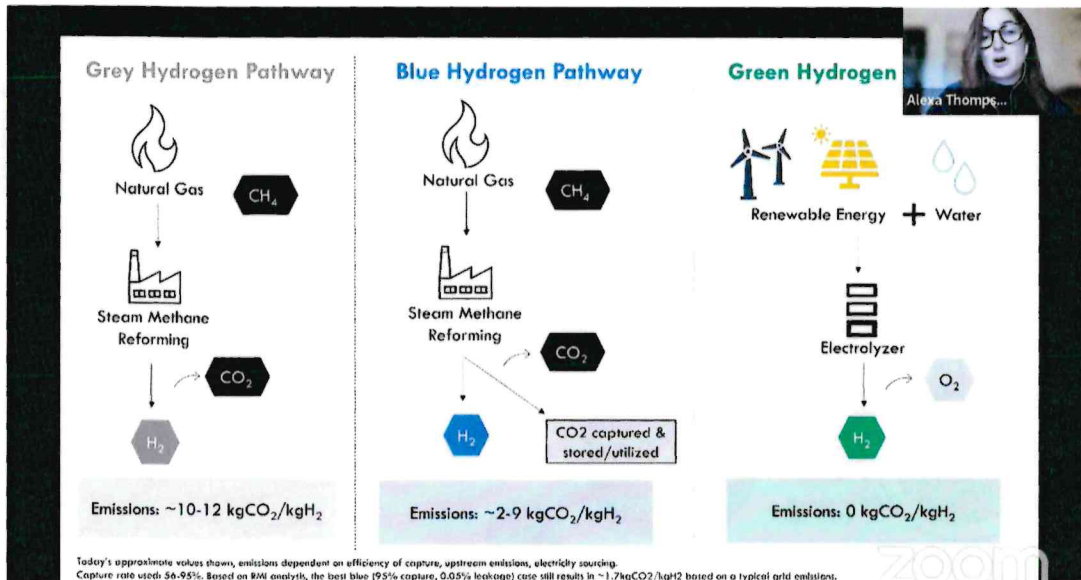
US DOE. Dr. Sunita Satyapai, Director of the U.S. Department of Energy's Hydrogen and Fuel Cell Technologies Office. Office of Energy Efficiency. 10M metric tons of Hydrogen produced in USA mostly from Natural Gas. Amazon, Walmart on Hydrogen. Hydrogen Energy Earthshot 111: \$1 for 1 kg clean hydrogen in 1 decade. Summit with over 34 companies with Sec. Kerry and Bill Gates. Barriers in USA: Cost, Infrastructure. Thermal, Hydrolysis and Advanced Pathways to get cost reduction. Over \$60B DOE and \$1B for Electrolysis; \$8B for 4 regional hubs and develop a national hydrogen strategy.

www.lphe.net. Increase your H2IQ webinars.

Alexa Thompson, RMI. U.S Program Manager, Climate Aligned Industries, RMI @RockyMtnInst. Public Financing. Mackenzie companies in Australia. H2 Hydrogen 101: gaseous molecule, lightest element on the periodic table. When you burn Hydrogen it forms water v. burning CH4 or C and form CO2. Hydrogen replacing end uses: Fertilizer, refining, chemicals. (2% us emissions) And second area heavy industry; steel, shipping, trucking and Aviation (4-6% US emissions). Hydrogen will play a small role per IEA only about 10% in Net Zero. This briefing: green hydrogen. Grey Hydrogen: takes natural gas, methane. Blue Hydrogen: Adds carbon capture. Green uses electrolyzer v. steam methane reforming with Grey and Blue Hydrogen. States have imp. Role: prioritizing end uses, integrated planning, permitting. CA and WA w/hydrogen strategies and/or incentives. Co, Illinois, NM, NY in development. Private Sector Coalition:

: Notes EESI Hydrogen 4 27 22

Green Hydrogen Catapult. Mission to mobilize 80GW of green hydrogen capacity by Mid-2026. Steel, Maritime Shipping and Fertilizer. athompson@rmi.org.



Rachel Fakhry, Senior Advocate, Climate & Clean Energy Program, Natural Resources Defense Council (NRDC) @NRDC. UN High Level Champions. Leakage with Climate, UK. Don't know how to measure Hydrogen leakage. States have impt. Role to emphasize standards. DOE hydrogen hub to target high value applications. Hydrogen justice w/proactive outreach for health and labor. Some production can produce more pollution in production of hydrogen than natural gas. Start with EJ Labor communities across the hydrogen labor chain.

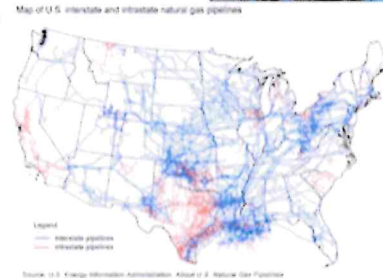
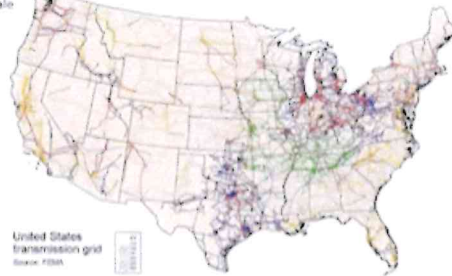
Brian Pivorar, Senior Research Fellow, National Renewable Energy Laboratory (NREL) @NREL bryan.pivorar@nel.gov

National Labs best to move these applications of Hydrogen: Transportation/Fuel (strongest economic sectors but hardest to fully apply). Higher price points for Ammonia v. metals. Focus on green ammonia, and use of hydrogen in turbines. 1600 miles of hydrogen pipelines plus salt storage. Natural gas has infrastructure and ability to leave it in ground until need it that is not with Hydrogen. Costs of moving energy long distances: Natural gas v H_2 : megawatt/mile. Methanol most economic but switch to gasses it is about 2x cost. Viscosity makes it flow easier. Hydrogen perhaps $\sim 30\%$ more expensive to move than Natural Gas. Hydrogen pipeline analogous to natural gas. H_2 NEW: 9 national labs and universities study group headed up by Speaker. Limited understanding of degregation and economics.

Energy Transmission Infrastructure



<https://www.energy.gov/eere/fuelcells/h2-scale>



- Hydrogen has a very limited infrastructure (due to scale and selective use).
 - Current H2 prices dominated by storage and distribution (LDV CA)
- Electricity and natural gas have extensive infrastructural investments.
- Similar maps, much different energy/cost, permitting challenges
- Hydrogen pipeline analogous to natural gas

zoom

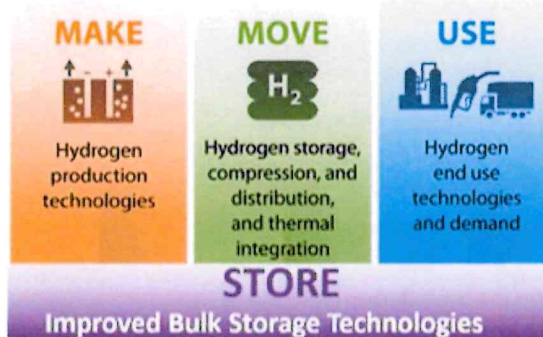
H2NEW: Hydrogen from Next-generation Electrolyzers of Water

6

Improving the economics of H2@Scale

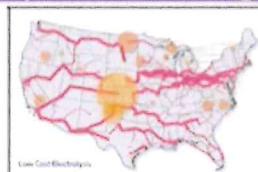
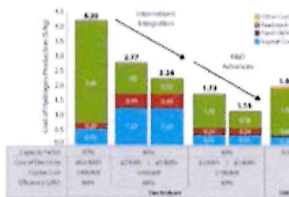


Early-stage research is required to evolve and de-risk the technologies.



Use	Million TWh
Refineries & CP	8
Metals	12
Ammonia	4
Synthetic Chemicals	14
Biofuels	1
Natural Gas	10
Light Duty Vehicles	5.7
Other Transport	1.7
Electricity Storage	28
Total	151

Decreasing cost of H₂ production



Optimizing H₂ storage and distribution

Leveraging of national laboratories' early-stage R&D capabilities needed to develop affordable technologies for production, delivery, and end use applications.

https://www.hydrogen.energy.gov/pdfs/review18/rev045_full_rev18_0.pdf

H2NEW: Hydrogen from Next-generation Electrolyzers of Water

4

zoom

Q/A: AT: Lot of costs in distribution and storage infrastructure. Look to co-locate. Ref. project in Sweden. TX has sigf. Set of hydrogen pipelines already.

AT: First wave of hydrogen projects require much coordination w/private sector. Ref. iron ore making, electricity utility and Volvo to buy the green steel in order to build that business case. Make it competitive to next wave of projects are easier to take off. Diff. end use sectors, req. diff levels of

: Notes EESI Hydrogen 4 27 22

support. Germany using reverse auction (projects needing lowest subsidy of public dollars). RF: Get market certainty by targeting certain industries. AT: Cost is absolutely the number one feature for fuels and feedstocks.

###



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.

5/5/2022

BOARD AGENDA ITEM REQUESTS

Agenda Item 5B

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

MMWD officials weigh permanent restrictions

DROUGHT

Utility might lock in rules on sprinklers, pool covers

By Will Houston

whouston@marinij.com

Some drought restrictions imposed on most Marin residents last year could become permanent, while others could be repealed in the coming weeks.

On Friday, the Marin Municipal Water District proposed keeping a twoday- per-week sprinkler irrigation limit in place for good but also rescinding some prohibitions to allow residents to wash their cars at home or refill their pools.

The debate on which rules to keep comes after the district and its 191,000 residents nearly faced depleted local reservoir supplies after two dry winters. But heavy downpours in late 2021 saved the county from the emergency by nearly refilling the district's seven reservoirs.

Now the district's board is trying to reconcile its water use restrictions with its ample reservoir supplies while at the same time recognizing the vulnerabilities of its two-year water supply.

"I am very, very nervous about the future," the board president, Larry Russell, said on Friday. "I don't see a bright future for the drought side of things."

On Friday, district staff proposed requiring residents to permanently limit outdoor sprinkler use to two days per week and using drip irrigation three days per week. Before the drought, the district limited outdoor sprinkler use to three days per week. Staff also proposed to permanently require pool owners to use a pool cover to prevent water loss

DROUGHT» PAGE4

"I am very, very nervous about the future. I don't see a bright future for the drought side of things."

— Larry Russell, Marin Municipal Water District board



A dog gets a walk in the rain Thursday afternoon at Ross Common. Despite a rain season that has nearly replenished reservoirs, Marin Municipal Water District officials are concerned about the long-term drought outlook.

ALAN DEP — MARIN INDEPENDENT JOURNAL



Water rushes down the Peters Dam spillway at Kent Lake near Lagunitas in January. The lake is one of seven reservoirs in the Marin Municipal Water District.

DOUGLAS ZIMMERMAN — SPECIAL TO THE MARIN INDEPENDENT JOURNAL

Drought

FROM PAGE 1

from evaporation.

The sprinkler limit could save about 28 gallons of water per square foot annually while the pool cover could save between 3,000 to 9,000 gallons per pool annually, according to staff.

At the same time, staff proposed rescinding restrictions such as banning residents from washing cars at home; requiring golf courses to only water tees and greens; banning people from filling new or emptied pools; and banning the installation of new landscaping for new or expanded water hookups.

"Based on supply conditions right now, it's not necessarily warranted," Carrie Pollard, the district's water efficiency manager, told the board on Friday.



3

keep or reduce some of the water savings incentives it began offering last year. The district tripled its turf replacement rebate from \$1 to \$3 per square foot last year, with nearly \$1.3 million in rebates provided for nearly 418,500 square feet of replaced turf.

To pay for this, the district had to dip into some of its reserve funds and would need an estimated \$1.1 million to continue the program through this next year, Pollard said. Staff proposed a new approach to offer a rebate of 75 cents to up to \$1.50 per square foot depending on whether the property owner agrees to install drought-tolerant plants on at least half of the replaced area.

Another proposal by the district that concerned local sanitary districts would require all sewer washing to use recycled water only except in emergencies. Pollard said the district would look to phase out the use of potable water supplies for this cleaning over time.

Sewage washing makes up about two-hundredths of a percent of the district's annual water use, according to staff.

(2)

These changes are set to go before the board for further consideration at a future date.

Golf courses in the district’s service area make up about 2% of its average water use per year, according to Pollard. Amid the drought last year, golf courses had cut water use by nearly half, Pollard said. Under the proposal, golf courses would still be required to adhere to the two-day sprinkler limit.

The prohibition on new landscaping installation imposed last year has so far affected four water hookup requests. The estimated water savings from this is equal to about one-hundredth of a percent of the district’s average annual water use, according to Pollard.

Board member Jack Gibson expressed concern about the district being too controlling on how residents use their water.

“There is a very fine line between being the water police and letting people have choices,” Gibson said during the meeting on Friday. “I’m very much for letting people have choices.”

Other board members disagreed, stating that the purpose is to cut back on water waste, such as pool water lost to evaporation.

The district is also considering whether to

(4)

Ben Horenstein, the district’s general manager, acknowledged that sanitation agencies have expressed concerns about the “significant cost and impact on their routine cleaning” such as needing to truck in recycled water to job sites when normally nearby hydrants could be used.

Steve Moore, general manager of the Ross Valley Sanitation District, asked the board not impose this requirement on what is an essential health and safety measure and to work with water agencies on other water savings measures.

“I feel like we need to slow down a little bit before making permanent restrictions that were experimented with last year,” Moore told the board.

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DICK SPOTSWOOD

Watching the April 5 Marin Municipal Water District Board of Directors meeting on Zoom was a reminder that decisions with long-term implications are often made at officially public sessions with few constituencies in attendance. Those important decisions are made at committee meetings or sparsely attended sessions like MMWD board meetings.

The big item on the MMWD board's agenda was a "water supply update." When elected officials set "benchmarks," "baseline criteria" or "assumptions," important decisions are being made. That determines what will be studied, the potential applicable options and expenditures that would be very different if those "givens" were changed.

MMWD Director Cynthia Koehler is well aware of implications resulting from changing water supply and demand assumptions. Koehler, who represents Southern Marin, is up for reelection in November along with directors Larry Bragman (from the Ross Valley and Larkspur area) and Jack Gibson (Sleepy Hollow and northern San Rafael).

Koehler is a passionate supporter of conservation as the prime method to not allow MMWD's pipes to go dry. That's in contrast to those contending that increasing supply and water storage capacity is as important as decreasing demands by rationing. Koehler's "less is more" belief is as much philosophical in origin as it is a practical approach to addressing reasonable water demands from the agency's 191,000 consumers in central and southern Marin.

Staff suggested that a benchmark for planning purposes be set at the current level of 120 gallons of water per day for each customer. In 2021-22 Marin enjoyed a historically average amount of rainfall. MMWD reservoir capacity is now at their long-term historical average for April. Marinites have done their part by significantly decreasing water usage but they understand there's a realistic limit to further cutbacks and rationing.

Despite water consumers' successful efforts to be "sustainable," Koehler called for possibly reducing the key benchmark to "66 to 95 gallons per day." That approach "resonated" with Bragman.

At least Gibson suggested directors need to first ask "What impact would that change have on the community?"

The fact directors are even considering a benchmark lower than the current average of 120 gallons a day per person is a clear indication of where they come down in the "supply vs. demand" debate. Many of Koehler's concerns about potential new water supplies deal with potential costs. That's appropriate. It does raise the issue of MMWD's expenses along

with potential loss of revenue

Director Cynthia Koehler is well aware of implications resulting from changing water supply and demand assumptions.

that will come from decreased sale of water.

The agency faces a huge cost due to its employee pension program. CalPERS reports MMWD's plan is only 61.75% funded with a 2022 unfunded balance of \$107,918,492, a debt that continues to increase.

November's water board election is the proper venue for a public conversation on supply, demand and finances. Since there's a chance some incumbent directors will be defeated with a new majority then in charge, the water board should hold off until after the election before making any decisions regarding any all-important "assumptions."

*** I've met with all the four candidates (all Democrats) running for the open Marin-Sonoma 13th Assembly District seat. I'm trying to gain a more complete impression of them by attending their in-person, no-admission fee campaign receptions.

This week I was at Ida Times-Green's reception at MC Arts Gallery. Since Times-Green is president of Sausalito Marin City School District, it wasn't surprising that the party was jam-packed with her friends, family and constituents. Unlike some who flee their neighborhood after graduating from college and becoming professionally successful, Marin City's Times-Green never left, which guarantees she never forgets where she came from.

Columnist Dick Spotswood of Mill Valley writes on local issues Sundays and Wednesdays. Email him at spotswood@comcast.net.



County affirms housing site list

STATE MANDATE

Officials identify areas to permit more homes

By Richard Halstead

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A list of 79 sites where 3,929 new residences could be constructed in Marin was advanced by the Board of Supervisors and the Planning Commission this week. "It's a balanced plan," Supervisor Stephanie Moulton-Peters said. "It took into account a lot of different needs and interests. We have to figure out how to site these units or else they're going to get sited for us."

Don Dickenson, president of the Planning Commission, said, "I'm very impressed that staff did respond to issues raised by the public and the board and commission at previous meetings. They've adjusted the numbers to something that is far more reasonable than where we started."

The officials are contending with a mandate by the California Department of **Housing** and Community Development to zone for 3,569 residences in the county's unincorporated area over eight years beginning in 2023. Marin municipalities have been instructed to zone for an additional 10,641 homes over the same time period.

If state officials deem that the county and cities and towns have failed to comply with the mandate, developers will be allowed to move forward with projects that include a modicum of affordable **housing** without having to comply with the

HOUSING »PAGE 4

Housing

FROM PAGE 1

California Environmental Quality Act and only token local review. California Attorney General Rob Bonta has also threatened fines that could rise to \$600,000 per month if compliance isn't reached over a sixmonth period.

The sites on the approved list will next be the focus of an environmental impact report (EIR). A total of 6,500 sites will also receive some level of study in case substitutes are needed for sites on the list.

The EIR, which is expected to be ready for public review sometime this summer, will assume all sites could increase by 35% because of the state's density bonus law. The county's **housing** element, which will incorporate the list, must be submitted to the state by Jan. 31.

Tuesday's joint meeting of the county supervisors and planning commissioners was the third they've held to discuss the site list, and the number of proposed homes declined over the course of those meetings. One of the original proposals called for 4,679 residences.

The county is proposing zoning for more homes than it has been assigned. That is because if the state rejects sites on the county's list, or if projects at particular sites are ultimately developed with fewer residences than projected by the county, then the county must come up with replacement sites.

In fact, the state has recommended that jurisdictions submit enough extra sites to create a minimum 15% buffer for homes priced in the lowerand moderate-income categories. Previous iterations of the list exceeded that minimum, but the list approved for study on Tuesday just meets the minimum, which worries county planners.

Perhaps the most contentious issue during the site selection process has been the distribution of homes among the county's five supervisorial districts. When the officials met on March 15, Supervisors Damon Connolly, Judy Arnold and Dennis Rodoni all objected to the number and location of residences slated for their districts. Connolly, whose district covers most of San Rafael, noted that 37% of the homes were allocated to his district.

As a result, the site list approved Tuesday included a number of adjustments. District 1, which Connolly represents, saw a 344-residence reduction from sites at St. Vincent's School for Boys, Marin County Juvenile Hall, Old Gallinas Children's Center and Los Ranchitos.

The removal of 152 homes previously slated for Bowman Canyon resulted in a net reduction of 118 residences for District 4, which is represented by Rodoni.

The total of homes slated for District 5, presented by Arnold, decreased by just four, but 176 homes were removed from the Atherton Avenue corridor. The new site list added another 87 residences to the Buck Center location, 63 to Green Point and 12 to Black Point, all of which are in District 5.

Jose Rodriguez, a project manager for MIG, the Berkeley-based consultant that is helping to prepare the **housing** element and EIR, said that St. Vincent's School for Boys, which is now allocated 680 residences, and the Buck Center, which has been assigned 249 units, are key

regional locations. He said if they were removed from the equation the distribution among the five supervisorial districts would be relatively equal.

Connolly, however, pointed out that including the projected **housing** at St. Vincent's his district is still accommodating 32% of the total residences. Much of District 1 is located adjacent to Highway 101, which makes it an attractive location for **housing**.

Arnold said she appreciated the reduction in the number of residences allocated to the Atherton Avenue corridor but said she would like to see additional homes moved from that location to the Buck Center location. Concern was expressed, however, that the Buck Center and another site on the list are zoned for agricultural use and that their rezoning could set a dangerous precedent.

Arnold also asked why so many of the residences assigned to her district are in the above-moderate price category.

Tom Lai, director of the Marin County Community Development, said the county had to reduce the number of sites it was reserving for people with lower and moderate incomes so it could meet the state's target for producing homes for people with above-moderate income.

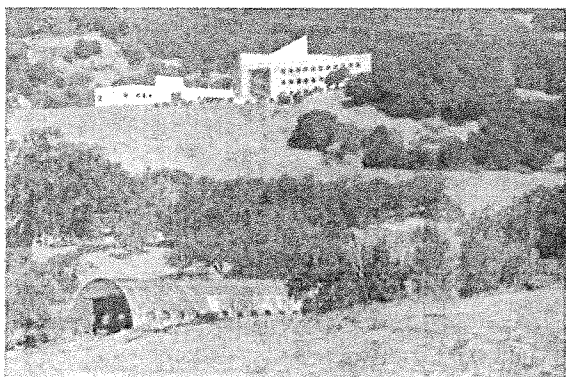
"We realized from some subsequent research into the matter," Lai said, "that the state would not allow us to carry a deficit in the above-moderate income category."

Lai added that more low priced residences couldn't be assigned to the Buck Center property because the state requires parcels reserved for low-income homes to be between 0.5 acres and 10 acres.

These limitations reflect the state's expectation regarding the market conditions under which lowincome **housing** actually gets built.

During the meeting's public comment period, Riley Hurd, a local landuse attorney, told the officials it is unlikely the the properties on their list will be developed at the income levels envisioned.

"You'll see something very different," Hurd said, reminding them that there are only two ways **housing** gets built in Marin: if they are 100% low income and financed with grants or tax credits, or if they are market rate.



The area around the Buck Institute for Research on Aging in Novato is among the sites county officials have picked to allow new **housing** to meet a state mandate.

FRANKIE FROST — MARIN INDEPENDENT JOURNAL

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In your town

NOVATO



North Marin appoints new general manager

The North Marin Water District has appointed Tony Williams of Novato as its new general manager.

Williams, who currently serves as the district’s assistant general manager, will replace Drew McIntyre, who has led the district since 2017. McIntyre will retire May 3.

The district Board of Directors voted unanimously to appoint Williams. He will earn an annual salary of \$236,151, plus benefits totaling \$48,785.

The water district provides water to nearly 61,000 residents in the greater Novato area and about 1,800 residents in West Marin.

SAN ANSELMO

Center Blvd. reopens after sinkhole fix

Crews have completed emergency road work to fix a sinkhole on Center Boulevard, a town official said this week.

Work to repair the sinkhole, discovered on April 11 at San Anselmo Avenue and Sycamore Boulevard, wrapped up sooner than expected, said Sean Condry, public works director.

Crews repaired a broken drain pipe believed to have been a major contributor. The hole was excavated and backfilled, and the road was repaved and restriped.

The road reopened Monday afternoon. Work was initially expected to take several weeks.

The Center Boulevard Bridge serves over 10,000 vehicles per day and is a main arterial road through San Anselmo and the Ross Valley. The bridge is approved for replacement by Caltrans and is structurally deficient.

SAN RAFAEL

City Council amends pump station deal

The City Council approved a \$280,832 increase to a contract for design and engineering services for the trash capture project at a pump station.

The approval Monday bumps the city’s contract with Schaaf and Wheeler Consulting Civil Engineers, Inc. to an amount not to exceed \$466,466. The engineering team is designing a trash capture device for the Kerner Boulevard pump station.

The device is proposed to be set downstream of the pump station at Pickleweed Park near San Rafael Creek. The new device requires the pump station to be upgraded. The increase will cover the design of the upgrade.

Paramedic tax hike approved by council

A \$5 hike in the city’s paramedic tax was approved by the City Council this week.

The 5.05% increase, which raises the tax to \$104 per household beginning July 1, affects residential property owners within San Rafael city limits. The increase was required as expenses for the \$8.6 million program outpaced revenues, the city said.

The council voted unanimously to approve the increase during a hearing April 4. The second reading passed as part of the consent calendar on Monday.

California Voice

By Caroline Winn and David G. Victor

Recognizing the existential threat posed by climate change, California resolved to become carbon neutral by 2045, meaning that in the span of a single generation, the world's fifth-largest economy aspires to remove as much carbon from the atmosphere as it produces.

How we get there in an affordable and equitable way while keeping clean and reliable electricity flowing is one of the most consequential policy questions of our time.

Over the last year, San Diego Gas & Electric, one of the three investor-owned utility companies in California, conducted a robust analysis on how to decarbonize California and the San Diego region. "The Path to Net Zero: A Decarbonization Roadmap for California," differs from many other studies in that it outlines a way to reach net-zero emissions and shows how that goal can be achieved while keeping the electric grid reliable.

Diversity is key. The optimal path, given what's known today, is a decarbonization framework centered around expedited electrification, many different types of emissions-free electric generators, along with many clean-burning fuels, such as clean hydrogen.

Hydrogen, when consumed, produces water. It can be made from natural gas, nuclear power, biomass, and solar and wind power.

Electrification of most California buildings and vehicles is crucial in order to reach reduced-emissions targets. California's future depends on clean, reliable electricity; it's unimaginable that customers need to be worried about keeping the lights on. A state-of-the-art electric grid will help ensure needed emissions reductions while maintaining reliability.

California's electricity consumption could nearly double by 2045. To meet that demand, electric generation capacity must increase four times that of 2020, meaning even more large-scale solar and wind projects will be needed to serve our state. To deliver that power when and where it is needed, the electric grid must expand, particularly high-voltage transmission systems. San Diego Gas & Electric's role is to provide that grid.

Our study also contemplates steady growth in rooftop solar, which, when combined with more widespread electric vehicle adoption, requires upgrades to neighborhood electric distribution systems as well.

Clean hydrogen will be essential for the future. We estimate that by 2045, there will be demand for 6.5 million metric tons of hydrogen, 80% of which will be used to enhance electric grid reliability.

Even with huge efforts to cut emissions, activities such as heavy trucking

and some industrial processes still will cause emissions. To offset those, technology to remove carbon from the atmosphere is needed to achieve emissions reduction targets. Implementing this decarbonization framework will require regulatory and political support.

First, state resources must be identified to help fund the clean energy transition so that everyone can benefit. Rate reform or new electricity pricing structures need to encourage the transition to electric vehicles and appliances.

We also need much stronger incentives for research and development at the state and federal levels, because today's technologies are insufficient to reach net zero by 2045.

Next, we need to simplify regulatory reviews and approvals. The correct policy framework must be in place to support technologies that already exist, such as solar and wind, that are ready for more widespread development. We must enable new technologies, such as carboncapture, storage and utilization, and the deployment of decarbonization infrastructure.

Finally, California must incorporate electric-system reliability into long-term state planning, create a regional transmission organization that would strengthen reliability by optimizing supply and demand for wholesale electric power across multiple states, and adopt an inclusive technology approach that welcomes a wide range of potential solutions to reduce, eliminate or capture carbon emissions.

California is at the beginning of an exciting, albeit daunting, transformation. Our state has the opportunity to cement its place as a global sustainability leader by demonstrating that a major economy can decarbonize in a reliable, affordable and equitable way. Let's seize that opportunity and work together — across public, private, nonprofit and academic sectors — to get it right. *Caroline Winn is the CEO of San Diego Gas & Electric. David G. Victor is a professor of innovation and public policy at the University of California, San Diego. Distributed by CalMatters.org.*

Options filtered on path project

SAN RAFAEL

Merrydale Road plan begins to take shape

By Adrian Rodriguez

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Plans are in motion for a long-sought multiuse path connecting Terra Linda to the Marin County Civic Center area through a Highway 101 underpass.

After a presentation outlining four preliminary design options for a path on Merrydale Road, the San Rafael City Council was divided on whether to include parking on the west side of the road or no parking at all.

"We've at least narrowed it down to two options now, and I think that's huge progress," Bill Guerin, director of public works, said at the council's meeting on Monday.

"The bike path itself is generally the same in either of the options," and therefore planners could move forward with the design, Guerin said. City staffers will leave room in the design for the parking spaces and present both options to the council for approval later.

MERRYDALE» PAGE 4

Merrydale

FROM PAGE 1

The proposed path will be an extension of the Northgate promenade, which snakes through the Northgate shopping centers. It will connect from Las Gallinas Avenue east to Merrydale Road and then south along the freeway to where the Civic Center SMART station is situated.

The path would be 12 feet wide with a bikeway and walkway elevated from the street level and tucked between the road and Highway 101. The project is expected to cost about \$3 million, including design, environmental analysis, construction and management.

The plan was identified in the city's 2018 bicycle and pedestrian master plan, but community volunteers have been advocating for the project, which they dubbed the San Rafael promenade, since the 1990s.

The idea is to provide bicyclists and pedestrians a safe route from the west side of the freeway to the east.

Guerin presented preliminary plans for a no-parking option; partial parking on the east side of the road against the path; partial parking on the west side, opposite the path, and full parking with 15 spaces and one accessible stall.

"We're trying to get it shovel-ready so that we will be in a position where we can apply for grant funding," Guerin told the council.

The project had a strong showing of community support, with every speaker at the meeting asking for the council to proceed with the no-parking option.

Shirley Fischer said the North San Rafael Vision plan, which is where the impetus for the project started, began with 200 people seeking a center for the community at the Northgate mall and a promenade through Terra Linda.

"The promenade was supposed to be a pleasant and welcoming place for people, kids, strollers, kids on small bikes with little gathering spaces along the way," she said. "We see this segment as a really key portion."

Fischer said she wants the council to add more trees and make it a green space and that parking for SMART should be on the east side.

puzzle," he said.

After the meeting, a spokesman for Merlone Geier, the developers proposing to overhaul Northgate with 1,320 new residences, said the company is "committed to working with the city on an appropriate contribution toward the Merrydale multiuse path."

Mayor Kate Colin and Vice Mayor Rachel Kertz advocated for parking.

"I can't imagine not having parking there," said Colin, who said that part of providing better access to SMART is to offer parking.

Councilmembers Maribeth Bushey and Maika Llorens Gulati said they could do without.

"My recommendation is that we fully embrace the idea of making it as lush as possible and making it as pleasant as possible," Bushey said. "There doesn't seem to be anyone interested in parking there."

Councilmember Eli Hill was absent from the meeting.



A bicyclist rides south last year on the Sonoma-Marín Area Rail Transit path at the Civic Center Station in San Rafael. City planners are working on a project to connect a multiuse path from the station to Terra Linda.

SHERRY LAVARS — MARIN INDEPENDENT JOURNAL



of the freeway.

2

Matthew Hartzell, director of planning and research of Wilderness Trail Bikes/Transportation Alternatives for Marin, said the path would connect future residents of the proposed Northgate mall redevelopment to S MART and Civic Center events like the farmers market.

It would also connect to the North-South Greenway, providing better access to the Larkspur Ferry Terminal and more, he said.

“It’s really an incredibly important piece of the

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Monday, 04/25/2022 Page .A01

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Housing, safety balance sought

MARIN COUNTY

State requirements raise environmental concerns

By Richard Halstead

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Marin County officials this week expressed their determination to maintain safety standards while working to comply with a daunting state housing mandate.

The Board of Supervisors and the Planning Commission held their second joint meeting to provide guidance to MIG Inc., the consultant updating the safety element of the countywide plan. The safety element contains the county's plans to address environmental hazards such as drought, wildfire, sea level rise, flooding and severe weather.

The update is the first comprehensive overhaul of the safety element since 2

007. One new state law, Senate Bill 379, requires the element to be updated this year to address climate change and its effect on fire and flood risks;

Safety

FROM PAGE 1

A host of new state laws has robbed local officials of their ability to exert much control over the shape of development. On April 12, the supervisors and planning commissioners approved a list of 79 sites where new residences could be constructed for more detailed environmental study.

When the supervisors and planning commissioners met a week later for their second discussion of the safety element, that list of sites was fresh in their minds.

"Marin County is a high hazard county, there is just no way around it," said Supervisor Stephanie Moulton-Peters, noting the county's vulnerability to wildfire, drought, earthquakes, floods and sea level rise.

"We need to make a strong case that there are just some areas not suitable for a lot of housing because of these hazards. This is one of the fact-based ways we can wrestle with overcrowding in the wrong areas."

Supervisor Damon Connolly said, "My office, and I know all of us, are continuing to hear from the community about concerns in connection with the housing element in terms of impacts and risks associated with some of the sites. I continue to see the safety element as one area of opportunity for us to address safety concerns for the community."

Connolly noted that Assemblyman Marc Levine, a Democrat who lives in Greenbrae, has introduced Assembly Bill 1445, which would require, beginning in 2025, that the state factor in the impacts caused by climate change — including emergency evacuation route capacity, wildfire risk and sea level rise — when assigning housing to local jurisdictions.

"It can't come soon enough," Connolly said.

another new state law, Senate Bill 1035, requires that the safety element be updated every eight years hereafter in tandem with the countywide plan's housing element.

MIG is also updating the county's housing element. As part of that process, the county must comply with a mandate from the California Department of Housing and Community Development to adjust its zoning to foster the creation of 3,569 new residences in unincorporated areas from 2023 to 2031, 19 times more than the previous cycle. If the county fails to do so, it will be subject to a streamlined approval process for all new housing projects.

SAFETY » PAGE 2

He said that under state law the two elements of the countywide plan are coequals.

"The safety element considerations need to be addressed through the implementation of the housing element," Davidson said, "and the housing needs of the county need to be accommodated by the safety element."

With the state entering its third year of drought and major conflagrations becoming an annual occurrence, perhaps no safety concern looms larger than wildfire.

Carol Rice, MIG's wildland fire manager, noted during the meeting that about 60,000 acres, 18% of the county's land area, falls within the "wildland urban interface" (WUI). Based on 2018-2019 tax assessor data, some 69,400 Marin homes are valued at \$58.5 billion within the WUI.

Under new state laws, the state forestry board is required to review all general plan safety elements. The forestry board must also prepare fire hazard severity zone maps; develop regulations for wildfire safety with which local governments must comply; and review evacuation routes that the county identifies.

Don Dickenson, chair of the Marin County Planning Commission, pointed out that the state has neither released its fire hazard severity zone maps nor finalized its wildfire safety regulations.

"We're on a very tight time schedule," Dickenson said, "and it seems to me that is critical information in terms of both developing the safety element and doing the environmental review on it."

Rice said it is unlikely that the maps will come out any time soon.

Leslie Lacko, a county planner, said MIG will rely on a Marin Wildfire Prevention Authority study in the works that is evaluating Marin fire evacuation routes based on risk.

②

④

Scott Davidson, director of contract planning services for MIG, said, “We have already used information generated from the vulnerability assessment and the safety element to help shape our recommendations around the site selections. That will continue as we develop more information about each of the sites.”

“They’re just getting that project off the ground,” Lacko said. “It will not be done before the safety element is done.” The safety element and housing element are expected to be available for public review this summer prior to their approval by the Planning Commission and Board of Supervisors.

However, Davidson pushed back against the idea that the safety element is likely to rule out many housing sites in Marin.

“The safety element will include approaches to allowing development within areas where there are hazards as long as the development includes adequate changes to ensure safety,” Davidson said.



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