



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.

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

DISTRICT ADMINISTRATION
Mike Prinz,
General Manager
Michael Cortez,
District Engineer
Mel Liebmann,
Plant Manager
Greg Pease,
Collection System/Safety Manager
Robert Ruiz,
Administrative Services Manager

BOARD MEETING AGENDA

November 7, 2019

MATERIALS RELATED TO ITEMS ON THIS AGENDA ARE AVAILABLE FOR PUBLIC INSPECTION DURING NORMAL BUSINESS HOURS AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD, SAN RAFAEL, OR ON THE DISTRICT WEBSITE WWW.LGVSD.ORG

Estimated
Time

3:00 PM

1. PUBLIC COMMENT

This portion of the meeting is reserved for persons desiring to address the Board on matters not on the agenda and within the jurisdiction of the Las Gallinas Valley Sanitary District. Presentations are generally limited to three minutes. All matters requiring a response will be referred to staff for reply in writing and/or placed on a future meeting agenda. Please contact the General Manager before the meeting.

CLOSED SESSION:

3:05 PM

- 2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION – GENERAL MANAGER:** pursuant to subdivision (b)(1) of Government Code Section 54957.
- 3. CONFERENCE WITH LABOR NEGOTIATOR -** Agency designated representative: Robert Ruiz, Administrative Services Manager. Employee Organization: OE3; pursuant to Government Code Section 54954.5 Section 54957.6
- 4. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION –** Significant exposure to litigation pursuant to Paragraph (2) of Subdivision (d) of Government Code Section 54956.9: One Potential Case.

OPEN SESSION:

4:30 PM

1. PUBLIC COMMENT

This portion of the meeting is reserved for persons desiring to address the Board on matters not on the agenda and within the jurisdiction of the Las Gallinas Valley Sanitary District. Presentations are generally limited to three minutes. All matters requiring a response will be referred to staff for reply in writing and/or placed on a future meeting agenda. Please contact the General Manager before the meeting.

4:35 PM

2. CONSENT CALENDAR:

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

- A. Approve the Board Minutes for October 17, 2019
- B. Approve the Warrant List for November 7, 2019
- C. Approve Board Compensation for October, 2019.
- D. Approve meeting request for Yezman to attend the Bay Area Women's Leadership Summit meeting on November 20, 2019 in Burlingame, CA
- E. Approve Schriebman to attend the CASA Winter Conference in Indian Wells on January 21-23, 2020
- F. Approve Award of Contract to Hazen and Sawyer for Engineering Services for the Flow Equalization System
- G. Approve Application of Allocation of Capacity and Will Serve Letter for APN 175-171-07, 13 Jefferson Ave
- H. Approve Application of Allocation of Capacity and Will Serve Letter for APN 155-074-02, 4136 Redwood Highway
- I. Approve Fall 2019 Newsletter

Possible expenditure of funds: Yes, Items B through F and I.

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

4:45 PM

3. DRAFT SEWER LATERAL ORDINANCE

Board will consider proposed draft sewer lateral ordinance text regarding regulation of inspection, maintenance, and replacement of sewer laterals.

5:15 PM

4. PROPOSED ORDINANCE 179 AN ORDINANCE AMENDING TITLE 1 CHAPTER 2 OF THE ORDINANCE CODE OF THE LAS GALLINAS VALLEY SANITARY DISTRICT TIME AND PLACE FOR REGULAR MEETINGS AND SETTING OF PUBLIC HEARING

Board to review the proposed Ordinance 179 – An Ordinance modifying Title 1 Chapter 2 of the Ordinance Code of the Las Gallinas Valley Sanitary District amending time and place for regular board meetings. Board to set a Public Hearing date for Ordinance No.179.

5:25 PM

5. AWARD OF CONTRACT TO CATS4U, INC. FOR INFLUENT SCREENS REBUILD AND BUDGET REVISION

Board to review and approve Award of Contract to CATS4U for Influent Screens Rebuild.

5:35 PM **6. SPECIAL MEETING AGENDA FOR NOVEMBER 15 BOARD RETREAT**
 Board and staff to discuss the upcoming Board retreat.

5:40 PM **7. INFORMATION ITEMS:**
 A. STAFF/CONSULTANT REPORTS:
 1. General Manager Report – Verbal
 2. Award of Contract to CATS4U, Inc for Effluent Disposal Marsh Pond Capacity Restoration
 3. Senate Bill 13 – Accessory Dwelling Units

6:00 PM **8. BOARD REPORTS:**
 1. LAFCO - Verbal
 2. Gallinas Watershed Council / Miller Creek Watershed Council– Verbal
 3. JPA Local Task Force on Solid and Hazardous Waste – Verbal
 4. Flood Zone 7 - Verbal
 5. NBWA – Verbal
 6. NBWRA/North Bay Water – Verbal
 7. Engineering Subcommittee – Verbal
 8. Other Reports – Written – Murray-Disinfection Byproducts

6:20 PM **9. BOARD REQUESTS:**
 A. Board Meeting Attendance Requests – Verbal
 B. Board Agenda Item Requests – Verbal

6:25 PM **10. VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE**

6:30 PM **11. ADJOURNMENT**

FUTURE BOARD MEETING DATES – NOVEMBER 21, DECEMBER 5 AND DECEMBER 19

AGENDA APPROVED:	Craig K. Murray, Board President	Pat Richardson, Legal Counsel
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CERTIFICATION: I, Teresa Lerch, District Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before November 4 at 3:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held November 7, 2019 at the District Office, located at 300 Smith Ranch Road, San Rafael, CA.

DATED: November 4, 2019



 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, 300 Smith Ranch Road, San Rafael.

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.

MINUTES OF OCTOBER 17, 2019

1
2
3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN
4 SESSION ON OCTOBER 17, 2019 AT 4:30 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH
5 ROAD, SAN RAFAEL, CALIFORNIA.
6

7 **BOARD MEMBERS PRESENT:** M. Clark, R. Elias, C. Murray, J. Schriebman and C.
8 Yezman
9

10 **BOARD MEMBERS ABSENT:** None.

11
12 **STAFF PRESENT:** Mike Prinz , General Manager; Robert Ruiz, District
13 Treasurer; Teresa Lerch, District Secretary; Irene Huang,
14 District Assistant Engineer
15

16 **OTHERS PRESENT:** David Byers, District Counsel
17

18 **ANNOUNCEMENT:** President Murray announced that the agenda had been
19 posted as evidenced by the certification on file in
20 accordance with the law.
21

22 **PUBLIC COMMENT:** None.
23

24 **PRESENTATION: AB 1826 AND SB 1383 UPDATE**

25 Kim Scheibly from Marin Sanitary Service briefed the Board on AB 1826 – Recycling of Organic Waste and
26 SB 1383 – Reducing short-lived climate pollutants. Discussion ensued. Marin Sanitary Service will be
27 holding a Winter Holiday fair on November 16th 10 am to 2 pm.
28

29 **CONSENT CALENDAR:**

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

- 32 A. Approve the Board Minutes for October 3, 2019
33 B. Approve the Warrant List for October 17, 2019
34 C. Approve Board Compensation for September, 2019
35 D. Approve Conference request for Clark to attend the CASA Winter Conference in Indian Wells
36 on January 21-23, 2020
37 E. Approve requests for Murray to attend the Promoting Trust in a Divisive World Webinar on
38 October 10, 2019 , NACE Western Area Conference on Corrosion Control in Long Beach on
39 November 11-14, 2019 and the CASA Conference in Washington DC February 24-26, 2020
40 F. Approve Award of Contract to CPMC for On-Call Scheduling and Estimating Support for the
41 Secondary Treatment Plant Upgrade and Recycled Water Expansion
42 G. Approve Application of Allocation of Capacity for APN 179-242-24, 3 Oak Ridge Road
43

44 Items E and G were discussed.
45

46 **ACTION:**

47 Board approved (Schriebman/Elias 5-0-0-0) the Consent Calendar items A through G.

48 AYES: Clark, Elias, Murray, Schriebman and Yezman.
49 NOES: None.
50 ABSENT: None.
51 ABSTAIN: None.
52

53 Huang left at 4:37
54

55 **PRESENTATION: AB 1826 AND SB 1383 UPDATE**
56 Kim Scheibly from Marin Sanitary Service briefed the Board on AB 1826 – Recycling of Organic Waste and
57 SB 1383 – Reducing short-lived climate pollutants. Discussion ensued.

58
59 **APPROVAL OF LEASE AGREEMENT AND BUDGET REVISION**
60 Board and staff discussed a lease execution for 101 Lucas Valley Road for a five-year term at an initial rate
61 of \$7,796/mo. for 3,560 square feet of office space and an associated budget revision.

62 **ACTION:**
63 Board approved (Clark/Yezman 5-0-0-0) authorizing the General Manager to execute the Lease
64 Agreement for 101 Lucas Valley Road, including Addendum A and the ADA Disclosure and authorized
65 the budget revision.

66 AYES: Clark, Elias, Murray, Schriebman and Yezman.
67 NOES: None.
68 ABSENT: None.
69 ABSTAIN: None.
70

71 **INFORMATION ITEMS:**

72 **STAFF / CONSULTANT REPORTS:**

- 73 1. General Manager Report – Verbal – Prinz reported.
74 Topics included:
75 • Staff Advancement – EOC workshops, FutureSense Interviews
76 • Safety – Reclamation to be closed during weekdays until 5 pm for two weeks for cattail
77 removal
78 • Sewer Lateral Ordinance Language in development
79 • CIP – Headwork screens, Marinwood lining, flow equalization design and Master Plan
80 contracts coming up
81 • Vac-con to be delivered soon
82 • Holiday Lunch will be December 13th from 12 pm to 2 pm at Boca Tavern
83

84 Byers left at 6:42 pm.
85

86 **BOARD REPORTS:**

- 87 1. LAFCO – Verbal – Murray reported
88 2. Gallinas Watershed Council / Miller Creek Watershed Council – Verbal – Schriebman reported,
89 3. JPA Local Task Force on Solid and Hazardous Waste – Verbal – no report.
90 4. Flood Zone 7– verbal – no report.
91 5. NBWA
92 Board Committee – Verbal – Clark reported.
93 Steering Committee – Verbal – Clark reported.
94 JTC – Verbal – no report.
95 6. NBWRA /North Bay Water – Verbal - Elias reported.
96 7. Engineering Subcommittee – Verbal – no report.
97 8. Other Reports –Written – 34TH Annual WaterReuse – Elias reported
98

99 **BOARD REQUESTS:**

- 100 A. Board Meeting Attendance Requests – Schriebman requested to attend the CASA Winter
101 Conference in Indian Wells on January 21-23, 2020.
102 B. Board Agenda Item Requests – LGVSD policy on wipes, NBWA April conference raffle prizes, ADU
103 possible Ordinance change, space plan for 101 Lucas Valley Road.
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105 **VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE:**

106 Discussion ensued.
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108 **ADJOURNMENT:**

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ACTION:

Board approved (M/S Schriebman/Clark 5-0-0-0) the adjournment of the meeting at 7:16 pm.

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

The next Board Meeting is scheduled for November 7, 2019 at the District Office.

ATTEST:

Teresa Lerch, District Secretary

APPROVED:

Craig K. Murray, Board President

SEAL

	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items > \$1000
1	11/7/2019	N/A	Accountemps	9,528.98		9,528.98	Clerical help/ Admin & AP
2	11/7/2019	EFT2	ADP	185,637.37		185,637.37	Payroll for paydates 10/12/19 & 10/25/19
3	11/7/2019	ACH	Amesos Plumbing, Inc.	1,262.24		1,262.24	Repair of restroom flush valve - Shop location - Holding for questions
4	11/7/2019	N/A	AT&T	3,348.09		3,348.09	Phone Bill for various pump stations
5	11/7/2019	N/A	AT&T Teleconference Services	29.71		29.71	
6	11/7/2019	EFT2	Bank of Marin - Loan	47,335.64		47,335.64	October Loan Payment - Recycled Water Loan
7	11/7/2019	N/A	Banner Bank Escrow 1559	68,317.79		68,317.79	Retention payment #7 - Myers & Sons
8	11/7/2019	N/A	Bay Area Clean Water Agencies (BACWA)	8,795.00		8,795.00	BACWA Membership and training fees
9	11/7/2019	ACH	Brown and Caldwell	3,954.66		3,954.66	Secondary Plant Upgrades (8/23/19 to 9/26/19) CPI 12600-07 & 16650-02
10	11/7/2019	ACH	Byers Law Office	5,425.00		5,425.00	District Legal Services
11	11/7/2019	EFT	CalPERS 457 Plan Differed Comp	4,371.42		4,371.42	Employee salary deferrals for 10/25/2019 paydate
12	11/7/2019	EFT	CALPERS Retirement	48,111.65		48,111.65	Pension contribution employee and employer 9/27/19, 10/11/19 & 10/25/19
13	11/7/2019	ACH	Caltest Analytical Laboratory	1,199.85		1,199.85	Independent Lab tests
14	11/7/2019	ACH	CATS4U	55,715.46		55,715.46	Lower Miller Creek Channel Maint. - Construction Agreement Progress #10 CPI 11500-09
15	11/7/2019	ACH	Central Marin Sanitation Agency	8,642.72		8,642.72	Source Control Program& FOG Program July - Sept 2019
16	11/7/2019	N/A	Comet Building Maintenance, Inc.	1,810.00		1,810.00	Janitorial Service
17	11/7/2019	ACH	Contractor Compliance and Monitoring	95.00		95.00	
18	11/7/2019	N/A	Cromer Equipment	312.86		312.86	
19	11/7/2019	ACH	Custom Tractor Service	11,242.50		11,242.50	Mowing, Pivot Maintenance, ditch cleaning, etc
20	11/7/2019	N/A	CWEA -CA Water Environment Assoc	376.00		376.00	
21	11/7/2019	N/A	DAC Associates	13,407.51		13,407.51	STPURWE, GEOTECH Engineering services during construction (7/26/2019 to 9/26/2019) CPI #12600-07 & 16650-02
22	11/7/2019	N/A	Dave Lehman Trucking, Inc.	2,940.00		2,940.00	Material transportation from SR Rock Quarry & Soil Land to LGVSD plant. For Lab parking lot.
23	11/7/2019	ACH	Diego Truck Repair, Inc.	916.11		916.11	
24	11/7/2019	EFT	Direct Dental Administrators, LLC	264.80		264.80	

Las Gallinas Valley Sanitary District
Warrant List
11/7/2019 - DRAFT

25	11/7/2019	EFT	Discovery Benefits	85.00	85.00	
26	11/7/2019	ACH	Du-All Safety, LLC	4,816.00	4,816.00	Monthly Safety Maintenance - September 2019
27	11/7/2019	N/A	Durkin Signs & Graphics	318.99	318.99	
28	11/7/2019	ACH	Fastenal Company	660.80	660.80	
29	11/7/2019	ACH	FutureSense	10,500.00	10,500.00	Consulting Fees for Employee Climate Survey Assessment
30	11/7/2019	ACH	Gardeners' Guild	295.00	295.00	
31	11/7/2019	ACH	Hanford ARC	6,597.50	6,597.50	LMC Revegetation Maintenance Services (10/1/2019 - 10/31/2019)- CPI 11500-09
32	11/7/2019	N/A	Liebert Cassidy Whitmore	6,692.82	6,692.82	Personnel Legal Services
33	11/7/2019	N/A	Marin Ace	45.75	45.75	
34	11/7/2019	N/A	Marin Independent Journal	315.68	315.68	
35	11/7/2019	N/A	Marin Municipal Water District	1,325.21	1,325.21	Water Bills - All Locations
36	11/7/2019	N/A	MARIN/SONOMA MOSQUITO & VECTOR	627.57	627.57	
37	11/7/2019	N/A	Medical Center of Marin	452.00	452.00	
38	11/7/2019	N/A	Myers & Sons Construction, LP	1,298,038.11	1,298,038.11	STPURWE construction contract (Ret #7) CPI 12600-07 & 16600-01
39	11/7/2019	N/A	North Bay Watershed Assn.	5,239.08	5,239.08	FY 18-19 Cat A Overhead & Cat B General Benefit Projects
40	11/7/2019	ACH	Nute Engineering	4,561.50	4,561.50	Engineering & Inspection Services 9/1/19- 9/30/19 CPI 12600-02
41	11/7/2019	N/A	Operating Engineers Local No. 3	827.12	827.12	
42	11/7/2019	ACH	Orion Protection Services Group, Inc.	318.50	318.50	
43	11/7/2019	N/A	Pacific EcoRisk, Inc.	3,915.00	3,915.00	NPDES Toxicity Testing
44	11/7/2019	N/A	Pacific Gas & Electric - 0580531718-6	6,575.00	6,575.00	Gas & Electric Service - 8/28/2019-9/26/2019
45	11/7/2019	N/A	Pacific Gas & Electric - 1991349158-5	6,594.65	6,594.65	Gas & Electric Services for Pump stations - 9/19/19 - 10/17/19
46	11/7/2019	N/A	Pacific Gas & Electric CDX7397590484	19.71	19.71	Gas & Electric Service - 8/28/2019-9/26/2019
47	11/7/2019	N/A	Pease, Greg	149.79	149.79	
48	11/7/2019	ACH	Redwood Security Systems	186.00	186.00	
49	11/7/2019	ACH	Regional Government Services Authori	2,293.50	2,293.50	Organizational Structural Analysis (September 2019)

Las Gallinas Valley Sanitary District
Warrant List
11/7/2019 - DRAFT

50	11/7/2019	N/A	Safety-Kleen Systems, Inc.	4,853.40	4,853.40	Recovery Fee and 55 Waste oil filters - Acct # LA25428
51	11/7/2019	N/A	Shamrock	378.19	378.19	
52	11/7/2019	N/A	SMART	1,190.28	1,190.28	License fee 10/01/2019 to 9/30/2019, for Property near Milepost 21.92 for 30" sanitary sewer.
53	11/7/2019	EFT	Sun Life Financial - Disability/Life	2,032.05	2,032.05	Employee Disability & Life Coverage
54	11/7/2019	N/A	SWRCB (FEES)	526.00	526.00	
55	11/7/2019	N/A	Telstar Instruments, Inc.	858.75	858.75	
56	11/7/2019	N/A	Underground Service Alert	1,450.63	1,450.63	Annual Ticket Fee -USA's 2019 - 2020 - Membership
57	11/7/2019	N/A	Unicorn Group	293.61	293.61	
58	11/7/2019	N/A	United Site Services	451.64	451.64	
59	11/7/2019	ACH	Univar USA Inc.	12,725.00	12,725.00	Purchase of Sodium Hypochlorite & Furnish Sodium Bisulfite
60	11/7/2019	N/A	Vanzebo	163.45	163.45	
61	11/7/2019	ACH	Vision Service Plan	312.75	312.75	
62	11/7/2019	N/A	WaterReuse Association	1,070.00	1,070.00	2020 Agency/Water Supplier Member Dues
63	11/7/2019	N/A	Whitman's Auto Body	5,920.40	5,920.40	A variety of repairs to the Ford C-Mac
64	11/7/2019	N/A	WRA, Inc.	1,178.00	1,178.00	Lower Miller Creek 5 yr Monitoring and Reporting Services (9/1/2019 to 9/30/19) CPI 11500-01

TOTAL \$ 1,877,894.79 \$ - \$ 1,877,894.79

EFT1	EFT1 = Payroll (Amount Required)	0.00	0.00	Approval:
EFT2	EFT2 = Bank of Marin loan payments	232,973.01	232,973.01	
PC	Petty Cash Checking	0.00	0.00	
>1	Checks (Operating Account)	0.00	0.00	Finance
N/A	Checks - Not issued	1,458,336.77	1,458,336.77	GM
EFT	EFT = Vendor initiated "pulls" from LGVSD	54,864.92	54,864.92	
ACH	ACH = LGVSD initiated "push" to Vendor	131,720.09	131,720.09	
	Total	<u>\$ 1,877,894.79</u>	<u>\$ 1,877,894.79</u>	

Difference: \$ -

Agenda Item 2c
Date November 7, 2019

Directors' Meeting Attendance Recap

<u>Name</u>	<u>Total Meetings</u>
Megan Clark	6
Rabi Elias	2
Craig Murray	6
Judy Schriebman	3
Crystal Yezman	2
Total	<u>19</u>

Paul

Meeting Date: 11/7/2019

Paydate: 11/8/2019



300 Smith Ranch Road, San Rafael, CA 94903

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: MEGAN CLARK Month: OCTOBER

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
3 rd	REG	X	
17 th	REG	X	
TOTAL		2	

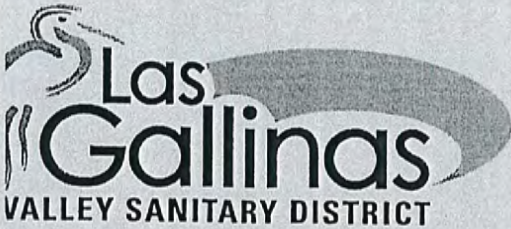
OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
2 nd	NBWA STEERING	X	
4 th	REG. NBWA	X	
22 nd	INTERVIEW W/FUTURE SENSE	X	
23 rd	" W/LEIBERT	X	
30 th	NBWA STEERING	X	
TOTAL		4	

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

Megan Clark
Signature
[Signature]
Approved By/ Date

Nov 4, 2019
Date
11-4-2019
Pay Date



300 Smith Ranch Road, San Rafael, CA 94903
 Office: 415.472.1734 Fax: 415.499.7715

**BOARD MEMBER ATTENDANCE
 FORM**

Director's Name: Rabi Elias Month: October 2019

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
10/3/19	Regular Mtg	✓	
10/17/19	§ §	✓	
TOTAL		2	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
10/28/19	W B U R A Meeting		
TOTAL		0	

Total Meetings for which I am Requesting Payment: Max of six (6) per Health & Safety Code §4733	2
---	----------

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

Rabi Elias
 Signature
Robu [Signature]
 Approved By/ Date

10/17/2019
 Date
11-4-2019
 Pay Date



300 Smith Ranch Road, San Rafael, CA 94903

Office: 415-472-1734 Fax: 415-499-7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: MURRAY, Craig K. Month: October 2019

Board Members shall be compensated for up to the legal limit of six (6) meeting per month and one (1) per day. Board Members are limited to four (4) conferences or seminars per year.

For multi-day conferences, compensation shall be at a maximum of one (1) meeting per day.

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
10/3/19	Board Meeting	X	
10/17/19	Board Meeting	X	
TOTAL		2/2	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
10/1/19	Panelist: Emerging Contaminants. American Defense Communities (ADC) Annual Conference, Monterey		X
10/2/19	Community Wildfire Protection Plan (CWPP) Meeting Review Final Draft – Contra Costa County/Richmond. Diablo Fire Safe Council.		X
10/5/19	EPA NEPA EJ Webinar, host El Centro De La Raza Seattle WA		X
10/6,14/19	Merrydale Road/Las Gallinas Creek Headwater Litter Removal c/o City of San Rafael: 10/6: 0.5 hours; 10/14: 1.5 hours.		XX
10/9/19	Precondemnation Damages, IRWA Chapter 2, Robin Thornton Esq. Greenan, Pepper, Sallander, LLP		X
10/10/19	Promoting Trust in a Divisive World, ICMA Coaching Program, Frank Benest former City Mgr. Palo Alto; Wanda Page, Deputy CM, Durham, NC; Scott Morelli, CM, So.Portland Maine.	X	
10/10/19	LAFCo-Regular-Meeting		X
10/11/19	IRWA Chapter 47, Region 1 Fall Forum: RW Updates Santa Barbara	X	
10/14/19	Board Member Harassment Policy Application/Review, Morin Jacobs, Esq. Cassidy Liebert & Whitmore; Pat Richardson, Esq.		X
10/17/19	LAFCo Vice Chair EO Coordinating Meeting		X
10/23/19	Trenchless Elevated 2019, North American Society of Trenchless Technology (NASTT), Sandy, UT	X	
10/24/19	CASA Air Quality, Climate Change, & Energy (ACE) Workgroup Meeting	X	
10/29/19	Interview District Assessment, Future Sense/Blue Fire HR Consulting, Stephanie H. Nelson, MA, CHHR, CPC		X



300 Smith Ranch Road, San Rafael, CA 94903

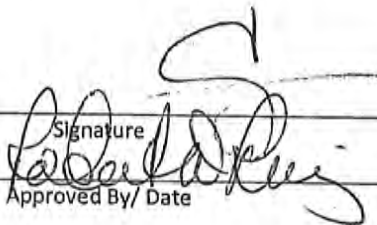
Office: 415-472-1734 Fax: 415-499-7715

BOARD MEMBER ATTENDANCE FORM

10/31/19	LGVSD President General Manager Coordinating Meeting		X
TOTAL		4/13	

Total Meetings for which I am Requesting Payment/Approved: Board Members maximum of six (6) per Health & Safety Code §4733	6/15
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I hereby certify that the meetings as set forth above are true and correct and are for the purpose of conducting official business for the Las Gallinas Valley Sanitary District.

 Signature


 Approved By/ Date

 October 31, 2019
 Date

 11-4-2019
 Pay Date



300 Smith Ranch Road, San Rafael, CA 94903

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: JUDY SCHRIEBMAN Month: OCT. 17, 2019

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
10/3	Reg mtg	✓	
10/17	Reg mtg	✓	
TOTAL		2 = 2	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
10/2	Gov mtg	✓	
10/9	SR GP WYO Committee		✓
10/21	1 on 1 w/ Mike Prinz		✓
TOTAL		1 = 3	

Total Meetings for which I am Requesting Payment: Max of six (6) per Health & Safety Code §4733	3
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I hereby certify that the meetings as set forth above are true and correct and are for the purpose of conducting official business for the Las Gallinas Valley Sanitary District.

Judy Schriebman
Signature
Robert Prinz
Approved By/ Date

10-21-19
Date
11-4-2019
Pay Date



300 Smith Ranch Road, San Rafael, CA 94903

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: Crystal Yezman Month: October

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
10/3/19	Regular Board Mtg.	✓	
10/17/19	Regular Board Mtg.	✓	
TOTAL			

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
TOTAL			

Total Meetings for which I am Requesting Payment: 2
 Max of six (6) per Health & Safety Code §4733

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

Crystal Yezman
 Signature
Robert Beebe
 Approved By/ Date

10/17/19
 Date
11-4-2019
 Pay Date

Agenda Item 2D
Date November 7, 2019



BOARD MEMBER MEETING ATTENDANCE REQUEST

Date: 10.18.19 Name: Crystal Yezman

I would like to attend the Bay Area Women's Meeting
of Leadership Summit

To be held on the 20 day of November from 9 a.m. p.m. and
returning on _____ day of _____ from to 4 a.m. / p.m.

Actual meeting date(s): November 20, 2019

Purpose of Meeting: _____

Frequency of Meeting: _____

Estimated Costs of Travel (if applicable): Meeting Stipend only

Please submit to the District Administrative Assistant, no later than 2:00 p.m. on the Friday prior to the Board Meeting.

For Office Use Only

Request was Approved Not Approved at the Board Meeting held on _____.

Bay Area Women's Leadership Summit

REGISTER NOW

Hyatt Regency, Nov 20, 2019 (Very Limited Seating so Register Now).

- [Event](#)
- [Questions](#)
- [Login](#)
- [Become a Sponsor](#)
- [Group Discount](#)

- [Register](#)

Key Trends and Best Practices.

Overview



Registration is now open for the Women's Leadership Summit.

Location: Hyatt Regency

Hotel Address: 1333 Bayshore Highway, Burlingame, California, United States, 94010

Get inspired and supercharge your career! This motivational event by and for Women Leaders will enable you to learn the best practices other women leaders have adopted, how to overcome key challenges others have faced, and hear about new solutions that are solving these challenges. Learn how to best help others, create a top culture of diversity, and build a network of professional colleagues passionate about their development. Available seating is limited so be sure to sign

up now to ensure a seat..

Featured Event Speakers(more to be announced)



Siera Love
Vice President
NIKE



Fleur Knowsley
Director Gen. Counsel
Google Fiber



Amy Cappellanti-Wolf
SVP & CHRO
Symantec



Fee: Just \$249 (Lunch Included, Limited Seating so Register Now).

OR [Explore a Table of 8](#)

Agenda Summary

[View Detailed Agenda](#)

- 9:00 am: Registration, Refreshments, Peer Networking.
- 9:30 am: Characteristics of Highly Successful Women
- 10:00 am: Panel: Building Your Value.
- 10:45 am: Networking: Achieving Work-Life Balance.
- 11:00 am: Nurturing The Leader Within
- 11:30 am: Sit-down lunch and informal networking.
- 12:45 pm: Handling Difficult Conversations with Confidence.
- 1:20 pm: Creating and Nurturing a Culture of Diversity.
- 2:00 pm: How to Reach Your Leadership Potential.
- 2:30 pm: Networking: Mentor Matching.
- 3:00 pm: Panel: Reviving/FastTracking Your Career.
- 4:00 pm: Conclusion.

Featured Past Event Speakers



Nora Zimmert
Sr. Vice President
Weather Channel



Catherine Monson
CEO
FastSigns



Alissa Burwick
Vice President
Charles Schwab



Laurie Rains
Senior Vice President
Nielsen



Karen Ketchmark
SVP Human Resources
Pearson



Stephanie Cadenhead
Asst. Vice President
Merrill Lynch



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*en the university." - Bonnie Richardson,
unting Manager, Assurant*

*joyed the conference. I thought the
speakers were great." - Katelyn Stew
keting Manager, Warren Averett*

*om a Speaker perspective I think they
ty good." - Jen Forbes, Director of Lea
elopment and Culture, GPS Hospitality*

*conference was very enjoyable. Re
red and am making some positive ch
life as we speak." - Jennifer Efferson,
ministrative Officer, The Powers Compan*

*ink the concept of the Summit is AM,
please continue to do it." - Victoria M
ctor of Compliance, Conisus*

*red the diversity of speakers. The top
relevant and enjoyed the questions
wer after each speech." - Jeannine Bl
ager, East Lake Foundation*

*ought that the topics were relevant fi
a professional development and als
ional standpoint." - Jill Houchin, Excis
ctor, RaceTrac Petroleum*

*oyed the diversity of topics and
kgrounds, and a nice mix of roundtat
ussions and more hands-on worksh
cs." - Jill Mourigal, Investment Operati
ager, FiduciaryVest*

*e location!" - Vicki Hall, Sr. Manager,
rant*

*of the speakers were leaders in their
extremely inspiration." - Denise Pagl
inance, AXIS Capital*

Teresa Lerch

From: Crystal Yezman
Sent: Thursday, October 17, 2019 5:20 PM
To: Teresa Lerch
Subject: SFWomenLeaders.org

Teresa

I am registered to attend this event. Would like to add a 'Board Member Meeting Attendance Request' to the Nov 7 LGVSD Board mtg agenda packet. Please fill out the form for me and print info as an attachment from this link. I will pay the registration fee - no need for reimbursement other than meeting stipend request. Thanks! Crystal

<http://sfwomenleaders.org/>

Sent from my iPhone

CASA

AGENDA ITEM
DATE

2E
November 7, 2019



BOARD MEMBER
MEETING ATTENDANCE REQUEST

Date: 10-19-19 Name: JUDY SCHRIEBMAN

I would like to attend the CASA - WINTER CONF Meeting
of JAN. 2020

To be held on the 21 day of Jan from 9 a.m. / p.m. and
returning on 23 day of Jan from 5 a.m. / p.m.

Actual meeting date(s): same

Purpose of Meeting: Annual CASA Conference

Frequency of Meeting: annual

Estimated Costs of Travel (if applicable): \$1500

Please submit to the District Administrative Assistant, no later than 2:00 p.m. on the Friday prior to the Board Meeting.

For Office Use Only

Request was Approved Not Approved at the Board Meeting held on _____



Agenda Summary Report

To: Mike Prinz, General Manager *MPZ*
From: Michael P. Cortez, PE, District Engineer
Mtg. Date: November 7, 2019
Re: Approve Award of Contract to Hazen & Sawyer for Engineering Services for the Flow Equalization System
Item Type: Consent Discussion Information Other
Standard Contract: Yes No (See attached) Not Applicable

BACKGROUND:

In response to the Request for Proposals (RFP) for Engineering Services for the Flow Equalization System project, the District received proposals from Aqua Engineering (AQUA), Hazen & Sawyer (Hazen), and Freyer & Laureta (F&L) by the submittal deadline of September 27, 2019. After reviewing the consultants' proposals, staff determined that Hazen robustly meets the District requirements and will produce a successful project. Highlights of Hazen's proposal include the following:

- Previous firm experience with eight (8) flow equalization (EQ) systems in the following Bay Area agencies: EBMUD, Union Sanitation District, Delta Diablo, Central Contra Costa Sanitary District, City of Livermore, and City of Santa Rosa.
- Experience in designing flow EQ systems involving both raw sewage storage and primary effluent storage in order to minimize blending.
- Demonstration of an in-depth review of the Secondary Treatment Plant Upgrade & Recycled Water Expansion (STPURWE) project and proposed inclusion of a Flow EQ System site evaluation considering that the District may switch to ultraviolet disinfection in the near future.
- Identification of construction timing constraints between STPURWE project and the proposed Flow EQ System and proposed consideration of multiple sites for the most hydraulically convenient location.
- Identification of the condition of existing primary clarification system as critical to the treatment process and proposed analysis of a dual Flow EQ / Primary Clarifier structure during pre-design phase.
- Inclusion of a thorough evaluation of currently available vacant lands owned by the District, which would allow for detailed construction sequencing of the Flow EQ structure before completion of the STPURWE project.
- Inclusion of detailed cost estimates for five alternatives.

Based on their proposals, F&L and AQUA have insufficient experience for this project. For purposes of this evaluation, F&L and AQUA's proposals are briefly summarized below:

- F&L listed three projects involving flow EQ systems and highlighted features geared toward functionality and ease of maintenance. However, its experience involved flow EQ systems for raw sewage storage, which does not afford the level of flexibility the District is seeking. Moreover, F&L's



single referenced project is under construction through a design-build process. In general, design-build process requires less stringent design effort than the conventional design-bid-build process the District intends to use for its Flow EQ System project. F&L's other two listed projects are currently in preliminary design phase.

- AQUA listed only one project involving flow EQ as a component of a plant upgrade project. It is unclear if design resulted in the construction a flow EQ structure. Staff considered AQUA's proposal to be underdeveloped and significantly under budgeted.

PREVIOUS BOARD ACTION(S):

1. Approval of UV Alternate Bid item, deletion from STPURWE and direction to Staff to pursue the Flow Equalization System project.
2. Adoption of the FY 2019-20 Budget.

ENVIRONMENTAL REVIEW:

N/A

FISCAL IMPACT:

Not to exceed \$599,739. The project was approved in the 2019-20 budget as Project Number 20600-04 in the amount of \$400,000. The difference in funds above \$400,000 is reserved in the unallocated reserve for capital of \$2,316,331.

STAFF RECOMMENDATION(S):

1. Board to authorize budget revision of \$199,739 to augment the design costs budgeted in FY 2019-20 CIP Budget.
2. Board to award a contract to Hazen & Sawyer for Engineering Services for the Flow Equalization System project, and authorize the General Manager to execute the contract.

September 27, 2019

Mr. Mike Cortez, PE
District Engineer
Las Gallinas Valley Sanitary District
300 Smith Ranch Road
San Rafael, CA 94903

Re: Flow Equalization System Job No. 20600-04

Dear Mr. Cortez:

The San Francisco Bay Regional Water Quality Control Board has a strong focus on reducing or eliminating wastewater treatment plant discharge of wet weather primary blending. In recent years, Districts and cities have developed approaches to eliminate blending as a process operation. The most recent example is the City of San Mateo's \$1B wastewater treatment plant upgrade currently in progress. In light of this regulatory focus, the District has initiated this equalization basin project to divert peak wet weather flows that exceed 18-mgd from the secondary treatment process to an equalization basin. In addition, the basin will also provide the Las Gallinas Valley Sanitary District (District) operational flexibility to store out-of-spec water, temporarily store bypass flows during scheduled shutdowns, and provide better performance for the new secondary treatment process. Finally, the basin could provide the District with the opportunity to optimize energy usage for better time-of-day use.

With that background, the District is faced with an important decision. Your challenge will be to distinguish between the firms proposing. Each firm will offer extensive experience and staff qualifications and provide supporting documentation about their unique knowledge of the District's facilities. The following are key messages that help define and distinguish the Hazen Team, who have completed similar assignments locally as well as throughout the country:



Understanding the Importance of Having Flexibility in Plant Operations. Both collectively and individually our team has worked at a majority of the Bay Area municipal wastewater treatment plant. One lesson we've learned is the importance of having flexibility to move water around the plant for both planned and unplanned purposes. While the primary purpose of the District's proposed equalization basin is to eliminate blending, an important value of the basin will be providing operational flexibility and reliability. Therefore,



The Hazen Team's Bay Area Wastewater Experience

when siting the basin and developing the layout we have also considered the importance of using the basin for multiple purposes. In our Approach we discussed a number of options for the basin location.



A Team with Equalization Basin Experience that Delivers. Our team is currently preparing the design for a similar 1.2 million-gallon basin at another Bay Area wastewater treatment plant. This same team is mobilized to assist the District. In the Bay Area, our team members have planned and/or designed equalization storage facilities for East Bay Municipal Utility District, Union Sanitary District, Delta Diablo, Central Contra Costa Sanitary District, and the Cities of Livermore and Santa Rosa. We have learned a few lessons related to odor control, maintenance related to washdown of sewage, and operational controls that can be applied to the District's project.



Integration of Operations & Maintenance. Hazen inherently considers the Operation and Maintenance (O&M) concerns from the outset of a project. We are able to do this because many of our key team members have experience with operations at treatment and pump station facilities. Our experts are not solely engineers behind a desk; they are "roll-up your sleeves" engineers who have worked closely with O&M staff. Our approach recognizes the need to work closely with the engineering staff while listening to the needs of operations and maintenance. Our attention to the ability of the basin to operate efficiently and be low maintenance is, for us, inherent.



A Team with a History of Construction, Start-up, and Commissioning. Our understanding of design is significant. However, our knowledge of construction sequencing, start-up, and operational reliability will help to maintain a high level of service and safe reliable operation of the plant during construction.



A Local Team Committed to Adding Value. The Hazen Team, in addition to our extensive technical experience and qualifications, also brings new ideas to further enhance the project. As we discuss in the Approach Section of our proposal, we believe there are enhancements that could be included with the basin design that will result in more efficient operation and reduced maintenance.

8

*Number of EQ Basins
Hazen's Team has
Completed in
the Bay Area*

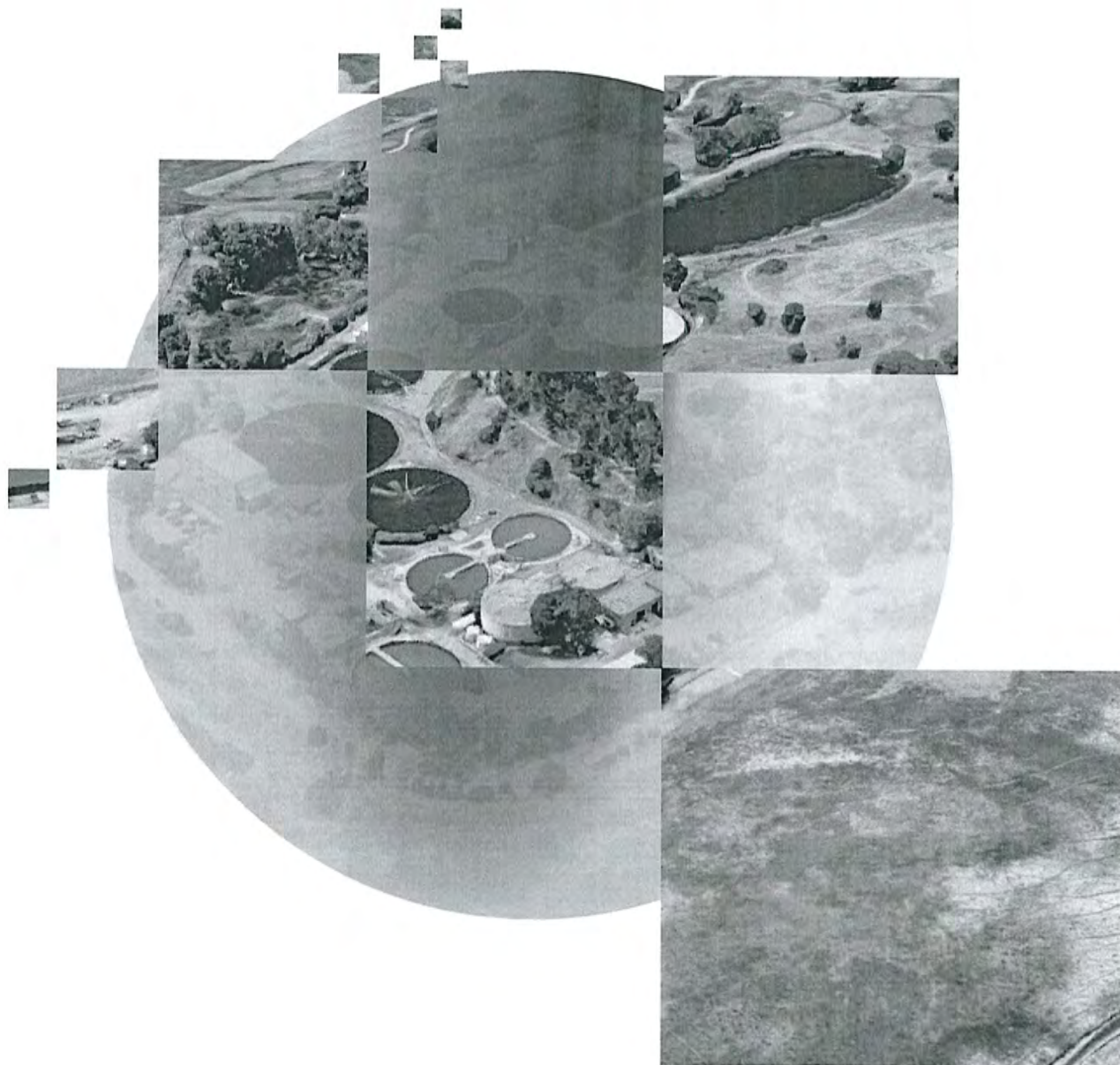
We appreciate this opportunity to submit our qualifications and experience and look forward to presenting our team at a selection interview. Please feel free to contact us if you have any questions.

Sincerely,
Hazen

Marc Solomon, PE, BCEE, D.WRE
Project Manager/Vice President

Paul Pitt, PhD, PE, BCEE
Director of Wastewater/Vice President

General Information



Section No. 1

General Information

Hazen will provide the District with a team of local experts who have worked together on numerous similar projects. Because our team's experience is extensive, we encourage the District to contact our references to hear from your colleagues about the quality of our work, the timeliness of our services, and the technical capabilities of our team members.

Union Sanitary District - Secondary Treatment Process Improvements Project

Union City, CA



Reference

Paul Eldredge, General
Manager
Union Sanitary District
(510) 477-7500
paule@unionsanitary.ca.gov

The Union Sanitary District (District) owns and operates the Alvarado Wastewater Treatment Plant (AWWTP), a conventional activated sludge (CAS) plant that discharges to the East Bay Dischargers Authority (EBDA) common outfall. During wet weather, the plant is permitted to discharge up to 42.9 mgd to the EBDA outfall and up to 20 mgd to the Hayward marsh. With a wet weather peak flow of approximately 70 mgd and potential new discharge limitations, the District is exploring a concept that would permit shallow water discharge to Old Alameda Creek with the San Francisco Bay Regional Water Quality Control Board (RWQCB). This concept may result in a requirement to treat wastewater to a higher standard. Concurrently the AWWTP is nearing its secondary treatment design capacity at ADWF and is over capacity during certain peak flow events.

The purpose of the Secondary Treatment Process Improvements Project is to develop a unified approach to secondary treatment upgrades that will both increase capacity in the near-term while addressing anticipated nutrient limits to allow discharge to the Old Alameda Creek. To address these wet weather peak flows and provide stability for the secondary system, Hazen incorporated a 2.5 mg primary effluent equalization basin into the secondary treatment upgrade project. This 2.5 MG storage tank has the ability to be used during dry weather to attenuate the District's severe diurnal flow pattern and improve nutrient removal performance in the secondary system. During wet weather, the tank will be available to shave peak flows, and is an important safety factor in the District's strategy to maintain nutrient removal during wet weather

Ultimately a trigger-based solution that incorporated primary effluent equalization, provided the District with a way to meet near-and long-term goals, maximize the use of existing facilities, attenuate capital investment over time, and achieved over \$250 million in potential savings.

Disinfection Improvement at the Laguna Treatment Plant

City of Santa Rosa, CA



Hazen and Sawyer, is the Project Manager for the Disinfection Improvements at the 67-mgd Laguna Treatment Plant (LTP). The LTP utilizes ultraviolet disinfection (UV) as the final step toward meeting Title 22 reuse requirements. As part of this project the existing UV system as well as an ancillary hypochlorite system are being replaced. In addition to improvements to the disinfection systems, Hazen is designing an effluent storage and diversion system. The LTP has strict permit limitations on the quality and quantity of its discharge so a majority of the plant effluent is either stored offsite or sent to private users. In order to reduce the potential release of off-spec effluent from the plant, an effluent storage basin and pump station will be installed downstream of the UV system. The basin will be used to temporarily store effluent in the event of an effluent quality incident, preventing it from leaving the plant site and the pump station will return it to the head of the plant where it can be treated to full Title 22 compliance. The system can be activated either passively, through an overflow weir, or manually by opening gates.

Reference

Mike Prinz, PE
 General Manger
 (formerly Deputy Director of
 Water at City of Santa Rosa)
 Las Gallinas Valley Sanitary District
 (415) 472-1734 x11
 mprinz@lgvsd.org

Additional Bay Area EQ/ Storage Basin Projects

EBMUD

Central Contra Costa Sanitary
 District

Delta Diablo

East Bay Municipal Utility
 District

City of Livermore

RWRF Sidestream Feasibility Study

Temecula Valley (TVRWRF), Perris Valley, (PVRWRF), and San Jacinto Valley (SJVRWRF).

EMWD continues to strive for improved operation, process control and efficiency at their Regional Water Reclamation Facilities (RWRFs). The next step in this process includes addressing challenges impacting RWRF capacity. EMWD, like many of our clients, is experiencing a shift in influent quality which includes increased nitrogen loading. RWRF nutrient removal is important not only to maintain your permit compliance, but to also prepare EMWD's RWRFs for future potable reuse opportunities.

Feasibility Study Objectives:

- Improve facility robustness and defer secondary treatment expansion through smart application of new technology.
- Improving nitrogen removal control / cost effective nitrogen removal.
- Improve effluent quality and eliminate ammonia breakthrough to benefit disinfection operations.
- Evaluate, design, install and operate a solution that will be successful for EMWD while reducing future risks.
- Deliver a sidestream system that is operator friendly and consistent across the RWRFs.
- Leverage existing infrastructure and previous centrate EQ study and designs.

Hazen is working with EMWD staff to identify and shortlist technical, functional and business solutions that are the most applicable sidestream treatment options for EMWD's RWRFs and utilize a multi-criteria decision making framework to help drive EMWD towards the most viable decision. Hazen's technical approach is comprised of multiple steps that includes:

- Benchmark existing processes and infrastructure at each facility.
- Holistic approach to screening of viable technologies suitable for implementation at EMWD. RWRFs.- The focus was on proven and operating technologies most likely to result in success for EMWD and maximize the centrate equalization work completed to date.
- Development of conceptual designs and cost estimates (capital, operating and life-cycle) for each viable alternative and facility.
- Development of design guidance documents to ensure consistent designs for EMWD upgrades at each RWRF.
- Collaboration with EMWD and the selected technology vendor to develop training modules for staff to position EMWD for a successful transition to operating the selected sidestream treatment technology.
- Development of recommended sampling and monitoring of implemented solutions.

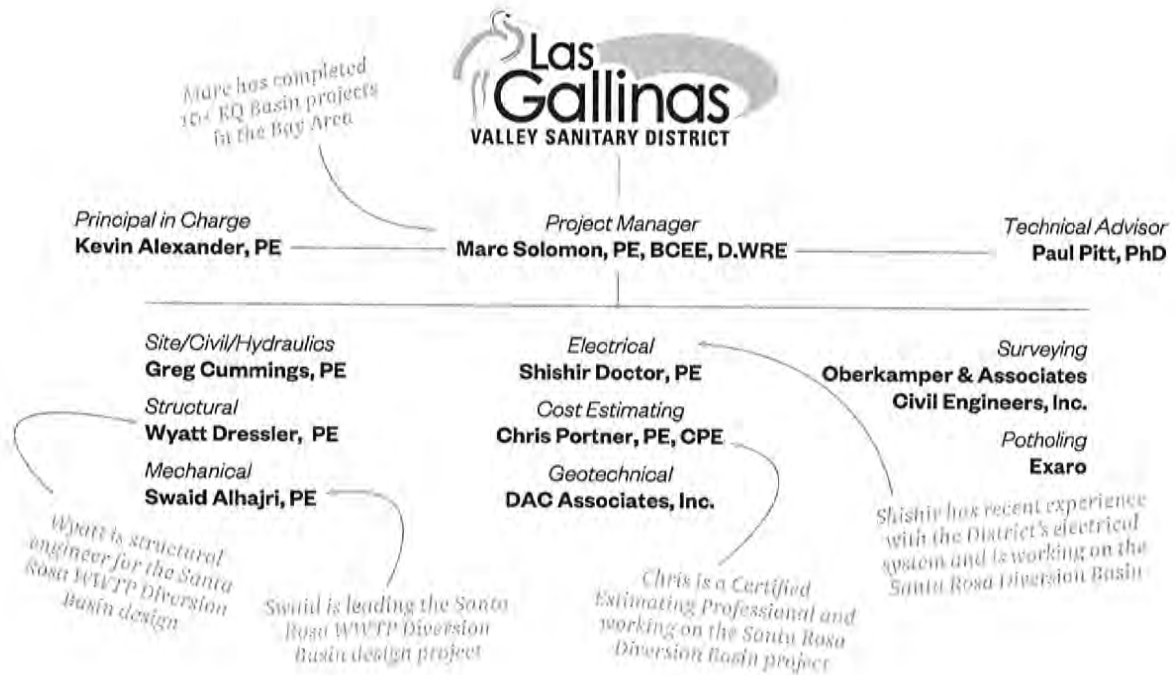
Reference

Erik Jorgensen
Senior Project Manager
951-928-3777
jorgense@amwd.org

Project Team and Organization Chart

We have selected our team based on two very important criteria: team members' experience working together on similar equalization basin projects and their availability. First, we identified our team members based on their experience working together and expertise in their fields. Secondly, any potential team member that is qualified must be available for the duration of the equalization basin project and cannot be over-committed to other projects.

Because of their availability, we believe it will be more efficient to propose the same team members who have been working on a nearly identical project for the City of Santa Rosa. This team and their roles are illustrated in the organization chart.





Marc Solomon, PE, BCEE
PROJECT MANAGER
25 Years of Experience

Marc is an accomplished project manager on a wide range of wastewater projects. His broad project experience has exposed him to all phases of project planning, design, system modeling, system controls, construction management, and operational reliability. Marc is known as a collaborator and consensus-builder. As a consensus-builder Marc brings together diverse opinions to develop a clear vision of the long-term strategies. His collaborative, roll-up-the-sleeves style and good interpersonal skills allows Marc to develop trust within his teams and lead them in problem solving. Selected Experience Includes:

- Secondary Treatment Upgrade Project Union Sanitary District
- City of Santa Rosa Disinfection and Diversion Project, Santa Rosa, CA
- Central Contra Cost Sanitary District Martinez Flow Equalization Basin



Paul Pitt, PhD, PE
TECHNICAL ADVISOR
35+ Years

Dr. Pitt serves as Hazen’s Director of Wastewater Technology and is our proposed technical advisor. Paul is an expert in all aspects of wastewater upgrades, process modeling, operational troubleshooting and integrated water management. As Technical Advisor Dr. Pitt will responsible for ensuring the overall technical direction meets the Districts needs. Selected Experience Includes:

- Secondary Treatment Upgrade Project Union Sanitary District
- City of Santa Rosa Disinfection and Diversion Project, Santa Rosa, CA
- SFPUC Wastewater Process Engineering As-needed, San Francisco, CA



Kevin Alexander, PE
PROJECT PRINCIPAL
24+ Years

Mr. Alexander will be the Principal in Charge and will be responsible for making sure that the right resources are available for the project. Kevin is an accomplished project principal on a wide range of wastewater projects and has experience in all phases of project planning, design, system modeling, system controls, construction management, and operational reliability. He is committed to ensuring the project meets the District’s expectations. Selected Experience Includes:

- Secondary Treatment Upgrade Project Union Sanitary District
- SFPUC Wastewater Process Engineering As-needed, San Francisco, CA
- SOCWA Coastal Treatment Plant Facility Improvements, Dana Point, CA
- Plant 30 Wellhead Treatment Final Design, Monte Vista Water District, Montclair, CA



Gregg Cummings, PE
SITE/CIVIL/HYDRAULICS
33+ Years

Mr. Cummings has over 33 years of experience in the planning, design, and construction support of water, wastewater, and recycled water projects, utility upgrades, groundwater treatment systems and soil remediation systems. He is also experienced in collection system design including gravity sewers, pump stations and force mains. He provides technical and management capabilities to work in collaborative settings involving complex multidisciplinary projects and community interests. Selected Experience Includes:

- West Napa Pump Station, City of Napa, CA
- Skyfarm ‘A’ and Hansford Court Lift Station Reconstruction, City of Santa Rosa, CA
- Doyle Drive Water Distribution System Modeling, Presidio Trust, San Francisco, CA



Wyatt Dressler, PE
STRUCTURAL ENGINEERING
15 Years of Experience

Mr. Dressler specializes in structural and seismic design for water and wastewater treatment facilities, water storage facilities and support systems for conveyance pipelines and mechanical equipment. Mr. Dressler is educated in reinforced concrete, reinforced masonry, structural steel and structural aluminum design, and has a comprehensive understanding of structural engineering principles and practices. Mr. Dressler has experience with structural modeling as well as seismic and structural evaluation and condition assessment of existing structures. Experience Includes:

- Secondary Treatment Upgrade Project Union Sanitary District
- SFPUC Wastewater Process Engineering As-needed, San Francisco, CA
- City of Santa Rosa Disinfection and Diversion Project, Santa Rosa, CA



Shishir Doctor, PE
ELECTRICAL ENGINEERING
40+ Years

Mr. Doctor has over 40 years of experience in electrical engineering planning, design and construction management for wastewater and recycled water facilities. He is a recognized expert in medium and high voltage power distribution and back-up power systems. His background has exposed him to all phases of project planning, design, system analysis and modeling, system controls, construction management, functional acceptance testing and operational reliability. Selected Experience Includes:

- Secondary Treatment Upgrade Project Union Sanitary District
- City of Santa Rosa Disinfection and Diversion Project, Santa Rosa, CA
- SFPUC Wastewater Process Engineering As-needed, San Francisco, CA



Swaid Alhajri, PE
MECHANICAL ENGINEERING
19 Years

Mr. Alhajri has nearly 20 years of experience in Mechanical Engineering with strong background in the design of mechanical systems including wastewater and water facilities. His experience covers compressed gas and steam systems. He is very knowledgeable in planning, construction document preparation, and construction support coordination. Selected Experience Includes:

- Coastal Treatment Plant Facility Improvements, South Orange County Wastewater Authority, Dana Point, CA
- City of Santa Rosa Disinfection and Diversion Project, Santa Rosa, CA
- AB Diffusers, Instrumentation and Controls Project, Napa Sanitation District, Napa, CA



Chris Portner, PE, CPE
COST ESTIMATING
12 Years

Mr. Portner is a Civil Engineer with experience in process engineering, wastewater treatment plant design, cost estimating and construction management. He has performed cost estimating from planning level through construction for both water and wastewater projects, including conveyance and treatment facilities. Mr. Portner is a AACEi Certified Estimating Professional. Selected Experience Includes:

- Secondary Treatment Upgrade Project Union Sanitary District
- City of Santa Rosa Disinfection and Diversion Project, Santa Rosa, CA
- EBMUD Secondary Clarifier Technology Evaluation Assessment, Oakland, CA
- AB Diffusers, Instrumentation and Controls Project, Napa Sanitation District, CA



GEOTECHNICAL ENGINEERING

DAC's staff of engineers, geologists, and designers performs a wide range of services including site investigations for public works projects such as roads, bridges, ports, and pipelines, as well as quality assurance/control (QA/QC) services. DAC performs reconnaissance and customized subsurface exploration as required for each site. Standard sampling of subsurface materials permits field inspection and testing as well as laboratory testing of selected samples. Pertinent geologic and geohazard maps of the site are reviewed as part of our investigation program. The collected data is used for our engineering analysis and preparation of recommendations for design and construction of the project.



POTHOLING SERVICES

EXARO Technologies Corporation (EXARO) is a team of experts specializing in underground utility locating, cathodic protection, concrete rebar scanning and traffic control. What sets EXARO apart is "They Know Underground Infrastructure"; this is the benefit of having a team comprised field and office employees with significant industry experience.

EXARO's utility locating services include a) Record drawing acquisition, b) Mark & Locate Utilities by Electronic Detection, c) Locate utilities by Ground Penetrating Radar (GPR), d) Potholing by Air Vacuum Excavation with self-performed traffic control.



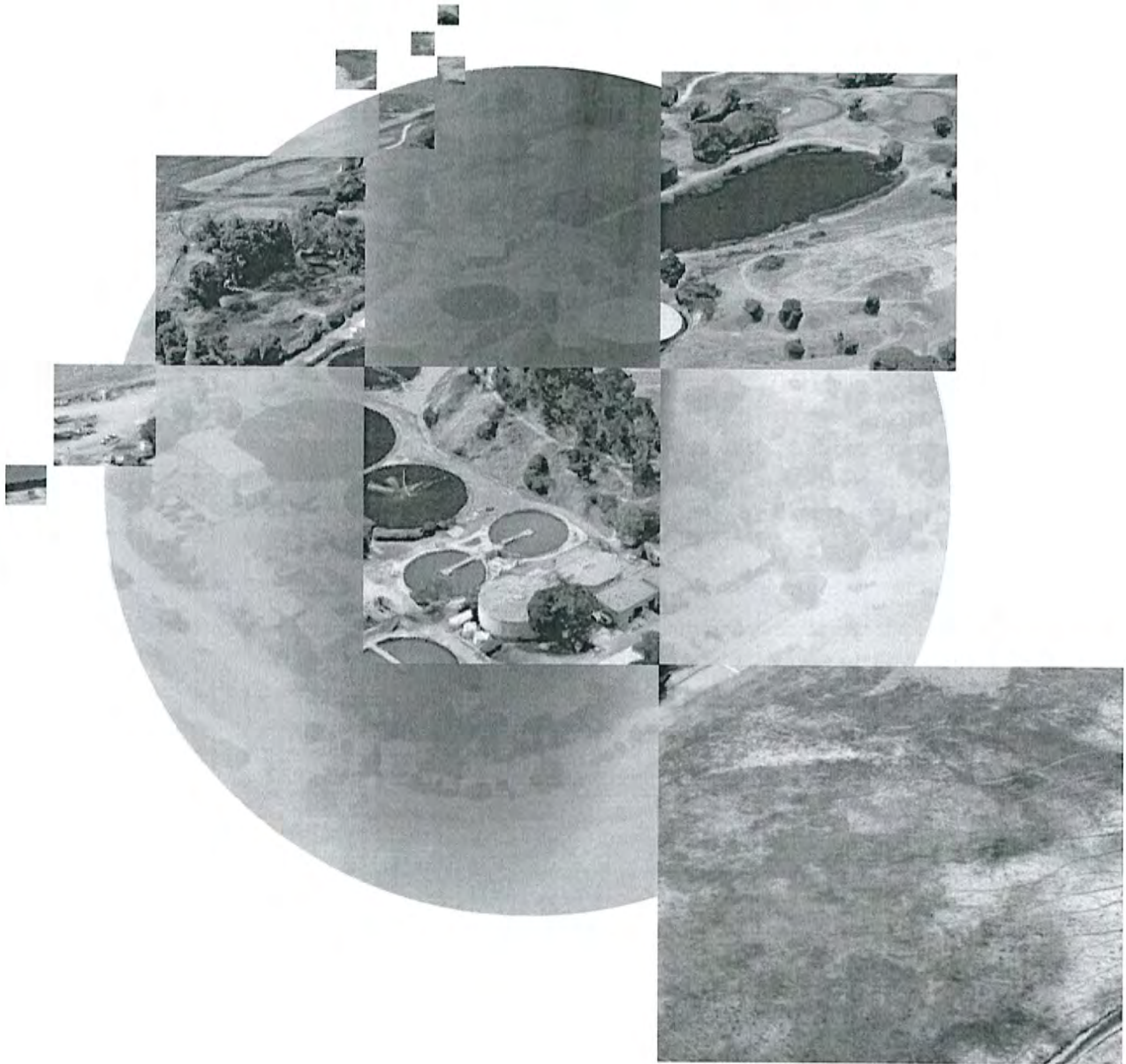
Oberkamper & Associates

SURVEYING SERVICES

Oberkamper and Associates is a consulting firm providing a full range of civil engineering and land surveying services. Since its founding in 1961, the firm has served clients throughout the Bay Area as well as elsewhere in California. Services provided by Oberkamper and Associates include tentative maps, subdivision maps, parcel maps, lot splits, ALTA/ASCM land title surveys, boundary surveys, topographic surveys and mapping, Caltrans right of way acquisition mapping and right of way record mapping, GPS survey capability, FEMA elevation certifications, consultation during construction and construction staking.

Oberkamper has worked on numerous District projects and as a local firm is very familiar with the local surveying requirements.

Project Understanding & Approach



Section No. 2

Project Understanding & Approach

The San Francisco Bay Regional Water Quality Control Board has historically permitted a number of Districts to blend and discharge primary treated and secondary treated disinfected wastewater under certain wet weather conditions.

This blending approach was a common way to manage treated wastewater discharge throughout the State of California. As an example, the City of San Diego has historically blended primary and secondary treated wastewater. Likewise, Las Gallinas Valley Sanitary District has similarly blended primary treated wastewater when wet weather flows have exceeded approximately 18-mgd.

The District is currently in the process of upgrading your secondary process to address aging infrastructure and nutrient removal requirements. In conjunction with the secondary improvements the District will no longer be able to blend primary wet weather flows. To address this requirement, the District has determined that providing equalization storage of wet weather flows in excess of 18-mgd will be the most efficient and cost-effective approach. The District's peak wet weather flow is approximately 25-mgd. Therefore, the basin will need to store flows between 18-mgd to 25-mgd. Based on a preliminary hydrograph analysis, the basin is estimated to be 1.2 million gallons. The basin volume will be verified by the selected consultant.

Approach

The primary purpose of the equalization basin will be to store primary-treated flows greater than 18-mgd instead of blending with the secondary flows. Additionally, the basin will also provide the District with greater operational flexibility to store out-of-spec water, temporarily store bypass flows during scheduled shutdowns, and provide better performance for the new secondary treatment process.

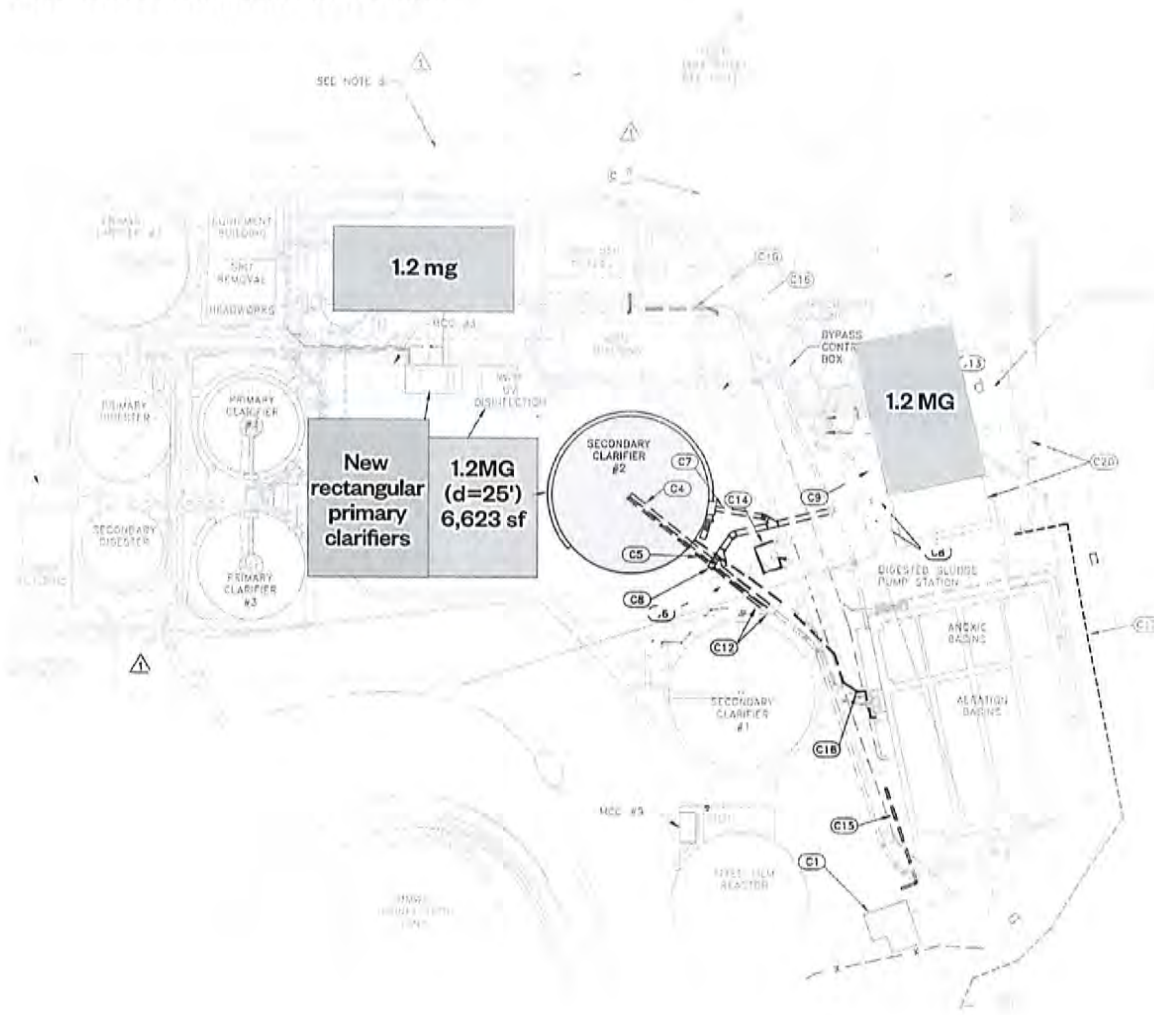
Since the basin's primary purpose is to store diverted primary-treated flows, it is logical to try to locate the basin as near the primaries as possible. However, the basin will also be used to divert and store out-of-spec water, which is typically associated with the disinfection process. Therefore, there could be value in siting the basin near the disinfection system. The basin will also provide the District with flexibility to be used for planned shutdowns. Thus, another option is to locate the basin in an area of the plant that can easily accommodate flows from any part of the plant.

In addition to siting the basin based on the most hydraulically convenient location, the current secondary improvement project construction sequencing will need to be taken into account since the timing of the basin and secondary improvement construction needs to be coordinated. Because the basin is needed as soon as possible, siting the basin based on currently available space is another approach to basin siting.

Given the above analysis, Hazen has looked at a number of options for the basin location as shown in the table. This analysis will be further developed as part of the predesign effort. In addition, detailed costs will be developed for the alternatives.

Option No.	Description	Comments
1	Primary Clarifier	<ul style="list-style-type: none"> Convenient to eliminate blending it will not be available until primaries are upgraded
2	East of Headworks	<ul style="list-style-type: none"> Existing space, however, it may not be large enough
3	At Chlorination Facility	<ul style="list-style-type: none"> Could be used if District upgrades existing chlorine facility to UV Site will not be available until UV project is implemented
4	At Primary Biofilter	<ul style="list-style-type: none"> Site would not be available until secondary project is completed
5	Vacant Lands Owned by District	<ul style="list-style-type: none"> Enough space to construct a larger basin for more storage Site is located further from the plant so more energy required to move water The basin could be installed immediately without waiting for the completion of the secondary project

Potential Locations of the EQ Basin



Operation and Maintenance Considerations

Having designed a number of similar basins, we have learned some lessons that would be applied to the District's project. These include the following.

- **Compartments in Basin.** Designing at least two compartments in the basin allows the District to isolate the stored wastewater. In the event there is a short diversion to the basin, having two compartments allows the District to utilize one compartment and thus the unused portion will not require cleaning after the flow exits the basin. This will reduce the District's maintenance costs.
- **Washdown Sprinklers.** To further reduce maintenance after a diversion event, sprinklers can be installed to automatically "washdown" the basin sides and floor.
- **Washdown Monitors.** To further ease the maintenance effort, washdown monitors can be installed to allow District personnel to washdown the basins reducing debris buildup and potential for odors.

Scope of Work

This Project Scope is to provide engineering services for the District's Flow Equalization System Project. The project will include initial investigation and alternative siting analysis followed by the detailed design of the recommended improvements. Services to be provided by Hazen include the following tasks as delineated below:

Phase 1

1. Project Management

- a. Phase 1 Kickoff Meeting (1 hour, plus 1-hour site walk)
- b. Overall technical, financial, and administrative management

- c. Monthly meetings (1 hour each, 2 total)
- d. Monthly invoices and project status reports
- e. Quality Assurance / Quality Control coordination

2. Review Background Information

- a. Obtain background information, including previous calculations and reports
- b. Review information, including previous calculations and reports
- c. Verify influent flows, basin volume, and calculations.
- d. Prepare Technical Memo summarizing review, data gaps
- e. Background Review Meeting (1 hour)

3. Site Selection and Design Criteria:

- a. Review site alternatives and recommend site
- b. Develop design criteria

4. Schematic Design Alternatives

- a. Develop design alternatives (up to 3)
- b. Prepare site layout and piping sketches
- c. Develop evaluation matrix to compare alternatives
- d. Develop cost estimate for each alternative
- e. Prepare evaluation and select alternative.
- f. Prepare Schematic Design Alternatives Technical Memo
- g. Schematic Design Alternatives Workshop (2 hours)

5. Update cost estimate for recommended alternative

Phase 2

1. **Project Management**
 - a. Phase 2 Kickoff Meeting (1 hour)
 - b. Overall technical, financial, and administrative management
 - c. Monthly meetings (1 hour each, 3 total)
 - d. Monthly invoices and project status reports
 - e. Quality Assurance / Quality Control coordination
2. **Design Development**
 - a. Prepare drawings
 - b. Prepare specification outline
 - c. Update cost estimate
 - d. Submit Design Development for District review
 - e. Design Development Review Meeting (2 hours)
3. **90 Percent Design**
 - a. Prepare 90 percent drawings
 - b. Prepare 90 percent specifications
 - c. Update cost estimate
 - d. Submit 90 percent design for review
 - e. 90 Percent Review Meeting (2 hours)
4. **Final Design**
 - a. Prepare final drawings
 - b. Prepare final specifications
 - c. Update cost estimate
 - d. Submit final design for review
 - e. Final Design Review Meeting (2 hours)
5. **Bid Support**
 - a. Participate in pre-bid meeting and prepare agenda and minutes
 - b. Prepare up to two addenda
 - c. Respond to bidder questions
 - d. Evaluate up to four bids
 - e. Bid Evaluation Meeting (2 hours)

Our preliminary drawing list provided in the table below is based on our understanding of the project based on our preliminary evaluations.

Sheet No.	Dwg. No	Title
1	G-1	Cover Sheet
2	G-2	Drawing Index
3	G-3	General Notes, Symbols, and Abbreviations
4	G-4	Standard Details I
5	G-5	Cathodic Protection Details
6	G-6	Construction Sequencing
7	C-1	Demolition Site Plan
8	C-2	Demolition Details
9	C-3	Key Site Plan
10	C-4	Survey Control, Contractor Access, and Staging Plan
11	C-5	Site Grading, Drainage, and Paving Plan
12	C-6	Site Yard Piping Plan I
13	C-7	Site Yard Piping Plan II
14	C-8	Site Yard Piping Plan III
15	C-9	Site Yard Piping Plan IV
16	C-10	Civil Details I
17	C-11	Civil Details II
18	M-1	Mechanical Notes and Legend
19	M-2	Equalization Basin Mechanical Plan
20	M-3	Equalization Basin Mechanical Sections I
21	M-4	Equalization Basin Mechanical Sections II
22	M-5	Equalization Basin Mechanical Details I
23	M-6	Equalization Basin Mechanical Details II
24	S-1	Structural Notes and Inspection Notes
25	S-2	Structural Site Plan
26	S-3	Structural Sections I
27	S-4	Structural Sections II
28	S-5	Structural Details I
29	S-6	Structural Details II
30	E-1	Electrical Legend, Symbols, General Notes and Abbreviations
31	E-2	Electrical Site Plan
32	E-3	Power and Control Plan
33	E-4	Lighting and Grounding Plan
34	E-5	Electrical Control Schematic
35	E-6	Panel Board Schedule
36	E-7	Conduit Schedule
37	E-8	Standard Electrical Details I
38	I-1	Instrumentation Legend
39	I-2	P&ID Equalization Basin
40	I-2	P&ID Pump Station
41	I-3	Standard Instrumentation Details I
42	I-4	Standard Instrumentation Details II

Compensation



Compensation

Section No. 3

Compensation

Below is Hazen’s fee proposal for the Flow Equalization System Project. Our fee was based on the scope provided in the Understanding and Approach Section and the design level of effort was based on the drawing list also included in that Section. We know that there has been recent geotechnical and surveying work at the plant for the Secondary Upgrade Project, but we have included these services along with potholing to ensure that update information is available for this project.

We appreciate this opportunity to submit our proposal and if selected we are open to discussing our assumptions for the attached fee estimate and in particular working with you to better define the condition assessment effort.

Hazen

Las Gallinas Valley Sanitary District		PIC/QAQC	Project Manager	Technical Advisor	Site/Civil/Hydraulics	Electrical	Mechanical	Structural	Cost Estimating	Staff Engineer	Admin	CAD	Hazen Labor Cost	Geotechnical	Surveying	Potholing			Total Fee	
Flow Equalization System Project		Kevin Alexander	Marc Solomon	Paul Pitt	Gregg Cummings	Shishir Doctor	Swaid Alhajri	Wyatt Dressler	Chris Portner	Grant Groshans	Vanessa Avila			DAC Associates, Inc	Oberkamper & Associates Civil Engineers, Inc	Exaro	Subcontractor Fee (5%)	Other Direct Costs (ODCs)		
Billing Rate		\$300	\$295	\$300	\$285	\$260	\$225	\$175	\$185	\$130	\$130	\$140								
PHASE 1																				
1	PROJECT MANAGEMENT	3	15	3	10	0	0	0	0	10	6	0	\$ 11,155	\$ -	\$ -	\$ -	\$ -	\$ 675	\$ 11,830	
1.1	Kick-Off Meeting		3	3	3					4			\$ 3,160						\$ 200	
1.2	Project Management and QA/QC		3		1								\$ 1,170							
1.3	Monthly meetings (1 hour each, 2 total)		4		4					2	2		\$ 2,840						\$ 400	
1.4	Monthly Invoices (3 months)		3										\$ 885						\$ 75	
1.5	Quality Management Plan	3	2		2					4	4		\$ 3,100							
2	REVIEW BACKGROUND INFORMATION	3	11	4	19	7	9	7	0	45	16	6	\$ 24,600	\$ -	\$ -	\$ -	\$ -	\$ 350	\$ 24,950	
2.1	Obtain background information		1							8			\$ 1,335						\$ 100	
2.2	Review background information		2		6	2	2	2		6			\$ 4,400							
2.3	Verify influent flows, basin volume and calculations		1	2	6	2	4	2		16			\$ 6,455							
2.4	Draft Background Review Technical Memorandum	2	3	2	4	2	2	2		8	8	4	\$ 7,185						\$ 50	
2.5	Background Review Meeting (1 hour)		2		2					3	4		\$ 2,070							
2.6	Final Background Review Technical Memorandum	1	2		1	1	1	1		4	4	2	\$ 3,155						\$ 200	
3	SITE SELECTION AND DESIGN CRITERIA	2	4	0	16	0	4	4	8	16	2	4	\$ 12,320	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,320	
3.1	Review site alternatives and recommend site	1	2		8		2	2	4	8		4	\$ 6,310							
3.2	Develop design criteria	1	2		8		2	2	4	8	2		\$ 6,010							
4	SCHEMATIC DESIGN ALTERNATIVES	8	13	0	27	24	24	24	19	58	6	14	\$ 43,565	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 46,065	
4.1	Develop design alternatives (up to 3)	2	2		6	6	6	6		6			\$ 7,640							
4.2	Prepare site layout and piping sketches	2	2		6	6	6	6		18		8	\$ 10,320							
4.3	Develop evaluation matrix	1	1		3	1	1	1		6			\$ 2,890							
4.4	Develop cost estimates		1		2	2	2	2	12	6			\$ 5,185							
4.5	Evaluate and select alternative		2		2	2	2	2		6			\$ 3,260							
4.6	Draft Schematic Design Technical Memorandum	2	2		4	4	4	4	4	8	4	4	\$ 7,830							
4.7	Schematic Design Review Meeting (1 hour)		2		2	2	2	2	2	4			\$ 3,370						\$ 2,000	
4.8	Final Schematic Design Technical Memorandum	1	1		2	1	1	1	1	4	2	2	\$ 3,070						\$ 500	
5	UPDATE COST ESTIMATE FOR RECOMMENDED ALTERNATIVE	1	1	0	0	0	0	0	4	2	0	0	\$ 1,595	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,595	
5.1	Prepare updated cost estimate	1	1						4	2			\$ 1,595							



Las Gallinas Valley Sanitary District		PIC/QAQC	Project Manager	Technical Advisor	Site/Civil/Hydr aulics	Electrical	Mechanical	Structural	Cost Estimating	Staff Engineer	Admin	CAD	Hazen Labor Cost	Geotechnical	Surveying	Potholing	Subcontractor Fee (5%)	Other Direct Costs (ODCs)	Total Fee
Flow Equalization System Project		Kevin Alexander	Marc Solomon	Paul Pitt	Gregg Cummings	Shishir Doctor	Swaid Alhajri	Wyatt Dressler	Chris Portner	Grant Groshans	Vanessa Avila			DAC Associates, Inc	Oberkamper & Associates Civil Engineers, Inc	Exaro			
Billing Rate		\$300	\$295	\$300	\$285	\$260	\$225	\$175	\$185	\$130	\$130	\$140							
PHASE 2																			
1	PROJECT MANAGEMENT	3	17	4	12	0	0	0	0	11	6	0	\$ 12,745	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,745
	1.1 Kick-Off Meeting		3	3	3					4			\$ 3,160						
	1.2 Project Management and QA/QC		3	1	1								\$ 1,470						
	1.3 Monthly meetings (1 hour each, 3 total)		6		6					3	2		\$ 4,130						
	1.4 Monthly Invoices (3 months)		3										\$ 885						
	1.5 Project Management and QA/QC	3	2		2					4	4		\$ 3,100						
2	Design Development	10	25	3	28	20	9	10	16	89	4	146	\$ 63,802	\$ 40,000	\$ 5,000	\$ 25,000	\$ 3,500	\$ 800	\$ 138,102
	2.1 Surveying		1		2					4			\$ 1,385		\$ 5,000			\$ 100	
	2.2 Potholing (6 days)		1		2					8			\$ 1,905			\$ 25,000		\$ 300	
	2.3 Geotechnical investigation		1		2					4			\$ 1,385	\$ 40,000				\$ 200	
	2.4 Prepare drawings (10)	8	17		13	18	7	8		51		146	\$ 45,927						
	2.5 Prepare outline specifications	1	1		1	1	1	1		8	4		\$ 3,100						
	2.6 Update cost estimate	1	1		1	1	1	1	16				\$ 4,500						
	2.7 Submit Design Development				4					8			\$ 2,180						
	2.8 Design Development Review Meeting (2 hours)		3	3	3					6			\$ 3,420					\$ 200	
3	90 Percent Design	37	71	3	76	88	45	50	16	256	102	535	\$ 220,653	\$ -	\$ -	\$ -	\$ -	\$ 700	\$ 221,353
	3.1 Prepare drawings (42)	34	59		48	67	24	29		188		535	\$ 168,413						
	3.2 Prepare specifications	2	8		20	20	20	20	8	48	100		\$ 42,580						
	3.3 Update cost estimate	1	1		1	1	1	1	8	6			\$ 3,800						
	3.4 Submit 90 Percent design				4					8			\$ 2,180					\$ 500	
	3.5 90 Percent Design Review Meeting (2 hours)		3	3	3					6	2		\$ 3,680					\$ 200	
4	Final Design	19	41	3	38	42	18	21	8	131	22	292	\$ 110,119	\$ -	\$ -	\$ -	\$ -	\$ 700	\$ 110,819
	4.1 Prepare drawings (42)	17	34		26	37	13	16		103		292	\$ 91,854						
	4.2 Prepare specifications	1	2		4	4	4	4	4	12	20		\$ 9,570						
	4.3 Update cost estimate	1	1		1	1	1	1	4	2			\$ 2,540						
	4.4 Submit Final design		1		4					8			\$ 2,475					\$ 500	
	4.5 Final Design Review Meeting (2 hours)		3	3	3					6	2		\$ 3,680					\$ 200	
													\$ -						
5	Bid Support	0	24	7	14	2	2	6	2	28	0	4	\$ 19,760	\$ -	\$ -	\$ -	\$ -	\$ 200	\$ 19,960
	5.1 Pre-bid meeting (2 hours)		3	3	3					6			\$ 3,420						
	5.2 Addenda (2)		4	1	4	2	2	2	2	6		4	\$ 5,650						
	5.3 Bidder questions		6		4					8			\$ 3,950						
	5.4 Bid evaluation (4)		8					4		4			\$ 3,580						
	5.5 Bid evaluation meeting		3	3	3					4			\$ 3,160					\$ 200	
	TOTAL	86	221	27	241	183	111	121	73	646	164	1,000	\$520,314	\$40,000	\$5,000	\$25,000	\$3,500	\$5,925	599,739
	PHASE 1 TOTAL												\$ 93,235	\$ -	\$ -	\$ -	\$ -	\$ 3,525	\$ 96,760
	PHASE 2 TOTAL												\$ 427,079	\$ 40,000	\$ 5,000	\$ 25,000	\$ 3,500	\$ 2,400	\$ 502,979
	TOTAL COST (PHASE 1 and PHASE 2)																		\$ 599,739



Agenda Summary Report

To: Mike Prinz, General Manager *MJP*
From: Michael P. Cortez, PE, District Engineer
Mtg. Date: November 7, 2019
Re: Application of Allocation of Capacity for APN 175-171-07, 13 Jefferson Ave
Item Type: Consent Discussion Information Other
Standard Contract: Yes No (See attached) Not Applicable

BACKGROUND:

The property owner of 13 Jefferson Ave plans to construct a new 528 square-foot accessory dwelling unit (ADU) on a developed lot. Based on the information provided, a Will Serve Letter has been drafted.

The governor has approved SB 13 prohibiting special districts from imposing any impact fee for ADUs less than 750 square feet. For ADUs greater than 750 square feet, the bill allows impact fees proportional to the square footage of the primary dwelling unit. The subject ADU for 13 Jefferson Ave is less than 750 square feet; hence, no connection fee has been assessed for the second unit.

STAFF RECOMMENDATION:

Board approve the issuance of a Will Serve Letter to 13 Jefferson Ave.

FISCAL IMPACT:

No connection fee revenue.

PERSON(S) TO BE NOTIFIED:

Property Owner



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

DISTRICT ADMINISTRATION
 Mike Prinz,
 General Manager
 Michael Cortez,
 District Engineer
 Mel Liebmann,
 Plant Manager
 Robert Ruiz,
 Administrative Services Manager
 Greg Pease,
 Collection System/Safety Manager

Date: November 7, 2019
 Property Owner: John S. Hart
 Property Owner Address: 13 Jefferson Ave
 San Rafael, CA 94903
 Applicant: John S. Hart
 Project Name: 13 Jefferson Ave (Second Unit)
 Project Address: 13 Jefferson Ave
 San Rafael, CA 94903
 Project APN: APN 175-171-07

Re: Will-Serve Letter

You have requested a **Will-Serve Letter** from the Las Gallinas Valley Sanitary District (“LGVSD”) at the November 7, 2019 Board Meeting.

Subject to the terms and conditions in this letter, LGVSD will serve the project with the equivalent dwelling unit capacity (EDU) of 1, or the equivalent to 200 gallons per day. 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.

The standard terms and conditions of approval are as follows:

Initial	Item	Condition of Approval
	1	You 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	You agree to abide by all conditions of approval of the Board of Directors.
	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	After the lateral inspection is completed and the connection verified, the property will be added to the sewer user charge and will receive a charge for this service.

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:

Capital Facilities Charge for One (1) Second Unit:	\$	0
Application Fee:	\$	250.00 (paid)
Engineering Review and Inspection Fees:	\$	<u>0.00</u>
Total Fee:	\$	250.00

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, November 7, 2020; or upon the date of building permit issuance, whichever occurs first;
3. 50% of the Connection Fee is due within two years, November 7, 2021; or upon the date of building permit issuance, whichever occurs first;

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,

Mike Prinz, General Manager

AGREED:

_____ Date: _____
Project Applicant

Cc: Michael P. Cortez, District Engineer
Robert Ruiz, Administrative Services Manager



Item Number 2H

Agenda Summary Report

To: Mike Prinz, General Manager *MP*
From: Michael P. Cortez, PE, District Engineer
Mtg. Date: November 7, 2019
Re: Application of Allocation of Capacity for APN 155-074-02
 4136 Redwood Highway
Item Type: Consent Discussion Information Other
Standard Contract: Yes No (See attached) Not Applicable

BACKGROUND:

Applicant is proposing to renovate the existing 2-story office building at 4136 Redwood Highway. The first floor will be converted from retail use to office use and the second floor will remain as office. Per information submitted to LGVSD, the remodeled building will have 67 plumbing fixture units (PFU), which is less than 80 PFU for the existing building. In accordance with District Ordinance, Section 914 of Title 2 Chapter 1, no refund will be made if the existing PFU count is higher than the proposed. Based on this information, a Will Serve Letter has been drafted.

STAFF RECOMMENDATION:

Board approve the issuance of a Will Serve Letter to 4136 Redwood Highway.

FISCAL IMPACT:

No connection fee revenue.

PERSON(S) TO BE NOTIFIED:

Applicant



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

DISTRICT ADMINISTRATION
 Mike Prinz,
 General Manager
 Michael Cortez,
 District Engineer
 Mel Liebmann,
 Plant Manager
 Robert Ruiz,
 Administrative Services Manager
 Greg Pease,
 Collection System/Safety Manager

Date: November 7, 2019
 Property Owner: Liberty Property Management, LLC
 Property Owner Address: 1 Locust Avenue
 San Rafael, CA 94901
 Applicant: Chris Dolan
 Project Name: Renovation of Existing Office Space at 4136 Redwood Highway
 Project Address: 4136 Redwood Highway
 San Rafael, CA 94903
 Project APN: APN 155-074-02

Re: Will-Serve Letter

You have requested a **Will-Serve Letter** from the Las Gallinas Valley Sanitary District (“LGVSD”) at the November 7, 2019 Board Meeting.

Subject to the terms and conditions in this letter, LGVSD will serve the project with the equivalent of 67 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.

The standard terms and conditions of approval are as follows:

Initial	Item	Condition of Approval
N/A	1	You 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	You agree to abide by all conditions of approval of the Board of Directors.
N/A	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	After the lateral inspection is completed and the connection verified, the property will be added to the sewer user charge and will receive a charge for this service.

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:

Per information submitted to LGVSD, the remodeled building will have 67 PFU, which is less than 80 PFU for the existing building. In accordance with District Ordinance, Section 914 of Title 2 Chapter 1, no refund will be made if the existing PFU count is higher than the proposed.

Connection Fee:	\$	N/A
Application Fee:	\$	250 (Paid)
Engineering Review and Inspection Fees:	+\$	<u>0</u>
Total Fee:	\$	250
Outstanding Balance:	\$	0

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. 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,

Mike Prinz, General Manager

AGREED:

_____ Date: _____
Project Applicant

Cc: Michael P. Cortez, District Engineer
Robert Ruiz, Administrative Services Manager



Agenda Summary Report

To: Mike Prinz, General Manager *MP*
From: Robert D. Ruiz, Administrative Services Manager
Mtg. Date: November 7, 2019
Re: Approval of the Fall 2019 Newsletter.

Item Type: Consent _____ Discussion X Information _____ Other _____
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X .

BACKGROUND:

The District produces a newsletter every 6 months for its ratepayers to inform them regarding subjects of interest about the District. Each newsletter typically has one main topic and three to four smaller articles. Staff is planning to mail the Fall 2019 newsletter in November.

Attached is a draft of the newsletter for your perusal, which includes the following topics:

- Update on Treatment Plant Upgrade.
- District Administrative/Engineering Office Move.
- Sewer Lateral Ordinance.
- PG&E "Public Safety Power Shutoff" Program.
- Understanding the Recycled water storage ponds.

PREVIOUS BOARD ACTION:

N/A

ENVIRONMENTAL REVIEW:

N/A

FISCAL IMPACT:

The newsletter is budgeted in the 2019-20 Budget.

STAFF RECOMMENDATION:

Staff requests that the Board review the draft newsletter, provide comments regarding potential revisions and approve it for publication in November.

THE HERON

Las Gallinas Valley Sanitary District

Fall 2019

Treatment Plant Upgrade Project — Full Speed Ahead!

Since last May, the District's treatment plant has been undergoing a major upgrade, with substantial construction activity encompassing two areas. The secondary wastewater treatment process, which is subject to increasing regulatory compliance, is getting significant equipment upgrades, while the recycled water treatment process is being expanded to nearly quadruple its capacity.

The work is going full speed ahead, making noteworthy progress, and will continue into 2022.

So far, the work has included: installation of over 100, 30-inch diameter concrete caissons (structural piers) drilled 10 to 12 feet into bedrock for the new Aeration Basin and Electrical Building (the caissons will vary in length from 10 feet to over 50 feet!); significant concrete pours to create the new Anoxic

Basin, Aeration Basin, and Electrical Building, requiring the delivery of over 400 cubic yards of concrete via 80 concrete truck trips in and out of the site, and; continual deliveries of large quantities of reinforcement steel and other materials.

This ongoing work brings significant truck and equipment traffic on Smith Ranch Road. Please observe these safety guidelines if you are visiting the Plant offices or reclamation ponds and trail:

- **Be Cautious** – you are near a major construction zone; drive slowly and watch in all directions for equipment, trucks, and work crews on Smith Ranch Road
- **Be Aware** of temporary closures of Smith Ranch Road
- **Observe** all safety/traffic signage and follow directions from construction staff

Continued on page 4...



Grade beam reinforcing steel



From left to right: Crystal Yezman, Member, Board of Directors; Rabi Elias, Vice President, Board of Directors; Mike Cortez, District Engineer; Irene Huang, Associate Engineer

District Administrative and Engineering Offices are Moving

As major construction continues at the treatment plant, we're also making a temporary change: our administrative and engineering departments will soon be moving to an off-site office very nearby.

The new offices are located at **101 Lucas Valley Road, Suite 300**, just a few minutes' drive from the District's main facilities. The District's general manager, four administration staff members, and two engineering staff members are expected to be in the new office as of **December 1**.

The existing offices have very limited space for staff and for parking, so we are leasing the new office site for five years. During that time a new main office building will be built at our treatment plant site which will have more room for our staff and include additional parking. It will be a more comfortable and productive setting for both staff and those visiting the main office.

Please note that the District Board of Directors meetings will also take place at this new site. After **December 1**, anyone wishing to attend a Board meeting or meet with the administrative staff is invited to come to the new location.

We are confident that this move will not cause any inconvenience to visitors. There will be signage on the front of the "old" offices reminding visitors of the new location. 21.2

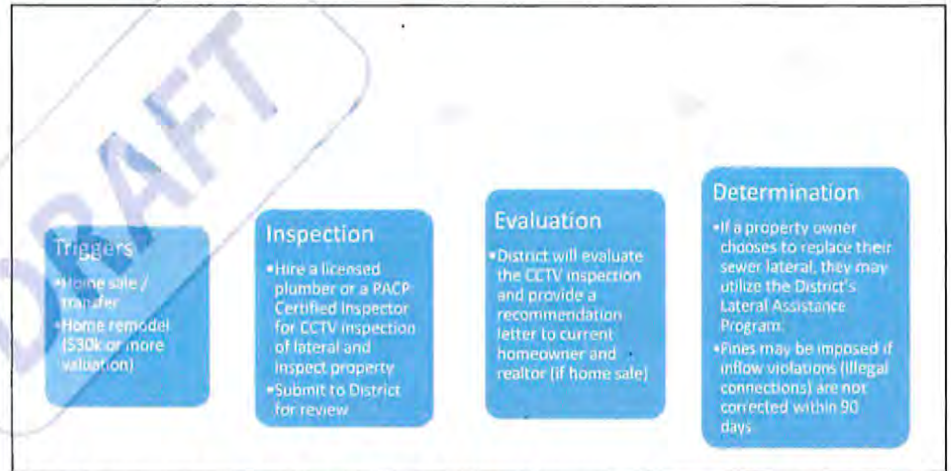
Sewer Lateral Ordinance Being Developed

Helping Protect the Environment and Maintain Efficiency

Do you know the condition of your sewer lateral? That's the pipeline that sends wastewater from your home to the main sewer pipeline in the street — eventually leading to the District's wastewater treatment plant.

To address the potential for excess flows from private sewer laterals, the District is developing an ordinance that requires an evaluation of each residential property's sewer lateral for condition and potential illegal connections. The goal of the new ordinance is to reduce the chance of wet weather-related sewer spills, and improve the efficiency of the treatment plant operations.

Illegal connections to the sewer lateral, such as sump pump discharges or gutter downspouts, are known as inflow, and cause unnecessarily high flows in the sewer main network. When that happens, it increases the potential for sewer spills, and requires the treatment plant to process higher flows at increased cost for power and chemicals. Another factor contributing to heightened flow is



The table above describes some fundamental aspects of sewer lateral inspections and replacement that the ordinance will address.

infiltration which is when an older sewer lateral, and/or one that is subject to tree root disruption, develops cracks that allow groundwater and rainwater into the system.

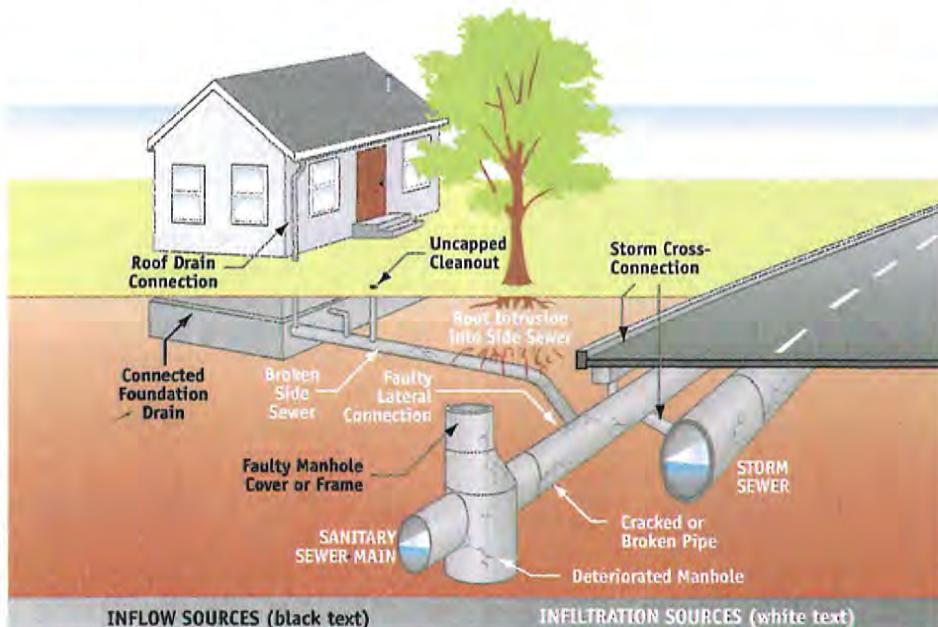
After gathering community input on the proposed ordinance, the District Board of Directors discussed it at its September 19, 2019 regular meeting, and is anticipated to consider approval by the end of the year. This ordinance is consistent with the District's infrastructure

and environmental stewardship philosophy and, once in place, will help keep your wastewater rates as low as possible while protecting the environment.

Excess flows from private sewer laterals increase potential for sewer spills and escalate treatment plant costs.

The general elements of the proposed ordinance are described in the table above, including a triggering event such as a home sale.

Repair or replacement of the sewer lateral is the responsibility of the property owner. The District offers a Lateral Replacement Loan Program which can help homeowners finance the work with a low interest (2%) loan for up to \$10,000. For more information, visit www.lgvsd.org/doing-business/sewer-lateral-assistance.



Source: King County, WA



Understanding the Recycled Water Storage Ponds

Many people visit the District's Reclamation Area, which includes three ponds. They enjoy walking the 3.5 miles of paths around the ponds, taking in the views, and observing the abundant wildlife.

It's important for everyone to understand that the ponds primarily function as recycled water storage facilities. When the District produces secondary treated recycled water (effluent) at the Treatment Plant, it is either used to irrigate District pasture land; taken by the Marin Municipal Water and North Marin Water districts for landscape irrigation; or stored in the ponds for later release to Miller Creek.

It's normal for the ponds' water levels to fluctuate throughout the year. Typically, water may only be released to Miller Creek from November to June. Pond levels are therefore normally lowest in June and into the summer months. From June to October, when release to Miller Creek is prohibited, water is instead directed to the storage ponds. Normally the water level will be highest just before the permitted release period starting in November.



The pond closest to the small parking area/trailhead is known as the Wildlife Pond. It's important

to address the occasional overabundance of cattails there, to best maintain the overall health and vitality of the pond. Cattails in various areas are intermittently or seasonally removed to increase the water surface area, open areas to wind and small wave action, and create wildlife "pathways" among the cattails.

Additionally, removal of some of these plants helps reduce mosquito breeding areas. This program is consistent with the Marin/Sonoma Mosquito & Vector Control District mission of protecting the public health and welfare (msmosquito.com) and with requirements of the State of California and San Francisco Bay Regional Water Quality Control Board. The first phase of cattail removal taking place this fall is noteworthy due to the large accumulation of plants. Reduction of cattails is a necessary step in improving the overall condition of the pond and providing for easier and more effective management in the future.

PG&E's "Public Safety Power Shutoff" Program

Advance Preparation Allows District to Maintain Operations

Earlier this fall, many communities in the Bay Area and throughout northern California went through multiple PG&E Public Safety Power Shutoffs (PSPS). Under the PSPS program, when certain conditions occur (gusty winds and dry weather, combined with a heightened fire risk) PG&E can shut off electricity in specified high-voltage power lines in order to reduce the risk of those lines igniting nearby vegetation. The program was implemented by PG&E in response to the major northern California wildfires of 2017 and 2018, some of which were determined to have been caused by power lines igniting vegetation.



Those power shutoffs included the District's facilities — and because of our advance planning and preparation we were well-equipped to ensure the continuation of operations.

Twenty-three of the 28 pump stations located in various areas of the District's service area have standby generators on site, which were quickly activated when an outage took place. Additional generators had already been rented to provide backup power to the pump stations that don't

Continued on page 4...

300 Smith Ranch Road, San Rafael, CA 94903
Phone (415) 472-1734 • Fax (415) 499-7715
www.lgvsd.org

Board of Directors


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

Board Meetings are

held at 4:30 PM on
the first and third
Thursday of each month

District Administration

Mike Prinz, General Manager

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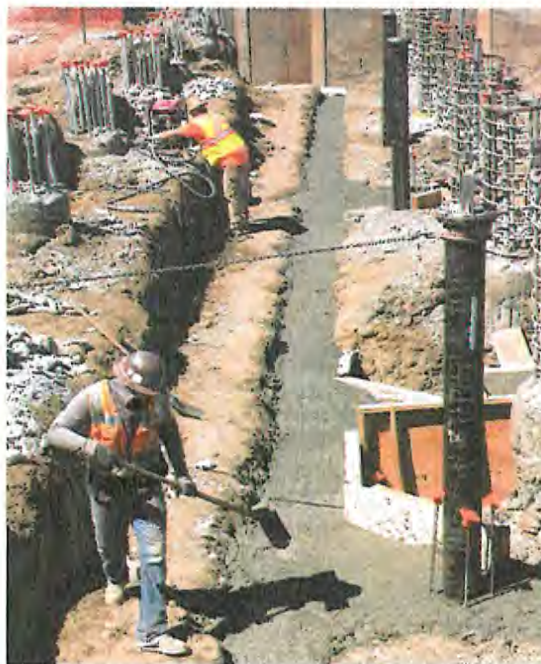
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"PG&E" continued from page 3

already have one on site. There is also a large generator at the treatment plant capable of powering our critical operations. During the summer the District performed a 24-hour simulated power outage in order to gather real-time data such as generator fuel burn rates. All that planning paid off when the actual power shutoffs occurred, as we were able to smoothly continue our operations.

While the hope is that such conditions in the future won't result in planned power shutoffs, you can be confident that the District is always ready to maintain its critical operations and continue to serve the community with its services, even when PG&E power is temporarily unavailable — for any reason.

"Treatment Plant Upgrade Project" continued from page 1




Installation of mud valves and drain lines for Anoxic / Aeration Basin

- **Do Not Park on Smith Ranch Road** – the only parking for the reclamation ponds is at the trailhead parking lot

For the latest information and to sign up for periodic construction updates, visit the District's web page at www.lgvsd.org.

The upgraded treatment plant will allow the District to continue to provide the high-quality technical processes required to meet stringent environmental regulations, and exceptional services for generations to come!

Agenda Summary Report

To: LGVSD Board of Directors
From: Mike Prinz, General Manager 
Greg Pease, Collection System and Safety Manager
Mtg. Date: November 7, 2019
Re: Draft Sewer Lateral Ordinance
Item Type: Consent _____ Discussion X Information _____ Other _____
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X .

BACKGROUND

The District has been pursuing a private property Sewer Lateral Ordinance for a number of years and has most recently been formulating an ordinance targeting inflow and infiltration (I and I) jointly, with a focus on reducing inflow, which is potentially the most significant contributor to peak flow related problems in the collection system and at the treatment plant.

The District implements capital improvement projects to reduce I and I in District sewer mains and manholes within the public right of way and easement areas. While these capital projects are effective in reduction of I and I impacts on the District's system (and subsequent reduction of operational and customer costs, as well as reduction of risk of environmental impacts due to spills), I and I from private sewer laterals remains a notable problem. In fact, regulatory agencies are now requiring wastewater collection and treatment system operators to pursue I and I reduction from private properties through the consideration of sewer lateral ordinances.

As a result of the Public Input received following the July 19, 2019 letter to District homeowners and following the recommendations/directions brought forth by the Las Gallinas Valley Sanitary Board at the September 19, 2019 Board meeting, staff completed a Draft Sewer Lateral Ordinance which includes the following key elements:

Section 301. PURPOSE addresses the District's intent to focus on inflow into the collection system by requiring an evaluation of the property for possible inflow sources, as well as a video inspection of the sewer lateral.

Section 705. OTHER EVENTS REQUIRING A SEWER LATERAL INSPECTION addresses triggers for inspections; home sales, all remodels or additions with a building permit valuation equal to or greater than \$30,000, or a spill which causes risk to human health or the environment. This section also addresses the requirement of having an inspection ONLY and the fact there will be no requirement to repair or replace a lateral for home sales or permit triggered inspections. The only remedial action required of a property owner as a result of inspections under this section would be elimination of an illegal inflow source to the sewer lateral, i.e., gutter downspouts or sump pump connections.



Section 1005. POOL OVERFLOW PIPING addresses the requirement of having pool overflows not connected to sewer laterals. This section will not apply to pools connected to sewer laterals prior to the effective date of the Ordinance. Property owners constructing pools after this date are directed to the Marin County Stormwater Pollution Prevention Program for pool overflow construction information. (Note: Discharge permits will continue to be issued as appropriate to accommodate pool draining needs.)

Section 1002 and Section 1003. DISCONNECTION OF ILLEGAL CONECTIONS and ADDITIONAL OR SUBSEQUENT VIOLATIONS describe the applicability of a grace periods. Property owners will have 90 days to correct inflow violations, however no grace period will apply in the event of violations of the Ordinance occurring after corrective action(s) have been ordered by the District.

Inspection, Testing, and Reporting requirements as well as associated District fees will be documented outside of the Ordinance in order to efficiently facilitate revision when need. Such documentation will be made available at the District Offices and online.

Lateral inspections and inflow evaluations for Multi Family Dwellings (MFDs), Residential developments under the purview of a Homeowner's Associations, Commercial Properties, and Publicly Owned Properties are not included in the proposed Ordinance due to the time and effort not yet expended to conduct specific outreach to the owners of these types of properties within the District. Staff is recommending an outreach program and a subsequent Ordinance amendment to incorporate these properties into the Ordinance at a later date.

PREVIOUS BOARD ACTION

On September 19, 2019, the Board discussed and gave feedback to Staff regarding the newly formulated, inflow focused sewer lateral ordinance concepts. The Board directed staff to proceed with drafting an Ordinance that excluded the previously proposed lateral repair/replacement requirement and that established a building permit valuation trigger of \$30,000.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

N/A

STAFF RECOMMENDATION

Staff recommends that the Board:

1. Approve the Draft Sewer Lateral Ordinance with any requested revisions and set a date for the Public Hearing for formal adoption, and
2. Direct staff to conduct an outreach effort in order to incorporate Multi Family Dwellings (MFDs), Residential developments under the purview of a Homeowner's Associations, Commercial Properties, and Publicly Owned Properties into the Ordinance within the next 18-24 months.

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

ORDINANCE NO. XXX

**AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE
ORDINANCE CODE OF THE LAS GALLINAS VALLEY SANITARY DISTRICT**

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

Section 1. TITLE 1, CHAPTER 1, ARTICLE II. DEFINITIONS, of the ORDINANCE CODE OF THE LAS GALLINAS VALLEY SANITARY DISTRICT is hereby amended in its entirety as follows:

ARTICLE II. DEFINITIONS. As used in this Code, unless a different meaning is apparent from the context or is specified elsewhere in the Code:

Section 201. APPLICANT shall mean the Person making application for a Permit for a Sewer or plumbing installation and shall be the Owner of premises to be served by the Sewer for which a Permit is requested or his authorized agent.

Section 202. BOARD or BOARD OF DIRECTORS shall mean the Board of Directors of said District.

Section 203. BOD shall mean Biochemical Oxygen Demand, which defines the “strength” or organic content of Wastewater through the measurement of dissolved oxygen, as outlined in the District’s National Pollution Discharge Elimination System Permit.

Section 204. BUILDING shall mean any structure used for human habitation or a place of business, recreation or other purpose containing sanitary facilities.

Section 205. BUILDING SEWER shall mean that portion of any Sewer beginning at the plumbing or drainage outlet of any Building or industrial facility and running to the property line or to a private Sewage disposal system.

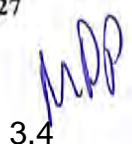
Section 206. CAPITAL FACILITIES CHARGE shall mean the fee designed to allow new or additional connections to the District to pay for line and plant capacity necessary to serve those connections.

Section 207. COMBINED SEWER shall mean a Sewer receiving both surface runoff and sewage.

Section 208. COMMON INTEREST DEVELOPMENT shall mean a development characterized by individual ownership of a condominium housing unit or a residential parcel coupled with the shared ownership of (or right to use) common areas and facilities, including, but not limited to, condominium projects, community apartment projects, stock cooperatives and planned unit developments, which contains three (3) or more dwelling units and which has a Sewer Lateral shared by three (3) or more dwelling units.

Section 209. COMMON PRIVATE LATERAL shall mean any Private Sewer Lateral that connects directly to another Private Sewer Lateral, in lieu of connecting to the Public Sewer Main.

Section 210. CERTIFICATION OF COMPLIANCE. Shall mean any documentation issued by the District certifying that all Private Sewer Laterals associated with a parcel have demonstrated compliance with District Ordinances, Resolutions and Administrative Policies. This includes, but is not limited to, any District documentation indicating that the lateral



is constructed correctly (for newly constructed laterals) and/or a Report of Findings that indicates the lateral shows no indications of defects of concern, illegal connections, sources of inflow, or other condition(s) indicative of a violation of this Ordinance. See also NOTICE TO REPAIR.

Section 211. CONTRACTOR shall mean an individual, firm, corporation, partnership or association duly licensed by the State of California to perform the type of work to be done under the Permit.

Section 212. CONTRACTUAL SERVICES shall mean any and all telephone, gas, water, electric light and power services; the rental of equipment and machinery; insurance; the services of attorneys, physicians, electricians, engineers, consultants or other individuals or organizations possessing a high degree of technical skill; and all other types of agreements under which the contract provides services which are required by the District but not furnished by its own employees. Purchase of space for legal advertising shall not be subject to the provisions of these regulations

Section 213. COUNTY shall mean the County of Marin, California.

Section 214. DISTRICT shall mean the Las Gallinas Valley Sanitary District, Marin County, California.

Section 215. DISTRICT ENGINEER shall mean the Person holding the position of District Engineer, or other District personnel or consultant as designated by the General Manager (i.e., designee).

Section 216. DISTRICT STANDARDS shall mean the engineering and construction standards that are in effect at the time of inspection and/or Permit as determined by the General Manager or District Engineer or designee, and includes all Ordinances, Resolutions and

Administrative Policies.

Section 217. EQUIVALENT SEWER UNIT shall mean the amount of sewage estimated to be produced by a detached, single family residence.

Section 218. FIXTURE shall mean any sink, tub, shower or water closet or other facility connected by drain to the sewer.

Section 219. FIXTURE UNIT shall mean fixture units as defined in the most recent publication of the California Plumbing Code as updated periodically.

Section 220. FORCEMAIN shall mean a pipeline that is designed to convey sewage under pressure.

Section 221. GARBAGE shall mean solid wastes from the preparation, cooking and dispensing of food and from the handling, storage and sale of produce

Section 222. GENERAL MANAGER shall mean the Person or Persons appointed by the Board to administer and enforce the rules and regulations of the District

Section 223. GREASE INTERCEPTOR/TRAP. A receptacle designed to collect and retain grease and fatty substances normally discharged from kitchens, food processing, or similar wastes.

Section 224. HEAVY CONSTRUCTION EQUIPMENT shall mean equipment such as bulldozers, carryalls, trucks, graders and all equipment and vehicles with axle load of five (5) tons or more.

Section 225. ILLEGAL CONNECTION shall mean any connection that violates the Ordinance Code of the District . Examples of Illegal Connections include, but are not limited to, roof downspouts, pool overflow piping, sump pump discharge piping, surface drainage features, modified, damaged or otherwise faulty “contra costa” valves or other backflow or backpressure relief features, connections of process discharges causing harm to the District’s collection and/or treatment infrastructure or that are in conflict with regulatory requirements the District is required to comply with, and sewer lateral cleanouts that are not securely capped to prevent surface drainage to enter from entering the sewer lateral cleanout.

Section 226. IMPACT MACHINE shall mean equipment designed for compacting soil by impact and shall include drop hammers, pneumatically operated hammers, hydraulically operated hammers and pneumatic tampers weighing more than thirty-four (34) pounds.

Section 227. INFILTRATION shall mean water other than sewage which enters into the District’s collection system through cracks, breaks, open joints, or other deficiencies which may exist in Laterals or in the District’s system.

Section 228. INFLOW shall mean any material other than sewage that is directed toward or connected to the District’s collection system through ILLEGAL CONNECTIONS as defined in Section 225.

Section 229. INFLOW AND INFILTRATION are sometimes referred to collectively as “I&I”.

Section 230. LATERAL SEWER, SEWER LATERAL, LATERAL, OR PRIVATE SEWER LATERAL shall mean a private gravity and/or pressurized sewer which connects the Plumbing System in a Building to a Sewer Main owned and operated by the District, including the connection itself (i.e., the “wye” or similar connection as described in Section 601) and any

MDP
37

associated equipment. The Lateral Sewer shall comprise the upper Lateral or Building Sewer, which extends from the Building to the property line, and the lower Lateral, which extends from the property line to the Sewer Main or within a sewer easement. No part of the Lateral is owned or maintained by the District.

Section 231. LOCAL BIDDER means a firm or individual who regularly maintains a place of business and transacts business in or maintains an inventory of merchandise for sale in the County in which District is located.

Section 232. MAIN SEWER or SEWER MAIN shall mean a Public Sewer designed to accommodate more than one Lateral sewer.

Section 233. MULTI-FAMILY BUILDING shall mean a residential, attached dwelling unit connected by a common wall or walls to other similar dwellings; for example apartments but not including condominiums.

Section 234. NOTICE TO REPAIR shall mean the Written notice issued by the General Manager, District Engineer or designee to the Building Owner advising that the Building Owner appears to be in violation of the respective Code or Ordinance with respect to the Building Owner's Sewer Lateral, or in violation of the Code or Ordinance in a manner of the Sewer Lateral's connection to the District's sewer system, which order directs the abatement of the identified violation in a timely manner

Section 235. OATH includes affirmation.

Section 236. OUTSIDE SEWER shall mean a Sanitary Sewer beyond the limits of the District not subject to the control or jurisdiction of District.

Section 237. OWNER shall mean any Person, partnership, association, corporation or fiduciary having legal title (or any partial interest) in any real property situated within the District.

Section 238. PAVEMENT BREAKERS shall mean drop hammers, pneumatically or hydraulically operated hammers designed for breaking pavement by impact and pneumatic jack hammers weighing more than eighty (80) pounds.

Section 239. PERMIT shall mean any Written authorization required pursuant to this or any other regulation of District for the installation of any sewage works.

Section 240. PERSON shall mean and includes any human being, individual, firm, company, partnership, association and private or public and municipal corporations, the United State of America, the State of California, districts and all political subdivisions, and governmental agencies.

Section 241. PLUMBING FIXTURE UNIT shall mean fixture units as defined in the most recent publication of the California Plumbing Code as updated periodically.

Section 242. PLUMBING SYSTEM shall mean all plumbing fixtures and traps or soil, waste, special waste and vent pipes, and all Sanitary Sewer pipes within a Building and extending to the Building Sewer connection two (2) feet outside the Building wall.

Section 243. PRESSURE TEST shall mean a District approved air or hydrostatic pressure test on the Private Sewer Lateral from as close as practical to the building foundation (as determined by the General Manager, District Engineer, or their delegate) to the sewer lateral's connection to the Public Sewer Main in order to demonstrate that the Lateral pipe and the connection to the Public Sewer Main are water tight. Unless specifically required by the General Manager or District Engineer, pressure testing of laterals shall only apply to newly constructed or repaired laterals.

Section 244. PRIVATE PUMPING STATION shall mean a privately-owned pumping, lifting, or sewer ejection facility, including privately-owned Forcemain piping, that is used to

convey Wastewater to a Private Sewer Lateral, and subsequently, to the public Main Sewer.

Section 245. PRIVATE SEWER shall mean a Sewer serving an independent sewage disposal system not connected with a Public Sewer and which accommodates one or more Buildings or industries.

Section 246. PUBLIC SEWER shall mean a Sewer lying within a Street or public right-of-way, and which is controlled by or under the jurisdiction of the District.

Section 247. REPAIR or REHABILITATION or REPLACEMENT shall mean restoration of the Lateral in a manner that eliminates breaks, voids, separations, sags, illegal connections, or other defects that allow non-sewage materials, including but not limited to groundwater, roots, soils, and Infiltration, to enter the Lateral.

Section 248. SANITARY SEWER shall mean a Sewer which carries sewage and to which storm, surface, and ground waters are not intentionally admitted.

Section 249. SANITARY SEWER OVERFLOW or SSO shall mean any overflow, spill, release, discharge, or diversion of untreated or partially treated Wastewater from a Sanitary Sewer system.

Section 250. SECTION, ARTICLE, CHAPTER and TITLE mean, respectively, section, article, chapter and title of this Code.

Section 251. SEWER shall mean a pipe or conduit for carrying sewage.

Section 252. SEWER CONNECTION FEE shall mean Capital Facilities Charge plus other fees set by the District as payment for services supplied on a onetime basis during application for sewer service.

Section 253. SEWER LATERAL INSPECTION shall mean an inspection of a Sewer Lateral that consists of the retention of a licensed plumber, Contractor or Pipe Assessment

Certification Program (“PACP”) certified inspector by the Owner, in order to visually examine and inspect a Sewer Lateral in the manner deemed appropriate by the General Manager or District Engineer or designee. Such an inspection shall, at a minimum, include the use of a closed-circuit television (CCTV) inspection, and submittal of the inspection report in digital format acceptable to the District at the time of submittal and inspection log for the purposes of determining whether the Sewer Lateral complies with the requirements of this Ordinance. For inspections required by section 705, the inspection shall also include a visual, “on-foot” inspection of the entire property served by the lateral, including crawlspace areas under any buildings on the property, to identify any obvious or suspect illegal connections and/or sources of inflow to the lateral. The inflow/illegal connection inspection shall be performed by the same inspector conducting any required CCTV inspection. Where potential illegal connections are suspected but impossible to prove without invasive efforts (such as the case when a sump pump discharge is routed under concrete), the inspector shall verify operation of the potential illegal connection as necessary to determine that it is not connected to the lateral.

Section 254. SHALL and MUST are mandatory and MAY is permissive.

Section 255. SIDE SEWER shall mean the Sewer line beginning at the foundation wall of any Building and terminating at the Main Sewer and includes the Building Sewer and Lateral Sewer together.

Section 256. SINGLE-FAMILY UNIT. A Single-Family Unit is defined to mean and refer to the place of residence for a single family, and typically includes one (1) kitchen. Property improved for multi-family purposes shall constitute the number of units that the facilities thereon provide, and in calculating any charge for Multi-Family Buildings, the charge shall be a multiple of the number of units in the Multi-Family Building.

Section 257. STORM SEWER or STORM DRAIN shall mean a Sewer which carries storm and surface or ground waters and drainage, but excludes sewage and polluted industrial wastes.

Section 258. STREET shall mean any public highway, road, Street, avenue, alleyway, public place, public easement or right-of-way.

Section 259. SUPPLIES and EQUIPMENT mean any and all articles, materials or things which shall be furnished to or used by District, but excluding services or materials furnished "in kind" in lieu of cash to indigents.

Section 260. SUSPENDED SOLIDS (SS). Solid material that either floats on the surface of, or is in suspension in, water, sewage, or other liquids and can be measured by laboratory filtering; expressed in terms of weight per unit volume, milligrams per liter (mg/l).

Section 261. SS LOADING. The established amount of SS contributed to the collection system by any given parcel within the District.

Section 262. VIBRATING MACHINE shall mean equipment designed for compacting soil by mechanical vibration.

Section 263. WASTEWATER FACILITIES shall mean all facilities for collecting, pumping, treating and disposing of Wastewater or Sewage, also referred to as sewage works.

Section 264. WASTEWATER or SEWAGE shall mean a combination of water-carried wastes from residences, business Buildings, institutions and industrial establishments.

Section 265. WASTEWATER TREATMENT PLANT or SEWAGE TREATMENT PLANT shall mean any arrangement of devices and structures used for treating Wastewater or Sewage.

Section 266. WRITTEN includes every form of legible recording.



Section 267 ADDITIONAL DEFINITIONS. For the purpose of this Ordinance, additional terms shall have the meaning indicated in the latest edition of that certain plumbing code entitled “International Association of Plumbing and Mechanical Officials Uniform Plumbing Code,” adopted by the International Association of Plumbing and Mechanical Officials, and the California Plumbing Code, a copy of which is on file in the office of the District.

Section 2. TITLE 2, CHAPTER 9 of the ORDINANCE CODE OF THE LAS GALLINAS VALLEY SANITARY DISTRICT is hereby enacted and provides as follows:

TITLE 2, CHAPTER 9
**A CHAPTER RELATING TO THE REGULATION OF INSPECTION,
MAINTENANCE, AND REPLACEMENT OF PRIVATE SEWER LATERALS**
“SEWER LATERAL ORDINANCE”

ARTICLE I. PURPOSE. A Chapter regulating the inspection, maintenance, and replacement of Private Sewer Laterals within the Las Gallinas Valley Sanitary District.

ARTICLE II. DEFINITIONS

Section 201. Definitions for this Chapter are found in Title 1, Chapter 1, Article II.

ARTICLE III. GENERAL PROVISIONS

Section 301. Purpose. The Las Gallinas Valley Sanitary District (“District”) finds and determines that during heavy rains, water is introduced into the District’s system from Infiltration and Inflow (“I&I”). A portion of this I&I is believed to be introduced into the District’s Sewer Mains from Private Sewer Laterals or other unpermitted sources or connections. The District is required to convey, treat, and otherwise manage this I&I. This Chapter meets the requirement set forth in the District’s Wastewater Treatment Plant National Pollution Discharge Elimination System (“NPDES”) Permit regarding inspection of Private Sewer Laterals to help in

identifying and addressing I&I from Laterals.

Section 302. Short Title. This Chapter shall be known as the “Sewer Lateral Ordinance.”

ARTICLE IV. NEW CONSTRUCTION

Section 401. Construction of new, repaired, replaced, or rehabilitated Laterals shall conform to District Ordinances, Resolutions and Administrative Policies (specifically Title 2, Chapter 1, Article V, “Building Sewers, Lateral Sewers and Connections”).

ARTICLE V. PERMITS

Section 501. Prior to constructing a Lateral or connecting a new Building to an existing Lateral, or undertaking a Repair, Replacement or Rehabilitation of a Lateral, the Owner shall apply for and obtain a permit for the work from the District in accordance with Title 2, Chapter 1, Article V, “Building Sewers, Lateral Sewers and Connections.” All fees must be paid in accordance with Title 2, Chapter 1, Article IX, “Permits and Fees”. The application shall give a description of the character of the work proposed to be done and the location, ownership, occupancy and use of the premises in connection therewith. The General Manager, District Engineer or designee may require plans, specifications or drawings and such other information as may be deemed necessary.

ARTICLE VI. OWNERSHIP, MAINTENANCE AND REPAIR.

Section 601. As required by Title 2, Chapter 1, Article V, “Building Sewers, Laterals

Sewers and Connection,” Private Sewer Laterals shall be owned, maintained and repaired by the Owner of the property, which the Lateral serves. The entire service Lateral, from the Building connection to and including the “wye” connection or other-tie-in to the Sewer Main, shall fall within the Owner’s responsibility for installation, maintenance and repair.

Section 602. Property Owners must clean, maintain and Repair Laterals serving their property sufficient to keep the Lateral in operable condition at all times, as defined herein. The property Owner shall perform such duties as may be required to respond to and correct conditions that do not meet this standard:

- (a) The Sewer Lateral shall be kept free from roots, grease deposits, and other solids which may impede or obstruct the flow.
- (b) All joints shall be watertight and all pipes shall be sound, which includes being free from any structural defects such as fractures, cracks, breaks, openings, or missing portions.
- (c) In order to prevent inflow from entering a lateral from a cleanout, all cleanouts shall be securely sealed with a proper cap or approved, unmodified, fully functional overflow or backflow device at all times.
- (d) There shall be no illegal connections to the Lateral.
- (e) There shall be no observed overflows, seepage, blockages, other deficiencies (such as Sewer too low to allow for proper gravity flow) in the Lateral as determined by the General Manager, District Engineer or designee.

Section 603. Sewer lateral defects may be discovered by District through the District’s operations which include smoke testing, response to an SSO, closed circuit televising of underground infrastructure, Pressure Testing, or other District activities.

ARTICLE VII. MANDATORY INSPECTIONS AND/OR PRESSURE TESTING

Section 701. **APPLICABILITY.** This Section shall apply to residential properties, commercial properties, publicly owned buildings, Common Interest Developments, apartment buildings and any structure which has a Sewer Lateral.

Section 702. **INSPECTION REPORT.** Following all inspections, the Owner shall submit to the District Engineer a sewer service lateral inspection report per Section 901.

Section 703. **CERTIFICATION OF COMPLIANCE.** The District will certify compliance of a newly constructed or repaired lateral following verification of its meeting the Pressure Test standards established by the District. The District Engineer, in their sole discretion, will verify results of any testing. In order for an owner to obtain Certification of Compliance, a newly constructed or repaired sewer lateral shall meet the pressure test criteria described in the District sewer lateral testing and reporting protocols.

Section 704. **HEALTH AND SAFETY BASIS FOR REQUIRING A SEWER LATERAL INSPECTION.** An owner, or if applicable, all multiple owners of a common private sewer lateral, shall have the sewer service lateral of his or her real property inspected in accordance with the requirements of this Chapter, and/or as directed and within the time period indicated by the General Manager or District Engineer, upon the occurrence of any of the following events:

- (a) **Overflow or Malfunction.** Whenever the General Manager or District Engineer determines that the sewer service lateral has recently overflowed or has recently malfunctioned, or that a District sewer system overflow resulted from roots,

grease, debris, or excess flow from a private sewer lateral.

- (b) **Lateral Failure or Lack of Maintenance.** Whenever the General Manager or District Engineer finds that the private lateral has not been properly maintained.
- (c) **Public Health Threat.** Whenever the General Manager District Engineer has cause to believe that there is a threat to the public health, safety, or welfare due to the condition of a sewer service lateral.

After reviewing the results of the Inspection, the Owner shall be provided with a District issued Report of Findings. In the event the General Manager or District engineer is not satisfied with the results of the Inspections performed under a Health and Safety Basis, the Report of Findings shall describe any remedial actions required of the Owner, which may include repair or replacement of the lateral.

Section 705. OTHER EVENTS REQUIRING A SEWER LATERAL INSPECTION.

Except for those circumstances noted in Section 708, an owner, or if applicable, all multiple owners of a common private sewer lateral(s), shall have the sewer service lateral(s) of his or her property inspected in accordance with the requirements of this Chapter upon the occurrence of any of the following events:

- (a) **Additions and Improvements.** Prior to the final inspection of work performed under a county or city building permit for a remodel where said remodel has a value of \$30,000 or greater. The District will notify the relevant jurisdiction (city or county) of this requirement so that issuance of a building permit is conditioned upon meeting this inspection requirement..

3.18
MDP

(b) **Sale or Transfer of Property.** Upon proposed sale or transfer of property to any person other than the existing owner, the seller shall coordinate a lateral inspection upon initiating the process, e.g., listing the home for sale.

(c) **Title Transfer.** The sale or transfer of an entire property estate or the fee interest in that real property estate, excluding the sale or transfer of partial interest such as a leasehold. The following are not Title Transfers for the purposes of this Regional Ordinance:

- a. A transfer to an heir by fiduciary in the course of the administration of a decedent's estates, guardianship, conservatorship or trust;
- b. A transfer from one co-owner to one or more other co-owners, or from one or more co-owners into or from a revocable trust, if the trust is for the benefit of the grantor or grantors;
- c. A transfer made by a trustor to fund an inter vivos trust;
- d. A transfer made to a spouse, or to a registered domestic partner as defined in Section 297 of the Family Code, or to a person or persons in a Lineal Consanguinity Relationship with one or more of the transferors;
- e. A transfer between spouses or registered domestic partners resulting from a decree of dissolution of marriage or domestic partnership, or resulting from a decree of legal separation or from a property settlement agreement incidental to a decree; and

- f. A transfer from a Property Owner to a financial institution as a result of a foreclosure or similar process. A transfer from a financial institution to a new Property Owner is a Title Transfer for purposes of this Regional Ordinance.

After reviewing the results of the Inspection, the Owner shall be provided with a District issued Report of Findings, which shall describe any remedial actions required of the Owner, which, for inspections done pursuant to this Section only, will be limited to elimination of illegal connections (sources of inflow). Repair or replacement of the lateral will not be required as a result of inspections performed pursuant to this section, however additional remedial actions may be described that the owner is advised to take in order to ensure reliable function of the lateral. See section 708 regarding exception to inspections required under this section.

Section 707. NOTIFICATION OF RIGHT OF ENTRY BY DISTRICT. When the District is replacing a sewer main or conducting repairs of a sewer main on a road where one or more private sewer laterals connect to the sewer main, or responding to and evaluating the cause of an SSO, and requires access to private property, owners will be notified by the District.

Section 708. EXCEPTIONS TO INSPECTION FOR RECENT REPLACEMENTS, REPAIRS, OR INSPECTIONS.

The following are exceptions to the inspection requirements of Article VII, section 705.

- (a) **Installation of Lateral Within Prior 20 Years.** An owner otherwise required to perform a sewer lateral inspection under this Article shall not be required to perform such an inspection if the owner (or the owner's predecessor-in-interest) has originally installed the sewer lateral, or replaced in full the pre-existing sewer

lateral to the then-current District Standards and performed under a District-issued permit within twenty (20) years prior to the date of the application for a current building permit, or of listing the property for sale.

(b) **Certification of Compliance Within Prior 20 Years or District project.** An owner otherwise required to perform a sewer lateral inspection under this Article shall not be required to perform such an inspection if the Owner has received a District **Certification** of Compliance or a Report of Findings indicating the absence of any Illegal Connections within the twenty (20) years prior to the date the inspection would otherwise be required or if the sewer lateral was replaced during a District project or as part of the Districts Sewer Lateral Replacement Program.

(c) **Proof of Prior Replacement or Rehabilitation of a Sewer Service Lateral.** Owner shall provide proof of any prior replacement or repair of a sewer service lateral in the form of a certificate, a paid bill or any sufficient documentation that ensures such prior replacement or rehabilitation of a sewer service lateral occurred pursuant to a. and b. above. The form and content of the document or proof must be deemed sufficient by the General Manager or District Engineer or designated representative in their sole discretion.

.Discovery of suspected evidence of non-compliance of this Ordinance through District activities described in Section 603 shall negate applicability of Section 708.

Section 709. FEES. Prior to conducting any work by District staff, and in order to cover District staff time and administrative costs, the District will assess fees according to the Districts miscellaneous fee schedule for the following.

Fees shall be payable immediately by the current property upon requesting District services. Additional information regarding fees is available at the District Offices and on the District Website.

Section 711. The District may contract with a private firm to carry out any inspections or any inspection report review authorized by this Ordinance.

ARTICLE VIII. ACCESS TO PREMISES

Section 801. In accordance with Health and Safety Code § 6523.2 the District Engineer or designated representative is hereby authorized to inspect private laterals with notice to the property owner for the following purposes:

- (a) To determine the size, depth, and location of any sewer connection.
- (b) To determine the end outlet of any sewer connection by depositing harmless testing materials in any plumbing fixture attached hereto and flushing the same, if necessary.
- (c) To determine, by measurements and samples, the quantity and nature of the sewage or wastewater being discharged into any sewer.
- (d) To determine the location of the roof, swimming pool, floor and surface drains, and whether or not they physically connect to a sewer.
- (e) To assess the condition of the lateral where the District has information indicating that the lateral may be allowing inflow or infiltration.
- (f) To make any determinations regarding public health, safety or welfare.

Section 802. Powers and Authorities of Inspectors. The officers, inspectors, managers,

and any duly authorized employees of the District shall carry evidence establishing their position as authorized representatives of the District, and upon exhibiting the proper credentials and identification, shall be permitted to enter in and upon any and all buildings, industrial facilities, and properties for the purposes of inspection, re-inspection, observation, measurement, sampling, testing or otherwise performing such duties as may be necessary in the enforcement of the provisions of the ordinance, resolutions and administrative policies of the District.

ARTICLE IX. INSPECTION REPORT REQUIREMENTS

Section 901. INSPECTION REPORT REQUIREMENTS.

An Inspection Report required by this Ordinance shall be prepared in accordance with and pursuant to all District regulations, standards and requirements. For current report requirements, Contact District Offices or visit the District Website.

ARTICLE X. REQUIRED REPAIRS

Section 1001. NOTICE TO REPAIR. Upon receipt of the sewer service lateral inspection report or in the event of a failed pressure test, pursuant to this Chapter, the District Engineer or designee will determine whether it indicates any deficiencies in the operation of the sewer service lateral and, thereafter, shall provide the owner(s) with a Notice to Repair as may be deemed appropriate by the General Manager or District Engineer. The Notice to Repair may specifically identify the deficiencies to be corrected and shall establish a deadline within which the owner(s) shall complete the required corrective actions. The corrective action may include a requirement that the lateral be replaced altogether and may include the installation of cleanouts and backwater prevention devices if those devices are otherwise required by this Ordinance or

any other provisions of the Ordinance Code. Failure to make repairs as required by the Notice of Repair may result in the District's recording of a Notice of Violation with the Marin County Recorder and levying fines per Title 2 Chapter 1, Article X of the Las Gallinas Valley Sanitary District Ordinance Code.

Section 1002. DISCONNECTION OF ILLEGAL CONNECTIONS. For inspections conducted pursuant to Section 705, lateral replacement will not be required, however corrective action up to and including lateral replacement may be advised. Illegal connections or sources of inflow identified during inspections pursuant to Section 705, however, must be eliminated or otherwise disconnected from the lateral within a 90 day grace period as measured from date of discovery. Failure to comply within this grace period will result in a notice of Violation being filed with Marin County Recorder, in addition to pursuit of any legal remedies the District is entitled to, until verification of corrective action is supplied to District offices. Adequate verification of disconnection shall include written summary of observed conditions during site review by a PACP inspector or licensed plumber pursuant to Section 901.

Section 1003. ADDITIONAL OR SUBSEQUENT VIOLATIONS. If any violations of this Ordinance are discovered on a property after corrective action, up to and including lateral replacement, has been previously ordered by the District, a Notice of Violation may be filed by the District with the Marin County Recorder, in addition to pursuit of any legal remedies the District is entitled to, until verification of corrective action is supplied to District offices. The grace period described in Section 1002 shall not apply to violations described in this section. Adequate verification of corrective action shall include written summary of observed conditions during site review by a PACP inspector or licensed plumber pursuant to Section 901, or other verification if required by the District.

Section 1004. TIME LIMITS. Time limits described in sections 1002 and 1003 supersede those described in Title 2, Chapter 1, Article X of the Las Gallinas Valley Sanitary District Ordinance Code.

SECTION 1005. POOL OVERFLOW PIPING. Except for pools constructed prior to the effective date of this Ordinance, pool overflow piping is considered a source of inflow and, therefore, if connected to a sewer lateral, is considered an illegal connection and is not allowed. Due to concerns regarding environmental impact of pool overflow water, owners disconnecting pool overflows from sewer laterals are advised to coordinate any pool overflow piping changes through the Marin County Stormwater Pollution Prevention Program. Draining of pool contents to sewer laterals for complete pool draining purposes is not considered inflow and is permissible under certain circumstances if a pool discharge permit is issued to the Owner by the District. Contact District Offices or visit the District Website for more information related to draining pools.

ARTICLE XI. MULTIPLE CONNECTIONS

Section 1101. It shall be the policy of the District to require one Private Sewer Lateral serving one single family home. However, the District recognizes that the existing sewer service system within the District contains groups of two or more properties that are serviced by one pre-existing Private Sewer Lateral. Where there is no problem with a Sewer Lateral that serves multiple properties, in the opinion of the General Manager or District Engineer or designee, then the District may allow the multiple service Lateral. Where Repairs are necessary, the Owners of the residences served by the Lateral shall jointly be responsible for the Repairs. Where Repairs and/or Replacement of such a Lateral is necessary, the District may require the construction of a new

Private Sewer Lateral for each residential single-family home or the construction of a new larger Private Sewer Lateral to accommodate the multiple residences.

Section 1102. **DISCOVERY OF COMMON LATERAL.** If the District identifies that the Private Sewer Lateral conveys flow from one or more Common Private Laterals, the District will inform the property Owner. The property Owner remains responsible for the full cost of testing, and repair or replacement of the Private Sewer Lateral from the Public Sewer Main to the initial Building in question. Where multiple residential connections connect to one Private Sewer Lateral, it is the property Owner/Owners' responsibility to determine how costs related to Lateral, inspections and repairs will be shared. If during the inspection it is determined that a sewer lateral is serving more than one residence, the District can require the construction of an additional lateral to comply with present District standards.

ARTICLE XIII. DISTRICT'S AUTHORITY TO REQUIRE A PRESSURE TEST OR INSPECTION

Section 1301. Failure to Repair upon District Notification. Should an Owner fail to conduct the required Repairs upon issuance of a Notice to Repair by the District, the District shall have several options in order to ensure that the Repair or Replacement is completed:

(a) Public Health: The District may determine that a property constitutes a hazard to public health and take all actions authorized by the Health and Safety Code or other relevant law.

(b) Disconnection of Private Sewer Lateral to Sewer Main: The District shall have the right to commence proceedings in the County of Marin Superior Court to seek a

court order disconnecting the Private Sewer Lateral from the Sewer Main, thus leaving the home, Building or industrial facility without sewer service.

(c) Corrections of Violations: Section 6523 of the California Health and Safety Code provides that in order to enforce the provisions of any Ordinance of the District, the District may correct any violation of an Ordinance of the District. The cost of such correction may be added to any sewer service charge payable by the Person violating the Ordinance or the Owner or tenant of the property upon which the violation occurred, and/or the District may place a lien on the property wherein the violation occurred or the District may pursue a civil action for recovery of the costs.

ARTICLE XIV. PUNISHMENT FOR VIOLATION OF PROHIBITED DISCHARGES

Section 1401. Section 6523 of the California Health and Safety Code provides that the violation of any ordinance, rule or regulation of a sanitary district by any Person is a misdemeanor punishable by imprisonment in the County jail not to exceed 30 days or by a fine not to exceed one thousand dollars (\$1,000) or both. Each and every connection, occupancy, prohibited discharge in violation of this Ordinance shall be deemed a separate violation and each and every day or part of a day a violation of the Ordinance, rule or regulation continues shall be deemed a separate offense hereunder and shall be punishable as such.

ARTICLE XV. SEVERABILITY

Section 1501. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held invalid, unconstitutional or unenforceable, such holding shall not affect the validity of the remaining portions of this Ordinance. The Board of Directors hereby declares that

it would have passed this Ordinance and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that anyone or more sections, subsections, sentences, clauses or phrases is for any reason held invalid, unconstitutional or unenforceable.

Section 1502. Upon adoption of this Ordinance, it shall be entered in full in the minutes of the Board of Directors, shall be posted in one place in the District, shall be published once in the Marin Independent Journal, and shall take effect immediately upon the expiration of one (1) week of said publication and posting.

Section 1503. All other ordinances and parts of ordinances inconsistent herewith are hereby repealed.

I hereby certify that the foregoing is a full, true and correct copy of the Ordinance duly and regularly passed and adopted by the Board of Directors of the Las Gallinas Valley Sanitary District of Marin County, California, at a meeting hereof held on _____ 2019, by the following vote of members thereof:

AYES:

NOES:

ABSENT:

ABSTAIN:

Teresa Lerch, District Secretary

Las Gallinas Valley Sanitary District


APPROVED:

M Dr

Craig Murray, Board President

(Seal)

DRAFT

3.29 



Agenda Summary Report

To: Mike Prinz, General Manager *MP*
From: Robert D. Ruiz, Administrative Services Manager
Mtg. Date: November 7, 2019
Re: **Public Hearing – Proposed Ordinance 179 An Ordinance Amending Title 1 Chapter 2 of the Las Gallinas Valley Sanitary District Time and Place for Regular Meeting as of December 1, 2019.**

Item Type: Consent _____ Discussion X Information _____ Other _____
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X _____

BACKGROUND:

LGVSD is moving its administrative offices on December 1, 2019 to 101 Lucas Valley Road from its current location at 300 Smith Ranch Road. Due to this change, as of December 1, 2019, all Board meeting will be held in the administrative offices at 101 Lucas Valley Road, Suite #300.

With the above in mind, the ordinance for the meeting location, District Office and mailing address should be changed to reads as follows:

Las Gallinas Valley Sanitary District
101 Lucas Valley Road, Suite 300
San Rafael, CA 94903

Once a public hearing has been completed the Board can then proceed with a vote on formally changing the Ordinance.

PREVIOUS BOARD ACTION:

April 11, 2019 – Regular Date and Time changes.

ENVIRONMENTAL REVIEW:

N/A

FISCAL IMPACT:

No fiscal impact.

STAFF RECOMMENDATION:

Staff recommends that the Board:

1. Hold a public hearing on this matter.
2. Approve Ordinance 179 to become effective December 1, 2019.

Staff will inform the public through the upcoming newsletter, legal notices and announcements on the LGVSD Website.

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

ORDINANCE 179

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

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

ARTICLE I.

The contents of Title 1, Chapter 2, Time and Place for Regular Meetings, Article I, Meetings, Sections 103 and 104, Meeting Place and District Office, respectively, are amended to read as follows:

“ARTICLE I. MEETINGS

Section 103. Meeting Place. All meetings of the Board shall be held in the Las Gallinas Valley Sanitary District Office’s Boardroom, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA. 94903, unless they shall adjourn to or fix another place of meeting, in a notice to be given thereof, or unless prevented by flood, fire or other disaster.

Section 104. District Office. The office of the District is hereby fixed and established at the Las Gallinas Valley Sanitary District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA. 94903, in said District.

The contents of Title 1, Chapter 2, Time and Place for Regular Meetings, Article III, Mailing Address, is amended to read as follows:

“ARTICLE III. MAILING ADDRESS. The official mailing address of said District is hereby established as 101 Lucas Valley Road, Suite 300, San Rafael, CA. 94903.”

ARTICLE 2. ADOPTION AND NOTIFICATION

This Ordinance shall take effect and be in force either seven (7) days from the date of its passage and publication or as of December 1, 2019, whichever is later. The Ordinance or a summary of it shall be published once, with the names of the members of the Board of Directors of the Las Gallinas Valley Sanitary District of Marin County, California, voting for and against the same in the Marin Independent Journal, a newspaper of general circulation published in the County of Marin. A certified copy of the full text of the proposed regulation or ordinance or proposed amendment to same shall be posted in the office of the clerk of the board, along with the names of those board members voting for and against the ordinance.

I hereby certify that the foregoing is a full, true and correct copy of the Ordinance duly and regularly passed and adopted by the Board of Directors of the Las Gallinas Valley Sanitary District of Marin County, California, at a meeting hereof held on November 21, 2019, by the following vote of members thereof:

AYES:
NOES:
ABSENT:
ABSTAIN:

Teresa Lerch, District Secretary
Las Gallinas Valley Sanitary District

APPROVED:

Craig Murray, Board President

(seal)



Agenda Summary Report

To: Mike Prinz, General Manager *MDP*
From: Michael P. Cortez, PE, District Engineer
Mtg. Date: November 7, 2019
Re: Award of Contract to CATS4U, Inc. for Influent Screens Rebuild
Item Type: Consent _____ Discussion X Information X Other _____
Standard Contract: Yes X No _____ (See attached) Not Applicable _____

BACKGROUND:

On October 15, 2019, District opened bids for Influent Screens Rebuild Project in response to the Notice Inviting Informal Bids issued on September 18, 2019 using Uniform Public Construction Cost Accounting Act (UPCCAA) bidding guidelines. The apparent low bidder is CATS4U, Inc. with a base bid price of \$185,184 and an alternate bid price of \$14,476. The base bid provides for complete refurbishing of one influent bar screen at the headworks and procurement of an extra rebuild kit for the second unit. The alternate bid provides for the installation of the extra rebuild kit at an appropriate time in the future, pending the contractor's ability to work within the headworks inlet channel during high wet weather flows.

Bid Results:

	<u>Base Bid*</u>	<u>Bid Alternate</u>	<u>Total</u>
1. CATS4U Inc. (Healdsburg, CA)	\$185,184	\$14,476	\$199,660
2. Myers & Sons Construction (Sacramento, CA)	\$366,000	\$266,000	\$632,000
3. Valentine Corp (San Rafael, CA)	\$257,500	\$79,000	\$336,500

* - Basis of Award

District Staff are awarding the base bid including the alternate bid to CATS4U for a total bid price of \$199,660, which is within the \$200,000 cap under UPCCAA guidelines. CATS4U submitted a pre-qualification application before bid opening and is now pre-qualified for UPCCAA projects. District Staff has evaluated the bids and found that CATS4U is a responsible and responsive bidder.

PREVIOUS BOARD ACTION:

FY 2019-20 CIP Budget approved on June 6, 2019.

ENVIRONMENTAL REVIEW: N/A

FISCAL IMPACT:

Not to exceed \$199,660. The project was approved in the 2019-20 budget as Project Number 20600-01 in the amount of \$130,000. The difference in funds above \$130,000 is reserved in the unallocated reserve for capital of \$2,316,331.

STAFF RECOMMENDATION:

Board to authorize a budget revision of \$69,660 to augment construction costs previously budgeted in FY 2019-20 CIP Budget.



Item Number 6

Agenda Summary Report

To: Mike Prinz, General Manager *MSP*
From: Teri Lerch, District Secretary *RL*
Mtg. Date: November 7, 2019
Re: Special Meeting Agenda for November 15 Board Retreat
Item Type: Consent Discussion Information Other
Standard Contract: Yes No (See attached) Not Applicable

BACKGROUND:

The Board is anticipated to hold off-site annual retreats moving forward. The initial meeting is scheduled for November 15th, 9 am to 2:30 pm at 101 Lucas Valley Road, third floor conference room. The purpose of the Special Meeting is to develop rapport and review Board policy.

STAFF RECOMMENDATION:

Board to confirm the date, time and location for a Special Meeting – Board Retreat.

FISCAL IMPACT:

Approximately \$2,500.

PERSON TO BE NOTIFIED:

Public noticing is required.

11/7/2019

General Manager Report

- Separate Item to be distributed at Board Meeting
- Separate Item to be distributed prior to Board Meeting
- Verbal Report – Topics include:
 - PG&E Outage Debrief Thoughts
 - Move to 101 Lucas Valley Road
 - Solar Panel Warranty – Delivery
 - Other topics as appropriate
- Presentation



Item Number 7A2

Agenda Summary Report

To: Mike Prinz, General Manager *MP*
From: Michael P. Cortez, PE, District Engineer
Mtg. Date: November 7, 2019
Re: Award of Contract to CATS4U, Inc. for Effluent Disposal Marsh Pond Capacity Restoration
Item Type: Consent _____ Discussion _____ Information X Other _____
Standard Contract: Yes X No _____ (See attached) Not Applicable _____

BACKGROUND:

On September 5, 2019, the District Board approved the Effluent Disposal Marsh Pond Capacity Restoration and authorized filing of Notice of Exemption (NOE) with the County Clerk of Marin. The 35-day statute of limitations for posting of NOE has been met with no public comment. Pursuant to UPCCAA Section 22032(a), District Staff has issued a Purchase Order to CATS4U, Inc. in the amount of \$60,000 for the project.

The project consists of reestablishing the interior pond levee slope and restoring storage volume by removing invasive cattails, which have colonized a significant section of the Marsh Pond.

PREVIOUS BOARD ACTION:

Board approved Resolution No. 2019-2176, directing staff to file the California Environmental Quality Act (CEQA) Notice(s) of Exemption application with the County Clerk of Marin on September 5, 2019.

ENVIRONMENTAL REVIEW:

District Staff filed NOE with the County Clerk of Marin on September 9, 2019. The 35-day statute of limitations for posting of NOE was met on October 14, 2019.

FISCAL IMPACT:

Not-to-Exceed \$60,000.

STAFF RECOMMENDATION:

For Board information only.



Item Number 7A3

Agenda Summary Report

To: Mike Prinz, General Manager *MSP*
 From: Michael P. Cortez, PE, District Engineer
 Mtg. Date: November 7, 2019
 Re: Senate Bill 13 - Accessory Dwelling Units
 Item Type: Consent _____ Discussion _____ Information X Other _____
 Standard Contract: Yes _____ No _____ (See attached) Not Applicable X

BACKGROUND:

District staff has reviewed pertinent provisions of Senate Bill 13 (SB 13) passed by the California State Legislature and recently approved by the Governor on October 9, 2019, and recommends the following items for review by legal counsel and for District Board approval as revision to applicable sections of the Ordinance.

1. SB 13 prohibits special districts from imposing any impact fee (connection fee) for Accessory Dwelling Units (ADUs) less than 750 square feet. Current District Ordinance requires connection fee equivalent to 90% of the Capital Facilities Charge for each approved ADU regardless of the square footage.
2. For ADUs greater than 750 square feet, SB 13 allows special districts to assess impact fee proportional to the square footage of the primary dwelling unit.
3. Current District Ordinance does not specifically define ADUs, which District staff has generally considered as Second Residential Units for assessment of connection fee. For purpose of discussion, SB 13 redefines ADU to mean a dwelling structure located on the same lot.

PREVIOUS BOARD ACTION:

N/A

ENVIRONMENTAL REVIEW:

N/A

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

For information only.

11/7/2019 BOARD REPORTS

Agenda Item 8.1

LAFCO

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

Agenda Item 8.2

Gallinas Watershed Council/Miller Creek Watershed Council

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

Agenda Item 8.3

JPA Local Task Force on Solid and Hazardous Waste

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

Agenda Item 8.4

Flood Zone 7

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

Agenda Item 8.5

NBWA

- a) Board Committee
- b) Steering Committee
- c) JTC

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

Agenda Item 8.6

NBWRA/North Bay Water

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

Agenda Item 8.7

Engineering Subcommittee

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

11/7/2019 BOARD REPORTS

Agenda Item 8.8

Other Reports – Disinfection Byproducts (DBPs)

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

Agenda Item 8.8
Date November 7, 2019

Certificate of Attendance for 1.5 Contact Hours

U. S. EPA's Small Water Systems Monthly Webinar Series:
Disinfection Byproducts (DBPs)

September 25, 2019

Craig Murray

This certificate represents participation in the webinar mentioned above as part of U.S. EPA's Monthly Small Systems Webinar Series: *Challenges and Treatment Solutions for Small Water Systems*. This webinar was a live broadcast from Session 8A: *Disinfection Byproducts (DBPs)* of the 16th Annual EPA Drinking Water Workshop: *Small Systems Challenges and Solutions*, which was held in collaboration with the Association of State Drinking Water Administrators. The participant named above attended the webinar and met the participation requirements to receive one and a half hours of instruction.



Thomas F. Speth

Dr. Thomas F. Speth
Webinar Series Coordinator
U.S. EPA Office of Research and Development

Michelle L. Latham

Michelle L. Latham
Webinar Series Coordinator
U.S. EPA Office of Research and Development



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. and
returning on _____ day of _____ from _____ a.m. / p.m.

Actual meeting date(s): _____

Purpose of Meeting: _____

Frequency of Meeting: _____

Estimated Costs of Travel (if applicable): _____

Please submit to the District Administrative Assistant, no later than 2:00 p.m. on the
Friday prior to the Board Meeting.

For Office Use Only

Request was Approved Not Approved at the Board Meeting held on _____.

11/7/2019

BOARD AGENDA ITEM REQUESTS

Agenda Item 9B

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

Agenda Item 10
Date November 7, 2019

525 Golden Gate Avenue, 13th Floor
San Francisco, CA 94102
T 415.554.3155
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San Francisco
Water Power Sewer
Services of the San Francisco Public Utilities Commission

Date: July 11, 2019
To: Greg Norby
CC: Karri Ving, Manon Fisher
From: Ryan Batjiaka
Subject: Impacts of PFAS on Wastewater Operations and Biosolids

Background on PFAS

Per and polyfluoroalkyl substances (PFAS) are a group of fluorinated compounds which are used for a variety of applications including firefighting foam, stain and water-resistant clothing, cosmetics, and food packaging. Two of these PFAS compounds, Perfluorooctanesulfonic acid (PFOS) and Perfluorooctanoic acid (PFOA) have been the focus of increasing regulatory scrutiny due to contamination of drinking water. Production of PFOS in the United States was phased out in 2002 while PFOA was phased out in 2015 (EPA, 2017). It is still possible for PFOS and PFOA to be inadvertently produced during the manufacture or degradation of other PFAS compounds. Because PFOS and PFOA are ubiquitous in households, trace amounts of PFOA and PFOS are found in biosolids.

Regulatory actions around PFOS and PFOA

The EPA has set a notification level of 70 parts per trillion (ppt) combined for PFOA and PFOS in drinking water (EPA, 2016) and is working on the development of a maximum concentration level (MCL) (EPA, 2019). The California State Water Board has established notification levels of 13 ppt for PFOA and 14 ppt for PFOS in drinking water (California State Water Board, 2019). The State Waterboard tested for PFOA and PFOS in drinking water sources across the state in 2013-2015 and identified several dozen drinking water sources with detectable concentrations of PFOS and PFOA. As of 2018 there were 18 drinking water sources over the notification level for PFOA and 25 over the notification level for PFOS (California State Water Board, 2019).

On March 6th 2018, the State Waterboard announced a phased investigation plan for PFAS. Phase I is currently underway and requires sampling of groundwater at airports, landfills, and drinking water sources previously identified during testing from 2013-2015 and wells within close proximity to these three types of sites. Phase II will investigate refineries, bulk terminal ports, non-airport fire training areas and the 2017-2018 urban wildfire areas. Phase III will investigate manufacturing sites which might have used PFOS and PFOA, select domestic wells and wastewater treatment plants (California State Water Board, 2019). The Phase III investigations were planned

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for the Fall of 2019 but have now been pushed back to early 2020. The details of how the Phase III investigations will be executed have yet to be decided upon by the State Water Board. Statements made during the March 6th, 2018 meeting and in follow up emails with State Water Board staff suggest that testing of effluent from the wastewater treatment plant will occur as well as groundwater where biosolids are applied as a soil amendment. The ranches that currently use WWE biosolids as a fertilizer have application buffers of 100-500 feet around wells depending on the County and type of well. It is not clear if the State Water Board would use these wells or require the drilling of new wells for sampling purposes related to the aforementioned regulatory action.

Transport of PFOS PFOA from biosolids

PFOA and PFOS will appear in both biosolids and effluent unlike lipophilic pollutants which partition to solids and are highly immobile. This relative mobility of PFOA and PFOS across liquids and solids is what makes transport from biosolids a concern. There is a limited amount of research regarding the leaching of PFAS from biosolids into groundwater. A study in Canada found that groundwater 2 meters below a field that had received biosolids contained 3 ppt PFOA and 0.8 ppt PFOS, however concentrations in tile drainage (a system for increasing subsurface drainage) at a depth of 1.2 meters were higher at 23 ppt PFOA and 1.1 ppt PFOS. (Gottschall, et al., 2016). As part of a lawsuit between Los Angeles County Sanitation District and Kern County over the application of biosolids on an LACSD owned farm in Kern County, PFAS were found at concentrations of 11-30 ppt in groundwater however the specific PFAS compounds were not described. Additionally, the court ruled that biosolids could not be definitively shown as the source PFAS in groundwater (California Superior Court, 2016). WWE is currently participating in a research project with Purdue University that will help to further quantify leaching rates.

Concentration of PFOS PFOA in WWE biosolids and comparison with other materials

Although there is no regulatory requirement to do so, WWE has proactively tested its biosolids for PFAS compounds, including PFOA and PFOS. Concentrations of PFOA were reported as 1.15 ppb and 0.783 ppb in Oceanside and Southeast biosolids respectively and 14.9 ppb and 7.99 ppb for PFOS. Effluent from mid-sized treatment plants being reported as 15 ppt for PFOA and 14 ppt for PFOS in the Northeastern US (Beecher, 2018). Levels of PFOA in WWE's biosolids are actually lower than those found in food waste compost, which has been shown to contain approximately 2-10 ppb PFOA and <1ppb PFOS (Lee, 2018).

PFOS and PFOA are found in WWE's biosolids due to the ubiquitous nature of these compounds.

- **Concentration in House Dust:** The mean and median concentration of PFOA in house dust in the US was found to be 38.6 ppb and 9.0 ppb while the mean and median concentration of PFOS was 42.4 ppb and 14.1 ppb (Karaskova, et al., 2016). Previous studies found even higher concentrations in house dust of US homes, with a median of 44 ppb PFOA and 47 ppb PFOS from a study in Wisconsin (Knobeloch, Imm, & Anderson, 2012) and a median of 23.7 ppb PFOA and 26.9 ppb PFOS in dust from homes in Massachusetts (Fraser, et al., 2012).
- **Concentration in Blood Serum:** PFAS are detectable in the blood serum of 98% of the US population (Calafat, Wong, Kuklennyk, Reidy, & Needham, 2007) although levels are decreasing. Median concentrations of PFOA human blood serum across all populations in the US was 5.2 ppb in 1999 and 1.57 ppb in 2016, while PFOS was 30.2 ppb in 1999 and 4.8 ppb in 2016 (CDC, 2019).
- **Concentration in Food:** An FDA study of concentrations of PFAS in food detected PFOS in 10 out of 21 meat and seafood samples with concentrations ranging from 0.134 ppb to 0.865 ppb (Genualdi, deJager, & Begley, 2019).

WWE engagement with PFAS

WWE is engaged with the PFAS issue on several levels. We are one of five agencies working on a WRF study being executed by CDM Smith and Purdue University which will quantify rates of desorption and leaching. We are also developing a separate research project with Purdue University which will investigate mobility of PFAS from biosolids based soil amendments. In response to the State Water Board's planned testing of groundwater under areas of biosolids application, WWE is working with the California Association of Sanitation Agencies to ensure the Water Board's actions will be scientifically informed. Lastly, WWE staff participate in state and national groups which monitor and respond to regulatory developments around PFAS.

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**California Special
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UNDERSTANDING SPECIAL DISTRICT BOARD MEMBER COMPENSATION

By: Richard D. Pio Roda and Anthony Felix, Meyers Nave

This paper is intended to help you understand compensation for special district board members in California. Specifically, it describes (1) the statutory authority behind board member compensation, (2) the maximum compensation board members can receive, (3) how board members can increase compensation, (4) board member reimbursements for job-related expenses, (5) the extent to which board members may receive benefits, and (6) how small community services districts typically compensate board members.

Under what authority can special districts compensate board members?

Typically, special district board member compensation is set by the Legislature. Special districts have the general authority to compensate board members for attendance at meetings under the California Government Code.¹ However, this general authority is limited by statutes specific to particular types of districts, which prescribe rates and conditions for board member compensation. Special districts are granted authority either under principal acts or special acts. Principal acts are codified in state laws and are generic statutes that apply to all special districts of a particular type. Special acts are often uncodified and are narrowly focused on governing one or a few special districts to fit the unique needs of those districts. A board member interested in learning more about their district's authority to compensate its board members should first reference their district's formation or enabling documents to determine whether the district is governed by a principal act or a special act. Identifying which statutes govern a district is important because such statutes often vary in provisions for the maximum amount of compensation a board member may receive, how and if board members can increase compensation, and provisions regarding reimbursements and board member benefits.

What is the maximum amount of compensation a special district board member may receive?

Principal act districts that have been codified in state law vary on the maximum amount a board member may be compensated. Most code sections set the maximum compensation rate at \$100 for each meeting attended by a board member or each day in which a board member is engaging in official duties. This includes special districts such as county water districts,² recreation and park districts,³ community services districts,⁴ public cemetery districts,⁵ and more. Other code sections explicitly provide that special district board members are to receive no compensation in their roles as board members. These districts include pest abatement districts,⁶ police protection districts,⁷ citrus pest control districts,⁸ port

¹ Gov. Code § 53232.1(a).

² Water Code § 30507.

³ Pub. Res. Code § 5784.15(a).

⁴ Gov. Code § 61047(a).

⁵ Health and Safety Code § 9031(a).

⁶ Health and Safety Code § 2851

⁷ Health and Safety Code § 20069

⁸ Food and Ag. Code § 8508

Updated: October 2019

districts,⁹ river port districts,¹⁰ and memorial districts.¹¹ Many districts set maximum compensation rates at amounts smaller than \$100, such as \$10,¹² \$25,¹³ or \$50¹⁴ per meeting attended by the board member. Some code sections authorize a flexible compensation rate to be determined by the board members themselves. The California Water Code sections governing levee districts¹⁵ and reclamation districts¹⁶ provide that each board member shall receive compensation for their services "... as the board determines to be just and reasonable..." Generally, these districts still compensate board members at a rate under \$100 per meeting.

Can special district board members increase their compensation? If so, how can board members do so?

In addition to attending regularly scheduled board meetings, board members often must attend the meetings of other agencies or travel to conferences in order to better understand and fulfill their roles. In order to meet these often demanding and time-consuming duties, some special districts consider increasing the compensation of its board members. If a special district board is considering increasing the compensation of its board members it is important it starts by referencing its governing statutes or acts. A district's governing statutes or acts will determine whether board members can increase compensation, to what extent compensation can be increased, and how to increase compensation.

Many special districts can increase board member compensation pursuant to California Water Code section 20201, which both sets the maximum amount of compensation per meeting at \$100 but also authorizes board members to increase compensation above \$100.¹⁷ Although this may be welcome news to districts interested in increasing compensation, there are three notable restrictions on a district's ability to do so. If a special district board can increase compensation via section 20201: (1) it must do so via ordinance,¹⁸ (2) the increase may not exceed 5% for each calendar year,¹⁹ and (3) voters may petition for a referendum on the ordinance increasing compensation.²⁰ As part of the ordinance requirement, special district boards must hold a public hearing for discussion of the compensation increase and publish a notice of the hearing.²¹ Special districts should also note voter referendums may result in the ordinance appearing on a regular election or special election ballot for voter approval.²² If the ordinance is struck down by voters, the special district board will be prohibited from adopting a new compensation increase ordinance for at least one year.²³

On the other hand, many statutes and acts governing special districts are silent on a district's authority to adjust board member compensation. As a result of lacking a statutory authority to adjust board member compensation, special districts falling into this category may be unable to do so. Therefore, it is important

⁹ Har. and Nav Code § 6251.

¹⁰ *Id.* at § 6836.

¹¹ Mil. and Vet Code § 1197.

¹² Wat. Code § 56031.

¹³ Pub. Res. Code § 13041(b).

¹⁴ Har. and Nav. Code § 7047.

¹⁵ Wat. Code § 70078.

¹⁶ *Id.* at § 50605(a).

¹⁷ *Id.* at § 20201.

¹⁸ *Id.*

¹⁹ *Id.* at § 20202.

²⁰ *Id.* at § 20204.

²¹ *Id.* at § 20203.

²² Wat. Code § 20206.

²³ *Id.*

that special districts interested in increasing board member compensation reference its district's formation documents to identify if its governing statutes or acts allow such actions.

Can board members be reimbursed for job-related expenses?

Special district board members are often expected to attend a variety of events in the performance of their duties, including trainings, community outreach events, conferences, and local agency meetings. The expenses associated with these activities, including travel, lodging, and food costs, can be significant. Fortunately, the Legislature has recognized the costs associated with serving as a board member and granted special districts with the authority to provide reimbursements. In fact, the vast majority of special districts have the authority to reimburse board members for expenses related to fulfilling their duties as board members.

Again, the most important starting point to determine whether a special district may reimburse its board members is identifying the governing acts or statutes. Most districts have the statutory authority to reimburse board members but are required to abide by the reimbursement procedures set out in Government Code sections 53232.2- 53232.4. In order to comply with Government Code section 53232.2, special districts generally must only reimburse board members for actual and necessary expenses incurred in the performance of official duties and adopt a written policy that specifies the types of expenses that may be reimbursed. Other requirements on board members include the filing of expense reports with special district boards and providing brief reports on the meetings requiring reimbursement.²⁴ Special districts should note the misuse of reimbursement funds can result in the loss of reimbursement privileges, civil penalties, and even criminal penalties.²⁵ Therefore, special districts governed by Government Code sections 53232.2- 53232.4 should ensure its reimbursement policies are consistent with these sections and that board members are only being reimbursed for actual and necessary expenses.

Some districts are not directly governed by the statutory requirements of Government Code sections 53232.2- 53232.4 but instead follow a less stringent reimbursement procedure. For example, in reclamation districts a board member's claims for expenses incurred are to be presented to the board and then paid in the same manner as other indebtedness of the district.²⁶ Although citrus pest control district board members are not entitled to any compensation, they may be reimbursed for actual and necessary expenses when claims for those expenses have been approved by the board.²⁷ Still, other districts lack the statutory authority to provide any reimbursements for board members, including police protection districts.²⁸

To what extent can special district board members receive benefits?

Although only some special district board members may be entitled to compensation, all special district board members may receive group insurance benefits if the board elects to do so. Under Government Code section 53201 and 53205.1, a special district board may provide benefits to its board members, retired board members, and the families of board members and retired board members. Benefits can include medical, dental, vision, and life insurance.²⁹

²⁴ Gov. Code § 53232.3(a); Gov. Code § 53232.3(d).

²⁵ *Id.* at § 53232.4.

²⁶ Wat. Code § 50606.

²⁷ Food and Ag. Code § 8508.

²⁸ Health and Saf. Code § 20000 *et seq.*

²⁹ Gov. Code § 53205.16.

California state law is relatively silent on the procedures a special district must take to adopt a benefits policy for its board members. The Office of the Attorney General provides some guidance on the issue by declaring that no official declaration of policy is required for a special district to provide health benefits to its elective officers.³⁰ The Attorney General's opinion noted that no procedure or mode for providing the benefits is set forth in Government Code section 53201.³¹ The Attorney General concluded that a special district board may take action in any appropriate manner, whether by ordinance, resolution, motion, or otherwise.³² Therefore, whether a district must approve a benefits plan by ordinance or resolution comes down to what the enabling or principal act governing it requires. Beyond that, the Brown Act requires changes in compensation, including fringe benefits, to be made during an open meeting.³³

Special district boards should note that districts considering providing benefits to its board members have often received pushback from the community.³⁴ If a special district is considering providing a benefits program to its board members, it may be prudent for them to be transparent about the program's estimated costs and expected beneficiaries so the public is aware of the district's proposed expenditures.

With that being said, most of the principal acts governing special districts make no explicit mention of a board's authority to provide benefits to its board members. This is not to say these special districts may not provide benefits to its board members as Government Code section 53201, which grants districts the authority to provide benefits, still applies to them as well. The few special districts with principal acts that mention benefits separately (such as regional park and/or open space districts) note that board members are eligible for the same group medical or dental plans available to permanent employees of the district.³⁵

How do small community service districts typically compensate board members?

In addition to applicable statutory restrictions, board member compensation for a small district may also be restricted if the district has a small budget. If a particular community services district is governed by the principal act requirements set out in Government Code section 61047, it may provide its board members with \$100 each day for services provided. Community services districts may also increase board member compensation above \$100 in accordance with the authority and requirements set out in Water Code section 20201.

Most community services district do not compensate board members. Some community services districts compensate its board members as much as \$10,000 per year including the Phelan Pinon Hill Community Services District³⁶ and the Rosamond Community Services District.³⁷ Many community services districts compensate board members at a rate consistent with Government Code section 61047, which amounts to \$4,800 a year assuming board members provide services or attend meetings four days a month.

³⁰ 86 Cal. Att'y Gen. Op. No. 92-1008 (May 5, 1993).

³¹ *Id.*

³² *Id.*

³³ Gov. Code § 5493(c)(3).

³⁴ Brad Branan, *Health benefits boost board compensation at Sacramento area special districts*, The Sacramento Bee (March 6, 2015, 6:20 PM), <https://www.sacbee.com/news/investigations/the-public-eye/article12892430.html>.; Paul Rogers, *Santa Clara Valley Water District considers idea for lifetime medical benefits for board members*, (August 27, 2012, 1:19PM), <https://www.mercurynews.com/2012/08/27/santa-clara-valley-water-district-considers-idea-for-lifetime-medical-benefits-for-board-members/>.

³⁵ Pub. Res. Code § 5536.

³⁶ Government Compensation in California, <https://publicpay.ca.gov/Reports/PositionDetail.aspx?employeeid=19490354>, (last visited June 19, 2019).

³⁷ Government Compensation in California, <https://publicpay.ca.gov/Reports/PositionDetail.aspx?employeeid=19955885>, (last visited June 19, 2019).

How a small district compensates its board members will come down to what the district's budget and needs are. Although all community services districts have the statutory authority to compensate board members at a rate more than \$100 for each meeting attended, most small districts elect to compensate less than \$100 per meeting or not at all.

Moving Forward

The California Government Code, through principal or special acts, generally provides special districts with the authority to compensate its board members. Although most districts set the maximum board member compensation rate at \$100 for each meeting attended by a board member, some districts offer a flexible compensation rate, compensation under \$100, or no compensation at all. Many special districts can increase board member compensation pursuant to California Water Code section 20201, which both sets the maximum amount of compensation per meeting at \$100 but also authorizes board members to increase compensation above \$100. The vast majority of districts have the authority to reimburse board members for the actual and necessary expenses incurred on the job, subject to those districts and board members meeting certain requirements. All special districts board members may receive group insurance benefits, including medical, dental, vision, and life insurance. Lastly, most small community services districts compensate board members at a rate less than \$100 for each meeting attended or not at all, despite having the authority to compensate board members more than \$100. Moving forward, a special district interested in compensating its board members should reference its enabling statutes because such statutes will often determine the maximum amount of compensation a board member may receive, how and if board members can increase compensation, and whether board members may be provided reimbursements and benefits.

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Anthony Felix is a second year law student at the University of California, Hastings College of the Law. During his second year at UC Hastings, Anthony will serve as the Admissions Chair for the UC Hastings La Raza Law Students Association and will be a staff editor of the Hastings Law Journal. Prior to attending law school, Anthony graduated from the University of California, Santa Barbara with a bachelor's degree in Political Science. Anthony is originally from National City, California and has interned at the City Attorney's office in National City. During the

Updated: October 2019

summer of 2019, Anthony was a Summer Fellow at Meyers Nave where he worked closely with Meyers Nave's Municipal and Special District Law Practice Group. He is interested in practicing municipal law after he graduates law school.

Report: Process waste at golf site

Sewage

SAN GERONIMO VALLEY

Study eyes old course for sewage treatment

By Richard Halstead

shalstead@marinij.com @HalsteadRichard on Twitter

Building a recycling facility on the former San Geronimo Golf Course property is the best option for wastewater treatment in Woodacre and the San Geronimo flats, according to a new study.

The study was done by Questa Engineering and financed with a \$75,000 grant from the state Water Resources Control Board and \$15,000 from the county of Marin. The Board of Supervisors accepted the report on Tuesday as part of its consent calendar.

“We’re just waiting for

the Board of Supervisors to give their final OK to let us do the (environmental impact report),” said Christin Anderson, a Woodacre resident and member of the Woodacre/San Geronimo Wastewater Project Group.

Anderson believes the supervisors are not moving as quickly as they could because of opposition to the plan from the San Geronimo Planning Group. She said the planning group is worried that a treatment facility would result in larger homes and more development in the area, but she said there are ways to prevent that from happening.

All properties in Woodacre and San Geronimo rely on individual onsite septic systems for waste treatment and disposal. Inspection of existing septic systems in Woodacre during the winters of 2004-05 and 2007-08 found 77 percent of homes

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Report: Process waste at golf site

Sewage

FROM PAGE 1

had marginal or failing systems. Water quality monitoring in Woodacre Creek by the Tomales Bay Watershed Council during the same time period found generally high levels of total and fecal coliform, nitrates and ammonia, as well as methylene blue active substances, a component of detergents.

Homes that use septic tanks are subject to government regulations that can limit their square footage. Once a homeowner hooks into a sewer system, these limits disappear.

are optimistic the per parcel costs can be reduced by securing grants from the county and the state. She cited the \$3.2 million wastewater system completed in 2016 that serves 85 properties in Marshall as a model.

“There is a good likelihood they would be able to reduce the costs,” said Lorene Jackson, a project manager for the county’s environmental health services division. “When we did the project in Marshall, we reduced the cost per property owner by nearly 50 percent.”

Jackson said if the community is concerned a wastewater treatment facility would stimulate development, “they could limit growth to 500

Brian Staley, the planning group's chairman, says while increased development is a concern, it is not the group's biggest worry.

"Our biggest concern with the proposal is that you would have homes located side by side, some connected to the system and some not connected to the system," Staley said. "How does that affect property valuation? We're opposed to anything that only benefits a small number of homes."

"It really doesn't make sense to look at just 360 homes," Staley said. "The entire valley should be looked at and specifically the communities that have the oldest septic systems."

Staley said that in 2016 the planning group partnered with Lawrence Berkeley National Laboratory to test the water in creeks throughout the San Geronimo Valley watershed.

"We found that Woodacre was probably the least contaminated of all the communities in the valley," he said. "We found much hotter sources of human contamination in Forest Knolls and Lagunitas."

The Questa study evaluated five alternatives: no project; a program to upgrade and maintain individual on-site septic systems; retaining individual septic tanks and pumping to a community pretreatment system and leach field; installing a community wastewater recycling unit and surface storage ponds on the golf course property; or installing a recycling unit on the golf course property without storage ponds.

After evaluating the alternatives with respect to regulatory compliance, environmental impact, reliability, greenhouse emissions, water conservation, land use and cost, Questa decided that the last alternative, a recycling unit on the golf course property without storage ponds, was the superior alternative.

This alternative would serve up to about 360 parcels and, under average rainfall conditions, would produce an average of about 15 million gallons of recycled water per year.

square feet or up to the median home size, whichever is greater."

Staley said the planning group views offers to allow homeowners to add up to 500 square of space or legalize a second unit if they hook up to a community waste treatment system to be unacceptable sweeteners to attract participants.

"We feel that is an unfair tool to use, that only those people who are connecting get that option," Staley said.

Staley asserted that proponents of a wastewater system on the golf course property initially pursued that approach because they saw it as the only way to get state grant money to lower the cost to property owners. He said the sale of the golf course to the Trust for Public Lands has altered the situation.

"Without a golf course, there is no one to buy their recycled water," Staley said. "Unless there is an end user, they're not going to be able to raise the money from the state and other funding sources."

Anderson acknowledges that Trust for Public Lands has no plans to operate a golf course.

"That's fine," she said, "but there still needs to be water over there."



Some residents in San Geronimo Valley fear that a wastewater plant at the former golf course, above, would encourage more development in the valley.

JEREMY PORTJE — MARIN INDEPENDENT JOURNAL

Questa concluded that this alternative would have the lowest cost per parcel. The engineering firm estimated it would cost \$13.5 million, or \$37,500 per parcel, to build and \$417,580 annually, or about \$1,144 per parcel, to operate and maintain.

Anderson said she and other proponents of a treatment facility on the golf course property

Teresa Lerch

From: Mark Millan <millan@datainstincts.com>
Sent: Tuesday, October 15, 2019 8:40 AM
To: Undisclosed Recipients
Subject: California finds widespread water contamination of 'forever chemicals' - LA Times 10/4/19

California finds widespread water contamination of 'forever chemicals'

By Anna M. Phillips, Anthony Pesce, LA Times 10/4/19

WASHINGTON — Nearly 300 drinking water wells and other water sources in California have traces of toxic chemicals linked to cancer, new state testing has found.

Testing conducted this year of more than 600 wells across the state revealed pockets of contamination, where chemicals widely used for decades in manufacturing and household goods have seeped into the public's water supply. [An analysis by the Los Angeles Times](#) found that within this class of chemicals, called perfluoroalkyl and polyfluoroalkyl substances, the two most common compounds were detected in 86 water systems that serve up to 9 million Californians.

State officials released the water quality results on Monday, the first step in what's likely to be a years-long effort to track the scale of the contamination and pinpoint its sources. Only a small fraction of California's thousands of drinking water wells were tested in this initial study. Officials said they planned to examine many more, but have not committed to future statewide testing.

The results offered the clearest picture yet of California's exposure to a public health crisis that is playing out nationally.

"This has the potential of being an enormously costly issue both on the health side as well as on the mitigation and regulatory side," said Kurt Schwabe, an environmental policy professor at UC Riverside. "It's going to be one of the defining issues in California, environmentally, for decades."

About half of the wells sampled did not have the chemicals at detectable levels — a result that state officials said was a hopeful sign the contaminants may not have spread as widely as they have in other states. Yet testing found contaminated drinking water in communities across California, from densely-populated cities with large and complex water systems to mobile home parks that depend on a single private well.

Clusters of contaminated wells were found in Southern California, in Los Angeles, Orange, Riverside and San Bernardino counties. In some cases, the results had an immediate effect — the city of Anaheim has shut down three of its drinking water wells so far this year in response to elevated levels of the chemicals.

Exposure to the chemicals, commonly known as PFAS, has been traced to kidney and testicular cancer, as well as high cholesterol and thyroid disease. Mothers and young children are thought to be the most vulnerable to the chemicals, which can affect reproductive and developmental health.

Scientists have called them "forever chemicals" because they persist indefinitely and accumulate in the human body.

The chemicals were developed in the 1940s and used in countless household products, from Teflon cookware and Scotchgard to waterproof clothing and food packaging. They were also a key ingredient in firefighting foam used on military bases and, as a result, have become a major source of groundwater pollution.

A Times analysis found that California has 21 contaminated bases, more than any other state, including six where the chemicals have leached into off-base drinking water supplies.

There is no agreed-upon safe level of PFAS. The Environmental Protection Agency has classified the chemicals as an “emerging contaminant” and has delayed setting a national standard for limiting the levels in drinking water. In 2016, the agency issued a nonbinding health advisory for two of the most common types, PFOS and PFOA, recommending that water utilities notify the public if levels of the chemicals reached a combined 70 parts per trillion.

California health officials are developing their own safety standards for the contaminants.

A state law that takes effect in January will require utilities to inform customers if PFAS are found at any level. It will also force water systems to either shut down wells that test over the federal health advisory level or notify their customers of the contamination — steps that, at present, are only voluntary.

For the first round of testing, California’s State Water Resources Control Board focused on hundreds of wells located within one or two miles of commercial airports, municipal landfills, and water supplies already known to have elevated levels of the chemicals. Each of these wells was tested for about a dozen different compounds within the broader PFAS family, which includes thousands of unique chemicals.

Officials plan to widen their search in the coming months to include drinking water systems near military bases, manufacturing hubs and wastewater treatment plants.

California has about 3,000 water providers, most of which have not been ordered to test for PFAS. Those that have been forced to confront the problem have looked for solutions based on what they can afford and whether they have other sources of clean water readily available.

An example of this can be found in the cities of Oroville and Chico. Both have detected PFAS in their drinking water wells, but because Oroville gets the majority of its water from Lake Oroville, in the foothills of the Sierra Nevada, local water suppliers there can reduce their reliance on groundwater without feeling pinched. Chico, on the other hand, is dependent on groundwater wells.

“Every water system is different, and that changes the options that you have,” said Loni Lind, water quality manager for California Water Service, which supplies both towns.

In interviews with The Times, water district managers emphasized that having contaminated groundwater wells does not necessarily mean that residents are being exposed to dangerous levels of PFAS. Some utilities have treated the water to remove most of the chemicals, while others have started blending contaminated water with other sources to lower their concentration. Still others have closed wells or put them on emergency-use-only status.

In Orange County, where testing ordered by the state found PFAS chemicals in 10 different water systems, four groundwater wells with elevated levels of the chemicals have been shut down.

Jason Dadakis, Orange County Water District’s executive director of water quality, said that based on water testing, the district concluded that the chemicals were coming from wastewater treatment plants in Riverside and San Bernardino. Those facilities discharge water into the Santa Ana River, he said, which feeds the county’s groundwater basin.

Sewage treatment plants aren’t designed to remove a compound like PFAS, Dadakis said. “It just passes through their system.”

If the chemicals spread and the district is forced to treat the water, Orange County residents could see their water bills rise by as much as 15%, Dadakis said.

Local water suppliers in other parts of the state said they had no idea where the chemicals could be coming from, but they expected answering that question would take years of investigation.

"It's really difficult to say what's happening and where it's being generated," said Tom Moody, who oversees the city of Corona's water system, where eight wells tested above the EPA's health advisory level. Rather than close them all down, the city now sends water from these wells through an existing treatment plant.

"In my generation, we probably absorbed this chemical in everything from tennis shoes to popcorn and pizza and all that stuff," Moody said. "Now everybody is trying to point the finger at everybody else."

Link to full article: <https://www.latimes.com/politics/story/2019-10-10/california-finds-widespread-contamination-of-chemicals>

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News Update



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American Biogas Council Denounces EPA's Latest RFS Rule

October 18, 2019 - WASHINGTON - On Tuesday, October 15, the Environmental Protection Agency (EPA) issued a proposed rule that contradicted a promise to reallocate waived gallons from the Renewable Fuel Standard (RFS) and instead released a new proposal to adjust how it sets refinery targets, representing a significant setback to the renewable fuels industry. The reallocation of waived gallons would have provided a needed, although delayed, correction back to established market values for the credits that biogas and other renewable fuel producers can sell under the RFS.

The Trump Administration's issuance of exemptions to oil refineries is more than any previous administration by a factor of 5-10 and has significantly depressed the value of RFS credits, known as RINs. These 85 exemptions to date have allowed oil refineries to avoid blending over 4 billion gallons of renewable fuel such as biogas, renewable natural gas, ethanol and biodiesel into fuels sold for domestic consumption. This huge reduction in market demand for renewable fuel causes greater damage to renewable fuel producers, including many farms, which continue to labor under the artificial trade constraints placed upon it by the Trump Administration.

"The Trump Administration simply cannot be trusted to properly administer the Renewable Fuel Standard. The actions taken so far are killing project development, the creation of jobs and private investment, and, most importantly, directly attacking the livelihood of American farmers. This nonsense must stop and it must stop now," said Patrick Serfass, Executive Director of the American Biogas Council. "The Administration and EPA need to end the issuance of small refinery exemptions, reallocate waived gallons back into the RFS, activate the dormant renewable electricity pathway that was created 11 years ago, and allow biogas projects to split their D3 and D5 RINs using the 'simplified BMP methodology.'"

Biogas qualifies as a cellulosic fuel and can be utilized to make compressed and liquefied renewable natural gas (RNG). RNG from biogas comprises over 90% of the cellulosic category of the RFS. The ability for biogas projects to participate in the RFS brings significant value to those systems and, in turn, the biogas systems create enormous societal benefits by recycling organic material into renewable energy and soil amendments while protecting our air, water, and soil.

About the American Biogas Council

The American Biogas Council is the only national trade association representing the entire biogas industry in the U.S. We represent over 200 companies in all parts of the biogas supply chain who are dedicated to maximizing the production and use of biogas from organic waste. Biogas systems protect our air, water and soil by recycling organic material, like food waste and manure, into renewable energy and soil products. Learn more online at www.AmericanBiogasCouncil.org, Twitter [@ambiogascouncil](https://twitter.com/ambiogascouncil), LinkedIn and on YouTube.

Shutoffs could go on for 10 years

Shutoffs

PUC HEARING

Executives say it could take decade to upgrade the system

meeting in San Francisco on Friday.

By George Avalos

Bay Area News Group

PG&E could be a decade away before it can complete enough major improvements to its electricity system so it can avoid widespread intentional shutoffs of power, the company's top boss told state regulators who gathered in a packed hearing room Friday.

The state Public Utilities Commission grilled PG&E Friday afternoon in the wake of unprecedented and deliberate shutdowns of power in northern and central California earlier this month.

"It's probably a 10-year timeline" before PG&E can sufficiently improve its system in an array of ways so that major power shutoffs become things of the past, PG&E Chief Executive Officer William Johnson told the five-member PUC at the emergency hearing Friday.

The utility's improvements are expected to in-

SHUTOFFS >> PAGE 2



Pacific Gas and Electric Company CEO Bill Johnson listens to speakers during a California Public Utilities Commission

JEFF CHIU — AP PHOTO

Shutoffs could go on for 10 years

Shutoffs

FROM PAGE 1

clude the creation of microgrids so that power outages could be concentrated in very small areas. Plus, the company intends to insulate certain lines as part of a quest to harden the system. And vegetation management will be intensified to

Batjer said during the hearing. "PG&E was not fully prepared."

The decision to preemptively cut off power for such a vast swath of the state followed deadly wildfires in Amador and Calaveras counties in 2015, the North Bay Wine Country and nearby regions in 2017, and Butte County in 2018. PG&E's equipment was linked to at least some of the fires in all three of those catastrophes.

keep trees and shrubs away from the company's equipment.

PG& E will get "better every year" over the decadelong process, Johnson said.

Alarmed by the grim prospect that windstorms could damage PG& E's equipment and whip sparks from power lines into disastrous infernos, PG& E unleashed outages this month that cut off electricity to 738,000 customers in 34 counties, including eight of the nine Bay Area counties.

"We are here to improve the quality of life, not burden it," Johnson told the PUC commissioners. "Our desire is to provide power to people, not take it away."

PG& E complained that many areas of its service territory stretch across dried-out terrain.

"We operate an electricity system in a tinderbox," Andrew Vesey, chief executive officer of Pacific Gas & Electric, the utility subsidiary of PG& E, told the PUC during his presentation.

All five of the commissioners asked pointed questions — and some offered harsh observations — in connection with PG& E's efforts to curb wildfire perils and how it handled the recent intentional power shutdowns.

"I was astounded" at the lack of PG& E's preparation and efforts during the deliberate electricity outages, PUC President Marybel Batjer told the PG& E executives who attended the meeting.

One of the major failures of PG& E during the power shutdowns, according to critics, included the collapse of a company website where people could find out how they were affected by potential electricity outages, as well the utility's blunders in communicating with the public and government agencies regarding the shutoffs.

"What we saw play out from PG& E cannot be repeated,"

Confronted with wildfire-related claims in the range of \$30 billion, along with numerous other debts, PG& E filed for a \$51.69 billion bankruptcy in January, seeking to reorganize its shattered finances.

PG& E's most recent string of fatal blunders in Northern California stretches back nearly a decade. The disgraced utility is already a convicted felon for crimes it committed before and after a fatal gas explosion in San Bruno that killed eight.

After vowing to improve the safety of its natural gas system, fresh problems have now erupted in its electricity system.

Gov. Gavin Newsom has also blasted PG& E, suggesting the utility has placed profits ahead of public safety.

"Californians should not pay the price for decades of PG& E's greed and neglect," Newsom wrote in a letter to PG& E executives.

It's still possible that public safety power shutoff events, known in regulatory parlance as a PSPS, might yet occur no matter what the utility does, Sumeet Singh, vice president for PG& E's community wildfire safety program, warned the PUC commissioners.

"The work that we are doing," Singh said, "does not necessarily guarantee that we can eliminate PSPS events."

Despite the company's repeated claims during the hearing that it is working diligently to improve its performance and heighten the safety of the PG& E electricity system, PUC commissioners were clearly skeptical about the utility's track record and efforts.

"We'll be judged by outcomes and not by plans," Batjer told the PG& E top boss.

Discounts considered for water fee

MARIN MUNICIPAL

Customers with large meter sizes could be charged based on use

By Will Houston

whouston@marinij.com @Will_S_Houston on Twitter

At least 97 Marin Municipal Water District customers paying the new capital maintenance fee could be paying far less, district officials acknowledged Thursday.

The district is proposing allowing certain customers with larger meter sizes to pay a reduced fee based on water consumption. At the same time, consideration is being given to waiving the fee for customers who qualify for its low income and medical disability programs.

“The important thing here is to be equitable and fair,” MMWD board director Cynthia Koehler said at the district’s board meeting in Corte Madera Thursday.

The controversial fee, which took effect in July, is a fixed fee based on customers’ water meter size, with larger meter sizes generating larger fees. The fee amounts

range from \$163 to \$408 per year for nearly 90% of customers, but range up to \$31,063 per year for 10-inch meters, of which the district currently serves none.



Marin Municipal Water District directors Larry Bragman (second from left), Jack Gibson and Cynthia Koehler listen to a speaker.

WILL HOUSTON — INDEPENDENT JOURNAL, FILE

The district plans to use the estimated \$16 million to \$20 million in annual revenue from the fee to repair and replace its aging tanks, pipes, pumps and treatment facilities as well as for fire prevention.

But some ratepayers are required to have larger meters to comply with fire sprinkler standards or to address low pressure issues. Their actual water use, however, could be served by smaller meter sizes. The district has allowed this ratepayer group to reduce their fee by one meter-size tier,

it could serve as a disincentive to installing fire suppression equipment such as sprinklers in homes.

The Coalition of Sensible Taxpayers (COST) president Mimi Willard said the organization has been saying “from Day 1” that the district is overcharging customers using this meterbased fee formula.

“In effect, today’s meeting shows that they are now admitting that, but they’re only tinkering around the edges,” Willard said.

such as from \$245 for a 3/4-inch meter to \$163 for a 5/8-inch meter.

The proposal introduced Thursday would allow these customers to reduce their fee by more than one tier based on the amount of water they consume. In addition, the reduction would also apply to other meterbased fees charged by the district, including the bimonthly watershed and service charge fees. If approved, the discount would take effect at the time the customer turned in their full application.

Charles Duggan, the district's administrative services manager and treasurer, told the board the change is being proposed based on data the district collected since customers began applying for the discount. Of the 300 applications submitted so far, 246 were approved. Ninetyseven of the approved customers could have had a larger fee reduction based on their water use, Duggan said.

"We believe it would be a worthy adjustment if the board saw fit," Duggan told the board.

Marin resident Roger Roberts urged the district to inform the various planning agencies and cities throughout the county about the reduction, if approved.

"With this new initiative for wildland fire control, we're going to have some zealous response to that risk," Roberts said, "and there may be, in the future, a number of people who are going to be asked to increase the size of their water supply in order to meet (wildland urban interface) fire risk."

District General Manager Ben Horenstein said the fee issue became notable to staff after inquiries about a fee reduction came on a townhome project located on the fire-prone, wildland urban interface, or WUI. The fire marshal is requiring a 1.5-inch meter, but the customers' water consumption could be easily served by a 5/8-inch meter. The fee cost difference between the two meter sizes is nearly \$650 per year. Earlier this year, the Marin County Fire Chiefs Association sent a letter to the water district expressing concern about the fee structure, saying

The watchdog group has called for the district to base the fee on water consumption for all customers. COST filed a lawsuit in Marin County Superior Court challenging the legality of the fee.

"Until they do something more substantive to address the underlying issue that the meter-based charges are inequitable and overcharge a lot of people, the lawsuit continues," Willard said.

Some of the customers who did not qualify for the discount were found to have larger meter sizes than needed, Duggan said, and could consider reducing their meter size. This prompted board director Larry Russell to question whether the district should look into refunding the connection fee those customers paid for the larger meters if they choose to switch to the smaller size.

"It could be \$10,000, \$20,000 or \$30,000," Russell said, phoning in for the meeting. "It could be a lot different."

Koehler said this could be more complicated because the person using the larger meter currently might not have paid for it, but rather inherited it. Horenstein also added there are complexities to Russell's proposal that would need to be reviewed.

In response, Willard said it would be dangerous for the district to encourage people to reduce their meter size during a time when fire agencies are calling for greater fire suppression efforts, such as sprinkler installations. Instead, the district should fix its "capricious fee structure," Willard said.

In addition, the board is proposing to halve or waive the capital maintenance fee for customers that qualify for low income discount and medical disability rates. The district has 800 customers under its low income program and 300 people on the medical disability program, Duggan said. Both programs already waive the district's bimonthly watershed maintenance and service charge fees.

The proposals are set to go back to the board at a future meeting.

BAY AREA

Lawsuit aims to get e-bikes off Tahoe National Forest trails

By Gregory Thomas

A coalition of outdoor recreation stakeholder groups has sued the U.S. Forest Service in an effort to bar e-bikes from non-motorized trails in Tahoe National Forest.

The groups claim Tahoe National Forest administrators quietly changed language in their regulations during the summer without first submitting the change to public discourse. The change was noticed by a member of the local chapter of equestrian group Gold Country Trails Council, who spotted marketing information on the Tahoe National Forest website encouraging e-bike riders to come enjoy trails where motorized vehicles had long been prohibited.

"There was no public process," said Alison Flint, director of litigation and agency policy for the Wilderness Society, one of the groups spearheading the lawsuit. "This was just the forest making the rote decision that it doesn't need to follow its own laws."

The lawsuit, which the group filed Wednesday in federal court in Sacramento, seeks to prevent Tahoe National Forest from allowing e-bikes on 130 miles of non-motorized trails. The groups also hope to prevent other national forests in California from following Tahoe's example, said Randy Rasmussen of Back Country Horsemen of



David Sharp / Associated Press 2018

E-bikes similar to this now are being allowed on non-motorized trails at Tahoe National Forest. A lawsuit claims the rule change was made improperly.

America, one of the stakeholder groups.

The Chronicle was unable to reach a representative of the Tahoe National Forest. The forest website states that starting this year it will "extend opportunities" for riders of low-speed, pedal-assisted e-bikes to use "recommended non-motorized trails across the forest."

Tahoe National Forest encompasses Truckee and extends northwest of Lake Tahoe, covering 850,000 acres of public land. It hosts a section of the Pacific Crest Trail, among other notable natural features. The Pacific Crest Trail is not among the forest's recommended trails for e-bikes.

The coalition includes the Wilderness Society,

Back Country Horsemen of California and others, and is being represented by the Western Environmental Law Center.

On Sept. 10, the coalition sent a formal letter to Tahoe National Forest imploring it to reverse its decision to allow e-bikes on non-motorized trails. Tahoe forest administrators never replied, Rasmussen said. That's what prompted the coalition to file suit.

"The silence is deafening," he said.

"We've given them six weeks and nothing has changed, so it's time to go court," Flint said.

The change occurred before the Interior Department's controversial secretarial order in August that permitted e-bikes in national parks, Rasmussen said. Even

though the two issues aren't directly linked — the Forest Service is overseen by the Agriculture Department — Flint said the lawsuit could help stanch rule changes regarding motorized vehicles on other public lands.

"The Interior Department is headed in this direction and we want to stop the Forest Service from heading in this direction," Flint said.

To Flint's knowledge, Tahoe is the only national forest that has opted to allow e-bikes on non-motorized trails.

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