



101 Lucas Valley Road, Suite 300
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www.LGVSD.org

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

July 7, 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 July 7, 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@lgsd.org) by 5:00 pm on Wednesday, July 6, 2022. In addition, Persons wishing to address the Board verbally must contact the Board Secretary, by email (tlerch@lgsd.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/84596859361>

OR

By teleconference at: +16699009128 Meeting ID: 845 9685 9361

**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.
- 2A. PUBLIC EMPLOYMENT - GENERAL MANAGER:** pursuant to subdivision (b)(1) of Government Code Section 54957.

OPEN SESSION:

- 4:30 PM** **1. APPROVE GENERAL MANAGER EMPLOYMENT AGREEMENT**
Board to review and approve the General Manager’s Employment Agreement.
- 4:40 PM** **2. 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.

- 4:45 PM** **3. CONSENT CALENDAR:**

These items are considered routine and will be enacted, approved or adopted by one motion unless a request for removal for discussion or explanation is received from the staff or the Board.
 - A. Approve the Board Minutes for June 14, 16 and 21, 2022
 - B. Approve the Warrant List for July 7, 2022
 - C. Approve Ford attending the 2022 WaterReuse California Annual Conference in San Francisco September 11-13.
 - D. Approve Yezman attending the National Association of Clean Water Agencies Utility Leadership Conference in Seattle Washington July 24 – 27.
 - E. Approve Budget Revision for Center Pivot No. 1 Replacement
 - F. Approve Award of Contract for Collection System Hydraulic Model Development
 - G. Approve Award of Contract for Groundwater Monitoring Well Installation and Initial Reporting
 - H. Approve Comcast Dedicated Fiber Connection
 - I. Approve Application of Allocation of Capacity for APN 155-072-05 Guidepost Montessori
 - J. Approve Resolution 2022-2265 – Remote Meetings

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

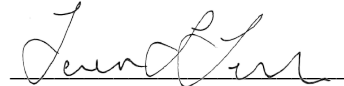
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- 5:00 PM 4. APPROVE CLASSIFICATION DESCRIPTION FOR PLANT MANAGER, ENVIRONMENTAL SERVICES SUPERVISOR AND LAB ANALYST POSITIONS**
Board to review and consider approval of three revised classifications related to laboratory functions and management.
- 5:30 PM 5. BOARD MEMBER REPORTS:**
1. CLARK
 - a. NBWA Board Committee, 2022 Operations Control Center Ad Hoc Committee, Other Reports
 2. FORD
 - a. NBWRA, 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, 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, 2022 McInnis Marsh 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, Marin Special Districts, 2022 Biosolids Ad Hoc committee, 2022 McInnis Marsh Ad Hoc Committee, Other Reports
- 5:40 PM 6. BOARD REQUESTS**
- A. Board Meeting Attendance Requests – Verbal
 - B. Board Agenda Item Requests – Verbal
- 5:45 PM 7. VARIOUS INDUSTRY RELATED ARTICLES**
- 5:50 PM 8. ADJOURNMENT**

FUTURE BOARD MEETING DATES: JULY 21 AND AUGUST 4, 2022

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

DATED: July 1, 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.

7/7/2022

CLOSED SESSION

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

7/7/2022

Approve General Manager Employment Agreement

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

AGENDA ITEM 2

7/7/2022

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 JUNE 14, 2022

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION ON JUNE 14, 2022, AT 12:14 PM AT THE DISTRICT PLANT, 300 SMITH RANCH ROAD, 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 ;
- OTHERS PRESENT:** David Byers, District Counsel ; Gary Phillips, Bob Murray and Associates;
- ANNOUNCEMENT:** President Schriebman that the agenda had been posted as evidenced by the certification on file in accordance with the law

1. PUBLIC COMMENT: None

2. CLOSED SESSION:

ACTION:

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO CLOSED SESSION ON JUNE 14, 2022 , AT 12:14 pm, DISTRICT PLANT, 300 SMITH RANCH ROAD, SAN RAFAEL, CALIFORNIA.

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

ADJOURNMENT:

ACTION:

The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on June 14, 2022, at 5:05 pm.

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

3. ADJOURNMENT:

ACTION:

Board approved (M/S Yezman/Clark 5-0-0-0) the adjournment of the meeting at 5:06 pm.

AYES: Clark, Ford, Murray, Schriebman and Yezman.

NOES: None.

ABSENT: None.

ABSTAIN: None.

The next Board Meeting is scheduled for June 16, 2022 4:00 PM by zoom meeting.

ATTEST:

Chris DeGabriele, Interim General Manager

APPROVED:

Crystal J. Yezman, Board Vice-President

SEAL

MINUTES OF JUNE 16, 2022

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON JUNE 16, 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: Ron Ford, Craig Murray, Judy Schriebman and Crystal Yezman. Megan Clark arrived later at 4:06 PM.

BOARD MEMBERS ABSENT: None.

STAFF PRESENT: Chris DeGabriele, Interim General Manager; Dale McDonald, District Treasurer; Mel Liebmann, Plant Manager.

OTHERS PRESENT: David Byers, District Counsel.

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

1. ADDITION OF ITEM TO AGENDA:

- a. District Counsel Byers said there is a need to take immediate action to add an item to the agenda as a need for action came to the attention of the District subsequent to the agenda being posted. As required by government Code Section 54954.2(b)(2), a motion was made to add an item to the agenda.

The Board approved (M/S Murray/Ford 4-0-1) adding an item to the agenda to reconsider cancellation of the July 7, 2022 Board meeting.

Roll Call:

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

- b. Addend Item - Reconsider rescinding the motion of June 2, 2022 to cancel the regular July 7, 2022 Board meeting. Director Clark arrived at 4:06 PM.

The Board approved (M/S Murray/Yezman 5-0-0) rescinding the previous cancellation of the July 7, 2022 Board meeting.

Roll Call:

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

2. PUBLIC COMMENT: None.

3. RESOLUTION NO. 2022-2259 – A RESOLUTION CERTIFYING THAT LEGAL NOTICE HAS BEEN GIVEN FOR THE HEARING ON THE BUDGET FOR THE FISCAL YEAR 2022-23

ACTION:

Board approved (M/S Clark/Ford 5-0-0-0) Resolution No. 2022-2259 – A Resolution Certifying that Legal Notice has been Given for the Hearing on the Budget for the Fiscal Year 2022-23.

Roll Call:

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

4. PUBLIC HEARING ON BUDGET FOR THE 2022-23 FISCAL YEAR

- A. **OPEN PUBLIC HEARING** – President Schriebman opened the public hearing at 4:08 P.M.
- B. **BUDGET 2022-23 PRESENTATION** - District staff presented the following proposed budget for the fiscal year July 1, 2022 to June 30, 2023:
 - a. Revenue
 - b. Operating and Maintenance
 - c. Reserves
 - d. Debt Service
 - e. Capital Outlay
- C. **REVIEW DISTRICT STAFF RECOMMENDATIONS** – Board considered staff recommendation to approve the budget as presented in the Agenda Summary Report and in supporting documentation.
- D. **PUBLIC COMMENT** – 0 members of the public addressed the Board.
- E. **BOARD COMMENT** – The Board discussed the proposed Budget.
- F. **CLOSE THE PUBLIC HEARING** – President Schriebman closed the Public Hearing at 4:33 P.M.

ACTION:

Board approved (M/S Murray/Ford 5-0-0-0) the Budget for the 2022-23 Fiscal Year as presented, and approved encumbrance for all capital projects with a requirement that the decision to purchase a diesel Vac-Con Flusher truck must not be made until after the Board considers alternative fuel options for the collection vehicle.

Roll Call:

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

5. CONFIRM SEWER SERVICE CHARGE FOR FY 2022-23 AND APPROVE RESOLUTION 2022-2260

Report was presented to the Board.

ACTION:

Board confirmed (M/S Ford/Clark 5-0-0-0) the sewer service charge base rate increase from \$1,029 to \$1,122, as established by Ordinance No. 187, and approved Resolution No. 2022-2260 confirming the annual sewer service charge and supplemental service charges for fiscal year 2022-23 and providing for the collection of the sewer service charges on the tax roll.

Roll Call:

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

6. RESOLUTIONS RELATED TO THE 2022-23 BUDGET

Resolutions presented to the Board with recommendation to adopt.

ACTION:

Board approved (M/S Ford/Murray 5-0-0-0) the following resolutions under one-motion:

- A. Resolution No. 2022-2261 fixing and approving the budget for the fiscal year 2022-23.
- B. Resolution No. 2022-2262 determining the 2022-23 appropriation of tax proceeds.
- C. Resolution No. 2022-2263 requesting allocation of taxes for the fiscal year 2022-23.

Roll Call:

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

7. CONSENT CALENDAR:

These items are considered routine and will be enacted, approved, or adopted by one motion unless a request for removal for discussion or explanation is received from the staff or the Board.

- A. Approve the Board Minutes for June 2, June 6 and June 7, 2022
- B. Approve the Warrant List for June 16, 2022
- C. Approve Board Compensation for May 2022
- D. Approve Ford attending Navigating Surplus Land Webinar June 16
- E. Approve Resolution 2022-2264 – Remote Meetings

ACTION:

Board approved (M/S Murray/Ford 5-0-0-0) the Consent Calendar items A through E

Roll Call:

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

8. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

- 1. General Manager Report – Verbal – DeGabriele reported

9. AWARD OF CONTRACT FOR FINANCIAL AUDIT

Board reviewed the proposal from Nigro & Nigro to complete financial audits of the District for fiscal years 2022 through 2024.

ACTION:

Board approved (M/S Clark/Ford 5-0-0-0) entering into agreement with Nigro & Nigro to perform independent audits of the District’s financials for the fiscal years ending on June 30, 2022 through June 30, 2024, with an option to extend the contract two additional years.

Roll Call:

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

District Counsel David Byers left the meeting at 5:07 PM.

10. BOARD MEMBER REPORTS:

1. CLARK

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

2. FORD

- a. NBWRA –meeting scheduled June 27.
- b. 2022 Engineering Ad Hoc Committee re: Secondary Treatment Plant Upgrade – no report
- c. 2022 Operations Control Center Ad Hoc Committee – will meet tomorrow June 17.
- d. 2022 Human Resources Ad Hoc Committee –no report
- e. Marin County Special Districts Association – no report
- f. Other Reports – attended Surplus Land Act (SLA) webinar which included information on AB 1486 which significantly amended the SLA

3. MURRAY

- a. Marin LAFCO – met June 9, they approved West Marin Municipal Service Review
- b. CASA Energy Committee– will be meeting on June 29
- c. Other Reports – reported on Partnering for Impact Group conference and shared that it has been reported that PFOS has been found in wastewater.

4. SCHRIEBMAN

- a. JPA Local Task Force– no report
- b. Gallinas Watershed Council – nice press in the Marin Independent Journal
- 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. 2022 McInnis Marsh Ad Hoc Committee- asked if past documents related to the McInnis Marsh can be provided to the Ad Hoc Committee
- g. Other Reports- no report

5. YEZMAN

- a. Flood Zone 7– no report
- b. CSRMA – meeting coming up in a week or two
- c. Marin Special District Association – no report
- d. 2022 STPURWE Engineering Ad Hoc Committee– no report
- e. 2022 Legal Services Ad Hoc Committee – no report
- f. 2022 McInnis Marsh Ad Hoc Committee – no report
- g. Other Reports–none

5. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – Director Yezman is requesting to attend National Association of Clean Water Agencies conference in Seattle Washington, July 24 to 27, with paperwork to follow in future Board packet. Seeking verbal approval now to get advance registration hotel discount. Board voiced support for Director Yezman to attend.
- B. Board Agenda Item Requests- Request for study of electric vehicles use. Motion to approve (M/S Ford/Clark 5-0-0-0) the Study of Electric Vehicles Use in the wastewater/utility industry and have General Manager craft scope of work for study.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

6. MISCELLANEOUS DISTRICT CORRESPONDENCE:

Received. No comments.

7. ADJOURNMENT:

ACTION:

Board approved (M/S Clark/Ford 5-0-0-0) the adjournment of the meeting at 5:32 PM.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

A special Board Meeting will be scheduled the week of June 20th. The next regular Board Meeting is scheduled for July 7, 2022

ATTEST:



Dale McDonald, Acting District Secretary

APPROVED:

Crystal Yezman, President

SEAL

MEETING MINUTES OF JUNE 21, 2022

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION ON JUNE 21, 2022, AT 4:02 PM AND STAFF BY ZOOM CONFERENCE AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, 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 ;

OTHERS PRESENT: David Byers, District Counsel ; Gary Phillips, Bob Murray and Associates;

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

1. PUBLIC COMMENT: None

2. CLOSED SESSION:

ACTION:

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO CLOSED SESSION ON JUNE 21, 2022 , AT 4:05 PM, BY ZOOM CONFERENCE AND AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

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

ADJOURNMENT:

ACTION:

The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on June 21, 2022, at 4:43 pm.

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

3. ADJOURNMENT:

ACTION:

Board approved (M/S Ford/Murray 5-0-0-0) the adjournment of the meeting at 4:45 pm.

AYES: Clark, Ford, Murray, Schriebman and Yezman.

NOES: None.

ABSENT: None.

ABSTAIN: None.

The next Board Meeting is scheduled for July 7, 2022, 4:00 PM by zoom meeting.

ATTEST:

Chris DeGabriele, Interim General Manager

APPROVED:

Crystal J. Yezman, Board Vice-President

SEAL

Agenda Item 3B
Date July 7, 2022

Las Gallinas Valley Sanitation District
Warrant List 7/07/2022 DRAFT

	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for Items
1	7/7/2022	EFT1	ADP Payroll	142,679.58		142,679.58	7/01/2022 Payroll & Processing Charges
2	7/7/2022	N/A	Aramark Uniform Service	684.22		684.22	Laundry Service w/e 6/13, 6/20 & 6/27
3	7/7/2022	N/A	ArcSine Engineering	547.91		547.91	Engineering Services- Marin Lagoon Pump Station
4	7/7/2022	N/A	AT&T (dba Calnet)	561.78		561.78	Phone Lines for Plant, Captains Cove, & Dockside Circle 4/20 - 6/19
5	7/7/2022	N/A	AT&T	735.71		735.71	Phone Lines at Pump Stations
6	7/7/2022	EFT1	Bank of Marin	47,335.64		47,335.64	Recycled Water Loan Payment- July
7	7/7/2022	EFT	Bank of Marin Cardmember Services	21,699.33		21,699.33	Credit Card Purchases 5/5 - 6/3
8	7/7/2022	N/A	Bay Area Air Quality Mgmt District	702.00		702.00	Annual Permit Renewal
9	7/7/2022	ACH	Bellecci & Associates	1,491.00		1,491.00	Sewer Lateral Review for 496 Las Gallinas Ave.
10	7/7/2022	N/A	BHI Management	7,150.00		7,150.00	Stragic Planning- Board Workshop
11	7/7/2022	N/A	Bob Murray & Associates	3,375.25		3,375.25	GM Recruitment Costs
12	7/7/2022	N/A	Briscoe Ivester & Brazel LLP	3,487.50		3,487.50	Legal Services for Potential Litigation- May
13	7/7/2022	N/A	Brittell Environmental Corp.	1,978.00		1,978.00	Waste Oil Recycling Pickup
14	7/7/2022	ACH	Brown & Caldwell	11,388.06		11,388.06	STPURWE- Engineering Services during Construction
15	7/7/2022	ACH	Buck's Saw Service	7.12		7.12	O-Rings
16	7/7/2022	N/A	BullsEye Telecom	318.97		318.97	Trunk Lines
17	7/7/2022	N/A	Cal-West Rentals	552.90		552.90	Towable Chipper
18	7/7/2022	EFT	CalPERS 457 Plan	7,464.46		7,464.46	EE's Contribution to Deferred Comp. Paydate 6/17/2022
19	7/7/2022	EFT	CalPERS CERBT-OPEB	11,630.00		11,630.00	Pre-Fund CERBT Payment -June
20	7/7/2022	EFT	CalPERS Health	47,675.85		47,675.85	CalPERS Health- Active & Employer Retiree Share -July
21	7/7/2022	EFT	CalPERS Retirement	0.00		0.00	EE & ER Payment to Retirement- Paydate 6/17/2022
22	7/7/2022	ACH	CalTest Analytical Labs	1,672.00		1,672.00	Outside Lab Testing
23	7/7/2022	N/A	Cintas	143.81		143.81	Safewasher & Filter Service
24	7/7/2022	N/A	Comet Building Maintenance	2,097.45		2,097.45	Janitorial Services- June
25	7/7/2022	EFT	Direct Dental	1,369.28		1,369.28	EE Dental Payments,
26	7/7/2022	ACH	EOA	14,082.25		14,082.25	On-Call Support Wastewater Master Plan, Technical Assistance for Regulatory Permits
27	7/7/2022	ACH	Fastenal	1,098.62		1,098.62	58 Padlocks
28	7/7/2022	ACH	Grainger	3,252.01		3,252.01	Misc. Supplies, Doors
29	7/7/2022	N/A	Jackson's Hardware	33.16		33.16	Misc. Bolts

Las Gallinas Valley Sanitation District Warrant List 7/07/2022 DRAFT							
	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for Items
30	7/7/2022	N/A	Kaman Industrial Technologies	8,129.65		8,129.65	Digester Mixing Pump & Supplies
31	7/7/2022	ACH	Kennedy Jenks	19,699.20		19,699.20	Alternative Funding & Grant Consulting, Wastewater Master Plan
32	7/7/2022	N/A	Marin Ace	80.53		80.53	Misc. Supplies
33	7/7/2022	ACH	Marin Independent Journal	244.44		244.44	Publication of the Sewer Service Rate Increase, Inclusion on Districts Informal List for Construction Projects under \$200,000
34	7/7/2022	N/A	Marin Water	258.75		258.75	Pumps Stations
35	7/7/2022	N/A	Marin/Sonoma Mosquito & Vector Control	1,302.12		1,302.12	Mosquito Control - March & April
36	7/7/2022	N/A	Martis Consultants Group	6,246.00		6,246.00	Planning Assistance for Biosolids MGNT - May & June
37	7/7/2022	N/A	McMaster Carr	1,064.12		1,064.12	Pipe, Hooks, Roller Chain, Mics. Supplies
38	7/7/2022	N/A	McPhail Fuel Company	354.35		354.35	Propane
39	7/7/2022	N/A	Medical Center of Marin	242.00		242.00	Pre-Employment Physical
40	7/7/2022	ACH	National Auto Fleet	65,954.06		65,954.06	Ford F-350 Super Duty Truck-Collections
41	7/7/2022	N/A	Nerviani's Backflow Testing & Repair	747.88		747.88	Annual Backflow Testing
42	7/7/2022	N/A	North Bay Petroleum	5,752.60		5,752.60	Unleaded & Diesel Fuel
43	7/7/2022	N/A	Operating Engineers	649.32		649.32	Union Dues Paydate 7/1
44	7/7/2022	ACH	Operational Technical Services	5,200.00		5,200.00	Additional Wastewater Operator Due to Shortage
45	7/7/2022	ACH	Orion Protection Services	353.20		353.20	Nightly Patrol -300 Smith Ranch
46	7/7/2022	N/A	P2S	5,853.50		5,853.50	Arc Flash Hazard Analysis
47	7/7/2022	N/A	Petaluma Mechanical	1,803.02		1,803.02	HVAC Repair
48	7/7/2022	ACH	Polydyne	4,411.07		4,411.07	Clarifloc
49	7/7/2022	ACH	Regional Government Services	2,501.55		2,501.55	Contracted Financial Services for May
50	7/7/2022	N/A	Roy's Sewer Service	6,000.00		6,000.00	Wet Well Cleaning @ Plant & Rafael Meadow PS
51	7/7/2022	EFT	Sunlife Financial	2,868.49		2,868.49	EE's AD&D, Disability and Life Insurance-July
52	7/7/2022	N/A	TPx Communications	60.07		60.07	Phone Services- May
53	7/7/2022	N/A	United Site Services	1,275.60		1,275.60	Porta Potties for Water Stopages
54	7/7/2022	ACH	Univar	7,111.61		7,111.61	Hypochlorite
55	7/7/2022	N/A	USA Blue Book	2,629.10		2,629.10	Replacement Sludge Judges, Roller Assembly for Pumps
56	7/7/2022	EFT	Vision Service Plan	1,062.81		1,062.81	Vision Payment - June & July
57	7/7/2022	N/A	Wastewater Solids Management	149,690.00		149,690.00	Secondary Digester Cleaning
58	7/7/2022	N/A	Water Components & Building Supply	1,129.25		1,129.25	Misc. Supplies

**Las Gallinas Valley Sanitation District
Warrant List 7/07/2022 DRAFT**

Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
------	-----	--------	-----------------	-------------------------	--------------	-----------------------

Do not change any formulas below this line.

TOTAL \$ 637,888.15 \$ - \$ 637,888.15

EFT1	EFT1 = Payroll (Amount Required)	190,015.22		190,015.22	
EFT2	EFT2 = Bank of Marin loan payments	0.00		0.00	
PC	Petty Cash Checking	0.00		0.00	
>1	Checks (Operating Account)	0.00		0.00	
N/A	Checks - Not issued	215,636.52		215,636.52	
EFT	EFT = Vendor initiated "pulls" from LGVSD	93,770.22		93,770.22	
ACH	ACH = LGVSD initiated "push" to Vendor	138,466.19		138,466.19	
	Total	\$ 637,888.15		\$ 637,888.15	

Approval:
Finance
GM
Board

Difference: \$ _____

STPURWE Costs 11,388.06

Las Gallinas Valley Sanitary District Reconciliation Detail

6204 - Credit Card at Elan Financial, Period Ending 06/05/2022

Type	Date	Name	Memo	Amount	Balance
Beginning Balance					13,163.86
Cleared Transactions					
Charges and Cash Advances - 101 items					
Credit Card ...	05/05/2022	Amazon.com	Synthetic Gear Oil GREG PEASE;	-477.40	-477.40
Credit Card ...	05/05/2022	Amazon.com	Valve Pit Grate Hinges Descanso GREG PEASE;	-92.24	-569.64
Credit Card ...	05/06/2022	California Water Environment Associa...	Job Advertisement CE Tech AMY SCHULTZ;	-290.00	-859.64
Credit Card ...	05/06/2022	County of Marin, Assessor's Office	Documents to be recorder w/County PAM AMATO...	-116.50	-976.14
Credit Card ...	05/06/2022	Amazon.com	Media for Sand Blaster GREG PEASE;	-114.35	-1,090.49
Credit Card ...	05/06/2022	CSDA	CE Tech Advertisement AMY SCHULTZ;	-105.00	-1,195.49
Credit Card ...	05/06/2022	Barefoot Student	CE Tech Advertisement AMY SCHULTZ;	-75.00	-1,270.49
Credit Card ...	05/06/2022	Craigslist	CE Tech Advertisement AMY SCHULTZ;	-75.00	-1,345.49
Credit Card ...	05/06/2022	Amazon.com	Mirror for Tractor GREG PEASE;	-26.13	-1,371.62
Credit Card ...	05/09/2022	Comcast	Business Internet AMY SCHULTZ;	-537.62	-1,909.24
Credit Card ...	05/09/2022	Evoqua Water Technologies, LLC	Lab Supplies SAHAR GOLSHANI;	-316.66	-2,225.90
Credit Card ...	05/09/2022	Zoom	Online Video access for Board Meetings AMY SC...	-133.99	-2,359.89
Credit Card ...	05/09/2022	Miscellaneous	Office Supplies PAM AMATORI;	-21.33	-2,381.22
Credit Card ...	05/10/2022	Amazon.com	Electrical Tools GREG PEASE;	-492.78	-2,874.00
Credit Card ...	05/10/2022	Amazon.com	Monitor GREG PEASE;	-343.45	-3,217.45
Credit Card ...	05/10/2022	Amazon.com	Office Supplies PAM AMATORI;	-177.98	-3,395.43
Credit Card ...	05/10/2022	Miscellaneous	Followers for G.Pease wife PAM AMATORI;	-131.39	-3,526.82
Credit Card ...	05/11/2022	Dwyer Instruments	Flowmeter KEVIN M LEWIS;	-394.99	-3,921.81
Credit Card ...	05/11/2022	Starlink Internet	Alternate Internet for PlantROBERT M LIEBMANN;	-99.00	-4,020.81
Credit Card ...	05/11/2022	IDEXX Distribution, Inc	Lab Supplies SAHAR GOLSHANI;	-93.60	-4,114.41
Credit Card ...	05/11/2022	Amazon.com	Office Supplies SAHAR GOLSHANI;	-31.60	-4,146.01
Credit Card ...	05/11/2022	Sonic.net	Internet Host AMY SCHULTZ;	-19.95	-4,165.96
Credit Card ...	05/11/2022	Zoom	Online Meeting software AMY SCHULTZ;	-14.99	-4,180.95
Credit Card ...	05/12/2022	Terminix	Pest Control at Plant AMY SCHULTZ;	-182.00	-4,362.95
Credit Card ...	05/12/2022	ReadyRefresh	Bottle Water AMY SCHULTZ;	-72.41	-4,435.36
Credit Card ...	05/12/2022	Amazon.com	Shop Mat GREG PEASE;	-65.37	-4,500.73
Credit Card ...	05/12/2022	Miscellaneous	Scanning of Large Docs PAM AMATORI;	-60.54	-4,561.27
Credit Card ...	05/13/2022	Environmental Resource Associates	Lab Supplies SAHAR GOLSHANI;	-503.44	-5,064.71
Credit Card ...	05/13/2022	Amazon.com	Mechanics Tool Set SAHAR GOLSHANI;	-176.35	-5,241.06
Credit Card ...	05/13/2022	Amazon.com	We/dry Vacuum SAHAR GOLSHANI;	-162.41	-5,403.47
Credit Card ...	05/13/2022	Amazon.com	Hook Fittings Cargo Trailer GREG PEASE;	-47.47	-5,450.94
Credit Card ...	05/13/2022	Amazon.com	Office Supplies SAHAR GOLSHANI;	-8.94	-5,459.88
Credit Card ...	05/16/2022	Amazon.com	Channellock Tool Roll SAHAR GOLSHANI;	-107.91	-5,567.79
Credit Card ...	05/16/2022	Cellular Alarm	Alarm Service at Captains Cove GREG PEASE;	-49.99	-5,617.78
Credit Card ...	05/16/2022	Cellular Alarm	2nd Alarm at Captains Cove GREG PEASE;	-49.99	-5,667.77
Credit Card ...	05/16/2022	ReadyRefresh	Bottled Water AMY SCHULTZ;	-41.23	-5,709.00
Credit Card ...	05/16/2022	The Weather Company	Weather Channel App GREG PEASE;	-4.99	-5,713.99
Credit Card ...	05/17/2022	CSMFO	Training DALE MCDONALD;	-200.00	-5,913.99
Credit Card ...	05/18/2022	Amazon.com	Coolant Heater GREG PEASE;	-260.84	-6,174.83
Credit Card ...	05/18/2022	Fisher Scientific Company LLC	Biological Indicator box SAHAR GOLSHANI;	-259.66	-6,434.49
Credit Card ...	05/18/2022	Miscellaneous	GIS License Renewal GREG PEASE;	-189.98	-6,624.47
Credit Card ...	05/18/2022	Whole Foods	Safety Lunch DONALD E MOORE;	-170.70	-6,795.17
Credit Card ...	05/18/2022	Amazon.com	Office Supplies 1PAM AMATORI;	-144.59	-6,939.76
Credit Card ...	05/19/2022	Environmental Resource Associates	Lab Supplies SAHAR GOLSHANI;	-986.31	-7,926.07
Credit Card ...	05/19/2022	Amazon.com	Business Prime Membership TERESA LERCH;	-543.91	-8,469.98
Credit Card ...	05/19/2022	IDEXX Distribution, Inc	Lab Supplies SAHAR GOLSHANI;	-156.17	-8,626.15
Credit Card ...	05/19/2022	Amazon.com	Lights for PS Panels GREG PEASE;	-87.08	-8,713.23
Credit Card ...	05/19/2022	CPS HR Consulting	Harassment Training Maint. Sup AMY SCHULTZ;	-50.00	-8,763.23
Credit Card ...	05/19/2022	Fisher Scientific Company LLC	Ampule Breaker Pourite SAHAR GOLSHANI;	-41.15	-8,804.38
Credit Card ...	05/19/2022	CPS HR Consulting	Harassment Training CMMS Tech AMY SCHULTZ;	-25.00	-8,829.38
Credit Card ...	05/20/2022	California Water Environment Associa...	Annual Membership SAHAR GOLSHANI;	-344.00	-9,173.38
Credit Card ...	05/20/2022	Superbreakers	Overload Relay Heater KEVIN M LEWIS;	-340.14	-9,513.52
Credit Card ...	05/20/2022	Miscellaneous	Safety Lunch Seafood DONALD E MOORE;	-94.19	-9,607.71
Credit Card ...	05/20/2022	Whole Foods	Safety Lunch DONALD E MOORE;	-43.58	-9,651.29
Credit Card ...	05/20/2022	Amazon.com	Prime fee for Amazon PAM AMATORI;	-16.34	-9,667.63
Credit Card ...	05/23/2022	Safeway	Creamer, waters/soda for safety lunch PAM AMAT...	-55.18	-9,722.81
Credit Card ...	05/23/2022	Amazon.com	Bluetooth Adapter ROBERT M LIEBMANN;	-16.34	-9,739.15
Credit Card ...	05/24/2022	Amazon.com	Monitor DONALD E MOORE;	-658.99	-10,398.14
Credit Card ...	05/24/2022	Novato Chevrolet	Truck Maintenance GREG PEASE;	-89.85	-10,487.99
Credit Card ...	05/24/2022	Call Center Sales	After Hours Phone Service AMY SCHULTZ;	-47.34	-10,535.33
Credit Card ...	05/25/2022	Ludeca	Pully Alignment Tool KEVIN M LEWIS;	-2,031.29	-12,566.62
Credit Card ...	05/25/2022	FLeetio	Vehicle Maintenance Software GREG PEASE;	-174.00	-12,740.62
Credit Card ...	05/25/2022	Miscellaneous	Office Supplies - Coffee PAM AMATORI;	-165.60	-12,906.22
Credit Card ...	05/25/2022	Amazon.com	Safety Sign GREG PEASE;	-156.96	-13,063.18
Credit Card ...	05/25/2022	Harbor Freight	Jumbo Combo Wrench x 2KEVIN M LEWIS;	-136.55	-13,199.73
Credit Card ...	05/25/2022	California Water Environment Associa...	DeGabriele Class TERESA LERCH;	-125.00	-13,324.73
Credit Card ...	05/25/2022	Amazon.com	Shop Rope GREG PEASE;	-87.15	-13,411.88
Credit Card ...	05/25/2022	Amazon.com	Shop Rope GREG PEASE;	-68.34	-13,480.22
Credit Card ...	05/25/2022	Novato Carwash	Camry Car Wash ROBERT M LIEBMANN;	-19.00	-13,499.22
Credit Card ...	05/26/2022	California Water Environment Associa...	Yezman Conference TERESA LERCH;	-625.00	-14,124.22
Credit Card ...	05/26/2022	Amazon.com	Safety Sign GREG PEASE;	-256.93	-14,381.15
Credit Card ...	05/26/2022	ReadyRefresh	Bottled Water AMY SCHULTZ;	-56.43	-14,437.58
Credit Card ...	05/26/2022	Amazon.com	Hat & Motion Sensor Fan ROBERT M LIEBMANN;	-41.63	-14,479.21
Credit Card ...	05/26/2022	Microsoft	Licenses AMY SCHULTZ;	-16.43	-14,495.64
Credit Card ...	05/26/2022	Microsoft	Encrypted Email AMY SCHULTZ;	-2.00	-14,497.64

1:10 PM
06/29/22

Las Gallinas Valley Sanitary District Reconciliation Detail

6204 · Credit Card at Elan Financial, Period Ending 06/05/2022

Type	Date	Name	Memo	Amount	Balance
Credit Card ...	05/27/2022	Amazon.com	Office Supplies PAM AMATORI;	-38.13	-14,535.77
Credit Card ...	05/31/2022	California Special Districts Assoc.	Leadership Summit DALE MCDONALD;	-825.00	-15,360.77
Credit Card ...	05/31/2022	Hach Company	Lab Supplies SAHAR GOLSHANI;	-511.61	-15,872.38
Credit Card ...	05/31/2022	Amazon.com	Lab Supplies SAHAR GOLSHANI;	-258.52	-16,130.90
Credit Card ...	05/31/2022	Comcast	Internet @ Pump Stations AMY SCHULTZ;	-240.44	-16,371.34
Credit Card ...	05/31/2022	United Parcel Service	Part Return ROBERT B FERNANDES;	-220.15	-16,591.49
Credit Card ...	05/31/2022	Hach Company	Training SAHAR GOLSHANI;	-74.12	-16,665.61
Credit Card ...	05/31/2022	Fisher Scientific Company LLC	Weight Dish SAHAR GOLSHANI;	-71.18	-16,736.79
Credit Card ...	05/31/2022	Amazon.com	Lab Supplies SAHAR GOLSHANI;	-32.43	-16,769.22
Credit Card ...	05/31/2022	Amazon.com	Office Supplies PAM AMATORI;	-27.50	-16,796.72
Credit Card ...	05/31/2022	Staples	Office Supplies DONALD E MOORE;	-18.31	-16,815.03
Credit Card ...	06/02/2022	Amazon.com	UPS for Pump Stations GREG PEASE;	-1,533.44	-18,348.47
Credit Card ...	06/02/2022	Boll Filter Corporation	Misc Supplies DONALD E MOORE;	-579.77	-18,928.24
Credit Card ...	06/02/2022	CDW-G	Wireless Router for Plant AMY SCHULTZ;	-468.05	-19,396.29
Credit Card ...	06/02/2022	Hach Company	Lab Supplies SAHAR GOLSHANI;	-376.01	-19,772.30
Credit Card ...	06/02/2022	Amazon.com	D&D Power Drive GREG PEASE;	-58.00	-19,830.30
Credit Card ...	06/02/2022	Treasury Software	ACH Software AMY SCHULTZ;	-39.95	-19,870.25
Credit Card ...	06/02/2022	ADT Commerical Security	Security at Gate AMY SCHULTZ;	-25.00	-19,895.25
Credit Card ...	06/02/2022	Amazon.com	Flip Chart Markers AMY SCHULTZ;	-10.34	-19,905.59
Credit Card ...	06/03/2022	Hach Company	Lab Supplies SAHAR GOLSHANI;	-796.38	-20,701.97
Credit Card ...	06/03/2022	Environmental Resource Associates	Lab Supplies SAHAR GOLSHANI;	-264.33	-20,966.30
Credit Card ...	06/03/2022	Amazon.com	Binders AMY SCHULTZ;	-262.24	-21,228.54
Credit Card ...	06/03/2022	US Saws	Misc Supplies for OPS CHRIS CAMPBELL;	-250.28	-21,478.82
Credit Card ...	06/03/2022	JW Mobile	Push Lock Hose ROBERT B FERNANDES;	-130.58	-21,609.40
Credit Card ...	06/03/2022	Amazon.com	Office Supplies AMY SCHULTZ;	-64.93	-21,674.33
Credit Card ...	06/03/2022	CPS HR Consulting	Harassment Training OPS AMY SCHULTZ;	-25.00	-21,699.33
Total Charges and Cash Advances				-21,699.33	-21,699.33
Payments and Credits - 1 item					
Bill	05/31/2022	Bank of Marin Cardmember Services	Credit card purchases 4/6 - 5/5	13,163.86	13,163.86
Total Cleared Transactions				-8,535.47	-8,535.47
Cleared Balance				8,535.47	21,699.33
Register Balance as of 06/05/2022				8,535.47	21,699.33
Ending Balance				8,535.47	21,699.33

AGENDA ITEM 3C
DATE July 7, 2022



BOARD MEMBER CONFERENCE/ MEETING/WEBINAR ATTENDANCE REQUEST

Date: 6/22/22 Name: RON FORD

I would like to attend the WATERUSE CONFERENCE Meeting
of WATERUSE

To be held on the 11 day of ~~7th~~ SEPT. from 8 a.m. p.m. to
13th day of SEPT. from 3 a.m. p.m.

Location of meeting: SAN FRANCISCO

Actual meeting date(s): SEPT. 11th, 12th + 13th

Meeting Type: (In person) Webinar/Conference) IN PERSON

Purpose of Meeting: EDUCATION

Meeting relevance to District: RECYCLED WATER

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

Board Directors to make their own Hotel Reservations and book their own transportation including airfare, taxi and/or shuttles.

Frequency of Meeting: ONCE

Estimated Costs of Travel (if applicable): FERRY TRIP/PAKING

Date submitted to Board Secretary: 6/22/2022

Board approval obtained on Date: _____

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

AGENDA ITEM 3D
DATE July 7, 2022



BOARD MEMBER MEETING ATTENDANCE REQUEST

Date: 6/16/22 Name: Crystal Yezman

I would like to attend the Utility Leadership Conference Meeting
of National Assoc. of Clean Water Agencies

To be held on the 24th day of July from noon a.m./p.m. to
27th day of July from 2 a.m. (p.m.)

Location of meeting: Seattle, Washington

Actual meeting date(s): 7/24/22 - 7/27/22

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

Purpose of Meeting: Seminars on PFAS, CWA, SSOs
WWTP CIP Investments, Board Governance

Meeting relevance to District: National Wastewater Conference

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

Frequency of Meeting: 1x/yr Annual Meeting

Estimated Costs of Travel (if applicable): ~\$3,000

Date submitted to Board Secretary: 6/17/22

Board approval obtained on Date: _____

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



Item Number 3E
GM Review W

Agenda Summary Report

To: Board of Directors
From: Michael P. Cortez, PE, District Engineer
(415) 526-1518; mcortez@lgvsd.org
Meeting Date: July 7, 2022
Re: Approve Budget Revision for Center Pivot No. 1 Replacement
Item Type: Consent Action Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Board to approve budget revision of \$200,000 for Center Pivot No. 1 Replacement.

BACKGROUND

District staff and contractor Neal Carstensen found during recent inspection of Center Pivot No. 1 sprinkler system in the reclamation area that its piping spans and trussing support require immediate replacement to prevent sudden failure. Center Pivot No. 1 was one of the five center pivot systems constructed in 1983 to irrigate 40 acres of pasture with treated effluent from the District's storage ponds. It was last replaced in 2005. The five center pivot systems are vital in managing water balance during discharge prohibition period of June to October each year as required in the District NPDES permit.

District staff has evaluated different repair options and determined that replacing the sprinkler system with an identical unit similar to Center Pivot No. 2 installed in 2019 is the most cost-effective solution. The engineer's estimate is \$185,000. The project will be informally bid among prequalified contractors using the Uniform Public Construction Cost Accounting Act (UPCCAA) procedures as set forth in California Public Contract Code Section 22010, which is allowed for construction projects ranging from \$60,000 to \$200,000.

The project requires a budget reallocation \$200,000 from the Secondary Digester Improvements project, which is no longer needed after Hazen & Sawyer/V&A Consulting found that no digester repairs are required at this time because its interior wall coating and piping are in good condition. The budget reallocation will be adjusted per bid price plus miscellaneous expenses during construction.



Figure 1. Location Map



Figure 2. Separation at Center Pivot No. 1 Mechanism.



PREVIOUS BOARD ACTION(S)

N/A

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

Budget revision request of \$200,000 as described above.



Item Number 3F
GM Review W

Agenda Summary Report

To: Board of Directors
From: Michael P. Cortez, PE, District Engineer
(415) 526-1518; mcortez@lqvsd.org
Meeting Date: July 7, 2022
Re: Award of Contract for Collection System Hydraulic Model Development
Item Type: Consent Action Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Board authorizes the Interim General Manager to execute a contract with Hazen & Sawyer for the Collection System Hydraulic Model Development in the amount of \$169,400.

BACKGROUND

The increase in application for allocation of sewer capacity for subdivision and other large land development projects, including single/multi-family dwelling units and Accessory Dwelling Units (ADUs), have prompted District staff to reconsider existing sewer capacity evaluation methods for land development reviews. District staff has been relying on the 2008 Sewer System Management Plan Capacity Assessment prepared by Nute Engineering and other studies not intended to analyze how the overall collection system would respond to inflow and infiltration (I/I) during major storm events. In addition, the ongoing master planning effort with Kennedy Jenks lacks sufficient scope to adequately address the cumulative impacts of proposed large land development projects such as the 192-unit Los Gamos Neighborhood Apartments, 100-unit Nazareth Redevelopment, and 1,320-unit Northgate Town Square Redevelopment projects.

In response to District staff request, Kennedy Jenks and Hazen & Sawyer have submitted separate proposals to develop a hydraulic model for the collection system with the following major objectives:

1. Develop a "bare-bone" model for all sewer mains with a goal to incrementally develop a hydraulic model of the entire collection system.
2. Publish a basin map or equivalent on District website identifying sewer mains with known capacity deficiencies to make developers aware of potential capacity limitations prior to committing into a land development project.
3. Determine pump stations with potential pumping and wet well capacity issues.
4. Allows District staff to develop design criteria for future sewer or pump station upgrade agreements with developers.

Staff has reviewed the proposals and found that Hazen & Sawyer's phased approach to the immediate and long-term hydraulic modeling requirements of the collection system, including



methodology and budget, best meets District requirements. Highlights of Hazen's proposal are as follows:

1. Develop a planning level model that can be used immediately to assist staff in responding to recent land developments by establishing baseline capacity limitations.
2. Record drawings and GPS information will be used to finetune the model.
3. Flow monitoring in hot spots as necessary.

Although not used in the evaluation of proposals, some developers have already hired Hazen to perform localized hydraulic modeling for commercial land development projects within the District, which allowed Hazen to establish partial subbasin models for the collection system.

Fee Proposal Summary:

1. Kennedy Jenks
 - a. Option 1 – Complete System: \$1,074,000
 - b. Option 2 – Skeletal System for 3 Major Trunk Sewers: \$191,000
2. Hazen & Sawyer
 - a. Initial expenditure of \$169,400, plus \$143,300 for flow monitoring.

PREVIOUS BOARD ACTION(S)

N/A

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

An initial expenditure of up to \$169,400, which is included in the FY 22/23 budget. An additional budget of \$143,300 for flow monitoring will be prorated or adjusted per fiscal year as needed.



Hazen and Sawyer
90 New Montgomery Street, Suite 333
San Francisco, CA 94105

May 11, 2022

Mr. Mike Cortez, PE
District Engineer
Las Gallinas Valley Sanitary District
101 Lucas Valley Road Suite 300
San Rafael, CA 94903

Re: Collection System Hydraulic Model Development

Dear Mr. Cortez:

The Las Gallinas Valley Sanitary District (District) operates a wastewater collection and treatment system in Marin California, north of and partially including the City of San Rafael. The District's collection system includes 35 pump stations, 3,064 manholes, 3,121 gravity pipes, and 80 force mains. Hazen and Sawyer (Hazen) has been assisting the District with some limited planning level hydraulic modeling for the collection system, related to proposed developments within the District's service area. Over the last few years, the number of proposed developments within the service area have increased significantly, and so the District desires a comprehensive collection system hydraulic model to evaluate potential system capacity issues from new discharges to the collection system. To assist with this, Hazen has prepared this proposal for developing a collection system hydraulic model.

Scope of Work

This discussion provides Hazen's scope of work for preparing the hydraulic model. As previously discussed with the District, the scope has been divided into discrete sequential steps that can be implemented in phases as funding and information become available.

Task 1 Project Management and Quality Control

Objectives: To successfully manage the scope, schedule, budget, and quality for this project.

Tasks: Under this task, Hazen will:

- Coordinate a one-hour 1 Kickoff Meeting.
- Prepare a project specific project management plan and quality assurance / quality control (QA/QC) plan for internal use.
- Provide overall technical, financial, and administrative management for the task order and maintain effective communication with the District project staff. Specific project management activities include work coordination and scheduling, project budget and schedule monitoring, subcontracting, and preparation of monthly invoices.
- Coordinate up to three 1-hour Status Update Meetings with District staff.
- Prepare monthly invoices and progress reports and submit via email.

- Coordinate quality control reviews for deliverables. The scope and budget for conducting quality control reviews for specific submittals are included in the specific tasks.

Assumptions:

- The project will last twelve months.

Meetings: The following meetings are included in this task:

- One Kickoff Meeting (1 hour).
- Three Project Status Meetings (1 hour each).

Deliverables:

- Meeting agendas and minutes
- Monthly project summaries, delivered with monthly invoices

Task 2 – Develop Planning Level Model

Objectives: To develop a planning level hydraulic model to allow the District to start using the model to assist developers with identifying potential capacity limited collection system segments.

Tasks: Under this task, Hazen will:

- Develop a planning level collection system hydraulic model:
- Develop and run a steady-state model and calculate the peak wet weather flow at each pump station.
- Compare the derived actual peak wet weather flow rate at each pump station. If actual flow rate is higher than modeled planning level flow rate, we will discuss with the district on how to increase the upstream flow.
- Perform the model result to determine the required peak wet weather flow and available capacity for existing system

Assumptions:

- The model will be developed using the following information / assumptions:
 - Lidar data to extract ground elevation for all MHs and use it as rim elevation
 - Assume 3 feet cover for the existing pipe and derive invert elevation for the existing MHs
 - Assume 400 gallons per day per capita as wet weather peak flow rate and 2.6 person per house, digitally count the number of house for each MH and assign the peak flow to each MH
- Record drawing, SCADA, and other information will not be incorporated until Task 4.

Meetings: The following meetings are included in this task:

- Planning Level Meeting (1 hour).

Deliverables:

- Preliminary Planning Level Model with Model Results

Task 3 – Review Background Information

Objectives: To review and organize record drawing information, both for development of the model and for future research, as well as review SCADA data and GIS data.

Tasks: Under this task, Hazen will:

- Develop a tracking spreadsheet for the record drawing information that can be sorted by watershed area, trunk sewer, and pump station.
- Review up to 40 record drawing sets and input the information into the tracking spreadsheet.
- Review GIS, SCADA, and other available data.
- Identify and list out hydraulic model information, such a pipe sizes, inverts, rim elevation, and pipe materials.

Assumptions:

- District will provide access to record drawings, GIS, SCADA and other available data.
- Review up to 40 record drawing sets and input the information into the tracking spreadsheet.
- Hazen will coordinate obtaining SCADA data with ArcSine.

Meetings: The following meetings are included in this task:

- Up to three days on-site to review record drawing information.

Deliverables:

- List of background information reviewed.
- Record drawing tracking spreadsheet

Task 4 – Refine Hydraulic Model

Objectives: To refine the planning level hydraulic model that can be used to evaluate new and existing flows in the collection system.

Tasks: Under this task, Hazen will:

- Refine the planning level hydraulic model for the District's collection system, using Infoworks software.
- Import data from the District's GIS into the model.
- Import record drawing information identified in Task 2.
- Import available Lidar data.
- Import pump station data from SCADA data and record drawing information.
- Estimate flows at various points in the collection system, using record drawing information, SCADA data, previous per capita estimates, and information from the most recent Sewer System Master Plan.
- Calibrate the model using available information
- Prepare a Technical Memorandum summarizing the model development and calibration

Assumptions:

- District will provide access to record drawings, GIS, SCADA and other available data.
- Where more detail information is not available, rim elevations will be extrapolated from LIDAR data and inverts will be estimated at 4 feet below grade.
- Where more detailed flow information is not available, flows will be estimated using 400 gallons per capita per day assuming 2.6 persons per house.
- Infoworks software will not be provided as part of this project.
- Field work such as surveying and site measurements, is not included.

Meetings: The following meetings are included in this task:

- None.

Deliverables:

- Hydraulic model, delivered as an Infoworks file
- Model Development and Calibration Technical Memorandum

Task 5 – Model Runs for Existing Conditions

Objectives: To run the model to identify existing capacity issues.

Tasks: Under this task, Hazen will:

- Run the model for existing conditions.
- Identify areas with surcharged conditions
- Identify pump stations with potential pumping and/or wetwell capacity issues.
- Meet with District staff to discuss the preliminary results to correlate with District observed issues.
- Adjust and run the model to better match District observed issues and develop a Capital Improvements list with planning level costs.
- Prepare a Technical Memorandum summarizing the model runs and potential capacity issues.

Assumptions:

- District will provide information on observed issues, such as surcharges and high pump cycling.

Meetings: The following meetings are included in this task:

- Preliminary Run Meeting (1 hour).

Deliverables:

- Existing Conditions Modeling Technical Memorandum

Task 6 – Flow Monitoring and Field Investigations

Objectives: To obtain flow monitoring and field measurement data for further model calibration.

Tasks: Under this task, Hazen will:

- Identify up to 20 manhole locations for flow monitoring
- Coordinate obtaining flow monitoring equipment and work with District staff to install the monitoring equipment.
- Monitor the flow monitoring equipment and collect data on a monthly basis.
- At manholes where flow monitoring equipment is installed, use handheld GPS to obtain rim elevation.
- Review GIS information provided by District staff as part of annual maintenance
- Import the flow monitoring and GPS data into the model

Assumptions:

- District will provide access manholes and assist with flow monitoring equipment installation.
- The flow monitoring device supplier will install, monitor, and remove flow monitoring equipment.
- District staff will provide GIS data collected during annual maintenance.
- The flow monitoring will be scheduled for three months during the rainy season.

Meetings: The following meetings are included in this task:

- One site visit to monitor equipment installation
- One site visit to monitor equipment removal
- Six monthly visits to check on monitoring equipment.

Deliverables:

- Flow monitoring data

Task 7 – Connection Fee and Developer Support

Objectives: To assist the District with setting up connection fees.

Tasks: Under this task, Hazen will:

- Set up the model on GIS and provide training to District staff on using the GIS information to obtain information on available capacity for various sewer sections
- List out collection system segments with potential capacity issues, and develop planning level costs for replacing the pipe segments
- Assist the District with setting up connection fees
- Develop procedures for evaluating developer requests to connect to the collection system

Assumptions:

- The District will provide the computer for hosting the hydraulic model

Meetings: The following meetings are included in this task:

- One half day training session.
- Connection Fee and Developer Support Procedures Meeting

Deliverables:

- Hydraulic model on GIS
- Developer Support Procedures

Schedule

The proposed schedule for this project is summarized below:

- Notice-To-Proceed: June 1, 2022
- Background Review: June-July 2022
- Develop Planning Level Model: June-July 2022
- Review Background Information: August-October 2022
- Refine Hydraulic Model: November 2022
- Flow Monitoring and Field Measurements: December 2022 to February 2023 (3 months)
- Calibrate and Model Runs for Existing Conditions: March to May 2023
- Identify Existing Deficiency and Develop Capital Improvement Plan/Cost: May- June 2023
- Connection Fee and Developer Support: July 2023

Budget

We have listed below the estimated hours and budgets for the various tasks. Our intent is to provide the District with a menu of options that can be authorized based on priority and funding. Hazen's recommendation is to start with Task 2 in order to develop a baseline model using various assumptions noted in Task 2, and then add on subsequent tasks as information and funds become available.

Task No.	Task Name	Hours	Budget
1	Project Management and Quality Control	50	\$13,900
2	Develop Planning Level Model	154	\$30,200
3	Review Background Information	83	\$15,200
4	Refine Hydraulic Model	218	\$39,900
5	Model Runs for Existing Conditions	245	\$45,500
6	Flow Monitoring and Field Investigations	52	\$143,300
7	Connect Fee and Developer Support	117	\$24,700

Project Team:

The task order team will be as follows:

- Contract Manager: Marc Solomon, PE
- Project Manager / QA/QC: Gregg Cummings, PE
- QA/QC: Michael Wang, PE
- Hydraulic Modeling: Frank Qiao, PE, Kaitlin McGovern, EIT

Hazen looks forward to continuing to assist the District. If you have any questions about this proposal, please do not hesitate to contact Gregg Cummings at gcummings@hazenandsawyer.com or 415-307-9505.

Sincerely,
Hazen



Gregg A. Cummings, PE
Project Manager/Senior Associate



Marc Solomon, PE, BCEE, D.WRE
Principal-In-Charge/Vice President



Item Number 36
GM Review CD

Agenda Summary Report

To: Board of Directors
From: Michael P. Cortez, PE, District Engineer
 (415) 526-1518; mcortez@lgvsd.org
Meeting Date: July 7, 2022
Re: Award of Contract for Groundwater Monitoring Well Installation and Initial Reporting
Item Type: Consent Action _____ Information _____ Other _____
Standard Contract: Yes No _____ (See attached) Not Applicable _____

STAFF RECOMMENDATION

Board to Award Contract to APTIM for Groundwater Monitoring Well Installation and Initial Reporting in the amount of \$126,736.

BACKGROUND

On June 3, 2022, District staff issued a Request for Proposals (RFP) for Groundwater Monitoring Well Installation and Initial Reporting in compliance with the State Water Resources Control Board Water Quality Order No. 2004-0012-DWQ, *General Waste Discharge Requirements for the Discharge of Biosolids to Land for Use as a Soil Amendment in Agricultural, Silvicultural, Horticultural, and Land Reclamation Activities*. The objective is to determine baseline groundwater characteristics and flow direction at the proposed biosolids management sites in the reclamation area prior to the planned biosolids application in spring of 2023.

The scope of work consists of the following:

- Installation of 10 new groundwater monitoring wells at pre-determined locations in addition to four existing monitoring wells currently used for the District NPDES permit.
- Sample collection and laboratory analysis.
- Preparation of *Groundwater Monitoring Well Installation Report* to be submitted to the RWQCB.

On June 21, 2022, the District received proposals from the following consultants:

1. APTIM Environmental & Infrastructure LLC (Concord) – \$126,736
2. Geo-logic Associates (Petaluma) – \$128,815
3. GHD (Concord) – \$104,150

Staff has evaluated the proposals and determined that APTIM's approach and methodology best meets the requirements of the RFP. APTIM has extensive experience with well installation and sampling at remedial sites and landfills nationwide. Staff has reviewed APTIM's fee schedule and deemed the proposed compensation of \$126,736 reasonable.



PREVIOUS BOARD ACTION(S)

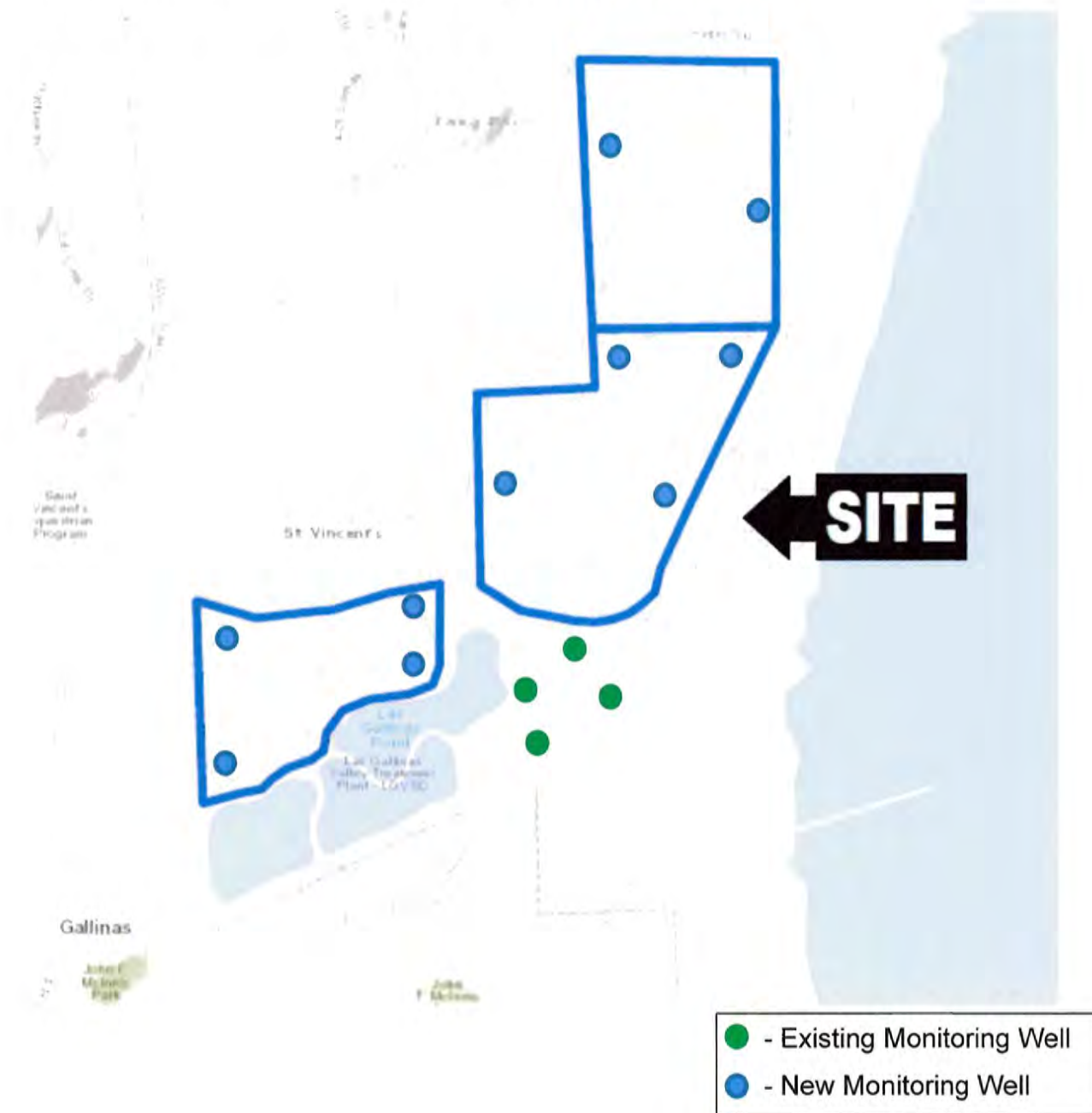
N/A

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

Up to \$126,736, which is within the project budget for FY 2022-23.





REQUEST FOR PROPOSALS
LAS GALLINAS VALLEY SANITARY DISTRICT
GROUNDWATER MONITORING WELL
INSTALLATION AND INITIAL
REPORTING (JOB NO. 21500-08)

June 21, 2022



PROPOSED TO:

MICHAEL P. CORTEZ PE,
DISTRICT ENGINEER
LGVSD ENGINEERING DEPARTMENT
101 Lucas Valley Road, Suite 300
San Rafael, CA 94903

PROPOSED BY:

**APTIM ENVIRONMENTAL &
INFRASTRUCTURE, LLC**
4005 Port Chicago Hwy,
Concord, CA 94520

The information contained in this proposal contains proprietary and confidential financial and business information and shall not be used or disclosed, except for evaluation purposes, without the written consent of Aptim Environmental & Infrastructure, LLC, provided that if a contract is awarded to Aptim Environmental & Infrastructure, LLC as a result of or in connection with the submission of this proposal, the requester shall have the right to use or disclose the data to the extent provided in the contract. This restriction does not limit the requester's right to use or disclose any technical data obtained from another source without restriction.



June 21, 2022

Mr. Michael P. Cortez, PE
District Engineer
Las Gallinas Valley Sanitary District (LGVSD)
Engineering Department
101 Lucas Valley Road, Suite 300
San Rafael, CA 94903

Subject: Groundwater Monitoring Well Installation and Initial Reporting, Job No. 21500-08

Dear Mr. Cortez,

APTIM is a leading provider of groundwater monitoring, reporting and remediation in California through our network of offices and individual locations. Our group provides groundwater monitoring and compliance services for 11 public and private sector sites in the Central Valley and Bay Area. We are excited to continue our work in Marin County for the Las Gallinas Valley Sanitary District (LGVSD) on your groundwater well monitoring installation project.

APTIM understands that the LGVSD provides up to 2.9 million GPD of wastewater management for Santa Venetia, Terra Linda, Marinwood, and Lucas Valley and is planning for future growth, including biosolids management on its property on the northeast side fronting the San Pablo Bay. APTIM is both excited and qualified to support this growth by assessing and communicating the baseline groundwater conditions.

APTIM began as one of the original solid waste consulting firms, EMCON Associates, in 1971. We take pride that we have continued working relationships with many of EMCON's legacy clients. APTIM has expanded our services and capabilities to become one of the largest providers of integrated environmental services in the US. We differentiate ourselves through a steadfast commitment to client-centered solutions, continuous communication, safety, and operational excellence. We are proud to be in Engineering News and Record's (ENR) Top Ten Ranking of Environmental Management firms nationwide and our Experience Modifier Rate (EMR) rating is .46, below the national average of 1.00.

APTIM has installed thousands of groundwater monitoring wells on 486 projects valued at approximately \$369,000,000 in the last 30 years.

Kind Regards,
Aptim Environmental & Infrastructure

Christopher M. Richgels, PE, Western Regional Senior Civil Engineer
916.218.8375 | Christopher.Richgels@aptim.com

cc: Irene Huang, ihuang@aptim.com

General Firm Information

Introduction



APTIM has installed thousands of groundwater monitoring wells on 486 projects valued at approximately \$360M in the last 30 years. Our office servicing this project is in Concord, California. We began environmental services similar to your groundwater monitoring project nearly 50 years. APTIM developed the initial groundwater installation, sampling, and chain of custody procedures for environmental site groundwater

monitoring in California and beyond. Our work culminates in a coherent and succinct assessment report that defines the horizontal and vertical plume limits, groundwater gradients, geology and summarizes the laboratory data. We have been a leader in technology development using assessment techniques that help streamline the process, including field screening techniques to better focus subsequent quantitative sampling at the limits of contamination, temporary direct push well installations to better refine the positions and depths of permanent monitoring wells, and multi-chamber wells to provide better vertical profile definition and membrane interface probes to investigate soil vapors and help identify source areas. APTIM installs monitoring wells by several methods, including hollow-stem augers, rotary mud, and rotosonic as well as through installation of pre-packaged monitoring wells using direct push technology.

The LGVSD operates under WDRs R2-2020-0022 and has had occasional issues with discharge exceedances of chlorine residual, copper, and other parameters. The purpose of this project is to establish a groundwater baseline for the water-quality monitoring program required by the State Water Resources Control Board (SWRCB) Water Quality Order No. 2004-0012– DWQ "General Waste Discharge Requirements for the Discharge of Biosolids to Land for Use as a Soil Amendment in Agricultural, Silvicultural, Horticultural, and Land Reclamation Activities (General Order) before the biosolids facility begins operations.



Foresthill Landfill Monitoring Well, Placer County, installed by APTIM (formerly Emcon) circa 1980, is still functional today.

Project Understanding

The LGVSD operation is regulated under WDRs R2-2020-0022 and has had occasional issues with discharge exceedances of chlorine residual, copper, and other parameters. The purpose of this project is to establish a groundwater baseline for the water-quality monitoring program required by the State Water Resources Control Board (SWRCB) Water Quality Order No. 2004-0012– DWQ “General Waste Discharge Requirements for the Discharge of Biosolids to Land for Use as a Soil Amendment in Agricultural, Silvicultural, Horticultural, and Land Reclamation Activities (General Order) before the biosolids facility begins operations.

APTIM has examined the monitoring well location plan and well construction description in the Monitoring Well Installation Work Plan. We understand site groundwater will be tidally influenced resulting in variable east-west gradients. APTIM has encountered variable groundwater gradients in the San Joaquin Valley due to agricultural pumping so understands the well location design for this facility.

Prior to initiating drilling, a monitoring well installation permit will be obtained from Marin County Environmental Health Services. After selecting a C-57 licensed contractor, a hollow stem auger drilling rig will be mobilized to the site to complete drilling, soil sampling, and well installation work. Preventative measures will be used to reduce the risk of damaging underground utilities that may be present in the upper 5-feet of the subsurface. Soil samples will be collected for USCS lithologic logging only; no laboratory testing of soil samples is included - other than testing of one composite sample of drill cuttings for soil disposal for the parameters list in the Sampling and Analysis Plan (SAP). An APTIM Geologist will supervise drilling and complete soil logging. According to Addendum 1, development and purge water can be disposed of at the treatment plant headworks. Drill cuttings and PPE materials will be disposed of offsite at an appropriately classed disposal facility as determined by the composite soil sample test results discussed above. The hollow stem augers will be properly decontaminated between boreholes.

Monitoring wells will be drilled to a maximum depth of 15 feet and constructed with 2-inch threaded PVC casing (the Roux Work Plan indicates Schedule 40PVC in section 4.2.1, and Schedule 20 PVC on the Figure 3 well diagram; APTIM intends to use Schedule 40 PVC, as this is more typical for monitoring wells). Glued joints are not allowed. Approximately 10 feet of 0.01-inch screened interval will be set from 4 to 14 bgs. Where possible (not interfering with the well seal), the top of well screen will be constructed to be above the encountered water table. The well filter pack will be constructed with 20/40 sand set to 1 foot above the screened interval. Per Figure 3 of the Workplan, a 1-foot lift of dry bentonite chips will be placed above the filter pack with a 1-foot well seal of hydrated bentonite placed in 6-inch lifts. A cement bentonite grout will be placed in the last foot of the borehole to ground surface.

The workplan does not specify a height for the locking stovepipe well enclosure. APTIM typically uses a 3-foot-high stovepipe enclosure for ease of sampling with top of well casing 1-foot below the stovepipe cap. The stovepipe will be set in a 3x3 concrete apron.

The completed wells will be surveyed to California State Plane Zone 3 at the top of casing (northernmost point) and adjacent ground surface to the nearest 0.01 foot.

Initial groundwater samples will be collected, managed, and analyzed in accordance with the SAP 48 hours after well development. Wells will be purged a minimum of 1.5 well casings and field parameters

GW Monitoring Wells Installation Job No. 21500-08

have stabilized as directed in the SAP. Samples will then be forwarded to a State-Certified Analytical Laboratory for chemical analysis.

References and Project Examples

On the following pages, we include five groundwater monitoring well projects that have been completed in the last 10 years or are ongoing, including references for each

Aerojet Superfund Site Remedial Action Plan

RANCHO CORDOVA, CALIFORNIA

Brief Project Description

APTIM has worked for Aerojet Rocketdyne (AR) since 2005 on their remedial investigation/feasibility study (RI/FS) program. The Aerojet Superfund site is over 6,600 acres. The site has complex geology/hydrogeology and is impacted by a wide variety of chemicals, including VOCs, ammonium perchlorate, metals, polynuclear aromatic hydrocarbons (PAHs), polychlorinated biphenyls (PCBs), N-nitrosodimethylamine, explosives, dioxins, furans, herbicides, petroleum hydrocarbons and specialty/experimental chemicals. Site investigations have been conducted at landfills, drum disposal areas, burn areas, ponds, sumps, operating and abandoned operating facilities, rocket test stands, operating chemical production facilities, and active operating rocket propulsion manufacturing complexes, which consisted of over 300 source areas.

Our field teams used virtually every type of drilling and sampling methods. For VOC characterization, we expedited the site investigations using direct push technology and rapid analytical analysis, data risk evaluation to direct further step out sampling to bound the areas of potential human health or ecological risk.

APTIM collected over 7,000 soil vapor, surface water, groundwater, and soil samples. APTIM has prepared to date Remedial Investigation (RI) reports, Human Health Risk Assessments (HHRA), Screening Level Risk Assessments (SLERAs), Risk to Groundwater Evaluations, Baseline Ecological Risk Assessment (BERA) Work Plan, BERA Sampling Analysis Plan, and Feasibility Studies (FS) for various Operable Units Risk.

Screening data collected for the RI, HHRA, and SLERA have been integrated in the database queries and GIS outputs to clearly present the data, minimizing errors and expediting the report production. Recently, APTIM completed an expedited source area investigation for an offsite area that was sold for residential development. To expedite, the FS provided all the state requirements to meet both the EPA's and the State's RWQCB and Department of Toxic Substances Control requirement in fulfilling the requirements of a Remedial Action Program (RAP). The client and APTIM met regularly with the agencies to finalize Remedial Action Objectives, establish where land use covenants were needed, and agreed to three alternatives to be evaluated and costed in the FS.

100+

Monitoring Wells Installed

Contact Information

Chris Fennessy, PE
Senior Manager
Aerojet Rocketdyne, Inc.
916.355.3341

Project Dates

2005 – Present

Contract Value

\$3,500,000

Relevance/Highlights

- ✓ Over 7,000 soil, soil vapor, and water samples collected
- ✓ Highly complex site with a variety of contaminants
- ✓ Extensive groundwater monitoring network requiring a variety of sampling techniques

AT&T Environmental Services Program

NATIONWIDE

Brief Project Description

AT&T has contracted with APTIM and its predecessor companies since 1984 to provide a variety of nationwide environmental support services. In California, for example, APTIM has performed turnkey environmental services in all 58 counties, including Phase I and II environmental site assessment services, turnkey underground storage tank (UST) removals, over-excavation of impacted soils, hazardous waste removal, emergency response support, air quality assessments, wastewater and drinking water program sampling and permitting. In addition, APTIM provides stormwater pollution prevention plan (SWPPP) preparation and oversight, NEPA/CEQA evaluations, lead and asbestos surveys and abatement and industrial hygiene support.

As a strategic partner with AT&T, APTIM has overseen over 500 remediation projects throughout California. APTIM has negotiated case closures with over 86 agencies, including city and county fire departments (40), county environmental health departments (37) and with all the regional water quality control boards (9). One of the former UST locations that required additional site assessment was found to be impacted by fuel oxygenates. APTIM installed an extensive groundwater monitoring network and designed a remediation system that included installing barrier wells at the toe of the plume. Groundwater was extracted from these wells, oxygenated using ozone and re-injected into up gradient wells and a French drain system installed into the former tank pit. This system served to recirculate highly oxygenated water through the impacted area, thereby enhancing degradation of the contaminants, and provided a boundary to any offsite migration. These actions were successful in reducing the contamination to closure levels with a five-year period and protecting a downgradient sensitive water body from impact.

250+

Monitoring Wells Installed

Contact Information

Andrew Taylor
EH&S Manager
AT&T Services, Inc.
925.543.1144

Project Dates

1984 – Present

Contract Value

\$25,000,000

Relevance/Highlights

- ✓ Experience negotiating site closures with numerous LOPs and RWQCBs
- ✓ Wide variety of services provided to AT&T
- ✓ Designed, installed and operated a variety of remedial systems throughout the state

State of California DGS Site Cleanup Subaccount Program (SCAP)

SOUTHERN CALIFORNIA

Brief Project Description

Under the direction of the RWQCBs, APTIM is overseeing site characterization, source identification and remediation of several sites in Southern California that are enrolled in Site Cleanup Subaccount Program (SCAP); cleanup of these sites is funded by the State of California as the sites have been determined to pose a significant risk to human health or the environment with the responsible party lacking adequate funding to perform the cleanup.

One of the SCAP sites is in Barstow, California. An uncontrolled release of ammonium perchlorate to the subsurface resulted in soil contamination on the property and groundwater contamination over an area extending more than 2 miles from the property. This plume extends underneath residential properties and has impacted multiple drinking water wells. No private party has been identified with sufficient financial resources to fund the cleanup.

A soil and groundwater plume characterization investigation was completed on-site, with samples collected from shallow soil borings reporting the highest concentrations near the buried drums; lower concentrations of perchlorate was detected throughout shallow soils at the site which has been attributed to windblown sediments. APTIM also installed several nested monitoring wells, with the wells screened both within the shallow and deep groundwater aquifers. Results of the sampling indicated high perchlorate concentrations are present in the shallow groundwater, with lower concentrations present in the deeper aquifer.

APTIM is in the process of preparing a site conceptual model for the site and identifying potential remedial options to address the impacted soil and groundwater. APTIM is also in the process of preparing a site conceptual model and identifying potential remedial options to address the impacted soil and groundwater. APTIM is in the process of obtaining access agreements for the neighboring properties to further expand the plume characterization activities.

40+

Monitoring Wells Installed

Contact Information

Craig Sanchez, MS, PE

Senior Water Resources Control Engineer

State of California SWRCB

916.332.9446

Project Dates

2017 – Present

Contract Value

\$10,000,000

Relevance/Highlights

- ✓ Wide range of contaminants requiring a variety of remedial approaches
- ✓ Sites are considered to be a significant risk to human health that require expedited assessment and remediation
- ✓ Monitoring wells have been installed at a variety of locations, including manufacturing facilities, retail businesses and private properties

San Joaquin County Sanitary Landfills Groundwater Monitoring & Reporting Services

CALIFORNIA

Brief Project Description

APTIM has a Master Services Agreement in place for groundwater monitoring at four San Joaquin County landfills: North County Landfill, Foothill Landfill, Harney Lane Landfill, and Corral Hollow Landfill. On a quarterly and semi-annual basis, APTIM prepares and submits groundwater monitoring reports to the Central Valley Regional Water Quality Control Board (CVRWQCB) and responds to comments. We have also updated the Water Quality Protection Standard (WQPS) Report and Sample Collection and Analysis Plan (SCAP) for several of the county's landfills. APTIM has provided monitoring services to San Joaquin County for more than 25 years that include:

- ▶ Sampling 7-10 monitoring wells per site
- ▶ Collecting surface water samples at all sites
- ▶ Contracting with analytical laboratory to perform necessary analysis
- ▶ Submitting all field and analytical data in tables to client
- ▶ Responding to CVRWQCB requests at all sites

In addition, APTIM has performed troubleshooting and repairs to the landfill gas collection system at the Harney Lane Landfill, and performed landfill gas migration to groundwater studies at the Corral Hollow and Foothill Landfills. We have assisted the county in negotiating evaluation monitoring programs, engineering feasibility studies, and corrective action plans. APTIM has also provided landfill liner and landfill gas engineering to the county at several landfills.

In the past five years, APTIM has assisted the county in responding to Notices of Violation and requests from the CVRWQCB. APTIM's work for San Joaquin County has saved the county hundreds of thousands of dollars by negotiating alternatives with the CVRWQCB.

- ▶ Negotiated a successful conclusion to the Cleanup and Abatement Order at Corral Hollow, which did not require the county to implement a groundwater pump and treat corrective action program for off-site groundwater impacts
- ▶ Negotiated a reduction in the number new monitoring wells to be installed at North County Landfill
- ▶ Demonstrated successfully that inorganic impacts to the groundwater on the southern side of Harney Lane Landfill are not from the landfill, but from a nearby off-site wastewater pond

7-10

Monitoring Wells Installed/Monitored per Site

Contact Information

Mark Houghton
County of San Joaquin Public Works Department
209.953.7316

Project Dates

1985 – Present

Contract Value

\$200,000

Relevance/Highlights

- ✓ Legacy Emcon site
- ✓ Landfill leachate and LFG sourced constituents
- ✓ Variable groundwater gradients due to local agricultural drawdown

Bedwell Bay Front Park/Former Marsh Road Landfill Groundwater Monitoring & Reporting

MENLO PARK, CALIFORNIA

Brief Project Description

APTIM conducts groundwater, surface water, and leachate monitoring at the Bedwell Bay Front Park, formerly known as Marsh Road Landfill. We also installed the groundwater monitoring system. Services include:

- ▶ Sampling seven monitoring wells semiannually
- ▶ Sampling two surface water points semiannually
- ▶ Maintaining the continuous operation of twelve leachate extraction sumps
- ▶ Sampling leachate collection system quarterly
- ▶ Contracting with analytical laboratory to perform necessary analysis
- ▶ Preparing monthly leachate collection system reports for the WWTP that accepts the landfill's leachate
- ▶ Operation and maintenance of the landfill gas (LFG) collection and control system
- ▶ Preparing Annual BAAQMD Reports
- ▶ Preparing semi-annual monitoring reports to the Bay Area Regional Water Quality Control Board (BARWQCB)

APTIM has been performing the groundwater monitoring and reporting for this landfill since the mid-1980s and the LFG operation, maintenance, monitoring and reporting under the site BAAQMD permit since 2017.

7

Monitoring Wells Installed/Monitored

Contact Information

Mike Sartor
650.330.6788

Project Dates

1985 – Present

Contract Value

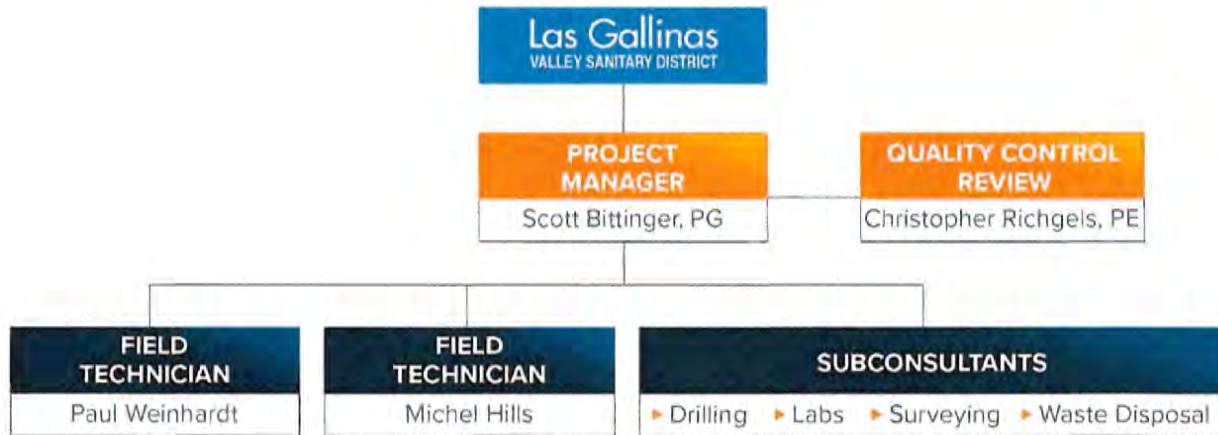
\$200,100

Relevance/Highlights

- ✓ Legacy Emcon Site
- ✓ Groundwater Monitoring and Reporting
- ✓ Leachate monitoring and reporting
- ✓ Landfill Gas Collection and Control System Operations and Maintenance

Organizational Chart and Resumes

APTIM has selected a team of solid waste experts located in California to assist your district with well monitoring installation and reporting needs. Our groundwater monitoring and reporting services experts are in offices and virtual offices across the state. Our local team is also supported by technical services in our Concord, California office which will be the base office for the project. We will select subcontractors as needed. Resumes of our team members are on the following pages.



SCOTT BITTINGER, PG

PROJECT MANAGER/PROFESSIONAL GEOLOGIST | APTIM

Professional Qualifications

For 20 years, Scott has been a registered Professional Geologist (PG) in California specializing in investigation and cleanup of subsurface fuel releases from fueling stations with additional experience on water well design and drilling. He has extensive work plan and report writing experience for these types of projects and is familiar with many types of soil/soil vapor and groundwater cleanup projects.

Experience

Aptim Environmental & Infrastructure, Sacramento, CA, Environmental Project Manager, February 2022 – Present

Scott works as a geologist on various projects for commercial and federal projects. He also performs report writing and review duties.

Geologist, Defense Fuel Support Point (DFSP), Ozol/ Martinez, CA, February – March 2022

Scott worked on a portion of this large project that involved installing 800-foot length horizontal wells beneath a group of abandoned petroleum storage tanks installed in the Carquinez Strait during the mid 20th century. The wells are to be used for extraction of contaminated soil vapors and groundwater.

Sierra West Consultants, Fair Oaks, CA, Geologist, October 2019 – January 2022

Scott performed water well design, drilling, and reporting work. Implemented subsurface investigation projects at sites impacted with petroleum hydrocarbons and solvents. Worked on two projects for the US Forest Service that were burned by wildfires, resulting in infrastructure damage. At one site, he performed environmental work associated with a work center demolition. At another, he performed dioxin abatement at a streambed where a wooden bridge treated with pentachlorophenol had burned.

Stratus Environmental, Inc., Cameron Park, CA, Geologist/Project Manager, October 2019 – April 2000

Scott worked on over 100 projects impacted with petroleum hydrocarbons on service stations for independent owners and oil companies (ARCO, Hunt and Sons Petroleum, USA Petroleum, Dawson Oil Company, Nella Oil Company). He has written hundreds of work plans and site assessment reports, and dozens of Corrective Action Plans, Remedial Action Plans, and Site Conceptual Models. He used many types of drilling methods to collect samples and investigate the subsurface. Scott performed technical analysis of pump test data on six projects. He also worked in Chennai, India on a high-profile project involving assessment and remediation of a pipeline rupture beneath a densely populated residential area.

Professional License or Certification

Professional Geologist, 2003, #7477, CA, Active 10/2023

Certified Environmental Manager, 2017, 2450, NV, Active 10/2023

Training

Hazwopper 40 hour with 20 years of Annual Refresher, CA, 2000

Education

Master of Science, Geology, Portland State University, Portland, OR, 1995

Bachelor of Science, Geology, West Virginia University, Morgantown, WV, 1993

PAUL WEINHARDT

FIELD TECHNICIAN | APTIM

Professional Qualifications

Paul has provided field expertise for geologists and engineers for more than 21 years, including groundwater monitoring, operations and maintenance of groundwater, and soil vapor extraction systems, soil sampling, and well development. He has performed groundwater monitoring at most landfill sites in the California for over 20 years. Paul knows the sampling and well purging characteristics of every type of groundwater well at California landfills. He is a specialist in water quality sampling; on an annual basis, he routinely collects thousands of water quality samples from hundreds of groundwater, surface water, and leachate sampling points. He has worked at dozens of solid waste sites and over 300 water quality monitoring facilities.

Experience

Aptim Environmental & Infrastructure, LLC, Field Service Technician, October 1994 – Present

Field Technician, Landfill Programs, San Joaquin County, Northern California

He is the primary field technician for the groundwater monitoring programs at the four San Joaquin County landfills: Corral Hollow, Foothill, Harney, and North County. All landfill sites included groundwater monitoring wells, lysimeter systems, and leachate collection systems. He follows strict quality assurance and quality control protocols contained in the project-specific field sampling and quality assurance plans.

Field Technician, Marsh Road Landfill, City of Menlo Park, CA

He is the primary field technician for the semi-annual groundwater monitoring program at closed Marsh road Landfill (Bedwell Bay Front Park). He follows strict quality assurance and quality control protocols contained in the project-specific field sampling and quality assurance plans.

Field Technician, Jamestown Mine, Jamestown, CA

Paul performed groundwater monitoring services at the former Jamestown mine site.

Field Technician, Remedial Investigation/Feasibility Study (RI/FS), GenCorp Aerojet Facility, Rancho Cordova, CA

As part of a remedial investigation/feasibility study (RI/FS), he sampled monitoring wells using a non-dedicated RediFlo2 pump. The work also included monthly and quarterly groundwater level gauging events associated with the RI/FS. Also assisted in several plant-wide groundwater level gauging events.

Field Technician, Environmental Security Technology Certification Program in situ Perchlorate Treatment Demonstration, GenCorp Aerojet Facility, Rancho Cordova, CA

He sampled monitoring wells and pumps and serviced the injection system, including collecting water samples, preparing custody and analytical request documents, labeling, packaging, and transporting samples to the analytical laboratory, as well as field measurement of selected water quality parameters.

Professional License or Certification

USACE Construction Quality Control Manager, 2008, Active, Nationwide

Certified Plumber and Pipe Fitter, Connecticut

Training

40-Hour Occupational Safety and Health Administration Training Certified Defensive Driving Techniques

Education

Bullards Haven Technical School, Bridgeport, CT

MICHEL HILLS

FIELD TECHNICIAN | APTIM

Professional Qualifications

Michel is a field technician with over six years of experience in the environmental field. His experience includes landfill GCCS O&M, environmental monitoring, sampling, O&M of groundwater treatment systems, installation of innovative remedial systems modifications of remedial systems, tank removals, and air, soil, groundwater, surface water sampling. He assists Paul in the initial sampling.

Training

- ▶ 40-hour OSHA

Experience

Aptim Environmental & Infrastructure, Field Technician, Sacramento, CA, 2012 – Present

Field Technician, UPS Stormwater Sampling Program, CA, 2012 - 2020

As part of the permit requirements for the State of California Industrial Stormwater Program, Michel performed routine sampling of stormwater throughout California at various UPS facilities. His responsibilities include coordinating with the site personnel to obtain access to the facilities, performing field tests on the water for pH and turbidity, collecting the samples and document on the chain-of-custody, and identifying potential outfall of discharged waters.

Field Technician, GTE Superfund Site, Mountain View, CA, 2012 - Present

Michel is responsible for the weekly site O&M visits for the groundwater treatment system and soil-vapor extraction systems located throughout the site. He also performs the groundwater sampling activities, indoor and outdoor air sampling, and MPDS sampling activities.

Field Technician; Marsha Road Landfill; City of Menlo Park, CA, 2020 - Present

Michel performs leachate sampling and landfill gas sampling at the closed Marsh Road Landfill. He also assists in general maintenance of the leachate collection and disposal system and the landfill gas flare station.

Field Technician, Aerojet Superfund Site Remedial Action Plan, Rancho Cordova, CA, 2005 - Present

He sampled monitoring wells and pumps and serviced the injection system, including collecting water samples, preparing custody and analytical request documents, labeling, packaging, and transporting samples to the analytical laboratory, as well as field measurement of selected water quality parameters.

Hourly Rates and Compensation

APTIM's estimated cost for this project is shown below. Hourly rates include prevailing wage rates for field staff as required for labor compliance. Subcontractor costs include PW rates for drillers and surveyors.

Direct Labor Cost

Staff Categories	Project Manager (Bittinger)	Field Technician ¹ (Weinhardt)	Field Technician ¹ (Hills)	Field Coord	Quality Control Review (Richgels)	Drafting Support	HASP	Admin Support	Subtotal	Subtotal
Rates	\$153	\$130	\$105	\$100	\$210	\$107	\$125	\$68	Hours	Labor
Task 1: Prefield Activities	23				1		2	5	31	\$4,319
Task 2: Well Installation	45								45	\$6,885
Task 3: Well Development	33								33	\$5,049
Task 4: Well Sampling	1	12	36	2				5	56	\$6,033
Task 5: Installation Report	31				2	7		5	45	\$6,252
Totals	133	12	36	2	3	7	2	15	210	\$28,538

Subcontractor and Other Direct Costs

Subcontractor/ODC Categories	Drilling Permits	Drilling ¹	Well Coordinate Survey ¹	Lab fees	Travel, Office & ODC Expenses	Task Totals
Task 1: Prefield Activities	\$4,000				\$435	\$8,754
Task 2: Well Installation		\$46,870	\$3,350		\$4,855	\$61,960
Task 3: Well Development					\$1,200	\$6,249
Task 4: Well Sampling				\$7,275	\$2,015	\$15,323
Task 5: Installation Report						\$6,252
Totals	\$4,000	\$46,870	\$3,350	\$7,275	\$8,505	\$98,198

¹ Includes prevailing wage for labor



Item Number 34
GM Review CO

Agenda Summary Report

To: Board of Directors
From: Michael P. Cortez, PE, District Engineer
(415) 526-1518; mcortez@lqvsd.org
Meeting Date: July 7, 2022
Re: Comcast Dedicated Fiber Connection
Item Type: Consent Action Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Board authorizes the District staff to initiate the design of a dedicated Comcast fiber connection for the treatment plant.

BACKGROUND

As part of the Operation Control Center (OCC) design, Danadjieva Hansen Architects (DHA) has contacted Comcast for a dedicated fiber connection at the plant. Comcast has proposed a "hard-wired" alignment consisting of approximately of 4,610 LF of combination aboveground and underground fiber from the intersection of Yosemite Drive and Smith Ranch Road to the treatment plant. Staff has discussed a no-commitment sales order with Comcast and ready to formally authorize the design pending Board approval, which is a Comcast in-house requirement prior to proceeding with the detailed design.

Staff will request Board approval of a Master Services Agreement at an appropriate time after completion of design by Comcast. The preliminary cost breakdown of District monthly payment is as follows:

- | | |
|---|------------------|
| 1. Fiber Installation | ~\$1,000 |
| 2. Recurring Monthly Service for 1 Gbps & 6 IPs | ~\$1,500* |
| <i>Subtotal:</i> | <i>\$2,500**</i> |

* - Monthly fee will change to prevailing rate after 5 years with a new contract.

** - A total of approximately \$150,000 for the 5-year contract period.

Comcast has indicated that they will absorb \$83,000 on top of the \$150,000 for the installation of the dedicated connection as part of their business incentive program.

The District does not currently have a hard-wired connection for communication at the plant. A parallel effort by DHA and staff is also in progress with AT&T. The AT&T and Comcast services are consistent with District's plan to install redundant, resilient, and dependable, communications networks needed during Public Safety Power Shutoff events and other emergency situations.



PREVIOUS BOARD ACTION(S)

N/A

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

Future expenditures will be required for the installation and monthly service in the amount of \$2,500 per month for 60 months.



Item Number 3 I
GM Review W

Agenda Summary Report

To: Board of Directors
From: Michael P. Cortez, PE, District Engineer
(415) 526-1518; mcortez@lqvsd.org
Meeting Date: July 7, 2022
Re: Application of Allocation of Capacity for APN 155-072-05
Guidepost Montessori
Item Type: Consent X Action _____ Information _____ Other _____
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X

STAFF RECOMMENDATION

Board to approve the issuance of a Will Serve Letter to Guidepost Montessori located at 11 Professional Center Parkway.

BACKGROUND

The project consists of converting an existing office building to a childcare center designated as Guidepost Montessori. District staff has reviewed the plans, and based on the information provided, a Will Serve Letter has been drafted and a connection fee of \$20,646 has been assessed for the addition of 62 plumbing fixture units (PFUs). In addition, the Central Marin Sanitation Agency (CMSA) has reviewed the project and issued a waiver for industrial pre-treatment compliance requirements. The existing and proposed PFU will be field verified by a District-hired inspector. The connection fee will be adjusted for actual number of additional plumbing fixture units if different from the submitted plan set.

The Will Serve Letter is contingent upon satisfaction of the conditional requirement to fulfill connection fee obligation before the District provides the final sign-off.

Potential Access Issues to Impacted Sewer Facilities: None; no sanitary improvements are proposed.

Additional Flow Contribution: (The District Ordinance refers to one Equivalent Dwelling Unit (EDU) as a Single-Family Dwelling Unit that includes up to 20 PFUs. Assuming 200 gallons per day (gpd) per EDU, the flow contribution per PFU is approximately 10 gpd.)

The estimated additional flow from the proposed project is approximately 620 gpd. It will have negligible impact to downstream sewer facilities. Staff is tracking additional flows from proposed residential and commercial developments and will be evaluating the combined effects as part of the overall collection system hydraulic analysis.

PREVIOUS BOARD ACTION(S)

N/A

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

Connection Fee Revenue of \$20,646.

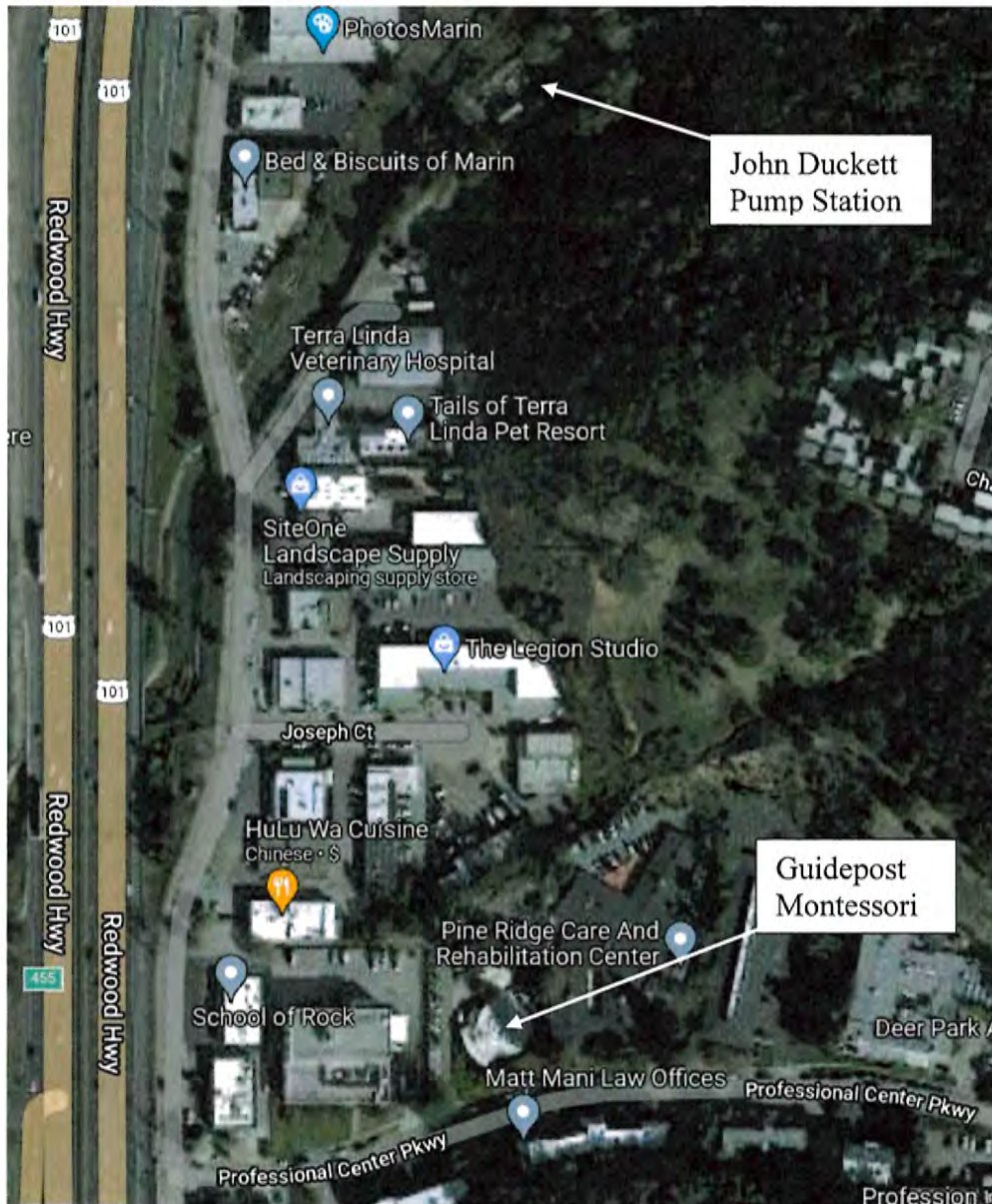


Figure 1. Location Map



101 Lucas Valley Road, Suite 300
 San Rafael, CA 94903
 Tel.: 415-472-1734
 Fax: 415-499-7715
 www.LGVSD.org

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 Schrieberman
 Crystal J. Yezman

Date: July 7, 2022

Property Owner(s): Higher Ground Education (Matthew Knopf)

Property Owner Address: 10 Orchard, Suite 200
 Lake Forest, CA 92630

Applicant: Chris Dorman with Dorman Associates

Project Name: Guidepost Montessori

Project Address: 11 Professional Center Parkway
 San Rafael, CA 94903

Project APN: APN 155-072-05

Re: Will-Serve Letter

You have requested a **Will-Serve Letter** from the Las Gallinas Valley Sanitary District (“LGVSD”) at the July 7, 2022 Board Meeting.

Subject to the terms and conditions in this letter, LGVSD will serve the project with additional 62 Plumbing Fixture Units (PFU). This letter may be used to submit to another local agency to satisfy a condition for either tentative subdivision map approval or any other permit approval.

This letter is contingent upon satisfaction of the conditional requirement to address any corrective actions in the sanitary sewer improvement components of the project and fulfill connection fee obligation before the District signing off on the final inspection.

The standard terms and conditions of approval are as follows:

Initial	Item	Condition of Approval
	1	Applicant shall pay for the facility capacity fee (new connection fee) in accordance with LGVSD ordinances and policies. Please note payment date obligation and amount obligation.
	2	Applicant agrees to abide by all conditions of approval of the Board of Directors and District staff.
	3	This Will-Serve approval terminates three (3) years from the Board meeting date unless all building permits have been issued for the project.
	4	Field verification before and after construction is required for this project. Applicant shall accommodate and coordinate with District hired third-party inspector.
	5	Prior to the connection of any sewer lateral, you must contact the District for the sewer lateral inspection permit and the application is available on District website. A lateral tie-in inspection is required before any lateral can be backfilled.
	6	After the sewer lateral inspection is completed and the connections is verified, the project will be added to the sewer user charge and will receive a charge for this service annually.
	7	Applicant shall reimburse the District for all plan review, field verification before and after construction, and inspection fees accrued associated with this project.

A complete summary of the project specific conditions of approval is included in the Board Meeting minutes.

The Connection Fee approved by the Board is as follows:

Connection Fee for 100 PFU at \$333/PFU:	\$ 33,300.00
Credit for 38 existing PFU at \$333/PFU:	<\$ 12,654.00>
Application Fee:	\$ 250.00 (paid)
Engineering Review and Inspection Fees:	\$ <u>TBD</u>
Total Fee:	\$ 20,896.00
Outstanding Balance:	\$ 20,646.00

The proposed PFU shall be subjected to field verification upon project completion. The connection fee may be adjusted for actual number of additional plumbing fixture units.

The District ordinance provides for payment of the Connection Fee over a two-year period according to the following:

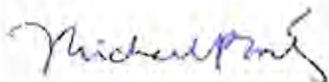
1. 10% of the Connection Fee is due within thirty days of Board approval of final plans and specifications;
2. 40% of the Connection Fee is due within one year, July 7, 2023; or upon the date of building permit issuance, whichever occurs first;
3. 50% of the Connection Fee is due within two years, July 7, 2024; or upon the date of building permit issuance, whichever occurs first;

Please remit **\$20,646** and make the check payable to Las Gallinas Valley Sanitary District. Please note if payment schedule as above is not followed, you risk losing your allocation.

By issuing this **Will-Serve Letter**, LGVSD is not incurring any liability of any nature, including but not limited to mandate, damages or injunctive relief. LGVSD is making no representation to the applicant nor waiving any rights it has under any applicable State or Federal law. In the event there is any court imposed moratorium on LGVSD, a connection to the District system may not occur. In the event any government agency imposes a moratorium on LGVSD, a connection to the District system may not occur. In the event there is not sufficient capacity, a connection to the District system may not occur.

If connection has not been made within three years, the allocation will be terminated without prejudice. Upon request, you will receive a refund of 90% of the above fees and you will be able to re-apply for an allocation at the fee rate then prevailing. Please sign and date the original of this letter and return it to the District office within 10 days. The copy is for your records.

Sincerely,



Michael P. Cortez, PE District Engineer

AGREED:

_____ Date: _____
Project Applicant

Cc: Dale McDonald, Administrative Services Manager

RESOLUTION NO. 2022-2265

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR'S ORDER, DATED MARCH 4, 2020, IN CONTINUING EXECUTIVE ORDERS, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT FOR THE PERIOD OF JULY 16, 2022 THROUGH AUGUST 14, 2022 PURSUANT TO BROWN ACT PROVISIONS

WHEREAS, the LAS GALLINAS VALLEY SANITARY DISTRICT ("District") is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of LAS GALLINAS VALLEY SANITARY DISTRICT's Board of Directors are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously adopted a Resolution, Number 2022-2253 May 19, 2022, finding that the requisite conditions exist for the Board of Directors of the LAS GALLINAS VALLEY SANITARY DISTRICT to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

WHEREAS, emergency conditions persist in the District, specifically, a State of Emergency has been proclaimed by Governor Gavin Newsom, dated March 4, 2020 and continuing; and

WHEREAS, effective, March 1, 2022, the Public Health Officer of The County of Marin (“Health Officer”), in keeping with Health Orders from the California Department of Public Health, strongly recommends that all individuals, regardless of vaccination status, continue to wear face coverings when indoors while in indoor public settings and businesses ; and

WHEREAS, evolving COVID-19 variants (following the highly infectious Omicron variant and BA.2 Omicron subvariant) may continue to pose a significant risk to the health and safety of attendees at an in-person meeting of the Board of Directors of the District; and

WHEREAS, the regular District Board room at 101 Lucas Valley Road, San Rafael, CA 94903 used to hold public meetings is small with no windows that open to the outside; and

WHEREAS, the Board of Directors does hereby find that, as noted by the Governor, the California Department of Public Health and the Marin County Public Health Officer, that a State of Emergency continues to exist in regard to the Covid-19 outbreak and its Delta and Omicron variants, has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California, the California Department of Public Health and the Public Health Officer of The County of Marin; and

WHEREAS, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the Board of Directors of LAS GALLINAS VALLEY SANITARY DISTRICT shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the District will continue to:

1. Clearly advertise the means by which members of the public can observe a public meeting or offer comment during a meeting remotely, via either a call-in or internet-based option;

2. Provide the relevant remote access information to members of the public looking to attend a meeting of a local agency legislative body. This information includes, but is not limited

to: phone numbers, passwords, URLs, email addresses, etc., such that members of the public are able to attend the meeting remotely;

3. Ensure that the public remains able to connect to a meeting and offer public comment by the means previously advertised in the meeting notice or agenda; and

4. In the event that meetings are interrupted by technological or similar technical disruptions must first resolve those issues before taking any other action(s) on items on the meeting agenda.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF LAS GALLINAS VALLEY SANITARY DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The Board of Directors hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency persists throughout the District, and due to the continuing Covid-19 pandemic and its Delta variant, which would present an imminent risk to the health and safety of the Board of Directors and members of the public at an in-person meeting due to the confined space in which the Board of Directors meeting are normally held.

Section 3. Re-ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020 and continuing through follow-up Executive Orders, the most recent being Executive Order N-5-22, issued February 28, 2022.

Section 4. Remote Teleconference Meetings. The General Manager and Staff of the LAS GALLINAS VALLEY SANITARY DISTRICT are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) August 14, 2022, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board of Directors of LAS GALLINAS VALLEY SANITARY DISTRICT may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

* * * * *

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 regular meeting thereof held on July 7, 2022 by the following vote of the members thereof:

AYES, and in the favor thereof, Members:

NOES, Members:

ABSENT, Members:

ABSTAIN, Members:

Teresa Lerch, District Secretary
Las Gallinas Valley Sanitary District

APPROVED:

Judy Schriebman, Board President
Las Gallinas Valley Sanitary District



Item Number 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: July 7, 2022
Re: Classifications for Plant Manager, Environmental Services Supervisor, and Lab Analyst positions
Item Type: Consent Action Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Board to approve the classification descriptions for Plant Manager, Environmental Services Supervisor, and Lab Analyst positions.

BACKGROUND

In September 2020, Las Gallinas Valley Sanitary District contracted with Koff & Associates to conduct a classification and total compensation study for the District. Management classifications were updated and created to address a new environmental compliance division being developed. The draft Environmental Services Manager (ESM) classification was presented. There was reservation expressed by laboratory staff on the changes within the department and with the revised laboratory classifications. All classifications in the Koff study were approved with the exception of the ESM and Laboratory Analyst classifications, which were tabled by the Board.

Since then, management and laboratory staff have been meeting to update the classifications. First with the inclusion of TNI laboratory standards and later, after the elimination of the vacant ESM position, by revisiting all lab classifications to reflect duties under the current organizational structure.

- Plant Manager - the classification was updated to reflect the responsibility of overseeing both compliance and the laboratory.
- Environmental Services Supervisor - the classification was developed based on the current Environmental Services Director job responsibilities. The supervisor title was chosen to bring the position into alignment with other supervisor positions under the Plant Manager.
- Laboratory Analyst - the classification will replace the current Laboratory Technician classification and will serve the Trainee, I, II, and III classes.

Operator Engineers 3 (OE3) representative Carl Carr was informed of the classification updates and has been provided copies of the proposed classification modifications.

There remains some equity concern among laboratory staff that remains to be fully investigated.

PREVIOUS BOARD ACTION

On March 10, 2021, the Board approved job title changes and classification descriptions as presented in the Koff & Associates Classification Study Report dated February 23, 2021, except for the Environmental Services Manager and Laboratory Analyst classification descriptions which were tabled.



On May 19, 2022, the Board reconsidered the need for a separate compliance division and found no compelling reason to add a manager position for environmental compliance, eliminating the vacant Environmental Compliance Manager position.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

None. No new position created by this action.

Attachments:

- a) Plant Manager classification – redline review version
- b) Plant Manager classification – proposed final – June 2022
- c) Environmental Services Supervisor – redline review version
- d) Environmental Services Supervisor – proposed final – June 2022
- e) Laboratory Analyst classification – redline version review
- f) Laboratory Analyst classification – proposed final – June 2022

LAS GALLINAS VALLEY SANITARY DISTRICT~~October-June 2022-2021~~

FLSA: EXEMPT

PLANT MANAGER**DEFINITION**

Under general direction of the General Manager, plans, organizes, coordinates and manages operations and maintenance of the wastewater treatment and recycled water and reclamation facilities, and laboratory and environmental services programs; serves as Chief Plant Operator; serves as a liaison and coordinates assigned activities with other District personnel and external agencies to ensure compliance with reporting requirements; works collaboratively with the ~~Environmental Compliance Manager and~~ Collection System/Maintenance/Safety Manager; provides responsible and complex administrative and operational assistance to the General Manager; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the General Manager. Exercises direct supervision over assigned staff.

CLASS CHARACTERISTICS

This is a management classification responsible for planning, organizing and managing plant operations and maintenance staff, projects and programs. The incumbent is responsible for performing diverse, specialized and complex work involving significant accountability and decision-making responsibilities, which include developing and implementing policies and procedures, reporting, compliance and program evaluation. Incumbents serve as a professional resource for organizational, managerial and operational analyses and studies. The incumbent is accountable for accomplishing operations goals and objectives and for furthering District goals and objectives within general policy guidelines.

EXAMPLES OF TYPICAL FUNCTIONS (Illustrative Only)

The following functions are typical for this classification. Incumbents may not perform all of the listed functions and/or may be required to perform additional or different functions from those set forth below to address business needs and changing business practices.

- Assumes managerial responsibility for all operations and maintenance for the wastewater treatment, ~~and~~ recycled water and reclamation facilities, and laboratory and environmental services programs; serves as the District's Chief Plant Operator.
- Participates in the development and implementation of goals, objectives, policies and priorities for the District; recommends, within District policy, appropriate service and staffing levels; recommends and administers policies and procedures while ensuring financial, regulatory and legal requirements are met.

- Selects, trains, motivates and directs assigned staff; evaluates and reviews work for acceptability and conformance with District standards; provides or coordinates staff training; works with employees to correct deficiencies; recommends discipline; responds to staff questions and concerns.
- Contributes to the overall quality of District services by continuously monitoring and evaluating the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors distribution of work, support systems and internal reporting relationships; identifies and recommends opportunities for improvements.
- Manages and administers the department's budget; directs the forecast of additional funds needed for staffing, equipment and supplies; directs the monitoring of and approves expenditures; purchases supplies and equipment; maintains adequate inventory of supplies, tools and equipment to efficiently operate and maintain the District's facilities and equipment.
- Develops and manages requests for proposals for professional and/or contracted services; evaluates proposals and recommends award; prepares and negotiates contracts; administers contracts and oversees consultants and contractors to ensure compliance with District standards, contract specifications and service quality.
- Proactively participates in the development of applicable regulations, reviews proposed regulations, determines impact and composes District comment letters to advocate for science based, cost effective and environmentally beneficial regulations.
- Participates in the development and administration of the District's Capital Improvement Program (CIP), including planning, prioritizing and scheduling long-term capital improvement and Renewal & Replacement maintenance projects in coordination with the General Manager and other management staff.
- Participates in the design, engineering, construction and field inspection processes for District CIP and maintenance projects; attends pre-construction and construction status meetings; develops and reviews plans and specifications and recommends changes as appropriate to meet operational needs.
- Coordinates activities with other District departments and legal counsel and those of outside agencies regarding standards, easements and leases as may be required.
- Meets and confers with contractors, engineers, developers, architects, outside agencies and the general public in acquiring information and coordinating operations and maintenance projects, programs and services; provides information regarding District requirements.
- Manages the development and implementation of various operations and maintenance programs, including alternative energy/sustainability, treatment plant related emergency preparedness and response and asset management programs.
- Implements comprehensive environmental services and regulatory compliance programs, including laboratory, NPDES and BAAQMD permit compliance, pollution, industrial discharger permitting, quality assurance, recycled water, biosolids, hazardous materials and waste management programs to ensure compliance with local, regional, state and federal regulations.
- ~~➤ Works closely with the Collection System/Maintenance/Safety Manager on developing and implementing a comprehensive preventative maintenance program and coordinating corrective maintenance and repair activities and projects.~~

- ~~Works closely with the Environmental to E~~ensures compliance with federal, state, and local regulatory requirements including National Pollutant Discharge Elimination System (NPDES) permit; ensures compliance with operating parameters; ~~provides~~ develops operationals data ~~to the~~with the Environmental ~~Compliance Manager~~Services Supervisor in a timely manner for regulatory reporting purposes including self-monitoring reports (eSMRs) and discharger monitoring reports (DMRs), to be submitted through California Integrated Water Quality System (CIWQS).
- Gathers, analyzes, and interprets data to evaluate and revise current programs and/or develop new programs as needed.
- Works closely with the Collection System/Maintenance/Safety Manager on developing and implementing a comprehensive preventative maintenance program and coordinating corrective maintenance and repair activities and projects.
- Represents the District and makes presentations to governmental, regulatory or private organizations, professional groups and the public; assists in coordinating public tours of District facilities.
- Prepares a variety of written correspondence, reports, procedures and other written materials; completes and submits reports to regulatory agencies.
- Maintains and directs the maintenance of working and official departmental files.
- Monitors changes in laws, regulations and technology that may affect programs and projects; implements policy and procedural changes as required- including administering the District's pretreatment and pollution prevention program in compliance with federal, state, and local regulations including permit issuance, code enforcement, identification of pollution sources, inspecting businesses, field sampling, and maintaining required documentation.
- Attends Board of Director and committee meetings as required; prepares and presents staff reports and agenda items for consideration by the Board; serves as advisor to the General Manager and Board on District operations and environmental compliance matters; assists the General Manager in carrying out directives of the Board of Directors.
- Observes safe work methods and makes appropriate use of related safety equipment as required.
- Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation and evaluation, and supervision of staff, either directly or through subordinate levels of supervision.
- Principles and practices of wastewater treatment, ~~and~~ recycled water and reclamation facilities, and laboratory and environmental services program management.
- Basic principles of laboratory and environmental services programs.
- Principles and techniques of capital improvement and Renewal & Replacement maintenance project design, construction, inspection, funding and long-term maintenance.
- Principles and practices of project management, budgeting and contract administration.

- General principles of risk management related to the functions of the assigned area.
- Principles and practices of employee supervision, including work planning, assignment review and evaluation and the training of staff in work procedures.
- Organization and management practices as applied to the development, analysis and evaluation of programs, policies and operational needs of the assigned functional area.
- Applicable federal, state and local laws, regulatory codes, ordinances, policies and procedures relevant to assigned area of responsibility.
- Practices of researching issues, evaluating alternatives, making sound recommendations and preparing and presenting effective staff reports.
- Technical, legal, financial and public relations associated with the management of wastewater operations, ~~and~~ maintenance, and environmental services projects and programs.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors and District staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition and grammar.
- Modern equipment and communication tools used for business functions and program, project and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Develop and implement goals, objectives, policies, procedures and work standards.
- Plan, organize, administer, coordinate, review and evaluate a comprehensive wastewater and recycled water and reclamation operations, and environmental services programs.
- Plan, organize, assign, review and evaluate the work of staff; train staff in work procedures.
- Evaluate and develop improvements in processes and procedures.
- Analyze laboratory results and operations data to determine root cause of problems and recommend process optimization changes.
- Prepare, understand and interpret construction plans, designs, specifications and related documents.
- Interpret, apply, explain and ensure compliance with federal, state and local policies, procedures, laws and regulations.
- Effectively represent the District in meetings with governmental agencies, community groups, various businesses, professional and regulatory organizations and in meetings with individuals.
- Research, analyze and evaluate new service delivery methods, procedures and techniques.
- Prepare clear and concise reports, correspondence, procedures and other written materials.
- Establish and maintain a variety of filing, record keeping and tracking systems.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities and meet critical time deadlines.
- Effectively use computer systems, software applications and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.

- Use tact, initiative, prudence and independent judgment within general policy, procedural and legal guidelines.
- Establish, maintain and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to graduation from an accredited four-year college or university with major coursework in environmental engineering, environmental science, biology, chemistry, business or public administration or a closely related field and five (5) years of increasingly responsible experience managing and/or supervising wastewater treatment plant operations and maintenance.

Licenses and Certifications:

- Possession of a valid California Driver's License by time of appointment and satisfactory driving record consistent with requirements established by the District.
- Possess and maintain a valid Grade IV or Grade V Wastewater Treatment Operator certificate issued by the State Water Resources Control Board (SWRCB).

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, and to work in a wastewater treatment plant setting and in the field; strength, stamina and mobility to perform light physical work, to work in confined spaces, around machines, to climb and descend ladders and to operate a motor vehicle to visit various District and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. The job involves walking in operational areas to identify problems or hazards and to conduct field inspections of projects and work sites. Finger dexterity is needed to access, enter and retrieve data using a computer keyboard or calculator and to operate tools and equipment. Positions in this classification bend, stoop, kneel, reach and climb to perform work in and inspect work sites. Employees must possess the ability to lift, carry, push and pull materials and objects weighing up to 30 pounds.

ENVIRONMENTAL ELEMENTS

Employees work primarily in an office environment with moderate noise levels, controlled temperature conditions and no direct exposure to potentially hazardous physical substances. Employees also work in a wastewater treatment plant and in the field and are exposed to pollen, dust, loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspaces, chemicals, mechanical, and/or electrical hazards and hazardous physical substances and fumes.

OTHER REQUIREMENTS

Per California Government Code, Title 1, Division 4, Chapter 8, Section 3100, "all public employees are hereby declared to be disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law."

LAS GALLINAS VALLEY SANITARY DISTRICT

**June 2022
FLSA: EXEMPT**

PLANT MANAGER

DEFINITION

Under general direction of the General Manager, plans, organizes, coordinates and manages operations and maintenance of the wastewater treatment and recycled water and reclamation facilities, and laboratory and environmental services programs; serves as Chief Plant Operator; serves as a liaison and coordinates assigned activities with other District personnel and external agencies to ensure compliance with reporting requirements; works collaboratively with the Collection System/Maintenance/Safety Manager; provides responsible and complex administrative and operational assistance to the General Manager; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the General Manager. Exercises direct supervision over assigned staff.

CLASS CHARACTERISTICS

This is a management classification responsible for planning, organizing and managing plant operations and maintenance staff, projects and programs. The incumbent is responsible for performing diverse, specialized and complex work involving significant accountability and decision-making responsibilities, which include developing and implementing policies and procedures, reporting, compliance and program evaluation. Incumbents serve as a professional resource for organizational, managerial and operational analyses and studies. The incumbent is accountable for accomplishing operations goals and objectives and for furthering District goals and objectives within general policy guidelines.

EXAMPLES OF TYPICAL FUNCTIONS (Illustrative Only)

The following functions are typical for this classification. Incumbents may not perform all of the listed functions and/or may be required to perform additional or different functions from those set forth below to address business needs and changing business practices.

- Assumes managerial responsibility for all operations and maintenance for the wastewater treatment, recycled water and reclamation facilities, and laboratory and environmental services programs; serves as the District's Chief Plant Operator.
- Participates in the development and implementation of goals, objectives, policies and priorities for the District; recommends, within District policy, appropriate service and staffing levels; recommends and administers policies and procedures while ensuring financial, regulatory and legal requirements are met.

- Selects, trains, motivates and directs assigned staff; evaluates and reviews work for acceptability and conformance with District standards; provides or coordinates staff training; works with employees to correct deficiencies; recommends discipline; responds to staff questions and concerns.
- Contributes to the overall quality of District services by continuously monitoring and evaluating the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors distribution of work, support systems and internal reporting relationships; identifies and recommends opportunities for improvements.
- Manages and administers the department's budget; directs the forecast of additional funds needed for staffing, equipment and supplies; directs the monitoring of and approves expenditures; purchases supplies and equipment; maintains adequate inventory of supplies, tools and equipment to efficiently operate and maintain the District's facilities and equipment.
- Develops and manages requests for proposals for professional and/or contracted services; evaluates proposals and recommends award; prepares and negotiates contracts; administers contracts and oversees consultants and contractors to ensure compliance with District standards, contract specifications and service quality.
- Proactively participates in the development of applicable regulations, reviews proposed regulations, determines impact and composes District comment letters to advocate for science based, cost effective and environmentally beneficial regulations.
- Participates in the development and administration of the District's Capital Improvement Program (CIP), including planning, prioritizing and scheduling long-term capital improvement and Renewal & Replacement maintenance projects in coordination with the General Manager and other management staff.
- Participates in the design, engineering, construction and field inspection processes for District CIP and maintenance projects; attends pre-construction and construction status meetings; develops and reviews plans and specifications and recommends changes as appropriate to meet operational needs.
- Coordinates activities with other District departments and legal counsel and those of outside agencies regarding standards, easements and leases as may be required.
- Meets and confers with contractors, engineers, developers, architects, outside agencies and the general public in acquiring information and coordinating operations and maintenance projects, programs and services; provides information regarding District requirements.
- Manages the development and implementation of various operations and maintenance programs, including alternative energy/sustainability, treatment plant related emergency preparedness and response and asset management programs.
- Implements comprehensive environmental services and regulatory compliance programs, including laboratory, NPDES and BAAQMD permit compliance, pollution, industrial discharger permitting, quality assurance, recycled water, biosolids, hazardous materials and waste management programs to ensure compliance with local, regional, state and federal regulations.
- Ensures compliance with federal, state, and local regulatory requirements including National Pollutant Discharge Elimination System (NPDES) permit; ensures compliance with operating parameters; develops operational data with the Environmental Services Supervisor in a timely manner for regulatory reporting purposes including self-monitoring reports (eSMRs)

and discharger monitoring reports (DMRs), to be submitted through California Integrated Water Quality System (CIWQS).

- Gathers, analyzes, and interprets data to evaluate and revise current programs and/or develop new programs as needed.
- Works closely with the Collection System/Maintenance/Safety Manager on developing and implementing a comprehensive preventative maintenance program and coordinating corrective maintenance and repair activities and projects.
- Represents the District and makes presentations to governmental, regulatory or private organizations, professional groups and the public; assists in coordinating public tours of District facilities.
- Prepares a variety of written correspondence, reports, procedures and other written materials; completes and submits reports to regulatory agencies.
- Maintains and directs the maintenance of working and official departmental files.
- Monitors changes in laws, regulations and technology that may affect programs and projects; implements policy and procedural changes as required including administering the District's pretreatment and pollution prevention program in compliance with federal, state, and local regulations including permit issuance, code enforcement, identification of pollution sources, inspecting businesses, field sampling, and maintaining required documentation.
- Attends Board of Director and committee meetings as required; prepares and presents staff reports and agenda items for consideration by the Board; serves as advisor to the General Manager and Board on District operations and environmental compliance matters; assists the General Manager in carrying out directives of the Board of Directors.
- Observes safe work methods and makes appropriate use of related safety equipment as required.
- Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation and evaluation, and supervision of staff, either directly or through subordinate levels of supervision.
- Principles and practices of wastewater treatment, recycled water and reclamation facilities, and laboratory and environmental services program management.
- Basic principles of laboratory and environmental services programs.
- Principles and techniques of capital improvement and Renewal & Replacement maintenance project design, construction, inspection, funding and long-term maintenance.
- Principles and practices of project management, budgeting and contract administration.
- General principles of risk management related to the functions of the assigned area.
- Principles and practices of employee supervision, including work planning, assignment review and evaluation and the training of staff in work procedures.
- Organization and management practices as applied to the development, analysis and evaluation of programs, policies and operational needs of the assigned functional area.

- Applicable federal, state and local laws, regulatory codes, ordinances, policies and procedures relevant to assigned area of responsibility.
- Practices of researching issues, evaluating alternatives, making sound recommendations and preparing and presenting effective staff reports.
- Technical, legal, financial and public relations associated with the management of wastewater operations, maintenance, and environmental services projects and programs.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors and District staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition and grammar.
- Modern equipment and communication tools used for business functions and program, project and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Develop and implement goals, objectives, policies, procedures and work standards.
- Plan, organize, administer, coordinate, review and evaluate a comprehensive wastewater and recycled water and reclamation operations, and environmental services programs.
- Plan, organize, assign, review and evaluate the work of staff; train staff in work procedures.
- Evaluate and develop improvements in processes and procedures.
- Analyze laboratory results and operations data to determine root cause of problems and recommend process optimization changes.
- Prepare, understand and interpret construction plans, designs, specifications and related documents.
- Interpret, apply, explain and ensure compliance with federal, state and local policies, procedures, laws and regulations.
- Effectively represent the District in meetings with governmental agencies, community groups, various businesses, professional and regulatory organizations and in meetings with individuals.
- Research, analyze and evaluate new service delivery methods, procedures and techniques.
- Prepare clear and concise reports, correspondence, procedures and other written materials.
- Establish and maintain a variety of filing, record keeping and tracking systems.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities and meet critical time deadlines.
- Effectively use computer systems, software applications and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence and independent judgment within general policy, procedural and legal guidelines.
- Establish, maintain and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to graduation from an accredited four-year college or university with major coursework in environmental engineering, environmental science, biology, chemistry, business or public administration or a closely related field and five (5) years of increasingly responsible experience managing and/or supervising wastewater treatment plant operations and maintenance.

Licenses and Certifications:

- Possession of a valid California Driver's License by time of appointment and satisfactory driving record consistent with requirements established by the District.
- Possess and maintain a valid Grade IV or Grade V Wastewater Treatment Operator certificate issued by the State Water Resources Control Board (SWRCB).

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, and to work in a wastewater treatment plant setting and in the field; strength, stamina and mobility to perform light physical work, to work in confined spaces, around machines, to climb and descend ladders and to operate a motor vehicle to visit various District and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. The job involves walking in operational areas to identify problems or hazards and to conduct field inspections of projects and work sites. Finger dexterity is needed to access, enter and retrieve data using a computer keyboard or calculator and to operate tools and equipment. Positions in this classification bend, stoop, kneel, reach and climb to perform work in and inspect work sites. Employees must possess the ability to lift, carry, push and pull materials and objects weighing up to 30 pounds.

ENVIRONMENTAL ELEMENTS

Employees work primarily in an office environment with moderate noise levels, controlled temperature conditions and no direct exposure to potentially hazardous physical substances. Employees also work in a wastewater treatment plant and in the field and are exposed to pollen, dust, loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspaces, chemicals, mechanical, and/or electrical hazards and hazardous physical substances and fumes.

OTHER REQUIREMENTS

Per California Government Code, Title 1, Division 4, Chapter 8, Section 3100, "all public employees are hereby declared to be disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law."

LAS GALLINAS VALLEY SANITARY DISTRICT**JUNE 2022
FLSA: NON-EXEMPT****ENVIRONMENTAL SERVICES SUPERVISOR****DEFINITION**

Under general direction of the Plant Manager, plans, organizes, coordinates programs, directs and supervises laboratory staff, and oversees services that support compliance with environmental permits, rules, and regulations. Serves as the District's Laboratory Director; Oversees and participates in the daily operations of the District's wastewater laboratory, pretreatment, pollution prevention program, and public education program; maintains the laboratory's certification through the California Environmental Laboratory Accreditation Program (ELAP). The Environmental Services Supervisor has the responsibility of maintaining the laboratory's ELAP accreditation; coordinates laboratory and environmental services activities and programs with operations and maintenance, collections, engineering, and administration activities; ensures that all federal, state, and local regulatory requirements are met.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Plant Manager. Exercises direct supervision over assigned staff.

CLASS CHARACTERISTICS

This is a full supervisory level classification exercising independent judgment on diverse laboratory and environmental services matters. The incumbent oversees day-to-day laboratory and environmental services programs and participates in all activities required to maintain the District's ELAP accreditation and compliance with federal, state, and local regulatory requirements. The incumbent serves in the capacity of working supervisor by performing the most complex laboratory duties within the work unit. Performance of the work requires the use of considerable independence, initiative, and discretion within established guidelines. This class is distinguished from the Plant Manager in that the latter is a management class with responsibility for the oversight of all plant, laboratory, and facilities operations and maintenance through subordinate levels of supervision. This is a supervisory classification responsible for planning, organizing, and overseeing the environmental compliance and laboratory activities.

EXAMPLES OF TYPICAL FUNCTIONS (Illustrative Only)

The following functions are typical for this classification. Incumbents may not perform all of the listed functions and/or may be required to perform additional or different functions from those set forth below to address business needs and changing business practices.

- Serves as the District's Laboratory Director, as defined under regulations for Certified Environmental Laboratories; establishes and maintains a strong position in regulatory compliance and reporting required by the ELAP accreditation, National Pollutant Discharge Elimination System (NPDES) permit, BAAQMD permit compliance, pollution, industrial discharger permitting, quality assurance, recycled water, biosolids, and related federal, state, and local regulations.
- Oversees the implementation and maintenance of the pollution minimization programs, industrial discharger permitting and laboratory analyses.
- Supervises the work of laboratory staff; evaluates employee performance, counsels laboratory employees, and provides recommendations to the Plant Manager for initial disciplinary action; assists in selection and promotion of lab positions.
- Coordinates assigned activities with other District personnel, consultants and external agencies to ensure compliance with environmental and regulatory reporting.
- Assists in the development and implementation of goals, objectives, policies, and priorities for assigned programs; recommends and administers policies and procedures.
- Monitors activities of assigned work unit; identifies opportunities for improving service delivery methods and procedures; provides recommendations concerning process changes; reviews with appropriate management staff; implements improvements.
- Trains, motivates, and directs assigned staff; evaluates and reviews work for acceptability and conformance with District standards; provides or coordinates staff training; works with employees to correct deficiencies; implements safety procedures and standards in the laboratory operation and use of laboratory equipment; ensures that equipment is safely operated, maintained, and secured when not in use; schedules the service, repair, and replacement of equipment.
- responds to staff questions and concerns.
- Determines and recommends equipment, supplies, and staffing needs for laboratory and environmental services programs; procures equipment and supplies required to perform the work; participates in the annual budget preparation; develops and administers professional service contracts; prepares detailed cost estimates with appropriate justifications, as required; monitors expenditures.
- Inspects and verifies work in progress and completed work of assigned employees and contractors for accuracy, proper work methods, techniques, and compliance with applicable standards and specifications.
- Develops, implements, and reviews quality control and quality assurance programs; ensures laboratory practices and procedures are in accordance with acceptable occupational and environmental safety standards.
- Serves as Technical Manager overseeing TNI standards implemented; serves as quality assurance and quality control (QA/QC) manager, including overseeing and/or reviewing

quality control data, maintaining quality assurance manuals and documenting standard operating procedures, notifying management of deficiencies in the quality system, monitoring corrective actions and coordinating audits; participates in ensuring laboratory practices and procedures are in accordance with acceptable occupational and environmental safety standards.

- Coordinates, oversees, and participates in the collection and analysis of samples; performs a variety of laboratory chemical, physical, and biological analyses to meet regulatory requirements and plant process control and optimization parameters; supports the Collection System department on spill response related to testing and reporting.
- Prepares and directs the preparation of reagents and media and calibration and maintenance of laboratory instruments.
- Support the Plant Manager to Ensures the District's compliance with federal, state and local regulations, and ensures any noncompliance is reported.
- Maintains the laboratory's Environmental Laboratory Accreditation Program (ELAP) certification and ensures all ELAP requirements are met.
- Represents the District with regards to regulatory permits and issues related to wastewater discharges, recycled water, air quality and other applicable environmental issues before local, regional, state and federal policy making bodies, regulatory agencies, other clean water agencies and local businesses and community groups.
- Prepares and submits monitoring and related compliance reports.
- Backup the Plant Manager and Plant Supervisor when needed acting as a Legally Responsible Officer (LRO) for California Integrated Water Quality System (CIWQS) including coordinating submission of electronic self-monitoring reports (eSMRs) and discharger monitoring reports (DMRs)
- Administers the District's Pretreatment/Pollution Prevention pretreatment and pollution prevention programs in compliance with federal, state, and local regulations including program development, permit issuance, code enforcement, identification of pollution sources, inspecting businesses, field sampling, and maintaining required documentation and creating reports.
- Meets and corresponds with industrial and commercial waste disposers to explain federal, state, and local regulations and policies; resolves problems and establishes cooperative working relationships between business owners and regulatory compliance staff.
- Provides support to the District's representative on issues related to solid waste disposal as part of the Marin Sanitary Service area Franchiser Group, supports the District's short-lived climate pollutant reduction strategy for organic waste, coordinates inspection and enforcement programs as required by CalRecycle.
- Plans and administers the public education program including scheduling, attending, and representing the District at community events; manages event budgets; evaluates program activities and events and recommends changes; assists with compliance-related public outreach efforts.
- Maintains accurate, current, and complete laboratory and environmental services data and records; preserve official departmental files according to record retention policy.
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- Attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of laboratory and environmental services; monitors changes in regulations and technology that may affect programs and projects.
- Manages and administers the laboratory budget in coordination with the Plant Manager; directs the forecast of additional funds needed for staffing, equipment and supplies; directs the monitoring of and recommends approval of expenditures; purchases supplies and equipment; maintains adequate inventory of supplies, tools and equipment.
- Develops and manages requests for proposals for professional and/or contracted services; evaluates proposals and recommends award; prepares and negotiates contracts as assigned by the Plant Manager; administers contracts and oversees consultants and contractors to ensure compliance with District standards, contract specifications and service quality.
- Reviews, develops and implements District goals, objectives and priorities for the laboratory, public education, pollution prevention, source control programs.
- Orders and monitors use of laboratory chemical, supplies and equipment.
- Reviews the data record of others and maintains accurate, current, and complete laboratory data records.
- Prepares monitoring reports and other reports required by regulatory agencies as requested by the Plant Manager.
- Works with regulatory agencies and representatives from commercial and industrial facilities.
- Ensures laboratory practices and procedures are in accordance with acceptable occupational and environmental safety standards.
- Works closely with plant operations staff to identify and correct treatment process deficiencies, reporting irregularities, and optimization strategies; reviews operations data.
- Gathers, analyzes, and presents data to Plant Manager to interpret, evaluate, and revise current programs and/or develop new programs as needed.
- Meets and confers with contractors, engineers, developers, architects, outside agencies and the general public in acquiring information and coordinating environmental services and regulatory compliance projects, programs and services; provides information regarding District requirements.
- Prepares a variety of written correspondence, technical reports, procedures and other written materials.
- Observes safe work methods and makes appropriate use of related safety equipment as required.
- Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures relevant to wastewater treatment, NPDES permits, reclaimed water, industrial pretreatment and pollution prevention.
- General chemical, biological, bacteriological, and physical laboratory testing methods and procedures, including qualitative and quantitative analyses.

- Sample collection techniques, statistical analysis, and quality assurance/quality control.
- Operational characteristics and use of modern laboratory equipment and maintenance/calibration requirements of same.
- Laboratory safety principles and practices.
- Principles and practices of water quality monitoring, analysis and reporting.
- Environmental laboratory operations, monitoring and enforcement related to environmental compliance issues faced by the District.
- Techniques and equipment used in environmental laboratory analysis.
- Sampling and reporting, environmental laboratory operations and industrial discharger monitoring and enforcement.
- General methods, practices, wastewater treatment processes and equipment utilized in a wastewater treatment plant and wastewater collection system pretreatment/pollution prevention and source control programs.
- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures.
- Principles and practices of contract administration and evaluation of programs, policies and operational needs of the assigned functional area.
- Applicable federal, state occupational hazards and local laws, regulatory codes, ordinances, policies, safety principles, practices, and procedures relevant to assigned area of responsibility such as water quality, wastewater discharges, recycled water reuse, air quality, including handling and storage of hazardous materials/waste management.
- Practices of researching issues, evaluating alternatives, making sound recommendations and preparing and presenting effective staff reports.
- Techniques for effectively representing the District in contacts with government agencies, community groups, and various business, professional, and regulatory organizations.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and District staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition and grammar.
- Modern equipment and communication tools used for business functions and program, project and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Interpret, apply, explain, and ensure compliance with applicable federal, state, and local policies, procedures, laws, and regulations.
- Plan, implement, and administer wastewater laboratory quality assurance/quality control and pretreatment and pollution prevention program.
- Direct and participate in analyzing the results of physical, chemical, biological, and bacteriological analysis and make appropriate recommendations for plant process control and optimization purposes.
- Operate, calibrate and maintain analytical instruments and equipment.

- Assist in developing and implementing goals, objectives, practices, policies, procedures, and work standards.
- Support the Plant Manager to plan, organize, administer, coordinate, review and evaluate comprehensive environmental services and regulatory compliance programs.
- Supervise, train, plan, organize, schedule, assign, review, and evaluate the work of staff; train staff in work procedures.
- Evaluate and develop improvements in processes and procedures as it related to lab responsibilities.
- Upon direction of Plant Manager research, analyze and evaluate new service delivery methods, procedures and techniques.
- Coordinate laboratory and environmental services activities with internal and external stakeholders.
- Understand, interpret, and successfully communicate both orally and in writing, pertinent department policies and procedures.
- Prepare clear and concise technical reports, correspondence, procedures, and other written materials.
- Establish and maintain a variety of filing, manual and computerized files and record keeping and tracking systems.
- Make sound, independent decisions within established policy and procedural guidelines.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities, and meet critical time deadlines.
- Effectively use modern office equipment, including computer systems, equipment and software applications and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely to effectively communicate in person, over the telephone, and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, and procedural and legal guidelines.
- Understand, and adhere to established District standards, policies, and procedures.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. -A typical way to obtain the required qualifications would be:

Equivalent to graduation from an accredited four-year college or university with major coursework in organic or analytical chemistry, biology, environmental science/studies, or a related field and five (5) years of increasingly working in an environmental laboratory.

Licenses and Certifications:

- Possession of a valid California Driver's License by time of appointment and satisfactory driving record consistent with requirements established by the District.

- Possess and maintain a valid Grade III Laboratory Analyst certificate issued by California Water Environment Association (CWEA). Obtain and maintain a Grade IV Laboratory Analyst certificate within three years of hire to be eligible for step wage increase in the fourth year.
- Obtain and maintain an **Environmental Compliance Inspector Grade II** certificate issued by CWEA ~~is required~~ within two years of hire to be eligible for step wage increase in the third year. ~~Obtaining a Grade IV Laboratory Analyst certificate is required in order to be eligible for the maximum pay rate for this position.~~

~~A Grade IV CWEA Environmental Compliance Inspector Certificate is eligible for a certification pay increase.~~



PHYSICAL DEMANDS

Must possess mobility to work in a standard office, laboratory, and wastewater treatment plant settings; use specialized test equipment and instrumentation and standard office equipment, including a computer, to inspect District sites, including traversing uneven terrain, climbing ladders, stairs, and other access points, to operate a motor vehicle, and to visit various District facilities and meeting sites; vision to detect shades of color, read printed materials, and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office and laboratory equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 50 pounds, with the use of proper equipment and assistance from other staff.

ENVIRONMENTAL ELEMENTS

Employees work in a laboratory setting ~~and in the field~~ and, in the field, and may be exposed to pollen, dust, loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspaces, chemicals, mechanical, and/or electrical hazards, and hazardous physical substances and fumes.

OTHER REQUIREMENTS

Per California Government Code, Title 1, Division 4, Chapter 8, Section 3100, "all public employees are hereby declared to be disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law."

Must be available for regular and emergency standby, weekend assignments, shift assignments, and to be called back and work emergency overtime as needed.

LAS GALLINAS VALLEY SANITARY DISTRICT**JUNE 2022
FLSA: NON-EXEMPT****ENVIRONMENTAL SERVICES SUPERVISOR****DEFINITION**

Under general direction of the Plant Manager, plans, organizes, coordinates programs, directs and supervises laboratory staff, and oversees services that support compliance with environmental permits, rules, and regulations. Serves as the District's Laboratory Director; Oversees and participates in the daily operations of the District's wastewater laboratory, pretreatment, pollution prevention program, and public education program; maintains the laboratory's certification through the California Environmental Laboratory Accreditation Program (ELAP). The Environmental Services Supervisor has the responsibility of maintaining the laboratory's ELAP accreditation; coordinates laboratory and environmental services activities and programs with operations and maintenance, collections, engineering, and administration activities; ensures that all federal, state, and local regulatory requirements are met.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Plant Manager. Exercises direct supervision over assigned staff.

CLASS CHARACTERISTICS

This is a full supervisory level classification exercising independent judgment on diverse laboratory and environmental services matters. The incumbent oversees day-to-day laboratory and environmental services programs and participates in all activities required to maintain the District's ELAP accreditation and compliance with federal, state, and local regulatory requirements. The incumbent serves in the capacity of working supervisor by performing the most complex laboratory duties within the work unit. Performance of the work requires the use of considerable independence, initiative, and discretion within established guidelines. This class is distinguished from the Plant Manager in that the latter is a management class with responsibility for the oversight of all plant, laboratory, and facilities operations and maintenance through subordinate levels of supervision. This is a supervisory classification responsible for planning, organizing, and overseeing the environmental compliance and laboratory activities.

EXAMPLES OF TYPICAL FUNCTIONS (Illustrative Only)

The following functions are typical for this classification. Incumbents may not perform all of the listed functions and/or may be required to perform additional or different functions from those set forth below to address business needs and changing business practices.

- Serves as the District's Laboratory Director, as defined under regulations for Certified Environmental Laboratories; establishes and maintains a strong position in regulatory compliance and reporting required by the ELAP accreditation, National Pollutant Discharge Elimination System (NPDES) permit, BAAQMD permit compliance, pollution, industrial discharger permitting, quality assurance, recycled water, biosolids, and related federal, state, and local regulations.
- Oversees the implementation and maintenance of the pollution minimization programs, industrial discharger permitting and laboratory analyses.
- Supervises the work of laboratory staff; evaluates employee performance, counsels laboratory employees, and provides recommendations to the Plant Manager for initial disciplinary action; assists in selection and promotion of lab positions.
- Coordinates assigned activities with other District personnel, consultants and external agencies to ensure compliance with environmental and regulatory reporting.
- Assists in the development and implementation of goals, objectives, policies, and priorities for assigned programs; recommends and administers policies and procedures.
- Monitors activities of assigned work unit; identifies opportunities for improving service delivery methods and procedures; provides recommendations concerning process changes; reviews with appropriate management staff; implements improvements.
- Trains, motivates, and directs assigned staff; evaluates and reviews work for acceptability and conformance with District standards; provides or coordinates staff training; works with employees to correct deficiencies; implements safety procedures and standards in the laboratory operation and use of laboratory equipment; ensures that equipment is safely operated, maintained, and secured when not in use; schedules the service, repair, and replacement of equipment.
- responds to staff questions and concerns.
- Determines and recommends equipment, supplies, and staffing needs for laboratory and environmental services programs; procures equipment and supplies required to perform the work; participates in the annual budget preparation; develops and administers professional service contracts; prepares detailed cost estimates with appropriate justifications, as required; monitors expenditures.
- Inspects and verifies work in progress and completed work of assigned employees and contractors for accuracy, proper work methods, techniques, and compliance with applicable standards and specifications.
- Develops, implements, and reviews quality control and quality assurance programs; ensures laboratory practices and procedures are in accordance with acceptable occupational and environmental safety standards.
- Serves as Technical Manager overseeing TNI standards implemented; serves as quality assurance and quality control (QA/QC) manager, including overseeing and/or reviewing quality control data, maintaining quality assurance manuals and documenting standard

operating procedures, notifying management of deficiencies in the quality system, monitoring corrective actions and coordinating audits; participates in ensuring laboratory practices and procedures are in accordance with acceptable occupational and environmental safety standards.

- Coordinates, oversees, and participates in the collection and analysis of samples; performs a variety of laboratory chemical, physical, and biological analyses to meet regulatory requirements and plant process control and optimization parameters; supports the Collection System department on spill response related to testing and reporting.
- Prepares and directs the preparation of reagents and media and calibration and maintenance of laboratory instruments.
- Support the Plant Manager to Ensures the District's compliance with federal, state and local regulations, and ensures any noncompliance is reported.
- Maintains the laboratory's Environmental Laboratory Accreditation Program (ELAP) certification and ensures all ELAP requirements are met.
- Represents the District with regards to regulatory permits and issues related to wastewater discharges, recycled water, air quality and other applicable environmental issues before local, regional, state and federal policy making bodies, regulatory agencies, other clean water agencies and local businesses and community groups.
- Prepares and submits monitoring and related compliance reports.
- Backup the Plant Manager and Plant Supervisor when needed acting as a Legally Responsible Officer (LRO) for California Integrated Water Quality System (CIWQS) including coordinating submission of electronic self-monitoring reports (eSMRs) and discharger monitoring reports (DMRs)
- Administers the District's Pretreatment/Pollution Prevention pretreatment and pollution prevention programs in compliance with federal, state, and local regulations including program development, permit issuance, code enforcement, identification of pollution sources, inspecting businesses, field sampling, and maintaining required documentation and creating reports.
- Meets and corresponds with industrial and commercial waste disposers to explain federal, state, and local regulations and policies; resolves problems and establishes cooperative working relationships between business owners and regulatory compliance staff.
- Provides support to the District's representative on issues related to solid waste disposal as part of the Marin Sanitary Service area Franchiser Group, supports the District's short-lived climate pollutant reduction strategy for organic waste, coordinates inspection and enforcement programs as required by CalRecycle.
- Plans and administers the public education program including scheduling, attending, and representing the District at community events; manages event budgets; evaluates program activities and events and recommends changes; assists with compliance-related public outreach efforts.
- Maintains accurate, current, and complete laboratory and environmental services data and records; preserve official departmental files according to record retention policy.
- Attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of laboratory and environmental services; monitors changes in regulations and technology that may affect programs and projects.

- Manages and administers the laboratory budget in coordination with the Plant Manager; directs the forecast of additional funds needed for staffing, equipment and supplies; directs the monitoring of and recommends approval of expenditures; purchases supplies and equipment; maintains adequate inventory of supplies, tools and equipment.
- Develops and manages requests for proposals for professional and/or contracted services; evaluates proposals and recommends award; prepares and negotiates contracts as assigned by the Plant Manager; administers contracts and oversees consultants and contractors to ensure compliance with District standards, contract specifications and service quality.
- Reviews, develops and implements District goals, objectives and priorities for the laboratory, public education, pollution prevention, source control programs.
- Orders and monitors use of laboratory chemical, supplies and equipment.
- Reviews the data record of others and maintains accurate, current, and complete laboratory data records.
- Prepares monitoring reports and other reports required by regulatory agencies as requested by the Plant Manager.
- Works with regulatory agencies and representatives from commercial and industrial facilities.
- Ensures laboratory practices and procedures are in accordance with acceptable occupational and environmental safety standards.
- Works closely with plant operations staff to identify and correct treatment process deficiencies, reporting irregularities, and optimization strategies; reviews operations data.
- Gathers, analyzes, and presents data to Plant Manager to interpret, evaluate, and revise current programs and/or develop new programs as needed.
- Meets and confers with contractors, engineers, developers, architects, outside agencies and the general public in acquiring information and coordinating environmental services and regulatory compliance projects, programs and services; provides information regarding District requirements.
- Prepares a variety of written correspondence, technical reports, procedures and other written materials.
- Observes safe work methods and makes appropriate use of related safety equipment as required.
- Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures relevant to wastewater treatment, NPDES permits, reclaimed water, industrial pretreatment and pollution prevention.
- General chemical, biological, bacteriological, and physical laboratory testing methods and procedures, including qualitative and quantitative analyses.
- Sample collection techniques, statistical analysis, and quality assurance/quality control.
- Operational characteristics and use of modern laboratory equipment and maintenance/calibration requirements of same.
- Laboratory safety principles and practices.

- Principles and practices of water quality monitoring, analysis and reporting.
- Environmental laboratory operations, monitoring and enforcement related to environmental compliance issues faced by the District.
- Techniques and equipment used in environmental laboratory analysis.
- Sampling and reporting, environmental laboratory operations and industrial discharger monitoring and enforcement.
- General methods, practices, wastewater treatment processes and equipment utilized in a wastewater treatment plant and wastewater collection system pretreatment/pollution prevention and source control programs.
- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures.
- Principles and practices of contract administration and evaluation of programs, policies and operational needs of the assigned functional area.
- Applicable federal, state occupational hazards and local laws, regulatory codes, ordinances, policies, safety principles, practices, and procedures relevant to assigned area of responsibility such as water quality, wastewater discharges, recycled water reuse, air quality, including handling and storage of hazardous materials/waste management.
- Practices of researching issues, evaluating alternatives, making sound recommendations and preparing and presenting effective staff reports.
- Techniques for effectively representing the District in contacts with government agencies, community groups, and various business, professional, and regulatory organizations.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and District staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition and grammar.
- Modern equipment and communication tools used for business functions and program, project and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Interpret, apply, explain, and ensure compliance with applicable federal, state, and local policies, procedures, laws, and regulations.
- Plan, implement, and administer wastewater laboratory quality assurance/quality control and pretreatment and pollution prevention program.
- Direct and participate in analyzing the results of physical, chemical, biological, and bacteriological analysis and make appropriate recommendations for plant process control and optimization purposes.
- Operate, calibrate and maintain analytical instruments and equipment.
- Assist in developing and implementing goals, objectives, practices, policies, procedures, and work standards.
- Support the Plant Manager to plan, organize, administer, coordinate, review and evaluate comprehensive environmental services and regulatory compliance programs.
- Supervise, train, plan, organize, schedule, assign, review, and evaluate the work of staff; train staff in work procedures.

- Evaluate and develop improvements in processes and procedures as it related to lab responsibilities.
- Upon direction of Plant Manager research, analyze and evaluate new service delivery methods, procedures and techniques.
- Coordinate laboratory and environmental services activities with internal and external stakeholders.
- Understand, interpret, and successfully communicate both orally and in writing, pertinent department policies and procedures.
- Prepare clear and concise technical reports, correspondence, procedures, and other written materials.
- Establish and maintain a variety of filing, manual and computerized files and record keeping and tracking systems.
- Make sound, independent decisions within established policy and procedural guidelines.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities, and meet critical time deadlines.
- Effectively use modern office equipment, including computer systems, equipment and software applications and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely to effectively communicate in person, over the telephone, and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, and procedural and legal guidelines.
- Understand, and adhere to established District standards, policies, and procedures.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to graduation from an accredited four-year college or university with major coursework in organic or analytical chemistry, biology, environmental science/studies, or a related field and five (5) years of increasingly working in an environmental laboratory.

Licenses and Certifications:

- Possession of a valid California Driver's License by time of appointment and satisfactory driving record consistent with requirements established by the District.
- Possess and maintain a valid Grade III Laboratory Analyst certificate issued by California Water Environment Association (CWEA). Obtain and maintain a Grade IV Laboratory Analyst certificate within three years of hire to be eligible for step wage increase in the fourth year.
- Obtain and maintain an Environmental Compliance Inspector Grade II certificate issued by CWEA within two years of hire to be eligible for step wage increase in the third year.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office, laboratory, and wastewater treatment plant settings; use specialized test equipment and instrumentation and standard office equipment, including a computer, to inspect District sites, including traversing uneven terrain, climbing ladders, stairs, and other access points, to operate a motor vehicle, and to visit various District facilities and meeting sites; vision to detect shades of color, read printed materials, and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office and laboratory equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 50 pounds, with the use of proper equipment and assistance from other staff.

ENVIRONMENTAL ELEMENTS

Employees work in a laboratory setting and, in the field, and may be exposed to pollen, dust, loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspaces, chemicals, mechanical, and/or electrical hazards, and hazardous physical substances and fumes.

OTHER REQUIREMENTS

Per California Government Code, Title 1, Division 4, Chapter 8, Section 3100, "all public employees are hereby declared to be disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law."

Must be available for regular and emergency standby, weekend assignments, shift assignments, and to be called back and work emergency overtime as needed.

LAS GALLINAS VALLEY SANITARY DISTRICT

~~February-June 2022~~2021

FLSA: NON-EXEMPT

LABORATORY ANALYST

DEFINITION

Under immediate or general supervision of the Environmental Services ~~Manager~~Supervisor, performs a variety of sampling and analyses of wastewater, recycled water, surface water, sludge and industrial waste streams; ~~implements and executes the District's pollution prevention and pretreatment and public education programs~~; ensures that all federal, state, and local regulatory requirements are met; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives direct (Laboratory Analyst Trainee and Laboratory Analyst I) and general (Laboratory Analyst II and III) supervision from the Environmental Services ~~Manager~~Supervisor. Exercises no direct supervision of staff.

CLASS CHARACTERISTICS

Laboratory Analyst Trainee: This is the trainee-level classification in the laboratory analyst series. Initially under immediate supervision, incumbents learn and perform routine work in laboratory analysis and environmental compliance. Incumbents learn to perform tasks according to District practices and procedures, as well as state and federal regulations. Since this class is often used as a training class, incumbents may have only limited or no directly related work experience.

Laboratory Analyst I: This is the first working classification in the laboratory series. Positions at this level usually perform most of the laboratory analysis and environmental compliance duties required of the positions at the II-level but are not expected to function at the same skill level and usually exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise. Since this class is often used as a training class, incumbents may have only limited or no directly related work experience.

Laboratory Analyst II: This is the experienced-level classification in the laboratory analyst series. Incumbents are responsible for performing the full range of field and laboratory tests, analyses on wastewater, recycled water, surface water, sludge, and industrial waste streams and assisting in the implementation of environmental compliance and public education programs. As experience is gained, assignments become more varied and complex; and close supervision and frequent review of work lessen as an incumbent demonstrates skill to perform the work independently. Incumbents receive instruction or assistance as new or unusual situations arise, and have working knowledge of District practices, procedures, and policies. Employees are

responsible for the successful performance of their own work and able to prioritize and determine methods of work performance within general guidelines.

Laboratory Analyst III: This is the full journey-level classification in the laboratory analyst series. Incumbents perform the full range of laboratory and environmental compliance duties required to ensure maintenance of the District's Environmental Laboratory Accreditation Program (ELAP) accreditation, ~~implementation of NELAC Institute (TNI) standards~~, and ensure compliance with federal, state and local regulatory permits and requirements. The position performs the most complex laboratory analysis ~~and implements and executes the District's pollution prevention and pretreatment and public education programs~~. Positions at this level work independently, exercise judgment and initiative and receive occasional instruction or assistance as new or unusual situations arise. This class is distinguished from the Environmental Services ~~Manager-Supervisor~~ in that the latter is a management classification responsible for oversight of all environmental and regulatory compliance and laboratory programs.

Positions at the I-, II- and III-levels are normally filled by advancement from the Trainee, I- and II-levels, respectively; progression in the class series is dependent on (i) satisfactory work performance; (ii) the incumbent meeting the minimum qualifications for the classification, including licenses and certification requirements; (iii) management affirmation that the position is performing the full range of duties assigned to the classification and (iv) management approval for progression.

EXAMPLES OF TYPICAL FUNCTIONS (Illustrative Only)

The following functions are typical for this classification. Incumbents may not perform all of the listed functions and/or may be required to perform additional or different functions from those set forth below to address business needs and changing business practices.

Positions at the Laboratory Analyst Trainee, Laboratory Analyst Grade I and Laboratory Analyst Grade II may perform some of these duties in a learning capacity.

- Performs a variety of laboratory chemical, physical and biological analyses to ensure compliance with process control and optimization parameters, Environmental Laboratory Accreditation Program (ELAP) accreditation, National Pollutant Discharge Elimination System (NPDES) permit and related federal, state and local regulatory requirements.
- ~~Implements NELAC Institute (TNI) standards related to quality control and quality assurance programs including maintenance of quality assurance manuals and documenting standard operating procedures; participates in ensuring laboratory practices and procedures are in accordance with acceptable occupational and environmental safety standards.~~
- Collects wastewater, sludge, recycled water, receiving water and blending samples from a variety of sources including the collection system, wastewater treatment plant, recycled water plant, streams, ponds and composite samplers.
- Performs calculations; analyzes and interprets results; identifies inconsistencies to determine potential causes; recommends corrective action or confers with supervisor to find solutions.
- Prepares and standardizes chemical reagents, glassware and laboratory supplies.

- Sets up, calibrates, operates and performs routine preventative maintenance on a variety of complex laboratory equipment and instruments.
- Monitors and maintains inventory of laboratory supplies and chemicals; tracks and properly disposes of expired chemicals; notifies supervisor of needed supplies.
- Follows established quality assurance/quality control program to ensure the methods, techniques, and equipment used to analyze samples produce accurate, reliable results; participates in ELAP audits.
- ~~➤ Administers the District's pretreatment and pollution prevention program in compliance with federal, state and local regulations including identification of pollution sources, inspecting businesses, field sampling and maintaining required documentation.~~
- ~~➤ Meets and corresponds with industrial and commercial waste disposers to explain federal, state and local regulations and policies; resolves problems and establishes cooperative working relationships with business owners.~~
- ~~Administers the~~Participates in the public education program including ~~scheduling~~, attending and representing the District at community events.
- Maintains a diverse range of documentation including, but not limited to, written records of lab results and activities, quality assurance records, chain of command records and equipment maintenance logs; prepares technical reports and updates reference materials.
- Compiles, maintains and enters data into Laboratory Information Management System (LIMS); ensures data and records are current and complete; assists in or prepares monitoring and related compliance reports.
- Responsible for general lab hygiene by maintaining the laboratory equipment, supplies and facilities in a clean and orderly condition.
- Observes safe work methods and makes appropriate use of related safety equipment as required.
- Performs related duties as assigned.

In addition, the Laboratory Analyst III:

~~Implements TNI standards related to quality control and quality assurance programs including overseeing and/or reviewing quality control data, maintaining quality assurance manuals and documenting standard operating procedures, notifying laboratory management of deficiencies in the quality system, monitoring corrective actions and coordinating audits; participates in ensuring laboratory practices and procedures are in accordance with acceptable occupational and environmental safety standards.~~

QUALIFICATIONS

Incumbents at the Trainee, Grade I, and Grade II of the class series would not be expected to have the same level of knowledge and abilities as incumbents ~~at with~~ Grade III certification and perform work in a learning capacity. Incumbents who receive Grade III certification work independently.

Knowledge of:

- Applicable federal, state and local laws, regulatory codes, ordinances, and procedures relevant to wastewater treatment, NPDES permits, reclaimed water, industrial pretreatment and pollution prevention.
- General chemical, biological, bacteriological and physical laboratory testing methods and procedures, including qualitative and quantitative analyses.
- Sample collection techniques, statistical analysis and quality assurance/quality control.
- Operational characteristics and use of modern laboratory equipment and maintenance/calibration requirements of same.
- Laboratory safety principles and practices.
- Principles of wastewater treatment processes and pretreatment/pollution prevention and source control programs.
- Principles and procedures of record keeping and preparing reports.
- Occupational hazards and safety principles, practices and procedures, including handling and storage of hazardous chemicals and confined space entry.
- Modern office practices, methods and computer equipment and applications.
- English usage, grammar, spelling, vocabulary and punctuation.
- Techniques for effectively representing the District in contacts with government agencies, community groups and various business, professional, regulatory and legislative organizations.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and District staff.

Ability to:

- Interpret, apply, explain and ensure compliance with applicable federal, state and local policies, procedures, laws, and regulations.
- Collect samples and perform a diverse range of standard physical, chemical, biological and bacteriological analysis.
- Evaluate the outcome of laboratory results in order to detect inconsistencies and errors and recommend solutions.
- Operate, calibrate and maintain analytical instruments and equipment.
- Implement and execute pretreatment and pollution prevention and public education programs.
- Prepare clear and concise reports, correspondence, procedures, and other written materials.
- Establish and maintain a variety of manual and computerized files and record keeping systems.
- Make sound, independent decisions within established policy and procedural guidelines.
- Organize own work, set priorities and meet critical time deadlines.
- Operate modern office equipment, including computer equipment and software programs.
- Use English effectively to communicate in person, over the telephone and in writing.
- Use tact, initiative, prudence and independent judgment within general policy and procedural guidelines.
- Understand, and adhere to established District standards, policies and procedures.
- Establish, maintain and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Laboratory Analyst Trainee: Equivalent to the completion of the twelfth (12th) grade supplemented by college-level coursework in chemistry, biology, or a closely related field. No prior experience is required.

Laboratory Analyst Grade I: Equivalent to an Associate degree from an accredited college in chemistry, biology, or a closely related field and one (1) year of experience performing testing analyses duties within a water or wastewater treatment plant laboratory or related experience in an environmental laboratory or the water quality field or one (1) year of experience equivalent to the Laboratory Analyst Trainee at the Las Gallinas Valley Sanitary District.

Laboratory Analyst Grade II: Equivalent to an Associate degree from an accredited college in chemistry, biology, or a closely related field and two (2) years of experience equivalent to the Laboratory Analyst Grade I at the Las Gallinas Valley Sanitary District.

Laboratory Analyst Grade III: Equivalent to an Associate degree from an accredited college in chemistry, biology, or a closely related field and two (2) years of experience equivalent to the Laboratory Analyst Grade II at the Las Gallinas Valley Sanitary District.

Licenses and Certifications:

Laboratory Analyst

- Possession of a valid California Driver's License by time of appointment and satisfactory driving record consistent with requirements established by the District.

Laboratory Analyst Grade I

- Possess and maintain a valid Grade I Laboratory Analyst certificate issued by California Water Environment Association (CWEA).

Laboratory Analyst Grade II

- Possess and maintain a valid Grade II Laboratory Analyst certificate issued by CWEA.

Laboratory Analyst Grade III

- Possess and maintain a valid Grade III Laboratory Analyst certificate issued by CWEA.

- [Possess and maintain a valid Grade I Environmental Compliance Inspector certificate issued by CWEA.](#)

PHYSICAL DEMANDS

Must possess mobility to work in a standard wastewater treatment plant and laboratory setting, use specialized test equipment and instrumentation and standard office equipment, including a computer, to inspect District sites, including traversing uneven terrain, climbing ladders, stairs, and other access points, to operate a motor vehicle, and to visit various District facilities and meeting sites; vision to detect shades of color, read printed materials, and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office and laboratory equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 30 pounds, with the use of proper equipment and assistance from other staff.

ENVIRONMENTAL ELEMENTS

Employees work in a laboratory setting and in the field and may be exposed to pollen, dust, loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspaces, chemicals, mechanical, and/or electrical hazards, and hazardous physical substances and fumes.

OTHER REQUIREMENTS

Per California Government Code, Title 1, Division 4, Chapter 8, Section 3100, "all public employees are hereby declared to be disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law."

Must be available for regular and emergency standby, weekend assignments, shift assignments, and to be called back and work emergency overtime as needed.

LAS GALLINAS VALLEY SANITARY DISTRICT

June 2022

FLSA: NON-EXEMPT

LABORATORY ANALYST**DEFINITION**

Under immediate or general supervision of the Environmental Services Supervisor, performs a variety of sampling and analyses of wastewater, recycled water, surface water, sludge and industrial waste streams; ensures that all federal, state, and local regulatory requirements are met; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives direct (Laboratory Analyst Trainee and Laboratory Analyst I) and general (Laboratory Analyst II and III) supervision from the Environmental Services Supervisor. Exercises no direct supervision of staff.

CLASS CHARACTERISTICS

Laboratory Analyst Trainee: This is the trainee-level classification in the laboratory analyst series. Initially under immediate supervision, incumbents learn and perform routine work in laboratory analysis and environmental compliance. Incumbents learn to perform tasks according to District practices and procedures, as well as state and federal regulations. Since this class is often used as a training class, incumbents may have only limited or no directly related work experience.

Laboratory Analyst I: This is the first working classification in the laboratory series. Positions at this level usually perform most of the laboratory analysis and environmental compliance duties required of the positions at the II-level but are not expected to function at the same skill level and usually exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise. Since this class is often used as a training class, incumbents may have only limited or no directly related work experience.

Laboratory Analyst II: This is the experienced-level classification in the laboratory analyst series. Incumbents are responsible for performing the full range of field and laboratory tests, analyses on wastewater, recycled water, surface water, sludge, and industrial waste streams and assisting in the implementation of environmental compliance and public education programs. As experience is gained, assignments become more varied and complex; and close supervision and frequent review of work lessen as an incumbent demonstrates skill to perform the work independently. Incumbents receive instruction or assistance as new or unusual situations arise, and have working knowledge of District practices, procedures, and policies. Employees are

responsible for the successful performance of their own work and able to prioritize and determine methods of work performance within general guidelines.

Laboratory Analyst III: This is the full journey-level classification in the laboratory analyst series. Incumbents perform the full range of laboratory and environmental compliance duties required to ensure maintenance of the District's Environmental Laboratory Accreditation Program (ELAP) accreditation, and ensure compliance with federal, state and local regulatory permits and requirements. The position performs the most complex laboratory analysis. Positions at this level work independently, exercise judgment and initiative and receive occasional instruction or assistance as new or unusual situations arise. This class is distinguished from the Environmental Services Supervisor in that the latter is a management classification responsible for oversight of all environmental and regulatory compliance and laboratory programs.

Positions at the I-, II- and III-levels are normally filled by advancement from the Trainee, I- and II-levels, respectively; progression in the class series is dependent on (i) satisfactory work performance; (ii) the incumbent meeting the minimum qualifications for the classification, including licenses and certification requirements; (iii) management affirmation that the position is performing the full range of duties assigned to the classification and (iv) management approval for progression.

EXAMPLES OF TYPICAL FUNCTIONS (Illustrative Only)

The following functions are typical for this classification. Incumbents may not perform all of the listed functions and/or may be required to perform additional or different functions from those set forth below to address business needs and changing business practices.

Positions at the Laboratory Analyst Trainee, Laboratory Analyst Grade I and Laboratory Analyst Grade II may perform some of these duties in a learning capacity.

- Performs a variety of laboratory chemical, physical and biological analyses to ensure compliance with process control and optimization parameters, Environmental Laboratory Accreditation Program (ELAP) accreditation, National Pollutant Discharge Elimination System (NPDES) permit and related federal, state and local regulatory requirements.
- Collects wastewater, sludge, recycled water, receiving water and blending samples from a variety of sources including the collection system, wastewater treatment plant, recycled water plant, streams, ponds and composite samplers.
- Performs calculations; analyzes and interprets results; identifies inconsistencies to determine potential causes; recommends corrective action or confers with supervisor to find solutions.
- Prepares and standardizes chemical reagents, glassware and laboratory supplies.
- Sets up, calibrates, operates and performs routine preventative maintenance on a variety of complex laboratory equipment and instruments.
- Monitors and maintains inventory of laboratory supplies and chemicals; tracks and properly disposes of expired chemicals; notifies supervisor of needed supplies.

- Follows established quality assurance/quality control program to ensure the methods, techniques, and equipment used to analyze samples produce accurate, reliable results; participates in ELAP audits.
- Participates in the public education program including attending and representing the District at community events.
- Maintains a diverse range of documentation including, but not limited to, written records of lab results and activities, quality assurance records, chain of command records and equipment maintenance logs; prepares technical reports and updates reference materials.
- Compiles, maintains and enters data into Laboratory Information Management System (LIMS); ensures data and records are current and complete; assists in or prepares monitoring and related compliance reports.
- Responsible for general lab hygiene by maintaining the laboratory equipment, supplies and facilities in a clean and orderly condition.
- Observes safe work methods and makes appropriate use of related safety equipment as required.
- Performs related duties as assigned.

QUALIFICATIONS

Incumbents at the Trainee, Grade I, and Grade II of the class series would not be expected to have the same level of knowledge and abilities as incumbents with Grade III certification and perform work in a learning capacity. Incumbents who receive Grade III certification work independently.

Knowledge of:

- Applicable federal, state and local laws, regulatory codes, ordinances, and procedures relevant to wastewater treatment, NPDES permits, reclaimed water, industrial pretreatment and pollution prevention.
- General chemical, biological, bacteriological and physical laboratory testing methods and procedures, including qualitative and quantitative analyses.
- Sample collection techniques, statistical analysis and quality assurance/quality control.
- Operational characteristics and use of modern laboratory equipment and maintenance/calibration requirements of same.
- Laboratory safety principles and practices.
- Principles of wastewater treatment processes and pretreatment/pollution prevention and source control programs.
- Principles and procedures of record keeping and preparing reports.
- Occupational hazards and safety principles, practices and procedures, including handling and storage of hazardous chemicals and confined space entry.
- Modern office practices, methods and computer equipment and applications.
- English usage, grammar, spelling, vocabulary and punctuation.
- Techniques for effectively representing the District in contacts with government agencies, community groups and various business, professional, regulatory and legislative organizations.

- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and District staff.

Ability to:

- Interpret, apply, explain and ensure compliance with applicable federal, state and local policies, procedures, laws, and regulations.
- Collect samples and perform a diverse range of standard physical, chemical, biological and bacteriological analysis.
- Evaluate the outcome of laboratory results in order to detect inconsistencies and errors and recommend solutions.
- Operate, calibrate and maintain analytical instruments and equipment.
- Implement and execute pretreatment and pollution prevention and public education programs.
- Prepare clear and concise reports, correspondence, procedures, and other written materials.
- Establish and maintain a variety of manual and computerized files and record keeping systems.
- Make sound, independent decisions within established policy and procedural guidelines.
- Organize own work, set priorities and meet critical time deadlines.
- Operate modern office equipment, including computer equipment and software programs.
- Use English effectively to communicate in person, over the telephone and in writing.
- Use tact, initiative, prudence and independent judgment within general policy and procedural guidelines.
- Understand, and adhere to established District standards, policies and procedures.
- Establish, maintain and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Laboratory Analyst Trainee: Equivalent to the completion of the twelfth (12th) grade supplemented by college-level coursework in chemistry, biology, or a closely related field. No prior experience is required.

Laboratory Analyst Grade I: Equivalent to an Associate degree from an accredited college in chemistry, biology, or a closely related field and one (1) year of experience performing testing analyses duties within a water or wastewater treatment plant laboratory or related experience in an environmental laboratory or the water quality field or one (1) year of experience equivalent to the Laboratory Analyst Trainee at the Las Gallinas Valley Sanitary District.

Laboratory Analyst Grade II: Equivalent to an Associate degree from an accredited college in chemistry, biology, or a closely related field and two (2) years of experience equivalent to the Laboratory Analyst Grade I at the Las Gallinas Valley Sanitary District.

Laboratory Analyst Grade III: Equivalent to an Associate degree from an accredited college in chemistry, biology, or a closely related field and two (2) years of experience equivalent to the Laboratory Analyst Grade II at the Las Gallinas Valley Sanitary District.

Licenses and Certifications:

Laboratory Analyst

- Possession of a valid California Driver's License by time of appointment and satisfactory driving record consistent with requirements established by the District.

Laboratory Analyst Grade I

- Possess and maintain a valid Grade I Laboratory Analyst certificate issued by California Water Environment Association (CWEA).

Laboratory Analyst Grade II

- Possess and maintain a valid Grade II Laboratory Analyst certificate issued by CWEA

Laboratory Analyst Grade III

- Possess and maintain a valid Grade III Laboratory Analyst certificate issued by CWEA.
- Possess and maintain a valid Grade I Environmental Compliance Inspector certificate issued by CWEA.

PHYSICAL DEMANDS

Must possess mobility to work in a standard wastewater treatment plant and laboratory setting, use specialized test equipment and instrumentation and standard office equipment, including a computer, to inspect District sites, including traversing uneven terrain, climbing ladders, stairs, and other access points, to operate a motor vehicle, and to visit various District facilities and meeting sites; vision to detect shades of color, read printed materials, and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office and laboratory equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 30 pounds, with the use of proper equipment and assistance from other staff.

ENVIRONMENTAL ELEMENTS

Employees work in a laboratory setting and in the field and may be exposed to pollen, dust, loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspaces, chemicals, mechanical, and/or electrical hazards, and hazardous physical substances and fumes.

OTHER REQUIREMENTS

Per California Government Code, Title 1, Division 4, Chapter 8, Section 3100, "all public employees are hereby declared to be disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law."

Must be available for regular and emergency standby, weekend assignments, shift assignments, and to be called back and work emergency overtime as needed.

7/7/2022

BOARD MEMBER REPORTS

CLARK

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

FORD

NBWRA, 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, 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, 2022 McInnis Marsh 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 Biosolids Ad Hoc Committee, 2022 McInnis Marsh Ad Hoc Committee Other Reports



AGENDA

Agenda Item

5.3

Air Quality, Climate Change, and Energy (ACE) Workgroup Meeting

Date July 7, 2022

Meeting Date/Time: June 29, 2022 / 8:30 – 10:30 am

Meeting Location: Zoom Link (provided in the meeting appointment)

Dial-in: Zoom Call-In (provided in the meeting appointment)

COMMENCEMENT

ITEM	LEAD
Welcome/Roll Call	Jackie Zipkin (Chair), Greg Kester and Sarah Deslauriers (CASA)
Review/Approval of Agenda	All
Expanded ACE Workgroup Support	Greg Kester and Sarah Deslauriers (CASA)

LEGISLATIVE & STATE BUDGET UPDATE

	ITEM	LEAD	STATUS
1.	State Legislation and Budget	Jessica	ACE Bill List (per Subgroup Review), Budget Request Letter

PRIORITY ISSUES/ACTION ITEMS

	ITEM	LEAD	NOTES
1.	AB 32 Scoping Plan Update: Carbon Neutrality by 2045	Sarah	Workshop Series and latest updates on Natural & Working Lands, Clean/Renewable Electricity (SB 100), Vehicle Electrification, SLCPs, and EJAC responses, Draft Scoping Plan Update released May 10, summary of CARB Public Meeting Jun 23 , CARB Board One-Page handout, comments submitted Jun 24, Board and staff follow-up
2.	CARB Advanced Clean Vehicle Regulations (Electrification)	Sarah, Greg, Steve, David	Draft Advanced Clean Fleet Regs , Infrastructure Workgroup series , Draft Public Fleet Requirements , EPA's heavy-duty engine and vehicle rule comments submitted May 13, summary of CARB Public Meeting Jun 23 , informal comment letter in progress, CalRecycle outreach, role of 200-Truck Report (in progress), proposed Advanced Clean Cars II regulation, and State Implementation Plan (summer draft to come)
3.	CNRA Climate Smart Strategy / Natural & Working Lands	Sarah	Draft Climate Smart Strategy , comments on NWL modeling results submitted Apr 4, testified at CARB Public Meeting Jun 23
4.	SB 1383: Organic Waste Methane Emissions Reductions	Greg, Sarah	CalRecycle ongoing Webinar Series , CASA county ordinance outreach, met w/ SWRCB/CalRecycle on implementation , met with CAPCOA May 25 to discuss implementation needs, testified at CARB Public Meeting Jun 23
5.	CA Adaptation Update	Sarah	Final Adaptation Strategy (released Apr 4), OPC Sea Level Rise Action Plan comments due in summer, SWRCB climate change preparedness survey expected in 2022, 30x30 California
6.	Criteria Pollutants & Toxics Emissions Reporting & AB 2588 Toxics Program	Sarah, David	Summary of CTR and EICG , CARB Final Statement of Reasons , business-as-usual reporting of air toxics through 2028, Subgroup preparing approach for statewide two-step process, meetings with Air Districts to prepare scope, review of AB 2588 compound list

INFORMATIONAL ITEMS

	ITEM	LEAD	NOTES
1.	CARB Triennial Strategic Research Plan FY 21-24	Sarah	Current and highest priority research needs
2.	CARB Low Carbon Fuel Standard	Greg	Potential changes workshop Jul 7 , comments by Aug 8
3.	Carbon Sequestration Meta-Analysis	Sarah	Concluding spring 2022, report by end of 2022
4.	EPA Renewable Fuel Standard RINs	Greg	Staff considering D3 value for biogas from co-digestion
5.	BACT for Large Emergency Diesel Engines: BAAQMD, SMAQMD, SCAQMD	Sarah, David	BAAQMD and SMAQMD adopted Tier 4; SCAQMD in process, CARB planning for Tier 5 BACT in 2028 – Public Workgroup to discuss rulemaking May 2
6.	BAAQMD Stationary Source CEQA GHG Threshold	Sarah	Threshold drops to 2,000 MT/yr (from 10,000 MT/yr)

UPCOMING CONFERENCES/EVENTS

NAME	DATE/LOCATION
Ask the Experts - Air Quality, Climate Change and Energy (ACE) Essentials	Jun 30, 9:30 – 11 am, Virtual
NACWA Utility Leadership Conference	Jul 24-27, Seattle
CASA Annual Conference	103 Aug 10-12, Olympic Valley, CA

NEXT MEETING: July 28th, 8:30-10:30 am (in person?)



AGENDA

Air Quality, Climate Change, and Energy (ACE) Workgroup Meeting

Additional topics we review periodically for progress or changes:

State

- CARB Mandatory GHG Reporting Regulation
- CARB Scoping Plan Updates (Natural & Working Lands, Vehicle Electrification, Clean/Renewable Energy)
- CEQA Guidance on GHG Emissions
- CNRA Climate Change Assessment
- CNRA Online CA Sea Level Rise Database
- CNRA Safeguarding CA: Implementation Action Plans
- CEC Climate Change Research Plan
- OEHHA CalEnvironScreen Tool
- California's Climate Future report (by Governor Brown)
- Funding Opportunities

Regional Adaptation Collaboratives

- Bay Area Climate Adaptation Network (BayCAN)
- San Francisco Bay Regional Coastal Hazards Adaptation Resiliency Group (CHARG)
- Southern California Association of Governments (SCAG) Regional Climate Adaptation Framework

National

- NEPA Guidance on GHG Emissions
- EPA Creating Resilient Water Utilities
- EPA EJScreen Tool
- EPA Mandatory GHG Reporting Regulation Updates
- EPA Clean Power Plan (on stay)
- EPA Existing Source Performance Standards
- EPA Biogenic Emissions Accounting Framework
- White House Budget for DOE Energy Efficiency and Renewable Energy Programs
- White House Climate Change Support Office
- NACWA Energy Workgroup
- NACWA Climate & Resilience Workgroup
- Funding Opportunities

International

- Global GAP (Good Agricultural Practices) & Biosolids
- IWA Nitrous Oxide Modeling

Air Quality, Climate Change, & Energy (ACE) Workgroup Meeting

June 29, 2022 (8:30 – 10:30 am)

Zoom Link – See Meeting Appointment



1

Enhanced ACE Workgroup Support

Subject matter expert to support increase in demand over next 2 years helping CASA respond to CARB's developing vehicle electrification regulations and their subsequent implementation, as well as a higher level of support on ACE issues underway by other regulatory agencies than previously anticipated



2

State Legislation and Budget

- 2022 ACE Bill List
- Budget Request Letter



3

Priority Issues/ Action Items



4

1. AB 32 Scoping Plan Update: Carbon Neutrality

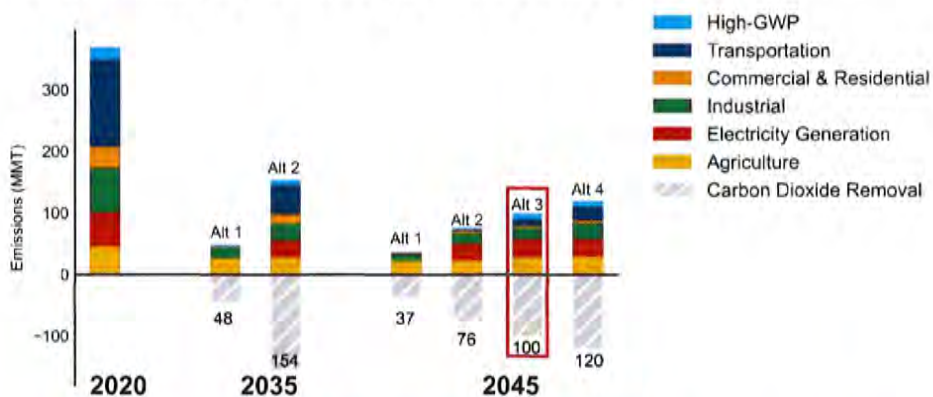
- **Target:** Carbon neutrality by 2035/2045
- Scoping Plan [Workshops](#) through Spring/Summer 2022 on:
 - Natural and Working Lands (Draft Climate Smart Strategy)
 - Building Decarbonization
 - Electricity Sector (SB 100 report and Integrated Energy Policy Report)
 - Transportation Sector (ACF regulation)
 - Short-Lived Climate Pollutants (SLCP reduction under SB 1383 regulation)
 - Environmental Justice
- **Draft of SPU released May 10th (45-day comment period), comments were due/submitted June 24th**
- **June 23rd CARB public meeting**
- **Final draft in Fall 2022**



5

1. AB 32 Scoping Plan Update: Carbon Neutrality

- **Target:** Carbon neutrality by 2035/2045
- **CARB recommended Alt 3:** Targeting 2045 using broad portfolio of existing and emerging fossil fuel alternatives and alignment with statutes and EOs



Comments delivered in Public Meeting June 23rd and written comments submitted June 24th

6

2. CARB Advanced Clean Fleet (ACF) Regulations

- Public Fleet Regulations target ACF by 2035/2045:
 - By January 1, 2024, 50% of vehicles added must be ZEVs
 - 100% by 2027
- Concepts released Sept 9th, 2021; CASA submitted comments
- First draft released April 25th, CASA and members testified June 23rd at CARB's public meeting and submitted written comments June 24th
- Adoption planned for fall 2022 (with Scoping Plan Update)

- CASA Action Items
 - Comments on second draft (developing informal comments following comment letter submitted on the draft Scoping Plan Update)
 - CARB Board Member and Executive meetings being scheduled



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2. CARB Advanced Clean Fleet (ACF) Regulations

- Other concurrent efforts
 - State Implementation Plan (summer draft to come) – shows NOx reductions not in alignment with 1987 SIP
 - 200-Truck Study (in progress) – investigating In-Use Emission Performance of Heavy-Duty Natural Gas Vehicles (focused on showing NOx reductions relative to diesel vehicles, but CARB staff has stated CNG is not better)
 - Proposed Advanced Clean Cars II regulation (reviewing regs and their relevance)

 - EPA's Heavy-Duty Engine and Vehicle Rule (*comments submitted May 13th*)
 - Appears to include low-NOx low-carbon CNG derived from wastewater biogas (i.e., NZEV options)
 - Will impact CA's efforts to reduce GHGs and NOx emissions.
 - 17 states (including CA) and Washington DC, signed a Multi-State Medium- and Heavy-Duty Zero-Emission Vehicle MOU – committing to:
 - ZEVs comprising 30% of medium- and heavy-duty vehicle sales by 2030
 - 100% of sales by 2050



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3. CNRA Draft Climate Smart Strategy & Natural & Working Lands (NWL)

- Draft Released Oct 2021
- Landscapes
 - Forests
 - Shrublands and Chaparral
 - Developed Lands
 - Wetlands
 - Seagrasses and Seaweeds
 - Croplands
 - Grasslands
 - Sparsely Vegetated Lands
- Met with CNRA (leads of NWL, Water, and Energy Innovation) – supportive of biosolids land application, open to feedback on the draft Strategy
- Developing informal comments



9

3. NWL Goal Initial Modeling Results

- Goal – estimate trajectory of sources and sinks
- Four scenarios + BAU
- Reviewed approach, as well as modeling limitations, a couple of which are:
 - Not including benefit of offsetting synthetic fertilizer with organic amendment
 - Cropland c-sequestration
- **Comments submitted April 4th and June 24th**
 - Local research on c-sequestration and co-benefits - provided references
- Resources for future advocacy
 - Unclear if the modeling recognizes CARB’s emission reduction factor (ERF) developed for organic waste compost land app and SWRCB’s replication of the ERF for biosolids land app
 - Meta-analysis on c-sequestration resulting from land app of biosolids



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4. SB 1383: Organic Waste Methane Emissions Reduction

- 40% methane reduction by 2030 (relative to 2013 levels)
- Organic waste diversion from landfills *(includes biosolids, digestate, and sludges)*
 - 50% by 2020 (relative to 2014 levels)
 - 75% by 2025 (relative to 2014 levels)
- Implementation
 - State to enforce jurisdictions Jan 1, 2022 (local entities enter agreements)
 - Local jurisdictions to start enforcement Jan 1, 2024
 - Compliance by Jan 1, 2025
- CalRecycle/CASA outreach to counties county ordinances
- Reconvened wastewater and solid waste sectors May 5th in Rialto
- CASA presented at the May 24th CAPCOA meeting on the subject
- Testified at CARB Public Meeting June 23rd



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5. CA Adaptation: OPC Sea Level Rise Action Plan (FY 2021/22 – 2024/25)

- Released Feb 2022 by SLR Leadership Team
- ~80 State Actions categorized by SLR Principle
 1. **Best Available Science**
 2. **Partnerships**
 3. **Communications**
 4. **Local Support**
 5. **Alignment**
 6. **Resilience Projects**
 7. **Equity & Social Justice**
- Attended public meeting June 14th and RWG hosted update from OPC June 16th



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5. CA Adaptation: 30x30 California

- Released April 22, 2022
- Strategy to conserve additional 6 million acres of land and half a million acres of coastal waters, organized into 10 Pathways:
 1. Accelerate Regionally Led Conservation
 2. Execute Strategic Land Acquisitions
 3. Increase Voluntary Conservation Easements
 4. Enhance Conservation of Existing Public Lands and Coastal Waters
 5. Institutionalize Advance Mitigation
 6. Expand and Accelerate Environmental Restoration and Stewardship
 7. Strengthen Coordination Among Governments
 8. Align Investments to Maximize Conservation Benefits
 9. Advance and Promote Complementary Conservation Measures
 10. Evaluate Conservation Outcomes and Adaptively Manage

Watching development of programs!



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5. CA Adaptation: SWRCB Climate Change Preparedness Survey

- State Water Board to:
 - Send NPDES and WDR permit holders to be surveyed in 2022
 - 45-day response
 - Webinar after formal distribution
 - Communicate through Chris Hyun
 - Follow development of SWRCB priority areas:
 - Drinking water
 - Wastewater/co-digestion
 - Sea level rise
 - Harmful algal blooms



Will notify members of its release!



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6. Criteria Pollutants & Toxics Reporting and Air Toxics “Hot Spots” Program Updates

- AB 617 gives CARB authority to “harmonize” air monitoring, reporting, & emission reductions from stationary sources
- AB 2588 Hot Spots compound list is >1000 compounds (from >500)
 - Many of the compounds have unknown toxicity levels
 - Many of the compounds have unknown emission factors
 - Many of the compounds are not relevant to WWTPs
- CASA worked closely with CARB to negotiate phased compliance, allowing WWTPs to:
 - Report business as usual through 2028 (begin reporting in 2029 for 2028 data)
 - Perform a “two-step process” for determining a shortlist of compounds
 - Scanning air space of unit processes to determine detectable compounds
 - Determining the sampling and analysis methods to quantify emissions (Mimic 1990 Pooled Emissions Estimation Program, PEEP)



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6. Next steps for the Wastewater Sector...

- CASA 2022 actions:
 - Draft approach for Step 1 of two-step process (examining scan and source test requirements)
 - Identify participating agencies
 - Select governing structure
- Meeting with air districts and source test specialists to discuss methods – reviewing sampling/analysis methods to determine if scanning is feasible
- Setting monthly subgroup meetings going forward!



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Informational Items



17

1. CARB Triennial Strategic Research Plan FY 21-24

- Outlines current research efforts and CARB's highest priority research needs
- Initiatives build on past research and are to support implementation and development of:
 - Policies and regulations
 - Advancing the state of the science in the areas of health, environmental justice, economics, air quality, and climate
- Annual research budget of approximately \$4 million
- Submit requests in Fall/Winter



18

2. CARB Low Carbon Fuel Standard

- Designed to reduce petroleum dependency and achieve air quality benefits:
 - Decrease the carbon intensity of CA's transportation fuel pool
 - Provide an increasing range of low-carbon and renewable alternatives
- Workshop July 7th to discuss potential changes

19

3. Carbon Sequestration Meta-Analysis

Systematic Reviews & Data Extraction


- Virginia Tech to quantify C-sequestration potential from land-applied biosolids
- Systematic review of published and unpublished data
- Data (with consent of authors) to be added to open-access repository
- Promote biosolids research, identify gaps, and inform/harmonize future collection methods

Can You or Someone You Know Help?

- Review full text
 - Materials and Methods section
 - Checking soil organic carbon/matter data
- If you have unpublished data and it shows changes in soil organic carbon/matter concentrations and stocks, please share
- **Please reach out to Mike Badzmirowski!**
- **Presentation at WEF RBC**
- **Report by end of 2022**

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4. EPA Renewable Fuel Standard: RINs

- RFS RIN values for sludge-based biogas (D3, cellulosic) vs food waste-based biogas (D5, advanced biomass fuel) 
- Recent interpretation is biogas from co-digestion is valued at D5
- Discussed “plan b” – to allocate D3 and D5 per feedstock
- Greg surveyed POTWs across US to collect average MCRT, VSR, and scf/lb VSR and submitted data to EPA (to establish a baseline)
- New EPA staff assigned to RFS is looking at D3 for all biogas
- EPA considering approach to determining allocation
 - Letter sent to EPA July 26th, met team July 27th
 - Met February 22nd to answer EPA’s questions on survey information provided
 - Met new EPA staff assigned to RFS at WEF RBC
 - Draft Rule for public comment expected soon!!

21

5. New BACT for Large Emergency Diesel Engines $\geq 1,000$ bhp

- Air District Activities
 - BAAQMD – December 2020, Sacramento Metro AQMD – May 2021
 - South Coast AQMD – anticipated August 2022
 - BACT scientific review committee and public review process underway
 - Negotiating testing requirements for compliant engines
- CARB is exploring Tier 5 BACT:
 - Aiming to reduce NO_x emissions (up to 90%) and PM emissions (up to 75%) compared to today’s Tier 4 final emission standards
 - Stringent exhaust standards for all power categories, including those that do not utilize exhaust aftertreatment (i.e., DPFs and SCRs)
 - First-time CO₂ standards
 - Proposal to Board expected 2024, implementation to start in 2028
 - May 2nd Public Workgroup rulemaking discussion

22

6. BAAQMD Stationary Source CEQA GHG Threshold & Requirements

	<i>Previously</i>	<i>Newly Adopted (Dec 2021)</i>
GHGs	10,000 MT/yr	Compliance with Cap-and-Trade <u>OR</u> 2,000 MT/yr
GHGs	Compliance with Qualified GHG Reduction Strategy OR 6.6 MT CO ₂ e per service population per year	A. Meets State's goals to achieve 40% emissions below 1990 levels by 2030, and carbon neutrality by 2045; <u>OR</u> B. Be consistent with a local GHG reduction Strategy that meets the criteria under the CEQA Guidelines section 15183.5(b)*

*The Air District is including guidance on how local climate action plans can comply with Section 15183.5(b).



23

Conferences/Events

- **Ask the Experts – Air Quality, Climate Change, & Energy Essentials**
June 30th, Virtual
- **NACWA Utility Leadership Conference**
July 24th – 27th, Seattle
- **CASA Annual Conference**
August 10th – 12th, Olympic Valley



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Upcoming Meetings

- July 28th – In-person?



Thank you!





**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.

7/7/2022

BOARD AGENDA ITEM REQUESTS

Agenda Item 6B

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

County works to prevent repeat of lagoon fish kill

Die-off in 2020 algae bloom spurs changes by parks staff



Terry Sternberg of Larkspur works on his fly fishing casts at the Civic Center Lagoon in San Rafael on Friday. More than 100 fish died there during an algal bloom in 2020. PHOTOS BY SHERRY LAVARS — MARIN INDEPENDENT JOURNAL



Workers remove the invasive plant *Ludwigia* from the Civic Center Lagoon in San Rafael on Friday. The plant can spread rapidly and cover the surface of the lagoon.

BY WILL HOUSTON

WHOUSTON@MARINIJ.COM

Following an algal bloom that suffocated and killed more than 100 fish at the Marin County Civic Center lagoon two years ago, county parks staff say they have made changes to help prevent further die-offs.

From fixing water features that supply new oxygen to the lagoon to better timing invasive plant removal, parks crews aim to avoid water conditions similar to those that caused the deadly algal bloom in August 2020.

“It does occur in areas of freshwater that are shallow and warm with potential algae blooms,” said Ari Golan, county parks and open space superintendent. “Here at this lagoon, that was the first time that most folks have seen or remember seeing it.”

But the incident has prompted groups such as the Gallinas Watershed Council to call on the county to further revamp the lagoon in a way that it says would better align with what architect Frank Lloyd Wright intended when he designed the Civic Center in the late 1960s. Some ideas include installing more floating islands to filter out pollutants that can lead to algal blooms.

“We’d like to see it as beautiful, healthy and a good habitat year-round,” said council co-founder and secretary Judy Schriebman, who is also the president of the Las Gallinas Valley Sanitary District board. “And we think that is keeping with the Frank Lloyd Wright vision, that nature is truly integrated with the building, the architecture and the community.”

practicing their casting and government workers on their lunch breaks, but also for wildlife such as herons, Canada geese and river otters. Aside from its aesthetic value, the lagoon also serves the important function of catching stormwater runoff from the Civic Center as well as the greater Gallinas Creek watershed that drains into San Pablo Bay.

Water quality at the lagoon, long a point of concern, intensified on the morning of Aug. 9, 2020, when the carcasses of more than 100 carp, perch, bluegill and bass were found floating on the surface or washed up on the shoreline.

The California Department of Fish and Wildlife determined the culprit to be an algal bloom that resulted from a combination of warm weather, low water levels, broken equipment that supplies new oxygen to the water and nutrient pollution from geese droppings. As bacteria decomposed the mats of algae coating the lagoon overnight, it stripped the water of its oxygen and suffocated the fish.

Golan said several changes were made after the fish kill, which was believed to be the first at the lagoon since the 1980s. The county repaired a waterfall feature and a fountain that had been out of service for nearly a year. Similar to a pump in an aquarium, these features work to bring in new oxygen to the water.

The three fountains now run 24 hours a day during the warmer months instead of just during the daylight hours. Water oxygen levels are lowest just before the dawn hours as plants use oxygen during nighttime to create energy, Golan said.

Last summer, conditions on the lagoon were even worse than in 2020 after another dismal rainy season. But to Golan's relief, a repeat fish kill did not occur.

"We were relieved about that because the water was really low," Golan said.

In working to improve the lagoon, parks crews might have unintentionally contributed to the 2020 fish kill. The county regularly removes an invasive plant known as water primrose, or *Ludwigia*, which can spread rapidly and cover the surface of the lagoon.

Crews had removed the plant shortly before the fish kill, which might have helped to warm the water and create better conditions for the algae. Additionally, crews stirred up sediment in the water, which blocked photosynthesis from plants and in turn reduced oxygen levels in the water. The disturbed sediment also released nutrients such as phosphorous and nitrogen, which can promote algae growth.

"There is a problem with keeping it and there is a problem with taking it out at the wrong time," Schriebman said of the invasive primrose.

The county is now timing its invasive plant removal in the spring and winter to avoid the peak algal bloom season and any potential spreading of the plant into Gallinas Creek, Golan said.

The county plans to allow the fish to repopulate naturally. Golan said the county has not stocked fish in the pond "for a long time" and has no plans to do so in the near future.

Looking to improve water quality at the lagoon, the county approved a pilot project in 2015 by the Gallinas Watershed Council and other partners that created two floating islands, which still exist today. The islands hold native plants, which both provide shade and filter out nutrients in the water such as nitrogen and phosphorous.

The environmental group is calling for the county to expand the program to cover about 2% of the lagoon's surface, or about a fifth of an acre, with these floating bio-filters.

Schriebman said the council is exploring alternatives that use natural material held together by reusable metal frames.

The council is also calling on the county to consider other changes, including bioswales that can capture stormwater runoff before it reaches the lagoon. Schriebman said these bioswales would be particularly effective for geese droppings, which pollute the lagoon with nutrients and fecal bacteria such as E. coli.

Additionally, the council is recommending the county consider replacing the concrete and rocky shoreline of the lagoon with vegetation, which Schriebman said aligns with the original design by Wright.

“I think the Board of Supervisors needs to actually address that with a plan and some money to do it,” Schriebman said. “As volunteers we can only bring those floating islands up to a certain level.”

Students at the Marin School of Environmental Leadership, a program at Terra Linda High School, have launched a survey about the lagoon and what changes the public would want to see. The survey is online at bit.ly/3mPVbKl.

NEWS

‘Smoke was observed’: Regulators let Synagro hazards go years up to Hinkley waste-pit fire

Charlie McGee Victorville Daily Press

Published 4:19 p.m. PT June 19, 2022 | Updated 5:50 p.m. PT June 19, 2022

The end of 2020 marked an ominous shift in the inspection record of an open-air compost factory less than eight miles downwind of the Mojave Desert town of Hinkley.

Now, an inferno has been raging for three weeks in the guts of Synagro Technologies Inc.’s 80-acre pit of waste — human feces, grass clippings, brewery muck and potentially far more trucked in from across Southern California — and shows little sign of slowing as mass complaints of new health problems, animal deaths and noxious air persist for dozens of miles in the rural High Desert.

A nearly universal silence for the scale of the situation has continued among taxpayer-funded agencies tasked with regulating composters like Synagro on behalf of the people and environment.

The existence of the massive fire was first reported on May 31 by the Daily Press, at least three days after it began, with no public acknowledgment of the blaze having been made by any government agency or private entity to that point.

But according to a Daily Press analysis of CalRecycle disclosures, public agencies for nearly two years have been documenting myriad problems unique to the site of Synagro, a Maryland-based firm acquired in late 2020 by an investing arm of Wall Street giant Goldman Sachs Group Inc.

A propensity for letting its sludge piles smolder, smoke and catch fire is one. The problems go far beyond that.

Unresolved findings by inspectors raise further questions as to what may be in the air for High Desert residents, and in the compost Synagro sends to farms that feed America:

“Unacceptable” forms of waste being trucked in, processed and misreported; excessive levels of pathogens and contamination in ready-to-go loads, including more than five times the legal limit of film-plastic contamination; multiple “continued violations” of California code dating back to 2020.

Rather than take enforcement action as the facility has repeated violations and missed deadlines, though, regulators have given Synagro a continuous stream of informal finger wags and deadline extensions leading up to the eruption of its waste-pit fire last month.

A nasty outlier

There are 12 actively-operating sites in California whose permits classify them as a “Composting Facility (Other),” according to CalRecycle data.

Synagro’s composting site in the High Desert is permitted to hold the second-largest capacity of solid waste in this group: up to 1 million cubic yards of waste at any one time.

It’s also the only one of these 12 facilities that’s been cited for a code violation in 2022 — and not just one blemish.

Inspectors have logged a total of 12 violations in five visits to Synagro’s Hinkley site this year, with the latest publicly-disclosed report covering a routine monthly inspection on April 20.

Throughout 2021, all except for two of the 12 composting facilities in this group maintained a violation-free record.

One is El Corazon Compost Facility in Oceanside, which got its only violation last year after a test sample came back to San Diego County inspectors showing excessive fecal-coliform levels in a sample of its compost.

Synagro’s High Desert facility is the other exception. It racked up 24 violations last year.

Every inspection at the Hinkley composting facility since mid-2013 has been handled solely by the San Bernardino County Department of Public Health’s environmental services division.

The county division hasn’t responded to requests for comment in recent weeks on the waste-pit fire and Synagro’s activities at the Hinkley facility. The California Environmental Protection Agency also hasn’t respond to requests from comment.

A spokesperson for CalRecycle, a division of CalEPA, asked the Daily Press if it has contacted the county-level agency when reached for comment. He didn't respond when told in an email that it had, and asked about the level of involvement the state has had in responding to the Synagro fire and facility activities.

The Mojave Desert Air Quality Management District issued a nuisance violation against the Synagro site for its fire earlier this month, spokesman Martial Haprov previously told the Daily Press. The local air regulator says its ability to crack down on the facility is limited, though, because its jurisdiction is strictly air-related activities.

There's a key ingredient that sets Synagro's site in the sparse but storied town of Hinkley apart from most composters in California: Biosolids.

An industry term for what can also be called sewage sludge, biosolids are a mix of organic material that wastewater treatment plants separate from liquids and non-organic solids, like pharmaceuticals, in raw sewage streams. Plants are supposed to treat the raw material to certain standards and smush it into brown, mud-like mounds before composters like Synagro can process and report it as a biosolid, rather than as a rawer form of sewage solids known as "mixed waste."

Aside from Synagro, only four compost facilities in California have a permit to process biosolids, though these sites also take in a few other kinds of waste that Synagro isn't permitted to use:

Liberty Composting Inc. in Lost Hills (capacity: 1.31 million cubic yards)

Tulare Lake Compost in Kettleman City (capacity: 912,000 cubic yards)

South Kern Industrial Center Compost in Taft (capacity: 670,000 cubic yards)

Griffith Park Composting Facility in Los Angeles, operated by the City of LA (capacity: 200 cubic yards)

Aside from biosolids, Synagro's permit allows it to compost only one other kind of waste, green materials, which essentially covers things that grow in nature like yard clippings.

The existence of sites like Synagro's in the High Desert is driven by a diverse — and to a degree, experimental — nature of the modern composting industry.

One of the 12 "(Other)" composters, the UC Davis Cooperation Extension Siskiyou in Tulelake, is proof of this. It launched in 2020 with a permit for only one form of waste: "Dead Animals."

“They’ve had a total of 5 animal carcasses go through the pile without any issues with wildlife in the area,” its last inspection report reads. “In the 2nd year they are compiling notes on how long of a process it is to have the bones break down fully.”

The specific kinds of waste covered by a permit are central to the way composters design their facilities to meet standards. A site that only takes biosolids can spend less money than if it takes mixed waste, for example, because the latter requires more machinery and steps in the composting process before it can be shipped out to farmers.

‘Some smoldering can be seen’

The High Desert composting facility now run by Synagro kept a relatively clean on-paper record for its first eight years of operation.

Then came November 2020.

The so-called Nursery Products Hawes Composting Facility in Hinkley faced 101 official inspections from June 2012 to October 2020. It got only one violation in that more than eight-year period, according to a Daily Press analysis of CalRecycle data.

But in every routine monthly inspection from that month to the current day — and in the facility’s first “focused” inspection in nearly nine years, just a few months ago — regulators have cited at least one violation against the Synagro site.

The result: a total of 39 violations found in the last 18 visits at the Hinkley facility, with the latest publicly-disclosed inspection report covering an April 20 visit.

The violations have piled up at an accelerated rate with concerning implications for the ongoing waste-pit blaze that’s fueling reports of health problems and rancid air as far as 33 miles east of the Synagro site, in Yermo, and nearly 60 miles north of it, at Fort Irwin.

On at least nine routine monthly visits since October 2020, inspectors have either witnessed smoke emanating from smoldering solid-waste piles at Synagro’s Nursery Products site, or learned of smolder fires having recently occurred from internal facility records.

San Bernardino County inspector Brad Larson wrote that “smoke was observed rising from a pre-mix pile” on Oct. 28, 2020, when he was joined on an inspection by Riverside County senior environmental health specialist Fritzzy Devera. Synagro’s site manager, Venny Vasquez, told the inspectors “the smoldering is addressed with sand-like material being placed, and observed, on the affected area.” ¹²⁷

A few months later, on Jan. 19, 2021, county inspector Rodney Tolosa noted that “some smoldering can be seen” from a private western access road to the Hinkley facility “with white smoke emanating at a section of the site.”

“Premix materials were smoldering...at the southwest section of the site,” Tolosa wrote, and an employee was “mixing biosolids with high moisture content into the smolder to help reduce the temperature.”

Tolosa marked two “areas of concern” just short of violations that day: Insufficient testing for contamination of finished compost, and insufficient documentation of “special occurrences” such as “when smoldering occurs and how it was resolved.”

A probe of one zone of Synagro’s pit found its waste piles heating at temperatures between 142 and 175 degrees Fahrenheit.

A Cornell University publication by agriculture doctorate Tom Richard says compost temperatures of 160 degrees can “start the chemical process of spontaneous combustion, which might lead to the outbreak of a fire.”

Tolosa separately noted in January 2021 that the Synagro site had cut back on windrow composting, which means organizing waste in long rows and rotating them periodically to keep a properly high temperature without overheating the piles.

“Windrows used to be present throughout the site, but currently this site accumulates large quantities of material into static piles,” Tolosa wrote. “The operator stated that quantities have been prioritized due to the amount of material being received.”

Tolosa led the county’s next routine inspection in February 2021, and again noted that waste piles were burning.

“Burnt material can be smelled in the south and southwestern portion of the site,” he wrote.

The inspector re-stated his area of concern about insufficient documentation, and added a new area of concern.

“The smolder fires are not being recorded in any special occurrence log ... Currently there are little to no activities in the prevention of smolder fires indicated by the lack of temperature monitoring of static piles (premix) that are not undergoing controlled PFRP,” Tolosa wrote, using an acronym for Processes to Further Reduce Pathogens.

“This accumulation of large amounts of compost feedstock may be affecting (Nursery Products’) ability to conduct fire prevention measures,” he continued.

Inspection reports in following months identified facility records of smolder fires when inspectors weren’t around.

On his monthly visit last November, Larson pointed out “smoke from a small smolder” of pre-mixed waste to the site manager, Vasquez, who “made a note of the smolder.”

A month later, driving on Helendale Road to conduct its next inspection on Dec. 17, Larson again saw “steam or white smoke” emanating at the Synagro facility from about two miles away.

When he arrived and asked about it, according to Larson’s report, Vasquez told him that he must have been seeing steam caused by “the calm, cold weather conditions,” rather than a smolder fire, because “there was no smoke odor and no hint of blue color.”

Larson then identified a smoke odor, and its source: “a compost pile near the scales,” where “a front loader and a water truck ... were actively addressing the smolder.”

From there, Larson “discussed the monitoring and recording of ‘pre-mix,’ pile temperatures so as to prevent smolders” with Vasquez. The Dec. 17 inspection report separately cites the facility’s special occurrences log, which hadn’t yet been filled out for the prior day, as showing “incidents of equipment breakdown, weather conditions and smolder fires” in the month since Larson’s last visit.

Early this year, “the Mojave Desert Air Quality Management District visited NP due to flare up on Jan 5, resulting in smoke visible from great distance,” per Larson’s January inspection report. “Safety training recently completed covered the subject of fire hose safety.”

At the most recent publicly-disclosed inspection on April 20, inspector Rebecca Koo reported being joined by a larger group than usual: Three other county health department employees — Tolosa, George Gonzales, and Andrew Matei — and two site representatives — Vasquez and Lonnie Terrell, who joined Synagro as regional safety manager of its West and Southwest facilities in February this year.

Upon arrival at the facility, “a water truck was observed actively operating along the main access road near the scales and front office building,” Koo wrote, though she didn’t elaborate further.

The report separately cites facility records of “notable events including equipment breakdowns, high wind events, and smoldering of piles” that occurred since inspectors had last visited.

“The facility is maintaining a record of measures taken to address special occurrences such as equipment repair progress and noting when the water truck is used to suppress dust or hot spot smolders,” Koo noted.

The April 20 inspection report made no further mention of smoldering.

Fuel to the fire

None of the smolders and fires observed by inspectors at the Hinkley facility have been marked as the cause of any actual violations on Synagro’s official record.

Other problems appear to have struck them as more urgent.

The Hinkley facility just a few months ago had its first “focused” inspection since 2013. All other visits have been standard monthly inspections.

The focus of this March 23 inspection was “to collect samples from piles of completed compost” and “observe a waste characterization” for specific pathogens and physical contaminants that operators are required to check for in their compost under the California Code of Regulations.

“This is the first characterization of this degree done for this site so there was a small learning curve and the process could be different next time if an easier way is discovered,” the inspection report states.

The sample of Synagro’s compost failed on multiple fronts, resulting in two violations for illegally high levels of both a pathogen — salmonella — and physical contaminants — both plastics in general, and film plastic in specific.

The latter point is jarring: A seemingly first-of-its-kind test at the Hinkley facility found more than five times the maximum legal amount of film plastic in Synagro’s compost.

California law limits the amount of physical contaminants allowed in compost to no more than 0.5% of the compost’s dry weight. “Physical contaminants,” in this case, means all forms of plastics, glass, metal and sharps that are greater than 4 millimeters in length.

Within that, a separate limit states that no more than 0.1% of the compost's dry weight can be specifically made up of film plastic, which is the thin, sheet-like form of plastic that's near omnipresent in today's world via plastic bags, labels inside shirts and pants, shrink wraps that keep food fresh at home and much more.

The March 23 test showed 0.56% of the dry weight of Synagro's compost being made up of plastics, and 0.55% of it being specifically made up of film plastic.

That was the newest addition to a list of problems inspectors have been citing at the Hinkley cite. A few others have persisted far longer as "continued violation" mark-ups against Synagro.

On Feb. 19, 2021, county inspector Tolosa noted the facility was accepting, composting and shipping out "unacceptable feedstock" and recording it as green waste, which the inspector "verified through the permitted transfer station that supplies NP the material."

The specific feedstock in this case was mixed material, which Tolosa noted as meaning sewage solids that include "non-organics, processed industrial materials, mixed demolition or mixed construction debris, or plastics."

"The facility made a significant change (accepting and composting mixed material) to the operation that is not authorized by the existing Solid Waste Facility Permit," the inspector wrote in the report.

Tolosa noted the material "had an odorous scent of municipal solid waste," "appears different than the other green material received," "had small physical contaminants," and "was finer material, almost fluffy and dirt-like."

He then said this violation had been occurring far longer than the day of the inspection. "The station began to send this material to NP on December 2019," Tolosa wrote.

"Immediately cease accepting mixed material," the inspector declared, "and all mixed material shall be rejected beginning at the issuance of this inspection report."

In the February 2021 inspection report and after subsequent monthly visits, inspectors have repeatedly noted a few options for the facility to correct for on-site piles already contaminated by mixed waste:

Dispose of the piles at a permitted landfill

Transport the piles to a different facility that's permitted to compost mixed waste

Apply for a permit change that would allow Synagro to legally compost mixed waste
Immediately begin testing every 5,000 cubic yards of compost produced at the site, and re-process it instead of shipping it out if a sample doesn't meet the terms of Synagro's permit

Synagro chose the fourth option of testing, according to the reports, rather than shipping the contaminated piles elsewhere.

Subsequent inspector reports say the Synagro site stopped accepting new loads of this rawer form of solid waste a month after the violation was first discovered, but that it has remained in "continued violation" because the contaminated material still hadn't been removed from its waste pit more than a year later.

The facility's latest inspection report says that on March 29 this year, Synagro informed the county that "all of the mixed material has been composted and shipped off site." It requested an end to further monitoring of the issue, which the latest inspection report says was still under review as of April.

Separately, on its March 2021 inspection, Larson discovered Synagro has been accepting "brewery waste" — which "typically consists of spent barley or rice malt" and "is considered food material," a form of waste the Hinkley site isn't permitted to take — from a 1.7 million square-foot Anheuser-Busch plant in Van Nuys, just north of Los Angeles.

More than a year later, Synagro "continues to accept brewery waste from AB-Van Nuys and labels this material as 'other residuals,'" according to its April inspection report.

Regulators have been pushing for "Nursery Products (to) demonstrate the brewery waste received meets sub-class B biosolids requirements," or the bare-minimum standard of waste Synagro is allowed to accept at the site.

"Synagro provided some information but it was deficient," the Lahontan Regional Water Quality Control Board told the county in February, according to the latest report. "Additional information is needed for Water Board staff to make a determination on whether brewery waste would be a permitted feedstock."

The Hinkley facility has also been in "continued violation" for failing "to prevent offsite migration of litter" since November 2020.

Film plastic is the most prevalent form of litter blowing into natural habitats outside Synagro's facility, per the reports, and the area in which Synagro has persistently failed to

clean up litter is the desert northeast of its property. The heavy winds of the High Desert usually blow in this direction, which also happens to be a direct trajectory toward the homes of Hinkley residents.

Synagro first told regulators that the litter surrounding its site “will be cleaned by the end of March 2021.”

Then it requested a two-month extension, which the county and Lahontan water board granted “with a new expected date to be May 31, 2021.”

Six days before that deadline, on its May 2021 inspection, Larson found “large pieces of new litter (paper or sheet plastic) and bottles (both plastic and glass) is evident on the main entry road.”

So the county gave Synagro an extension and a new goal of removing 95% of off-site litter. “NP requested and the (law enforcement agency) has granted an extension for litter removal to October 31, 2021,” its June inspection report said.

Larson did the monthly inspection on Oct. 20, 2021, where he “walked the native habitat area Northeast of NP and found some remaining litter and three trash bags containing litter.”

He noted “significant improvements had been noticed in the outlying areas,” so the county “offered another time extension for completion, if needed.” Synagro took that offer, and a new deadline was set for Jan. 31 this year.

At its January inspection, Larson said the northeast and southeast areas outside Synagro’s property were still littered, including plastics attached to vegetation in the northeast. He also noted “small amounts of recent litter ... along the tortoise fence on the south side of the entry road.”

So, the county gave another extension, with a new litter clean-up deadline of March 31.

Two days before that deadline, Synagro requested another two-month extension. The county granted it. That set a new deadline for the facility of May 31 — just a few days before its ongoing waste-pit fire erupted.

‘Less than significant’

The lone pre-2020 violation on the Nursery Products facility’s record came in April 2018 due to “significant amounts of litter” blowing off site as “plastic film that still remains in the open

desert area and within the desert plants on North East side of facility.”

Synagro operated the Hinkley facility when this violation occurred, but it hadn't been running things for very long up to that point. It bought the firm that previously ran things, Nursery Products LLC, in November 2016.

Steve Cole, who was Synagro's CEO from 2014 to 2017, noted at the time that California law gave the Nursery Products deal a unique appeal for his company's profit potential.

“It positions Synagro as the leading solution provider in the burgeoning state-mandated diversion of organic waste from landfills,” Cole said in a press release at the time.

Cole was speaking in reference to State Bill 1383: a sweeping policy introduced and implemented in 2016 that took effect this year, mandating that all jurisdictions in California redirect all trash designated as “organic waste” — food, wood, paper, green waste, and the Synagro specialties of “biosolids, digestate, and sludges” — from the usual path of landfill dumping to recycling efforts like composting.

Synagro solidified its purchase of the Nursery Products facility in Hinkley about two months after former Gov. Jerry Brown signed the organic-waste mandate into law.

The 2016 bill gave jurisdictions a five-year grace period to prepare for the new waste-disposal complex, which took effect this year.

The former Nursery Products LLC operators fought more than five years of courtroom setbacks and opposition from a coalition of High Desert residents and environmental groups before its plans for an open-air composting facility in Hinkley were greenlit.

One judge sent the former Nursery Products operators back to the drawing board in 2010 by spiking their initial argument that putting a roof on the facility would be “economically unfeasible,” saying they'd deemed an open-air facility the only affordable option without enough evidence.

“The proposed project's impact on air quality is substantial, and the most detrimental aspect of the project,” the ruling stated.

Nursery Products ultimately won the battle by dismissing the likelihood of unforeseen risks at the Hinkley facility — like a waste-pit fire affecting nearby residents.

“The propensity for the windrows to spontaneously ignite is minimal,” its 2006 draft environmental report stated. If biosolids did catch fire, it added, the site “will limit the

hazard to the subject property and reduce impacts to less than significant.”

Charlie McGee covers California’s High Desert for the Daily Press, focusing on the city of Barstow and its surrounding communities. He is also a Report for America corps member with The GroundTruth Project, an independent, nonpartisan, nonprofit news organization dedicated to supporting the next generation of journalists in the U.S. and around the world. McGee may be reached at 760-955-5341 or cmcgee@gannett.com. Follow him on Twitter @bycharliemcgee.

Grand jury report rips water supply planning

Marin Municipal blamed for 2021 drought emergency



The Nicasio Reservoir had cracked earth and low water level in July. The Marin civil grand jury criticized the Marin Municipal Water District for not having adequate supplies to handle droughts. PHOTOS BY SHERRY LAVARS — MARIN INDEPENDENT JOURNAL



Hoses and faucets are set up at the recycled water filling station at the Civic Center in San Rafael in 2021.

BY WILL HOUSTON

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The Marin Municipal Water District has failed to adequately prepare for severe drought and should create a four-year water supply, the Marin civil grand jury said in a new report.

Last year, the district faced depleting local reservoir supplies as soon as summer. While rains in late 2021 nearly refilled reservoirs, the drought “exposed serious shortcomings” in the district’s ability to offer a reliable water supply and has shaken public confidence in the district’s leadership, the report states.

“Last year’s drought emergency could have been avoided, if MMWD had taken sufficient measures to provide for a resilient water supply,” the report stated. “With the mounting challenges posed by climate change, the mistakes of the past cannot be repeated. MMWD must establish a roadmap for achieving water supply resilience without delay.”

The grand jury report calls on the district to increase its water supply by 10,000 to 15,000 acre-feet and consider a variety of sources, including new supply, conservation and recycled water expansion. The amount is about a 20% increase in the district’s maximum water supply and a volume equatable to a new Nicasio Reservoir.

The district’s seven reservoirs in the Mount Tamalpais watershed hold about 80,000 acre-feet, just more than two years’ worth of supply. Additionally, the grand jury is calling on the district to prioritize new water supply options and how it would pay for them before the end of this year.

Before the rains in late 2021, the district had been preparing to build an emergency \$100 million, 8-mile pipeline across the Richmond-San Rafael Bridge by summer to ~~purchase~~ ^{purchase} in Yuba County water.

In March, the district began a study that will assess the cost and benefits of potential new water supply options to

District General Manager Ben Horenstein said the grand jury's recommendations align with the current actions the board is taking to find new sources of supply.

"I think it's a thoughtful report, a good report and again I think it is a direction we're going consistent with the recommendations," Horenstein said.

He pushed back on the grand jury's findings that the district failed to adequately prepare, describing them as "opinions." He said the district has done a good job in its water supply planning and that it is not alone among western water suppliers in preparing for emergency supply projects during the drought.

"I think the context of the historic nature of the drought wasn't clear in the report," Horenstein said. "To me, I don't think it's necessarily fair to blame the district or to blame anyone versus supporting the direction that is laid out in the report that is consistent with what we're currently doing."

District board President Larry Russell said the report was helpful and that the district board should be able to identify some priority projects by the end of the year.

At the same time, Russell said the report showed some naiveté about the severity of the drought. He pointed to a peer-reviewed study published earlier this year that found the last 22 years in the western U.S. were the driest in 1,200 years.

"If a water district were, in their terms, to drought-proof itself — I don't even know what those words mean, drought-proof," Russell said, referring to the grand jury report. "What does it mean technically? How much reserve do you need? How long is the drought going to be?"

Kimery Wiltshire, president of the Sausalito-based Confluence West nonprofit organization that works on water issues in the western U.S., said she agreed with the grand jury findings that the district's two-year supply of water is "completely inadequate."

The proposed \$100 million emergency pipeline was a "knee-jerk reaction" that frustrated East Bay residents and could have been avoided had the district increased water supplies in preceding decades.

"Marin I think is behind the times," Wiltshire said. "Most water agencies have a minimum operating standard that they have identified and have in place at least four years of supply."

Wiltshire also agreed with the grand jury's criticism of the district using historical precipitation levels to predict future reservoir levels. The grand jury states a 2017 plan adopted by the district that predicted no shortages for projected water demand through 2040 under climate change conditions is erroneous.

"The practice of relying on historical precipitation to predict the future has proven to be flawed in light of climate change," the report states. "In fact, the possibility of reservoirs running dry is much higher than anticipated."

The district's new supply assessment is using models to stress-test the district's water supply under different scenarios, including more severe six- to seven-year droughts.

Larry Minikes, a member of the district's citizen advisory commission and a Marin Conservation League board member, said the grand jury's recommendations on new supply are valid. However, he said the report failed to capture the historical context behind the district's supplies, namely the county's reticence to more housing development.

"Marin for decades has been concerned with population growth," Minikes said. "Increases in water supplies were seen as the enemy, as bringing in new development. Here we are today and we're saying, 'Well, why didn't the district do more?' The grand jury should have brought into this the role the community played in getting where we are today. The district was not operating in a vacuum."

The district's seven reservoirs make up about 75% of its supply, with the remaining 25% coming from Russian River water imports from the Sonoma Water agency. The district has not expanded reservoir supplies since constructing the Soulajule Reservoir and nearly doubling the size of Kent Lake, its largest reservoir, in the 1980s.

Another issue is how the district would pay for these projects. The grand jury report states the district has \$139 million in outstanding bond debt and has the capacity to raise another \$150 million for water resilience projects so long as it

League board member, said the district is already facing a “serious financial bind” after the pandemic and the drought. In addition to the water supply projects, he said the district has hundreds of millions of dollars in deferred maintenance to repair and replace aging pipes, pumps, storage tanks and other facilities.

Additionally, the district has also had to spend down reserve funds to make up for losses in water sales revenue incurred during the pandemic and drought as well as planning for the emergency pipeline, he said.

“It means the water rates will need to go up substantially,” Roberts said. “They have prided themselves over the years for providing water at 1 cent a gallon. As a result of that, this financial problem that has been building up on them is now front and center.”

One avenue the grand jury recommended is a new fee similar to the capital maintenance fee approved in 2019. The fixed fee is charged based on the size of the customer’s meter, with larger meters corresponding with larger fees.

The fee is being challenged in court by the Coalition for Sensible Taxpayers (COST), which states that the fee is a tax and therefore requires voter approval. COST alleges the fee violates the voter-approved Proposition 218 from 1996, which prohibits government agencies from charging more for a service than it costs to provide it.

“Whatever portion of that which comes from ratepayers must be tied to the amount of their water usage,” COST executive director Mimi Willard wrote in an email. “Charging people based on the size of their meter is unfair, removes any incentive to conserve and we believe is illegal.”

MMWD incumbents address water supply question

This coming November the prime election for Central and Southern Marin voters is for three directors on the five-member Marin Municipal Water District board.

One incumbent, Cynthia Koehler, just made the surprise announcement that she won't file for reelection. Incumbents Jack Gibson and Larry Bragman will run.

Given long-term drought and climate change, the key question in this election deals with water supply. My question for all of the so-far declared candidates: What specific actions should MMWD take to satisfy its customers' water supply and water demands needs?

Today Gibson and Bragman reply. On Sunday, we'll see responses from three newcomers running for the water board. These comments are unedited except for space demands. I'll reserve my reaction for future columns.

Veteran MMWD director Gibson represents Division 1, encompassing Marinwood, parts of North San Rafael, San Anselmo and Terra Linda. His reply:

"I'm fully committed to efforts to secure more water supply. Conservation alone will not satisfy our water needs.

"The district is currently undergoing a complete review by San Diego's Jacobs Engineering of all sources, including the East Bay intertie, North Bay intertie, expansion of local storage, expanded water reuse, desalination, expanded Sonoma water use based on Sonoma groundwater and greater capturing of winter water from the Russian River.

"Sonoma Water is also using Jacobs Engineering to perform a similar evaluation for their water system. I am in favor of the study and favor moving forward on any of these projects once details fall into place.

"I've advocated greater integration of water infrastructure between MMWD, Sonoma Water and North Marin Water. When our reservoirs are lower, we should be able to store water for Sonoma and North Marin. We should consider a non-creek reservoir in Marin which could be used to store some Russian River winter water, benefiting all three water districts. I see desalination for Marin, but as a regional project, perhaps located at the mouth of Petaluma River."

Bragman represents Division 3, which includes Ross and San Geronimo valleys, Ross, Greenbrae and Kentfield. His reply:

"Marin Water needs to assess the feasibility of installing spillway gates at one of our existing dams at Kent, Nicasio or Soulajule reservoirs. North Marin Water has undertaken a detailed study of supply options and found that installation of spillway gates at Stafford Lake is a cost effective means of increasing reservoir storage capacity.

"The district should explore the feasibility of adding a reverse osmosis water filtration system at the Central Marin Sanitary Agency treatment plant. Improving the quality and quantity of this treated water would allow it to be pumped to San Quentin Prison — the largest single-site water user in Marin.

"(Other priorities include) bolstering the vegetation management of our most important water source: Mount Tam watershed. Strategic reduction of overgrown 'ladder fuel' plants not only decreases fire risk, it will increase the runoff into our reservoirs.

"Marin Water is in the midst of a water supply assessment study to compare the feasibility and cost of all available additional water supply sources including the construction of a transmission pipeline over the Richmond Bridge; constructing or leasing a local desalination plant; joining with Sonoma to rehabilitate groundwater pumping facilities and create drought proof emergency supply in underground aquifers in Santa Rosa and Petaluma basins; and reaching out to our East Bay neighbors to coordinate a regional desalination facility which would spread the enormous cost over a broader rate base.

"The assessment study needs to be completed so that Marin Water and the community can determine the feasibility, costs and timing of potential supply options."

DRINKING WITH **Esther**

June 9, 2022

If the California wine industry wants to survive, it must use less water



On Tuesday I moderated a panel at Napa Thrives, a wine-industry conference focused on [climate change](#). The subject of my panel was one that's been on many Californians' minds lately: water.

Notwithstanding the 2 inches of [rain](#) the North Bay got last weekend, we are still in a [severe drought](#). A lack of water affects all of our lives here; California [just ordered](#) cities including San Francisco to stop pumping water from rivers and creeks. But it presents existential questions for California agriculture, including wine, as climate change intensifies our state's drought cycle. If wine is to have a future here, it has to figure out how to reduce its water consumption.

None of this is news. But the conversation during Tuesday's panel — especially some context provided by panelist Peter Gleick, a leading climate scientist who studies water at Oakland's Pacific Institute — helped me see the situation in a new light.

The most shocking figure, to me, that Gleick shared was that 80% of California's water goes to agriculture. Maybe that shouldn't be surprising given how much of the country's food and drink we produce here. But it underscores the fact that water issues have to be handled on an industry-wide basis, not simply by asking laypeople to stop watering their lawns.

Vineyards gulp a lot of water, but the wine production process uses considerable amounts at other stages too, largely to clean the production facility. Compared with other forms of beverage production, winemaking does not look very water-efficient: Coca-Cola used 1.84 liters of water for every liter of Coke produced in 2020, while wineries use about 7 to 16 liters of water per liter of wine, according to the journal *Water Science & Technology*.

Gleick reminded us that we have three options when it comes to climate change: mitigation (trying to lessen the effects of climate change), adaptation (changing our behavior to accommodate the changing climate) and suffering (exactly what it sounds like). When it comes to wine, the "suffering" scenario might entail producing lower-quality wine or making less of it — which, for a \$40 billion statewide industry, matters.

We're already seeing some of these effects. Last year's crop was severely diminished, volume-wise, by the drought, which essentially weakens grapevines and causes them to yield fewer grapes. Gleick described the situation as "peak water": We're reaching the limit of what we can do with the amount of water we currently have.

The narrative about these types of climate-change effects tends to focus on our collective helplessness — and indeed, no winemaker could have caused the sky to rain more last year. But that sentiment obscures the opportunity that human beings have to mitigate the situation.

"We can grow more grapes with less water," Gleick said.

The question is: How? For one thing, grape farmers should be investing in widely available technologies that allow them to precisely monitor their soil moisture on a micro-level, so that they can irrigate only in the spots that absolutely need water, rather than watering an entire vineyard indiscriminately.

Recycled wastewater, Gleick suggested, will also be key to the solution. Many larger estate wineries in the Bay Area already have wastewater treatment plants onsite, and others have built pipelines to municipal facilities that provide recycled water. Another panelist, Nathalie Jure, the director of viticulture at Opus One, spoke about her company's use of recycled wastewater. To the extent that there's a negative perception associated with the idea of this reused runoff, it may be important that

high-profile, reputable wineries like Opus One speak publicly about their embrace of it.

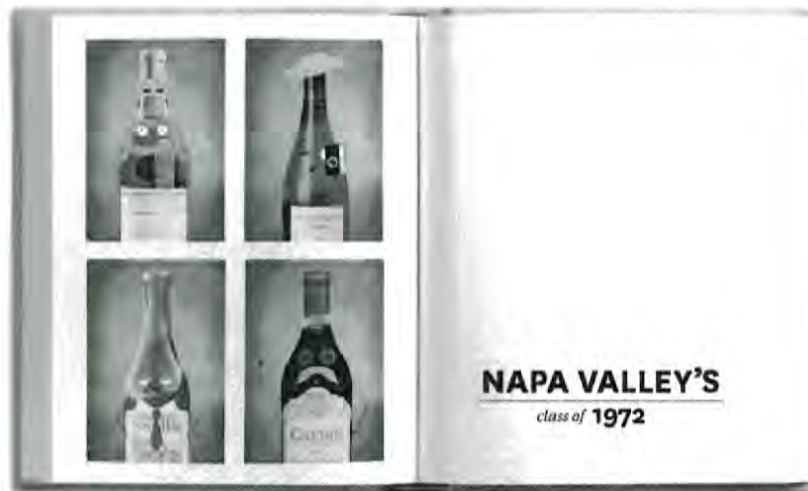
Additional technologies are becoming available that can help. We heard on the panel from Alex Farren, who runs a company called BlueMorph that uses UV light to sanitize winery tanks, replacing the standard process of cleaning with caustic chemicals and lots of water. Most wine drinkers probably aren't attuned to the details of winery sanitation, but eliminating excessive water use at every stage of the production process counts.

The good news: Wine is doing better than many other forms of agriculture. Of all the water used by California agriculture, wine accounts for only about 3%, Gleick said. But there's still a long way to go.

The Napa Thrives conference will continue with five more events throughout June, and Thursday's program, focused on energy efficiency, is moderated by former Chronicle newsletter editor Taylor Kate Brown.

I hope events like these can continue to catalyze meaningful action in the wine industry and in all of our lives. In the meantime, please, everyone, stop watering your lawns!

What Else We're Writing



Meet Napa's 'class of 1972,' the cool kids who changed American wine forever

Jess and I had a lot of fun collaborating on this big feature about Napa's "class of 1972," a group of important, influential wineries that started simultaneously 50 years ago.

[Read More »](#)

Diving deep: New water sources are on the table

BY WILL HOUSTON

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Marin Municipal Water District will hold a series of meetings focused on adding new water sources.

The district, which serves 191,000 central and southern Marin residents, launched a water supply study in March as it faced depleting its local reservoir supplies after two years of severe drought.

On Tuesday, staff will provide the district Board of Directors a first-time overview of the various water supply options the agency could consider as it looks to bolster its supply. The meeting begins at 5 p.m.

Among the options being studied are desalination, increasing local reservoir storage, groundwater banking in Sonoma County, increasing water imports from the Russian River, expansion of recycled water systems, conservation measures and a pipeline across the Richmond-San Rafael Bridge.

The Tuesday overview will be followed by more in-depth discussions of desalination and recycled water options on July 12, followed by a discussion on an East Bay water pipeline, increasing local storage and increasing water imports from Sonoma County.

“Obviously it’s a serious challenge and we need to take our time and be as thoughtful as possible,” said board Director Larry Bragman during a discussion on the study this month.

About 75% of the district’s water supply comes from seven reservoirs in the Mount Tamalpais watershed while the other 25% is from Russian River water imported from the Sonoma Water agency. This month, district consultants presented findings of a stress test of the district’s existing water supplies, which modeled how the supply would weather a variety of drought scenarios. The scenarios included historic supply data, climate change models and changes in water demand in the coming decade.

The tests found that the existing supplies would not be enough to weather a severe four-year drought — a drought that combines the district’s two droughts of record in 2020-2021 and 1976-77 —and would be significantly strained during longer-term droughts lasting up to seven years.

“The point of all the scenarios is really to get a range on the potential water supply deficits and to set the stage for the problem: what do we do about it?” district consultant Armin Munevar told the board during a June 14 discussion.

While the district’s reservoirs hold about 80,000 acre-feet of water — with an acre-foot being nearly 326,000 gallons — district staff said not all of that water is usable. Only as much as 55,000 acre-feet, or about 70% of it is considered a reliable water supply. When reservoir levels reach 10,000 acre-feet or below, this water will likely be unusable because of siltation and pumping limitations, staff said. Additionally, the district also considers water stored between the 10,000 to 25,000 acre-feet levels to be emergency backup supplies that would need to be used sparingly during severe droughts.

With district ratepayers currently using about 25,000 acre-feet of water per year, the reservoirs hold just more than two years of reliable supply.

PFAS

FACT SHEET



What Are PFAS?

Per and polyfluoroalkyl substances (PFAS)¹ are a group of man-made fluorinated compounds which are used for a variety of applications by both industry and residential households. These chemicals are widely used because they are resistant to heat, water, and oil. **PFAS are commonly found in every American household, and in products as diverse as:**



PFAS have been in commercial use since the 1940's and are abundant in today's society. Two of the most common types (PFOS and PFOA) were phased out of production in the United States in 2002 and 2015 respectively, but are still present in some imported products. PFOA and PFOS are found in every person's blood stream in the parts per billion range, though those concentrations have decreased by 70% for PFOA and 84% for PFOS between 1999 and 2014, which coincides with the end of the production and phase out of PFOA and PFOS in the United States.²

PFAS Are Ubiquitous in Our Homes and Our Environment

Several recent legislative and regulatory efforts across the US to address PFAS have focused on limiting levels in drinking water. However, there has been relatively little conversation about the presence of these chemicals in our everyday lives. In several studies, the mean and median concentration of PFOA in household dust in the United States was found to be between roughly 10,000 and 50,000 parts per trillion (ppt)³. **This means there is significantly more PFAS in the ambient dust in the average home than the levels currently being discussed as thresholds for drinking water.** Not only are PFAS part of the air we breathe and the products we use, but they have also been found in the food we eat. In other words, there are numerous human exposure pathways for PFAS beyond drinking water.

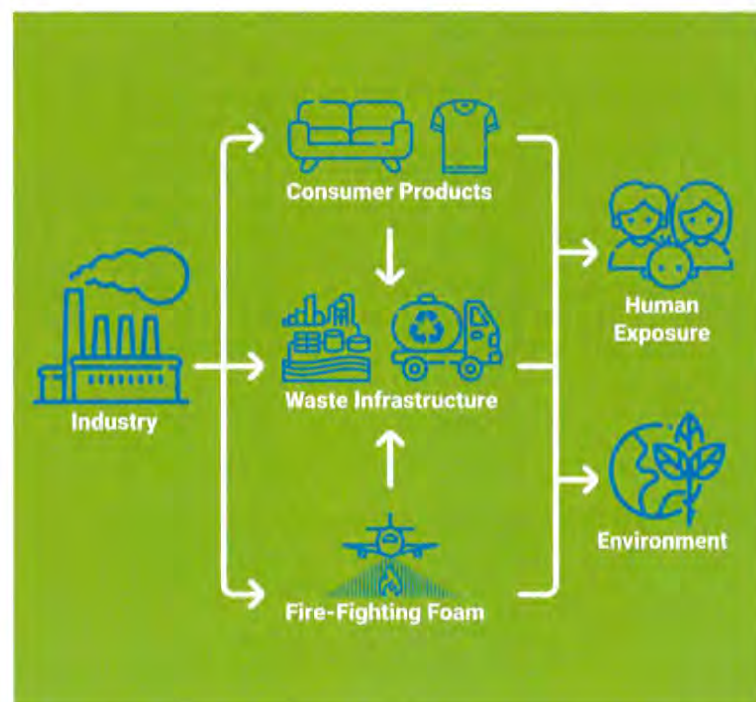
Importance of Human Health Protection

Agencies providing essential public services such as safe drinking water, wastewater treatment, water recycling, and biosolids recycling firmly believe in our **collective mission to ensure safe drinking water and sanitation services**. We also acknowledge and embrace our role as environmental and public health stewards and the responsibility of providing a healthy and clean environment now and for future generations. To that end, agencies would be in support of actions and regulations intended to ensure delivery of those services as long as they are based on credible science and developed after due deliberation. There is concern that in the case of PFAS, notification levels, thresholds, and in some cases limits are being developed in advance of the scientific and public process.

PFAS Producers and Heavy Users Are Not the Same as PFAS "Receivers"

Drinking water treatment systems and wastewater treatment facilities are not "producers" or users of PFAS, and **none of these essential public service providers utilize PFAS chemicals. Rather, they are "receivers" of these chemicals used by manufacturers and consumers, and merely convey or manage the traces of PFAS that we encounter in our daily lives.**

In order to address the true sources of these chemicals, discontinuation of production and use (both domestic and foreign) is necessary at manufacturing facilities and heavy use areas such as firefighting training sites. As long as PFAS are elements of products used in our everyday lives, and as long as background levels resulting from decades of manufacturing and use persist, they will continue to be found in the "receiver" streams.





Placing PFAS in Context: Distinguishing Contaminated Sites and Background Levels

Recent legislative and regulatory efforts to address PFAS have tended to not differentiate between concentrations at producer and heavy user contaminated sites and common background levels in drinking water, groundwater, recycled water, wastewater, or biosolids. The levels of PFAS found in these two scenarios are dramatically different. Sites found near manufacturers of PFAS can have levels of contamination at 100,000 to 500,000 ppt. At fire-fighting training sites, including military complexes, levels can be as high as 6,950,000 ppt.⁴ In these circumstances, it is clear that the producers and heavy users of PFAS have caused or contributed to the contamination of sites that need to be addressed. **In contrast, the action levels currently being discussed for drinking water systems range from 5–40 ppt, an exceptionally small fraction of the concentrations found at highly contaminated sites.**

Because of this vast disparity in relative contributions, product manufacturer responsibility and stewardship, as well as cleanup and remediation at highly contaminated sites, are the most efficient and effective methods of addressing these chemicals and protecting human health and the environment.

Drinking Water Thresholds and Unintended Consequences

The USEPA has set an advisory level of 70 ppt individually or combined for PFOA and PFOS in drinking water and is currently evaluating the need to develop maximum contaminant levels (MCL) for these and possibly other PFAS compounds. **For perspective, one part per trillion is the equivalent of four grains of sugar in an Olympic sized swimming pool, or the equivalent of one second in 32,000 years.** Even as EPA's work continues, states have begun setting their own PFAS standards for drinking water at a rapid pace and without following some of the usual regulatory and scientific review and public involvement procedures.

The public and political concern about PFAS is leading several states to move forward with regulatory standards or notification levels while the science is still developing. For example, the California State Water Board has established notification levels of 6.5 ppt for PFOS and 5.1 ppt for PFOA in drinking water, while other states have adhered to the USEPA health advisory level of 70 ppt for both combined. States adopting different standards for the same compounds can create confusion and risks undermining public confidence at a time when greater consistency is needed. **In fact, stringent state requirements could have significant unintended impacts on public municipalities and individuals, as numerous public systems could be deemed unusable and/or need to install expensive additional treatment systems.**

Background Levels of PFAS in Wastewater Effluent, Recycled Water and Biosolids

Strict PFAS standards for drinking water could also ultimately impact discharge limits on wastewater treatment plants, recycled water, and biosolids. Because PFAS are ubiquitous in households, consumer products, food, and the environment generally, they will typically make their way into the wastewater stream. After treatment, trace amounts of PFAS may also be found in biosolids. Of course, PFAS are also found in:



Given the ubiquity of PFAS, and the comparative background levels which may be found in wastewater and biosolids, setting requirements near analytical detection limits on these sources may not provide a discernable benefit to public health.

A Measured, Scientifically Sound Response to PFAS Contamination is Needed

Legislators, regulators, drinking water agencies, wastewater agencies, and others should work collaboratively to examine how to deal with PFAS holistically, with science guiding the decision making. We acknowledge and embrace our role as public health and environmental stewards to ensure safe drinking water and sanitation services. However, we know that science is still evolving to understand the fate, exposure, and toxicity of PFAS from environmental media, and the basic analytical methods needed to study these chemicals are still in development for media other than drinking water. Even the extent of human health impacts is not fully understood. This underscores the need to better understand the science and real world risk before setting exceedingly stringent thresholds or limits.

The goal should be to determine the most effective steps needed to reduce human exposure and implement them within the broad context of protecting human health. This requires differentiating high concentration sites from background concentrations and taking action to mitigate concentrations at high use sites. It also demands both a reassessment of products we produce and use daily, and a realistic assessment of how much any action is able to control PFAS already in the background environment. The most significant action we need to take today is to remove these chemicals of concern from the stream of commerce. Source reduction and pollution prevention can serve as the most efficient means of addressing persistent background presence of PFAS and effectively limit the occurrence of PFAS going forward.

1. PFAS is the broader class of chemicals that includes PFOA, PFOS, and many others.
2. Centers for Disease Control and Prevention. Fourth Report on Human Exposure to Environmental Chemicals, Updated Tables, (January 2019). Atlanta, GA: U.S. Department of Health and Human Services, Centers for Disease Control and Prevention. [cdc.gov/exposurereport](https://www.cdc.gov/exposurereport)
3. Trudel et al., Risk Analysis Vol. 28 No. 2, 2008
4. [ewg.org/interactive-maps/2019_pfas_contamination/map](https://www.ewg.org/interactive-maps/2019_pfas_contamination/map)

Shopper's Guide to Avoiding PFAS

Per- and polyfluoroalkyl substances (PFAS) are a class of chemicals that make products stainproof, water-resistant, and oil and fat resistant.¹ PFAS are used in over 200 industries. The chart below identifies just a few of the common uses of PFAS and some options for finding PFAS-free alternatives. Find PFAS-free products, including apparel, outdoor gear, personal care products, and more at these websites:

ewg.org/withoutintentionallyaddedpfaspfc and pfascentral.org/pfas-free-products

Apps

Detox Me. Developed by scientists at Silent Spring Institute, helps identify toxics in personal care products, cleaners and household goods.

silentspring.org/detoxme





Environmental Working Group's Healthy Living app. ewg.org/apps




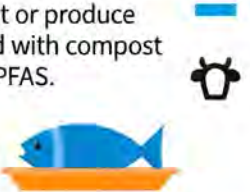

Clearya. Downloadable to phone or computer, identifies products with chemicals of concern, can be used when shopping online at:







Amazon, IHerb, Sephora, Target, or Walmart. www.clearya.com

Other

Mind the Store is a campaign to get the 100 largest big box and chain stores/restaurants to stop using and selling products containing toxic chemicals, including PFAS. Find out more at saferchemicals.org/mind-the-store

ITEM	PFAS likely to be in:	Links for additional information and examples of PFAS-free brands
Apparel	Clothing that is “stain-resistant” or “waterproof” None of the “green” certifications for the clothing industry address PFAS, so you cannot rely on green certifications to avoid PFAS.	e.g. Benetton, H&M, Levi Strauss and Company, Prana, Uniqlo, Zara By spring 2022, all durable water repellent used by Prana will be PFAS-free. https://www.pрана.com/sustainability/preferred-fibers-and-materials/chemical-care.html
Outdoor apparel and gear	Waterproof gear and clothing including shoes/boots may have PFAS 	sierraclub.org/sierra/outerwear-shield-you-rain-and-forever-chemicals sierraclub.org/sierra/outdoor-gear-ll-keep-you-snug-and-dry-sans-forever-chemicals mamavation.com/product-investigations/safest-nontoxic-jackets-raincoats-pfas-forever-chemicals.html e.g. Burberry, Marmot (some), Mammut
Children's products	Any product identified as “stain-resistant” or “waterproof” including apparel, mattresses, pillow covers, bibs, face masks  	fashionfwd.org/ e.g. Hanna Anderson
Carpets/rugs	Stain-resistant and waterproof products are likely to have PFAS 	Many rug/carpet companies have stopped using PFAS. e.g. Shaws, rugs sold at Home Depot, Lowes

ITEM	PFAS likely to be in:	Links for additional information and examples of PFAS-free brands
Furniture textiles	Stain-resistant and waterproof textiles including indoor and outdoor furniture, drapes, tablecloths and awnings 	e.g. <i>IKEA</i>
Personal care products	Any product with “perfluor” in the ingredients list. Products identified as long-lasting or waterproof, especially lipstick, mascara, foundation Many products do not have a full list of ingredients on labels. 	ewg.org/skindeep ewg.org/skindeep/contents/is-teflon-in-your-cosmetics pfascentral.org/pfas-free-products has good list of PFAS-free dental floss. e.g. <i>Credo, Burt’s Bees, personal care products at Whole Foods Market, H&M, Clean at Sephora</i>
Garden products	Products made from residuals (treated human waste) ² Food packaging with PFAS may contaminate compost 	Buy compost from composters that: <ul style="list-style-type: none"> • Do not accept compostable food packaging, or • Only accept Biodegradable Product Institute (BPI)-certified compostable food packaging.
Food	PFAS may be in milk, meat or produce if farms have been treated with compost or fertilizer that contains PFAS. Fish, seafood may be contaminated by surface water with PFAS. 	Fresh, unprocessed food is generally healthier than fast food. Pay attention to any food advisories issued by your state. While bottled water may contain PFAS, Massachusetts requires bottled water companies to provide test results showing that their water has less than 20 parts per trillion of the 6 PFAS regulated in Massachusetts. Companies must provide test results quarterly and remain below 20 ppt in order to sell their water in Massachusetts.
Food packaging	PFAS may be in paper-based disposable food packaging, including paper plates, cups, wrappers, bakery bags, candy wrappers, and trays contain PFAS. PFAS in disposal food packaging gets into food. PFAS travels faster into hot, greasy food. All microwave popcorn bags have PFAS, so avoid using. PFAS can be added as a coating to disposable paper-based packaging. It can also be mixed with torn pieces of paper and dried on a mold. PFAS can also be in plastic containers that are treated with fluorine. 	Look for products that are BPI certified. Since 2020, the Biodegradable Products Institute has required that all compostable food packaging must be PFAS-free. Look for BPI logo on product or research options at: https://bpiworld.org Center for Environmental Health has a frequently updated database of PFAS-free food packaging at: https://ceh.org/products/single-use-containers . Click on database link. In chart, products with green/no-F are free of PFAS. Greenscreen certifies food service ware products that are PFAS-free: https://www.greenscreenchemicals.org/certified/products/category/food e.g. <i>Worldcentric</i>

ITEM	PFAS likely to be in:	Links for additional information and examples of PFAS-free brands
Cookware	Almost <u>all</u> non-stick cookware contains PFAS. Those that don't, often contain bisphenol A (BPA), which should also be avoided. 	Avoid non-stick cookware. Go with stainless steel, cast iron, glass. If you must have non-stick, go with silicone enamel. Some products with silicone enamel listed at ecocenter.org/healthy-stuff/reports/whats-cooking-nonstick-pan-study-2020
Artificial turf	Artificial turf contains PFAS and other contaminants of concern. 	Natural grass
Building materials	Many building materials contain PFAS. For more information, see: https://greensciencepolicy.org/our-work/building-materials/pfas-in-building-materials/	homefree.healthybuilding.net/products greenbuildingsupply.com buildinggreen.com/product-guidance (Some material free, in-depth guidance requires membership)
Cleaners and waxes	PFAS is in many cleaners and in floor waxes. Many cleaning products do not fully disclose ingredients on product labels. 	<p>ewg.org/guides/cleaners/</p> <p>Greenseal, Safer Choice & Ecologo are environmental certifications that identify cleaning products with few or no toxic ingredients.</p> <p>Greenseal restricts 7 PFAS and is in the process of considering expanding restrictions to all PFAS.</p> <p>In March 2022, the Environmental Protection Agency updated its Safer Choice ingredients list, removing two PFAS it formerly considered safe. EPA also requires manufacturers that use plastic bottles to avoid fluorination processes that may create unintentional PFAS.</p> <p>You will see one of these product logos on items.</p> <p>Green Seal and Safer Choice also have searchable databases: https://www.epa.gov/saferchoice/products https://certified.greenseal.org</p>   

Disclaimer: Clean Water Fund has not independently tested the products identified above and we do not endorse products.

Misleading claims:

When it comes to PFAS, product claims can be misleading.

There are thousands of different types of PFAS. The first two chemicals to be introduced were PFOA (perfluorooctanoic acid) and PFOS (perfluorooctanesulfonic acid.). Voluminous research demonstrates that these chemicals are persistent, bio-accumulative and toxic. As a result, the Environmental Protection Agency worked with industry to phase out American manufacture of these chemicals in 2015.

Industry developed new chemicals to replace PFOA and PFOS. These new chemicals are sometimes called “short-chain” chemicals while PFOA and PFOS are referred to as “long-chain” or legacy chemicals.

Some industry claims:

Long-chain PFAS are unsafe, short-chain PFAS are safe.

No PFAS have been shown to be safe.

PFCec Free Durable Water Repellent (DWR) is safe.

PFCec stands for PFCs of environmental concern, and PFCec Free refers to polymers or shorter chain PFAS that industry claims are safer, but no PFAS have been shown to be safe.

This pan is PFOA-free and PFOS-free.

Products that make this claim often have other PFAS.

Fluoropolymers (large molecules with fluorine) are stable and safe.

No, they're not. They are made using harmful PFAS chemicals and they can break down into other toxic PFAS.

Industry claims: PFAS are like berries. They're all different.

Scientists around the world are calling for restrictions on the entire class of PFAS, because:

- PFAS have common characteristics that make them extremely persistent.
- Those PFAS that have been studied have been found to be toxic at very low doses.
- While every one of the thousands of PFAS have not been fully analyzed, there is enough concern about those PFAS that have been characterized to warrant caution.

FOR MORE INFORMATION, PLEASE CONTACT:

Clean Water Fund: bostoncwa@cleanwater.org • 88 Broad Street, Lower Level, Boston, MA 02110

Community Action Works: <https://communityactionworks.org>, (857) 702-2645



Chris DeGabriele

From: Leslie Mendez <Leslie.Mendez@cityofsanrafael.org>
Sent: Thursday, June 30, 2022 3:58 PM
Cc: Leslie Mendez
Subject: City Council Public Hearing SB 9 Ordinance July 18, 2022



CITY COUNCIL PUBLIC HEARING

SB 9 Ordinance

Consideration of a City Ordinance amending Title 14 (Zoning Ordinance) and Title 15 (Subdivisions) of the San Rafael Municipal Code related to regulations to implement provisions of SB 9

MONDAY, JULY 18, 2022, 7:00 p.m.

In-Person: San Rafael City Council Chambers, 1400 Fifth Avenue, San Rafael, CA 94901

Participate Virtually by visiting <https://www.cityofsanrafael.org/departments/public-meetings/> for the call-in phone number and meeting ID listed on the agenda (or using Zoom app to connect to this meeting ID).

ENVIRONMENTAL REVIEW: Pursuant to Government Code sections 65852.21(j) and 66411.7(n), the City may adopt an ordinance to implement the provisions of Government Code Sections 65852.21 and 66411.7, and such an ordinance shall not be considered a project under the California Environmental Quality Act ("CEQA").

FOR MORE INFORMATION: Contact **Leslie Mendez**, Project Planner at **(415) 485-3095** or Leslie.Mendez@cityofsanrafael.org. You may also view the staff report after 5:00 p.m. on the Friday before the meeting on the meeting agenda at <https://www.cityofsanrafael.org/city-council-meetings/>

IF YOU WANT TO COMMENT: Email your comment to the project planner Leslie.Mendez@cityofsanrafael.org or to Lindsay Lara, City Clerk, City of San Rafael at city_clerk@cityofsanrafael.org or P.O. Box 151560, San Rafael, CA 94915-1560. You may also hand deliver a letter to the City Clerk prior to the meeting at 1400 5th Avenue, City Clerk's Office.

Sign Language and interpretation and assistive listening devices may be requested by calling (415) 485-3066 (voice), emailing Lindsay.lara@cityofsanrafael.org, or using the California Telecommunications Relay Service by dialing "711" at least 72 hours in advance. Copies of documents are available in accessible formats upon request.

Public transportation to City Hall is available through Golden Gate Transit, Line 22 or 23. Para-transit is available by calling Whistlestop Wheels at (415) 454-0964.

To allow individuals with environmental illness or multiple chemical sensitivity to attend the meeting/hearing, individuals are requested to refrain from wearing scented products