BOARD MEETING AGENDA

May 10, 2018 4:00 PM

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

4:00 PM **PUBLIC COMMENT**

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

4:05 PM **CLOSED SESSION:**

CONFERENCE WITH REAL PROPERTY NEGOTIATORS – Pursuant to Government Code § 54956.8 Regarding Assessor Parcel Numbers: 155-121-14, 155-121-15, 155-121-16, 155-121-17, 155-121-18, 155-121-30, 155-011-11 and 155-011-12. Real Property Negotiators are the Interim General Manager and the District Counsel. District may negotiate with representatives of the Silveira family. Under negotiation: Price and Terms of Payment.

4:30 PM **OPEN SESSION:**

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. **MARIN SCHOOL OF ENVIRONMENTAL LEADERSHIP PRESENTATION**

5:00 PM **3. CONSENT CALENDAR:**

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

A. Approve the Board Minutes for April 26, 2018.
B. Approve the Warrant List for May 10, 2018.
C. Approve Board Compensation for April 2018.
D. Approve Conference Attendance for Megan Clark, Russ Greenfield and Craig Murray – CASA Annual Conference August 8-10, 2018 in Monterey.
E. Approve 2017-2018 Third Quarter Financial Statements as of March 31, 2018.
F. Approve Interim General Manager Authority to Approve WRA for Lower Miller Creek 5-Year Monitoring and Reporting Services.
G. Approve Resolution 2018-2124 – A Resolution Accepting the Primary Biofilter Feed Pump #1 Replacement.

Possible expenditure of funds: Yes, Items B – F.

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

5:20 PM **4. SET PUBLIC HEARING TO CONSIDER PROPOSED ORDINANCE 174 AN ORDINANCE ADDING CHAPTER 7 OF TITLE 1 TO THE ORDINANCE CODE OF THE LAS GALLINAS VALLEY SANITARY DISTRICT**

Board to review the proposed Ordinance 174 – An Ordinance Adding Chapter 7 of Title 1 to the Ordinance Code of the Las Gallinas Valley Sanitary District to provide informal bidding procedures under the Uniform Public Construction Cost Accounting Act.

Possible expenditure of funds: No.

Staff recommendation: Board to set a Public Hearing for Ordinance No 174, – An Ordinance Adding Chapter 7 of Title 1 to the Ordinance Code of the Las Gallinas Valley Sanitary District to provide informal bidding procedures under the Uniform Public Construction Cost Accounting Act.

5:30 PM **5. ACTION CALENDAR:**

A. Approve Request for Proposals for Executive Search Services
B. Consider Participation in North Bay Water and North Bay Drought Contingency Plan

6:05 PM **6. INFORMATION ITEMS:**

A. STAFF/CONSULTANT REPORTS:
   1. Interim General Manager Report – Verbal
   2. Lateral Specifications/Lateral Inspection Ordinance Progress Update

B. BOARD REPORTS:
   1. Human Resources Subcommittee – Verbal
   2. LAFCO - Verbal
   3. Gallinas Watershed Council / Miller Creek Watershed Council– Verbal
   4. JPA Local Task Force on Solid and Hazardous Waste – Verbal
   5. NBWA – Verbal
   6. NBWRA/North Bay Water – Verbal
   7. Engineering Subcommittee – Verbal
   8. Other Reports – Verbal

6:50 PM **7. BOARD REQUESTS:**

A. Board Meeting Attendance Requests – Verbal

B. Board Agenda Item Requests – Verbal

6:55 PM **8. VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE**

7:00 PM **9. ADJOURNMENT**

AGENDA APPROVED:	Megan Clark, Board President	David Byers, Legal Counsel

CERTIFICATION: I, Teresa Lerch, District Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before May 7, 2018, at 4:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held May 10, 2018, at the District Office, located at 300 Smith Ranch Road, San Rafael, CA.

DATED: May 7, 2018

Teresa L. Lerch
District Secretary

The Board of the Las Gallinas Valley Sanitary District meets regularly on the second and fourth 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.

5/10/18

MARIN SCHOOL OF ENVIRONMENTAL LEADERSHIP

☐ Separate Item to be distributed at Board Meeting

☐ Separate Item to be distributed prior to Board Meeting

☐ Verbal Report

☑ Presentation

MINUTES OF APRIL 26, 2018

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION ON APRIL 26, 2018, AT 3:31 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD, SAN RAFAEL, CALIFORNIA.

BOARD MEMBERS PRESENT:	M. Clark, R. Elias, R. Greenfield, C. Murray and J. Schriebman
BOARD MEMBERS ABSENT:	None.
STAFF PRESENT:	Chris DeGabriele, Interim General Manager Teresa Lerch, District Secretary
OTHERS PRESENT:	David Byers, District Counsel
ANNOUNCEMENT:	President Clark announced that the agenda had been posted as evidenced by the certification on file in accordance with the law
PUBLIC COMMENT:	None

ADJOURNMENT:

ACTION:

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO CLOSED SESSION ON APRIL 26, 2018, AT 3:33 P.M., AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD, SAN RAFAEL, CALIFORNIA.

Lerch left at 3:33 p.m.
DeGabriele left at 3:35 p.m.

CLOSED SESSION:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION – INTERIM GENERAL MANAGER: pursuant to subdivision (b)(1) of Government Code Section 54957.

ADJOURNMENT:

ACTION:
The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on April 26, 2018 at 4:34 pm.

STAFF PRESENT:	Mike Cortez, District Engineer; Teresa Lerch, District Secretary; Mel Liebmann, Plant Manager; Susan McGuire, District Treasurer;
OTHERS PRESENT:	None
PUBLIC COMMENT:	None

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

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 April 12 and April 13, 2018.
B. Approve the Warrant List for April 26, 2018.
C. Approve Russ Greenfield attending the April 4th meeting of CSA#6 regarding the Dredging of Gallinas Creek.
D. Approve Request for Proposals for Classification and Compensation Services.
E. Approve Call for Bids – UV Piping Repair.
F. Approve Uniform Public Construction Cost Accounting Act – Resolution 2018-2121.
G. Approve Application of Allocation of Capacity for APN 175-060-01, 39 Trellis Dr. Mark Day School.

Items D, E and F were discussed.

ACTION:

Board approved (M/S Greenfield/Schriebman 5-0-0-0) the Consent Calendar Items A through G.

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

ORDINANCE 171 AN ORDINANCE AMENDING TITLE 2, CHAPTER 1 SANITARY CODE OF THE LAS GALLINAS VALLEY SANITARY DISTRICT.

Board reviewed the proposed Ordinance 173 – An Ordinance Amending Title 2, Chapter 1 Sanitary Code of the Las Gallinas Valley Sanitary District which will update the capital facilities charge based on the inflationary adjustment as provided for in the Ordinance. Discussion ensued.

ACTION:

Board approved (M/S Schriebman/Murray 5-0-0-0) setting a Public Hearing for Ordinance 173, An Ordinance Amending Title 2, Chapter 1 Sanitary Code of The Las Gallinas Valley Sanitary District on June 28, 2018

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

ACTION CALENDAR:

A. Approve Addendum 3 – General Contractor and Electrical Subcontractor Prequalification Extension for Secondary Treatment Plant and Recycled Water Expansion Project.
B. Approve Employee Interim General Manager Authority to Approve Aqua Engineering Redesign and Rebidding Services for the Secondary Treatment Plant Upgrade and Recycled Water Expansion Project.
C. Approve Interim General Manager Authority to Approve Brown and Caldwell Redesign and Rebidding Services for the Secondary Treatment Plant Upgrade and Recycled Water Expansion Project.
D. Approve Interim General Manager Authority to Approve MWH Contstructors Redesign and Rebidding Services for the Secondary Treatment Plant Upgrade and Recycled Water Expansion Project.
E. Approve Interim General Manager Authority to Approve ArcSine Engineering Redesign and Rebidding Services for the Secondary Treatment Plant Upgrade and Recycled Water Expansion Project.

DeGabriele reported. Discussion ensued.

ACTION:
Board approved (M/S Elias/Greenfield 5-0-0-0) Action Calendar Items A, B, C, D and E.

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

F. Approve Revised Revenue and Capital Outlay Budgets for 2017-18.- McGuire reported.

ACTION:
Board approved (M/S Schriebman/Elias 5-0-0-0) Revised Revenue and Capital Outlay Budgets for 2017-18.

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

G. Approve Approve Resolution 2018-2122 – To Express Appreciation for Brian Johnson.

ACTION:
Board approved (M/S Greenfield/Clark 5-0-0-0) Resolution 2018-2122 – To Express Appreciation for Brian Johnson.

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

H. Approve Approve Resolution 2018-2123 – To Express Appreciation for Gary Wettstein

ACTION:
Board approved (M/S Murray/Schriebman 5-0-0-0) Approve Resolution 2018-2123 – To Express Appreciation for Gary Wettstein

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

Byers left at 5:05 p.m.

INFORMATION ITEMS:
STAFF / CONSULTANT REPORTS:

1. Interim General Manager Report – Verbal – DeGabriele reported.
2. Adminstration Department Quarterly Report – Written – McGuire reported.
3. Collections Department Quarterly Report – Written – DeGabriele reported.
4. Engineering Department Quarterly Report – Written – Cortez reported.
5. Operations Department Quarterly Report – Written – Liebmann reported
6. Flexible Spending Accounts for Healthcare Costs – Written – McGuire reported.
7. Marin County Civil Grand Jury Report – Consolidation of Sanitation Districts – Written – DeGabriele and Murray reported.
8. North Bay Water Reuse Program – Phase 2 Draft EIR/EIS – Written – DeGabriele reported.

Cortez and Liebmann left at 6:30 p.m.

BOARD REPORTS:

1. Human Resources Subcommittee – Verbal – Clark and Murray reported.
2. LAFCO – Verbal – Murray reported.
3. Gallinas Watershed Council / Miller Creek Watershed Council – Verbal – Schriebman reported.
4. JPA Local Task Force on Solid and Hazardous Waste – Verbal – Greenfield reported.

5. NBWA – Written – No report.
6. NBWRA /North Bay Water – Verbal – Elias and DeGabriele reported.
7. Engineering Subcommittee – Verbal – Greenfield and Elias reported.
8. Other Reports – District-Based City Elections – Verbal – No report. This report will be deleted from future agenda.

BOARD REQUESTS:

A. Board Meeting Attendance Requests – None.
B. Board Agenda Item Requests – None.

VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE:

Discussion ensued.

ADJOURNMENT:

ACTION:

Board approved (M/S Murray/Clark 5-0-0-0) the adjournment of the meeting at 7:04 p.m.

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

The next Board Meeting is scheduled for May 10, 2018 at the District Office.

ATTEST:

_____
Teresa Lerch, District Secretary

APPROVED:

_____
Megan Clark, Board President

SEAL

Agenda Item 3B
Date May 10, 2018

Las Gallinas Valley Sanitary District
Warrant List
05-10-18 DRAFT

	Date	Num	Vendor	Amount	Description for items > $1000
1	5/10/2018	EFT	ADP, LLC	TBD	Payroll for paydate 5/11/18
2	5/10/2018	EFT	ADP, LLC	279.94	Processing fees for paydate 4/27/18
3	5/10/2018	EFT	Calif. Public Employees Retirement System	TBD	Pension contribution employee and employer for 5/11/18 paydate
4	5/10/2018	EFT	CalPERS Supplemental Income 457 Plan	TBD	Employee salary deferrals for 5/11/18 paydate
5	5/10/2018	TBD	All Star Rents	820.19	
6	5/10/2018	TBD	Alliant Insurance Services, Inc.	114.00	
7	5/10/2018	EFT	Bank of Marin	47,335.64	May loan payments due
8	5/10/2018	TBD	Bartle Wells Associates, Inc	2,734.79	Sewer service rate survey for annual rate notice
9	5/10/2018	ACH	Byers Law Office	7,575.00	Legal services April 2018
10	5/10/2018	TBD	Campbell, Christopher	934.49	
11	5/10/2018	TBD	City National Bank	82,150.20	Interest on COP loan
12	5/10/2018	TBD	Comet Building Maintenance, Inc.	575.00	
13	5/10/2018	ACH	DeGabriele, Chris	68.17	
14	5/10/2018	ACH	Direct Dental Administrators, LLC	149.00	
15	5/10/2018	ACH	Edelstein, Daniel	5,125.00	Moffitts Canada Goose reduction
16	5/10/2018	ACH	FutureSense, LLC	12,847.54	Leadership model development - year 1; HR structural assessment and recommendation
17	5/10/2018	ACH	Golshani, Sahar	130.00	
18	5/10/2018	TBD	GraphicSmiths	120.00	
19	5/10/2018	ACH	Liebmann, Mel	128.00	
20	5/10/2018	TBD	Marin Municipal Water District	862.65	
21	5/10/2018	TBD	Miller Pacific Engineering Group	2,129.00	Admin Building site-addl boring and retaining wall design criteria
22	5/10/2018	TBD	Murray, Craig	101.54	
23	5/10/2018	TBD	MWH Constructors, Inc.	13,808.43	STRWTFU Pre-construction services
24	5/10/2018	ACH	Nute Engineering	3,367.50	Amendment #4 - Plant Improvements 2018 (3/1-31/18)
25	5/10/2018	TBD	Occumetric Inc	345.00	
26	5/10/2018	ACH	Orion Protection Services Group, Inc.	318.50	
27	5/10/2018	TBD	Pacific EcoRisk, Inc.	3,565.00	NPDES Chronic Toxicity Testing
28	5/10/2018	TBD	Point Blue Conservation Science	2,000.00	Match support
29	5/10/2018	TBD	State Water Resources Control Board	285,464.45	June 1 Principal and Interest payment
30	5/10/2018	EFT	Sun Life Financial - DISABILITY	1,670.88	6/1/2018

Las Gallinas Valley Sanitary District
Warrant List
05-10-18 DRAFT

31	5/10/2018	EFT	Sun Life Financial - LIFE	487.84	
32	5/10/2018	ACH	Terryberry	860.92	
33	5/10/2018	ACH	Univar USA Inc.	2,812.29	Liquid sodium hypochlorite
			TOTAL	$ 478,880.96	

Agenda Item 3C
Date May 10, 2018

April 2018

Directors' Meeting Attendance Recap

Name	Total Meetings
Megan Clark	6
Rabi Elias	5
Russell Greenfield	5
Craig Murray	6
Judy Schriebman	5
Total	27

Meeting Date: 5/10/2018
Paydate 5/11/2018

Las Gallinas VALLEY SANITARY DISTRICT

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

BOARD MEMBER ATTENDANCE

Director's Name: MEGAN CLARK Month: APRILE

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
4/12	REG	X	
4/13	Special - Budget	X	
4/26	Reg.	X	
TOTAL		3	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
4/4	HR	X	
4/6	NBWA CONF!	X	
4/20	HR	X	
TOTAL		3	

TOTAL MEETINGS CHARGED:	6

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

5/2/18
Date

Approved By/ Date

Pay Date

x:\forms and templates\board meeting attendance form.docx

Las Gallinas
VALLEY SANITARY DISTRICT

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

BOARD MEMBER ATTENDANCE

Director's Name: Rabi Elias Month: April 2018

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
4/12/18	Regular Mtg	✓	
4/26/18	Regular Mtg	✓	
TOTAL		2	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
4/6	NBWA Conf, petaluma	✓	
4/13	Budget hearings/workshop	✓	
4/23	NBWRA meeting	✓	
4/23	Eng. Committee meeting		✓
TOTAL		3	

TOTAL MEETINGS CHARGED:	5

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

R. Elias
Signature

4/26/2018
Date

Approved By/ Date

Pay Date

x:\forms and templates\board meeting attendance form.docx

Las Gallinas VALLEY SANITARY DISTRICT

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

BOARD MEMBER ATTENDANCE

Director's Name: Greenfield Month: April 2018

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
4/12/18	Regular	✓	
4/26/18	Regular	✓	
TOTAL		2	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
4/4/18	CSA 6 dredging G.C	✓	
4/13/18	Special Budget	✓	
4/23/18	engineering committee	✓	
TOTAL		3	

TOTAL MEETINGS CHARGED:	5

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

Signature — 4/26/18 Date

Approved By/ Date — Pay Date

3C.4

x:\forms and templates\board meeting attendance form.docx

Las Gallinas VALLEY SANITARY DISTRICT

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

BOARD MEMBER ATTENDANCE

Director's Name: MURRAY, Craig K. Month: April 2018

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
4/4/18; 4/20/18	Human Resources Subcommittee Meeting	XX	
4/12/18	Regular Board Meeting	X	
4/26/18	Regular Board Meeting	X	
TOTAL		4/4	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
4/6/18	Northbay Watershed Council Annual Conference - Petaluma	X	
4/11/18	CASA WateReuse Annual Public Policy Forum - Sacramento	X	
4/12/18	Regular Board Meeting - LAFCO		X
4/15,22,23/18	Merrydale Road/Las Gallinas Creek Headwater Litter Removal c/o City of San Rafael: 4/15: 2 hours; 4/22:1.5 hours; 4/23: 0.5 hours		XXX
4/18/18	Nossaman,LLP Project Delivery and Encroachment: Clearing the Way Spring Forum, Sutter Club, Sacramento		X
4/26/18	CASA Air, Climate Change, Energy Conference Call Meeting	X	
4/26/18	Defensive Driving Training, Du All Safety, 1.5 hours		X
TOTAL		3/9	

TOTAL MEETINGS CHARGED: 7 District pays Max 6

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.

Las Gallinas
VALLEY SANITARY DISTRICT

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

BOARD MEMBER ATTENDANCE

4/30/18	April 30, 2018
Signature	Date
Approved By/ Date	Pay Date

Las Gallinas VALLEY SANITARY DISTRICT

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

BOARD MEMBER ATTENDANCE

Director's Name: JUDY SCHRIEBMAN Month: APRIL 2018

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
4/12	Reg. mtg	✓	
4/13	Special Budget mtg	✓	
4/26	Reg. mtg	✓	
TOTAL		3:3	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
4/4	GWC mtg	✓	
4/6	NBWA conference	✓	
TOTAL		2:2	

TOTAL MEETINGS CHARGED:	5

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

Judy Schriebman
Signature

4-26-18
Date

Approved By/ Date

Pay Date

x:\forms and templates\board meeting attendance form.docx

AGENDA ITEM 3D
DATE May 10, 2018

Las Gallinas VALLEY SANITARY DISTRICT

BOARD MEMBER
MEETING ATTENDANCE REQUEST

Date: 4/26/18 Name: Megan Clark

I would like to attend the CASA Annual Conference Meeting

of _____

To be held on the 8th day of Aug from _____ a.m. / p.m. and

returning on 10th day of Aug from _____ a.m. / p.m.

Actual meeting date(s): _____

Purpose of Meeting: Conference

_____

_____

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 _____.

AGENDA ITEM_____
DATE _____

Las Gallinas VALLEY SANITARY DISTRICT

BOARD MEMBER MEETING ATTENDANCE REQUEST

Date: 4/26/18 Name: Russ Greenfield

I would like to attend the CASA CONFERENCE Meeting

of _____

To be held on the 8th day of August from _____ a.m. / p.m. and

returning on 10th day of August from _____ a.m. / p.m.

Actual meeting date(s): August 8 - 10 2018

Purpose of Meeting: _____

Frequency of Meeting: conference ~~Annual~~ Annual

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 _____.

AGENDA ITEM_____
DATE _____

Las Gallinas VALLEY SANITARY DISTRICT

BOARD MEMBER
MEETING ATTENDANCE REQUEST

Date: 4/26/18 **Name:** CRAIG K. MURRAY

I would like to attend the CASA ANNUAL CONFERENCE **Meeting**

of CASA

To be held on the 8 **day of** AUG **from** _____ **a.m. / p.m. and**

returning on 10 **day of** AUG. **from** _____ **a.m. / p.m.**

Actual meeting date(s): _____

Purpose of Meeting: EDUCATION + UPDATES OF SANITATION INDUSTRY STANDARDS IN STATE OF CA.

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** _____.

Las Gallinas VALLEY SANITARY DISTRICT

Consent _____3E___
Staff/Consultant Reports _____
Agenda Item _____

Agenda Summary Report

Date May 10, 2018

To:	Chris DeGabriele, PE, Interim General Manager
From:	Susan McGuire, CPA, Administrative Services Manager
Mtg. Date:	May 10, 2018
Re:	2017-18 Third Quarter Financial Statements as of March 31, 2018

BACKGROUND:

Attached are the quarterly financial statements as of March 31, 2018, the following items are the highlights:

Cash Balance
The District has $66,270,250 of cash on hand as of March 31, 2018; a decrease of $3.7M from December 31, 2017. The significant sources of funds for the second quarter were MMWD's buy in payments and interest earned on reserves and unexpended bond funds. During the quarter the District expended $1.6M for operating and maintenance, $1.54M for debt service, $231,700 for transfers to reserves and $400,000 on capital related projects.

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

- Unspent Revenue Bond funds of $40M and Capital Project Reserve Funds for the Secondary Treatment Plant Upgrade and Recycled Water Facility expansion projects of $6,510,304
- Operating Reserves of $6,073,578 pursuant to the District's policies
- Connection fees of $25,290 which are available only to fund capacity related projects
- Debt service reserve funds of $879,233 as required by loan covenants
- Special assessment funds for operation and maintenance of the pump stations at Captains Cove of $30,911 and Marin Lagoon of $109,550
- Accumulation of cash for the Private Sewer Lateral Assistance program of $179,924
- Accumulation of cash for the Sewage Main Capacity and Storage and Force Main projects, the current amount accumulated is $6,679,196.

There is $1.84M remaining after the designations noted above. The District has encumbered $7.37M for capital projects and services as of March 31, 2018, this includes $6.14M for projects to be funded from the Revenue Bond and Capital Project Reserve Funds. The semi-annual debt service for the Revenue Bonds in the amount of $1.68M was paid at the end of March which drew down operating cash. The District collected additional revenue in April 2018 when the recent installment of sewer user charges and property taxes was collected.

Revenue
The District has recognized operating revenue for the year of $10,318,525 or 64.83%.

Expenditures
Operating and Maintenance expenditures are 74.17% of budget. Material differences between the budget and actual are explained on the attached Revenue and Expenditures: Budget vs. Actual.

Capital expenditures are 12% of budget as of March 31, 2018.

Summary
The District's non-designated cash as of March 31, 2018 is lower than usual due to the payment of the Revenue Bond debt service as discussed above, however the receipt of the April sewer user charges and property taxes provide sufficient cash to fund operations and capital projects for the year.

STAFF RECOMMENDATION:

None, information only.

FISCAL IMPACT:

See above.

PERSON TO BE NOTIFIED:

Not applicable.

Las Gallinas Valley Sanitary District
Balance Sheet
As of March 31, 2018

ASSETS	
Current Assets	
Cash	
Operating Accounts	$ 308,483
Surcharge Captains Cove	30,911
Surcharge Marin Lagoon	109,550
Connection fees	25,290
Lateral Assisstance Program	179,924
Petty Cash	1,107
Debt Reserve Funds	879,233
Project Reserve Fund	2,194,203
Investment in LAIF	18,599,681
Revenue Bonds	39,941,868
Total Cash	62,270,250
Accounts Receivable	
User Charge Accounts Receivable	75,370
Connection Fees Receivable	135,753
Accounts Receivable - Other	334,777
Total Accounts Receivable	545,900
Other Current Assets	
Undeposited Funds	-
Prepaid Insurance	78,774
Prepaid Expenses	60,400
Interest Receivable - Investments and Bonds	219,880
Private Sewer Lateral Assistance Program	68,189
Inventory - Materials & Supplies	272,327
Total Other Current Assets	699,570
Total Current Assets	63,515,720
Fixed Assets	
Land	2,867,571
Construction in Progress	12,747,039
Collection System Lines and Manholes	30,770,192
Facilities & Equipment - Collection	2,661,310
Facilities & Equipment - Treatment	33,342,985
Facilities & Equipment - Disposal	8,200,137
Facilities & Equipment - Administration	897,869
Facilities & Equipment - Lab	553,911
Facilities & Equipment - Pump Stations	12,450,473
Facilities & Equipment - Reclamation	1,305,951
Facilities & Equipment - Recycled water facility	9,471,285
Accumulated Depreciation	(51,710,357)
Total Fixed Assets	63,558,366
Other Assets	
Private Sewer Lateral Assistance Program	497,672
Deferred Outflow of Resources	
Pension Plan	1,059,383
Refunding of debt	81,263
Total Other Assets	1,638,318
TOTAL ASSETS	$ 128,712,404

Las Gallinas Valley Sanitary District
Balance Sheet
As of March 31, 2018

LIABILITIES & NET POSITION	
Liabilities	
Current Liabilities	
Accounts Payable	$ 302,497
Current portion of Long-term Debt	308,351
Accrued Paid Time Off	455,578
Accrued Payroll and Taxes	-
Interest Payable	133,134
Deferred Connection Fees	68,280
Total Current Liabilities	1,267,840
Long Term Liabilities	
Certificate of Participation	5,503,800
State Revolving Fund loan	3,482,997
Bank of Marin Loan	4,692,839
2017 Revenue Bonds	41,368,492
Less current portion of long-term debt	(2,063,482)
Total Long Term Debt	52,984,646
Net Pension Liability	2,722,446
Deferred Inflows of Resources	144,214
Total Long Term Liabilities	55,851,306
Total Liabilities	57,119,146
Net Position	
Net investment in capital assets, net of related debt	48,605,521
Restricted for Debt Service	879,233
Unrestricted	20,320,015
Net Income/(Loss)	1,788,489
Total Net Position	$ 71,593,258

Las Gallinas Valley Sanitary District
Revenue Expenditures: Budget vs. Actual
July 2017 through June 2018

	First Quarter Jul - Sep 17	Second Quarter Oct - Dec 17	Third Quarter Jan - Mar 18	Fourth Quarter Apr - Jun 18	Year to Date Actual	Budget	$ Over/ (Under) Budget	% of Budget	
Ordinary Income/Expense									
Property Tax Revenue									
9001/9002 · Property Tax - Current	$ 748	$ 493,905	$ 6,148	$ -	$ 500,801	$ 830,000	$ (329,199)	60.34%	Revenue is collected in
9046 · Educational Relief Augmentation Funds	-	178,019	27,632		205,651	300,000	(94,349)	68.55%	December/April
Total Property Tax Revenue	748	671,924	33,780	-	706,452	1,130,000	(423,548)	62.52%	
Sewer Use Revenue									Majority of revenue is
9007 · Special Assessment - User Charge	869,280	7,025,276	-		7,894,556	13,634,900	(5,740,344)	57.90%	collected in December/April
Total Sewer Use Revenue	869,280	7,025,276	-	-	7,894,556	13,634,900	(5,740,344)	57.90%	
Other Revenue									
9880 · Recycled Water	12,064	7,162	23,281		42,507	75,100	(32,593)	56.60%	Billed based on cost of deliveries
9881 · MMWD Reimbursement	120,039	51,637	231,744		403,420	455,058	(51,638)	88.65%	RWF Buy-In
9010 · Federal and State Grants	-	112,033	250,000		362,033	416,310	(54,277)	86.96%	Billed as construction proceeds
9021 · Franchise Revenue	-	-	25,000		25,000	25,000	-	100.00%	Billed annually in Feb
9022 · Permit and Inspection Fees	1,853	-	1,699		3,552	5,500	(1,948)	64.58%	Billed as work is performed
9023 · Connection Fees, Net of Refunds	209,594	5,919			215,513	-	215,513	100.00%	Not budgeted
9024 · Application Fees	3,000	500	3,371		6,871	-	6,871	100.00%	Not budgeted
9100 · Reimbursement for Lateral Repairs	4,334	47,732	9,428		61,494	65,000	(3,506)	94.61%	Three early payoffs
9041/43 · Current Supplemental Assessments/Redemptions	1,263	5,137	10,132		16,532	20,000	(3,468)	82.66%	Remitted periodically by COM
9773 · Miscellaneous Income	154	2,875	21,345		24,374	20,000	4,374	121.87%	Insurance dividend received
9779 · Sale of Asset	4,000	-	-		4,000	5,000	(1,000)	80.00%	Ford Fusion Sale
9280 · Homeowner Property Tax Relief	-	653	1,524		2,177	4,000	(1,823)	54.43%	Remitted periodically by COM
Total Other Revenue	356,301	233,648	577,524	-	1,167,473	1,090,968	76,505	107.01%	
Interest Income									
9210 · Bank Interest	91	168	66		325	400	(75)	81.25%	
9211 · Private Sewer Lateral Program	18	17	18		53	-	53	100.00%	
9206 · Interest - Connection fees	54	116	61		231	300	(69)	77.00%	
9204 · Interest - Bond Funds	108,096	120,924	148,626		377,646	-	377,646	100.00%	Bond funds on hand duirng bidding period
9209 · Interest - Reserves	50,883	46,865	74,041		171,789	60,000	111,789	286.32%	LAIF rates are higher than budgeted
Total Interest Income	159,142	168,090	222,812	-	550,044	60,700	489,344	906.17%	
TOTAL OPERATING REVENUE	1,385,471	8,098,938	834,116	-	10,318,525	15,916,568	(5,598,043)	64.83%	
INTERFUND TRANSFERS									
9850 · Transfers from Capital Project Reserve	$ -	$ -	$ 709,431	$ -	709,431	$ 6,698,446	$ (5,989,015)	10.59%	
9846 · Transfers from Bond Fund	-	-	-		-	134,449	(134,449)	0.00%	
9901 · Transfers from Construction Reserve	247,697	375,719	70,008		693,424	7,291,131	(6,597,707)	9.51%	Funds transferred as
9930 · Transfers from Operating Reserve	-	-			-	5,600	(5,600)	0.00%	projects incur costs
9930 · Transfers from Reserve - Captains Cove	-	-	236		236	30,000	(29,764)	0.79%	
9930 · Transfers from Reserve - Marin Lagoon	-	-			-	165,000	(165,000)	0.00%	
9845 · Transfer from Capacity Fund	-	300,300			300,300	300,000	300	100.10%	
	247,697	676,019	779,675	-	1,703,391	14,624,626	(12,921,235)	11.65%	
TOTAL OPERATING REVENUE	$ 1,633,168	$ 8,774,957	$ 1,613,791	$ -	$ 12,021,916	$ 30,541,194	$ (18,519,278)	39.36%	

Las Gallinas Valley Sanitary District
Revenue Expenditures: Budget vs. Actual
July 2017 through June 2018

	First Quarter Jul - Sep 17	Second Quarter Oct - Dec 17	Third Quarter Jan - Mar 18	Fourth Quarter Apr - Jun 18	Year to Date Actual	Budget	$ Over/ (Under) Budget	% of Budget	
Total Employee Expense									
1003 · Regular Staff Salaries	$ 531,241	$ 645,140	$ 664,211		$ 1,840,592	$ 2,382,000	$ (541,408)	77.27%	Severance payment
1008 · Overtime	21,458	16,736	16,299		54,493	70,300	(15,807)	77.52%	Special projects
1005 · Contract Personnel	-	-	-		-	2,000	(2,000)	0.00%	
1036 · Director's Compensation	15,667	26,534	11,624		53,825	55,000	(1,175)	97.86%	Additional meetings
1009 · Vacation Pay/Sick Pay	2,198	26,586	13,056		41,840	48,000	(6,160)	87.17%	Buildup of PTO during winter
1010 · Stand By Pay	18,741	19,782	17,787		56,310	68,600	(12,290)	82.09%	Additional staff for storms
1037 · Directors Health Benefits	2,100	2,100	2,100		6,300	9,600	(3,300)	65.63%	
1404 · Social Security and Medicare tax	40,176	44,706	50,624		135,506	182,955	(47,449)	74.07%	
1502 · Group Life Insurance	1,388	1,452	1,492		4,332	5,905	(1,573)	73.36%	
1507 · Retirement Contribution	189,446	42,350	66,703		298,499	356,980	(58,481)	83.62%	Annual payment of non-payroll based contribution to take discount
1509 · Health Insurance	77,309	79,471	77,557		234,337	317,600	(83,263)	73.78%	
1509 · Health Insurance - Retirement Benefits	57,467	57,913	58,560		173,940	234,530	(60,590)	74.17%	
1510 · Dental Insurance	4,667	7,729	5,231		17,627	17,800	(173)	99.03%	Billed based on claims
1514 · Vision Services	640	549	622		1,811	2,650	(839)	68.34%	
1516 · Long Term Disability	5,067	5,059	4,825		14,951	22,200	(7,249)	67.35%	
2006 · Auto Allowance	3,046	3,554	1,800		8,400	13,200	(4,800)	63.64%	
2007 · Commute Stipend	6,577	8,078	6,923		21,578	33,000	(11,422)	65.39%	
1006 · Payroll Processing Fee	2,082	2,425	2,502		7,009	9,500	(2,491)	73.78%	
Total Employee Expense	979,270	990,164	1,001,916	-	2,971,350	3,831,820	(860,470)	77.54%	
1701 · Workers Comp Insurance	(9,780)	14,080	15,824		20,124	58,000	(37,876)	34.70%	Retro credit received
2060 · Pooled Liability Insurance	28,127	28,165	19,382		75,674	110,000	(34,326)	68.80%	Retro credit received
2061 · Fidelity Bond	237	238	237		712	1,250	(538)	56.96%	
Total Insurance Expense	18,584	42,483	35,443	-	96,510	169,250	(72,740)	57.02%	
2083 · Vehicle Parts & Repairs	11,507	9,312	12,280		33,099	66,500	(33,401)	49.77%	Collections truck in for work in Q4
2096 · Building Maintenance	5,554	2,223	4,940		12,717	15,000	(2,283)	84.78%	HVAC unit for admin and lab buildings require repairs
2097 · Grounds Maintenance	3,390	1,390	7,023		11,803	5,000	6,803	236.06%	Parking lot improvements
2538 · Power Generation Maintenance & Repair	-	1,330	544		1,874	8,000	(6,126)	23.43%	
2365 · Equipment Maintenance	14,629	4,201	8,214		27,044	53,750	(26,706)	50.31%	
2366 · Equipment Repair	12,013	21,168	14,412		47,593	89,200	(41,607)	53.36%	
2367 - 200 · Capital Repair	98,317	54,545	78,119		230,981	347,500	(116,519)	66.47%	
Total Repairs and Maintenance	145,410	94,169	125,532	-	365,111	584,950	(219,839)	62.42%	
Operations Expense									
2107 · Hypochlorite	11,502	11,406	8,137		31,045	67,000	(35,955)	46.34%	
2110 · Bisulfite	2,902	16,418	16,265		35,585	68,000	(32,415)	52.33%	
2109 · Miscellaneous Chemicals	7,857	24,159	21,860		53,876	106,600	(52,724)	50.54%	
2119 · Pollution Prevention Contract	2,027	225	3,338		5,590	20,000	(14,410)	27.95%	
2117 · Lab Contract Services	4,790	7,409	17,074		29,273	36,000	(6,727)	81.31%	Chronic Toxicity tests and digester gas analysis
2246 · Operations Rents & Leases	-	-	-		-	10,000	(10,000)	0.00%	

Las Gallinas Valley Sanitary District
Revenue Expenditures: Budget vs. Actual
July 2017 through June 2018

	First Quarter Jul - Sep 17	Second Quarter Oct - Dec 17	Third Quarter Jan - Mar 18	Fourth Quarter Apr - Jun 18	Year to Date Actual	Budget	$ Over/ (Under) Budget	% of Budget	
2249 · Small Tools	1,410	586	3,386		5,382	4,200	1,182	128.14%	Tools for vehicles
2322 · Outside Services-General	4,102	4,865	3,146		12,113	18,000	(5,887)	67.29%	
2324 · Janitorial	2,996	2,559	2,447		8,002	19,000	(10,998)	42.12%	
2325 · Aquatic Review	1,840	-	1,581		3,421	3,600	(179)	95.03%	Semi-annual survey
2327 · Uniform Maintenance	1,304	1,341	1,765		4,410	5,500	(1,090)	80.18%	New items ordered
2360 · Consultants	35,523	5,412	30,228		71,163	95,000	(23,837)	74.91%	
2330 · Damage Claims	291	-	-		291	10,000	(9,709)	2.91%	
2334 · Sludge Disposal	61,073	-	-		61,073	67,500	(6,427)	90.48%	Work performed in summer
2357 · Regulatory Consultant	10,716	16,248	35,863		62,827	167,500	(104,673)	37.51%	
2358 · General Engineering - Small Projects	10,328	14,641	43,100		68,069	15,000	53,069	453.79%	Property matters; Nute Engineering
2362 · General Operating Supplies	12,276	10,136	12,507		34,919	51,200	(16,281)	68.20%	
2535 · Utility Power	50,023	45,323	54,792		150,138	82,065	68,073	182.95%	Power used during storms
2534 · Telephone	7,317	9,079	7,494		23,890	32,000	(8,110)	74.66%	
2536 · Water	1,528	3,628	1,361		6,517	4,200	2,317	155.17%	High usage at pump stations
2501 · Fuel & Oil	1,830	5,007	6,124		12,961	25,000	(12,039)	51.84%	
2389 · Safety Equipment and Supplies	7,765	4,756	4,696		17,217	20,000	(2,783)	86.09%	Traffic signs; annual hearing test; fire extinguisher maintenance
2397 · Safety Director Activities	7,224	7,224	6,947		21,395	28,900	(7,505)	74.03%	
2801 · Upper Lateral Rehab Assistance Program	15,566	7,900	19,900		43,366	197,915	(154,549)	21.91%	Costs incurred as applications processed
Total Operations Expense	262,190	198,322	302,011	-	762,523	1,154,180	(391,657)	66.07%	
General & Administrative Expense									
2477 · Conferences	$ 18,173	$ 15,983	$ 14,262		$ 48,418	$ 51,000	(2,582)	94.94%	Timing of conferences
2479 · Mileage & Travel	6,073	739	880		7,692	5,200	2,492	147.92%	Unbudgeted plant tours
2133 · Office Supplies & Expense	3,004	3,392	4,025		10,421	14,000	(3,579)	74.44%	
2716 · Computer Services	14,506	34,149	46,542		95,197	50,000	45,197	190.39%	Rockwell Automation; GIS license
2135 · Bank Charges	21	14	110		145	1,500	(1,355)	9.67%	
9778 · User Charge / Collection Fees	-	21,592	-		21,592	35,000	(13,408)	61.69%	75% of property tax collection fees billed in December
2221 · Publications & Legal Ads	1,792	2,016	4,437		8,245	10,000	(1,755)	82.45%	Newsletter and 218 Notice Mailing
2223 · Public Education	16,308	287	13,333		29,928	45,000	(15,072)	66.51%	CMSA billed annual cost in Q1
2264 · Taxes, Other	2,229	2,229	2,229		6,687	8,000	(1,313)	83.59%	LAFCO increase
2272 · Memberships	10,709	10,883	12,638		34,230	44,000	(9,770)	77.80%	
2363 · Permits and Fees	9,161	18,279	14,878		42,318	45,000	(2,682)	94.04%	Increase in regional monitoring fee
2364 · Fines	-	-	-		-	6,000	(6,000)	0.00%	
2246 · Administration Rents & Leases	1,849	4,332	4,807		10,988	14,000	(3,012)	78.49%	Copier costs and SMART leases
2713 · Legal	68,147	67,510	36,315		171,972	250,000	(78,028)	68.79%	
2717 · Audit	20,700	4,870	-		25,570	27,000	(1,430)	94.70%	Work performed in summer/fall
9786 · Employee Recognition	132	967	2,566		3,665	4,500	(835)	81.44%	More events
9787 · Employee Education	6,030	1,180	5,579		12,789	22,000	(9,211)	58.13%	
9999 · Miscellaneous Expense	1,998	-	-		1,998	1,000	998	199.80%	Immaterial
Total General & Administrative Expense	180,832	188,422	162,601	-	531,855	633,200	(101,345)	84.00%	
TOTAL EXPENSE	1,586,286	1,513,560	1,627,503	-	4,727,349	6,373,400	(1,646,051)	74.17%	

Las Gallinas Valley Sanitary District
Revenue Expenditures: Budget vs. Actual
July 2017 through June 2018

	First Quarter Jul - Sep 17	Second Quarter Oct - Dec 17	Third Quarter Jan - Mar 18	Fourth Quarter Apr - Jun 18	Year to Date Actual	Budget	$ Over/ (Under) Budget	% of Budget	
NET OPERATING INCOME/(LOSS)	$ 46,882	$ 7,261,397	$ (13,712)	$ -	$ 7,294,567	$ 24,167,794	$ (16,873,227)	30.18%	
Reserves and Debt Service									
9920 · Transfer to Reserves	120,039	51,637	231,744		403,420	1,068,819	(665,399)	37.74%	Transferred as charges collected
9781 · Interest Expense	503,073	494,197	498,493		1,495,763	1,857,478	(361,715)	80.53%	Revenue bond interest accrual
6350 - Principal Payments on Debt	89,448	623,933	1,041,750		1,755,131	2,063,182	(308,051)	85.07%	Principal on Revenue bonds due October
	$ 712,560	$ 1,169,767	$ 1,771,987	$ -	$ 3,654,314	$ 4,989,479	$ (1,335,165)	73.24%	
Construction Fund Projects									
Administration Improvements									
12100 - 01 Various Admin Building Improvements	$ 33,837	$ 29,200	$ -	$ -	$ 63,037	$ 65,000	$ (1,963)	96.98%	
18100 - 01 Vehicle	-	-	43,218	-	43,218	42,763	455	101.06%	Received in January 2018
18100 - 02 Computer Server	24,329	953	-	-	25,282	25,000	282	101.13%	Server upgrade completed
Total Administration Improvements	58,166	30,153	43,218	-	131,537	132,763	(1,226)	99.08%	
Collection System Improvements									
11200 - 03 John Duckett Sewage Main Capacity	1,410	196	25,854		27,460	6,163,173	(6,135,713)	0.45%	GHD waiting for change order
16200 - 01 Sewer Main Rehab 2015-16	-	1,641	-		1,641	98,591	(96,950)	1.66%	
18200 - 01 Sewer Main Rehabilitation	7,871	250	40,700		48,821	990,810	(941,989)	4.93%	Accumulating funds for large project
18200 - 02 Road Work/Manhole repairs	-	5,490	-		5,490	50,000	(44,510)	10.98%	Billed by City/County as work performed
17200 - 03 GIS Software	-	-	3,080		3,080	36,920	(33,840)	8.34%	Configuration in process.
18200 - 03 Vactor	-	-	-		-	119,895	(119,895)	0.00%	
Total Collection System Improvements	9,281	7,577	69,634	-	86,492	7,459,389	(7,372,897)	1.16%	
Pump Station - Force Main Improvements									
12300 - 05 Rafael Meadows Pump Station	-	-			-	330,686	(330,686)	0.00%	Project on hold, waiting for City
14300 - 05 Force Main Repair/Replacement	-	-	-		-	1,575,158	(1,575,158)	0.00%	Design underway
14300 - 06 Descanso Pump Station Generator	33,795	7,729	-		41,524	135,000	(93,476)	30.76%	Project almost complete
18300 - 01 SCADA		3,677	8,670		12,347	5,000	7,347	246.94%	Continuing upgrades.
18300 - 02 Pump Station Panel Upgrades and Replacements	-	-	-		-	70,265	(70,265)	0.00%	
18300 - 03 Emergency Pump Connections	-	-	2,290		2,290	30,000	(27,710)	7.63%	
18300 - 04 Descanso/Smith Ranch Pump Station	-	-	-		-	30,000	(30,000)	0.00%	
18300 - 05 Hawthorne Pump Station Fencing	-	-	-		-	75,000	(75,000)	0.00%	
18300 - 06 Trash Pump 6"	-	-	-		-	60,000	(60,000)	0.00%	
18300 - 07 Trash Pump 8"	-	-	-		-	80,000	(80,000)	0.00%	
18350 - 01 Captains Cover Pump Station Upgrades	-	-	235		235	30,000	(29,765)	0.78%	
18360 - 01 Marin Lagoon Pump station	-	-	-		-	165,000	(165,000)	0.00%	
Total Pump Station - Force Main Improvements	33,795	11,406	11,195	-	56,396	2,586,109	(2,529,713)	2.18%	
Reclamation Improvements									
11500 - 09 Miller Creek	63,306	505,680	9,839		578,825	530,040	48,785	109.20%	Miller Creek dredging project almost completed
17500 - 05 McInnis Marsh Restoration	-	-	-		-	100,000	(100,000)	0.00%	

Las Gallinas Valley Sanitary District
Revenue Expenditures: Budget vs. Actual
July 2017 through June 2018

	First Quarter Jul - Sep 17	Second Quarter Oct - Dec 17	Third Quarter Jan - Mar 18	Fourth Quarter Apr - Jun 18	Year to Date Actual	Budget	$ Over/ (Under) Budget	% of Budget	
18500 - 01 Levee Maintenance	-	-	-		-	94,960	(94,960)	0.00%	Accumulating funds for large project
18500 - 02 North Bay Water Reuse Authority	18,509	-	-		18,509	19,350	(841)	95.65%	Annual assessment paid in July
18500 - 03 Utility Vehicle	-	18,810	-		18,810	18,810	-	100.00%	Received
18500 - 04 Tractor	50,731	-	-		50,731	50,731	-	100.00%	Received
Total Reclamation Improvements	132,546	524,490	9,839	-	666,875	813,891	(147,016)	81.94%	
Treatment Plant Improvements									
12600 - 02 Miscellaneous Plant Improvement Project	13,084	-	8,985		22,069	125,000	(102,931)	17.66%	Ongoing project
12600 - 07 Secondary Plant Upgrades	239,352	494,022	149,061		882,435	5,351,114	(4,468,679)	16.49%	Redesign in process
14600 - 04 Biogas Energy Recovery System	215,748	10,453	79,010		305,211	554,508	(249,297)	55.04%	Project underway
16600 - 03 Primary Digester Project	38,828	2,182	(1,911)		39,099	320,000	(280,901)	12.22%	Project underway
18600 - 01 SCADA	-	3,677	8,670		12,347	50,000	(37,653)	24.69%	
18600 - 02 Miscellaneous Plant Equipment	-	-	-		-	25,000	(25,000)	0.00%	
18600 - 03 Plant Manager Vehicle	-	27,858	-		27,858	29,000	(1,142)	96.06%	Received
Total Treatment Plant Improvements	507,012	538,192	243,815	-	1,289,019	6,454,622	(5,165,603)	19.97%	
Tertiary Facility									
16650 - 02 Recycled Water Facility Expansion	31,026	20,043	13,190		64,259	1,717,081	(1,652,822)	3.74%	Redesign in procees
18650 - 01 Supervisory Control and Data Acquisition	-	3,677	8,669		12,346	14,460	(2,114)	85.38%	
Total Tertiary Facility	31,026	23,720	21,859	-	76,605	1,731,541	(1,654,936)	4.42%	
Total Construction Fund Projects	$ 771,826	$ 1,135,538	$ 399,560	$ -	$ 2,306,924	$ 19,178,315	$ (16,871,391)	12.03%	
Total Operating, Reserve Funding, Debt Service, and Capital Expenditures	$ 3,070,672	$ 3,818,865	$ 3,799,050	$ -	$ 10,688,587	$ 30,541,194	$ (19,852,607)	35.00%	
Net Revenue/(Expenditures) by Quarter	$ (1,437,504)	$ 4,956,092	$ (2,185,259)	$ -	$ 1,333,329	$ -	$ 1,333,329	100.00%	
Accrual Reconciliation:									
Transfer to Reserves	120,039	51,637	231,744	-	403,420				
Principal Payments on Debt	89,448	623,933	1,041,750	-	1,755,131				
Interfund Transfers	(247,697)	(676,019)	(779,675)	-	(1,703,391)				
Net Income - Accrual Based	$ (1,475,714)	$ 4,955,643	$ (1,691,440)	$ -	$ 1,788,489				

LAS GALLINAS VALLEY SANITARY DISTRICT
ENCUMBRANCES
AS OF MARCH 31, 2018

VENDOR	BID	EXPENDITURES TO DATE	REMAINING BALANCE
AnchorCM Total	$ 19,904	$ 12,642	$ 7,262
AQUA Engineering, Inc Total	2,597,610	1,876,177	721,433
ArcSine Engineering Total	261,443	161,706	99,737
Azteca Systems LLC Total	9,000	-	9,000
Bartle Wells Associates, Inc Total	1,500	-	1,500
Bellecci & Associates, Inc. Total	229,788	187,994	41,794
BKF Engineers Total	197,692	120,885	76,807
Brentwood Industries, Inc. Total	304,172	9,724	294,448
Brown and Caldwell Total	26,461	26,314	147
Caltest Analytical Laboratory Total	1,000	361	639
CATS4U Total	207,956	83,314	124,642
CDM Smith, Inc. Total	7,500	-	7,500
Contractor Compliance and Monitoring, Inc Total	1,500	209	1,291
Core Utilities, Inc. Total	24,480	19,225	5,255
Cornerstone Environmental Group, LLC Total	125,270	14,897	110,373
Custom Tractor Service Total	67,500	61,073	6,427
Danadjieva Hansen Architects, Inc. Total	248,000	160,723	87,278
Data Instincts Total	20,000	9,023	10,977
Downing Heating & Air Conditioning, Inc. Total	4,184	3,138	1,046
Du-All Safety, LLC Total	28,896	21,672	7,224
Envirodyne Systems, Inc. Total	98,885	15,000	83,885
Environmental Systems Research Inst. Total	30,000	10,000	20,000
EOA, Inc. Total	167,500	98,857	68,643
FutureSense, LLC Total	24,000	12,000	12,000
GE Water & Process Technologies/Zenon Total	1,450,000	-	1,450,000
GHD Inc. Total	833,025	378,555	454,470
Gregory Equipment, Inc. Total	109,400	95,179	14,221
H2O Innovation Inc. Total	2,189,728	201,755	1,987,973
ILS Associates, Inc. Total	29,800	26,333	3,467
JDV Process Equipment Corp Total	79,407	2,186	77,221
Kamman Hydrology & Engineering, Inc Total	1,386	94	1,292
Kenwood Energy Total	8,600	2,174	6,426
Liebert Cassidy Whitmore Total	22,500	13,312	9,188
Linscott Engineering Contractors, Inc. Total	2,205	-	2,205
Miller Pacific Engineering Group Total	12,100	10,900	1,200
Nor-Cal Pipeline Services Total	43,970	31,280	12,690
Nute Engineering Total	128,895	97,897	30,998
Orion Protection Services Group, Inc. Total	3,731	3,094	637
Ovivo USA, LLC Total	336,396	32,378	304,018
Regional Government Services Authority Total	7,825	683	7,142
Suez Treatment Solutions, Inc. Total	540,640	-	540,640
Timmons Group Total	30,800	3,080	27,720
Univar USA Inc. Total	103,000	63,730	39,270
WesTech Engineering, Inc. Total	622,219	27,582	594,637
Western Water Constructors, Inc. Total	16,457	5,641	10,816
Grand Total	$ 11,276,324	$ 3,900,786	$ 7,375,538

Las Gallinas VALLEY SANITARY DISTRICT

Consent _____3F_____
Staff/Consultant Reports_____
Agenda Item _____

Agenda Summary Report

Date May 10, 2018

To:	Chris DeGabriele, PE, Interim General Manager
From:	Michael P. Cortez, PE, District Engineer
Mtg. Date:	May 10, 2018
Re:	Approve Interim General Manager Authority to Approve WRA for Lower Miller Creek 5-Year Monitoring and Reporting Services

BACKGROUND:

The permit issued by the California Department of Fish and Wildlife (CDFW) and Regional Water Quality Control Board (RWQCB) for the Lower Miller Creek Channel Maintenance Project (Project) require that revegetation and geomorphic conditions shall be monitored and maintained as necessary for a minimum of five (5) years after project completion.

Revegetation monitoring includes inspection of plants in accordance with the "Revegetation Monitoring and Reporting Plan" dated September 2016 prepared by WRA and approved by the regulatory agencies during the permitting phase of the Project. Also included is visual inspection of the irrigation system according to the "Irrigation Plans and Specifications" dated April 13, 2017 prepared by WRA and installed by CATS4U.

Geomorphic monitoring includes visual evaluation of channel stability throughout the maintenance area including evaluation of the rock vane structure for hydrologic and hydraulic function. The rock vane structure is currently being redesigned by ESA and will be constructed by CATS4U in the next few months.

In response to staff's request, WRA has submitted a proposal in the amount of $42,880 to provide annual monitoring and reporting in Years 1 through 5 following completion of channel maintenance and revegetation activities. Although the project is not fully completed (i.e. redesign and reconstruction of rock vane are underway) vegetation monitoring needs to begin after initial installation per permitting requirements. Revegetation was completed on December 31, 2017 and the 120-day warranty period for the plantings by Hanford ARC expired on April 30, 2018. As such, now is a good opportunity to begin inspection of the plantings to determine their condition and evaluate whether any interim management tasks should be conducted to ensure the performance standards are met during this monitoring year (Year 1). The scope of work shall address the requirements of the following permits:

- Bay Conservation and Development Commission Permit No. M1982.104.00
- U.S. Army Corps of Engineers Nationwide Permit File Number 2015-00052N
- San Francisco Bay Regional Water Quality Control Board Water Quality Certification CIWQS Reg. Meas. 400610, Place ID 814648
- California Department of Fish and Wildlife Streambed Alteration Agreement Notification No. 1600-2015-0114-R3
- Marin County Creek Permit No. 16-003B
- National Marine Fisheries Service No: WCR-2015-2549

The revegetation and geomorphic monitoring shall occur after the rainy season of every calendar year, and WRA will submit the findings annually to the regulatory agencies. WRA will provide recommendations for

remedial actions directly to the District. The District will be responsible for implementing corrective actions under a separate agreement with appropriate contractors and/or using force account in-house staffing.

STAFF RECOMMENDATION:

Approve Interim General Manager Authority to Approve WRA for Lower Miller Creek 5-Year Monitoring and Reporting Services

FISCAL IMPACT:

$42,880 for 5 years or $8,576 per year

PERSON(S) TO BE NOTIFIED:

N/A

Las Gallinas VALLEY SANITARY DISTRICT

Consent 3C
Staff/Consultant Reports _____
Agenda Item _____
Date May 10, 2018

Agenda Summary Report

To: Chris DeGabriele, PE, General Manager CD
From: Michael P. Cortez, PE, District Engineer
Mtg. Date: May 10, 2018
Re: Resolution 2018-2124 – A Resolution Accepting the Primary Biofilter Feed Pump #1 Replacement

BACKGROUND:

The Primary Biofilter Feed Pump #1 Replacement project has been completed by Gregory Equipment Inc. of Redding in March 2018.

The project provides for the following:

- installation of four heavy duty, floor-mounted pipe supports, at the Biofilter Pump Pit
- installation of a custom made pipe support for an existing 12" diameter screenings discharge pipe at the headworks
- installation of the manifold steel encasement

Staff has authorized deductive change orders in the total amount of $14,221, for the total final project cost of $99,679.

Description	Amount
Original Contract	$ 109,400
Change Order 1 – Manifold Reinforcement Plate	$ 4,500
Change Order 2	
• Deletion of Pump Replacement Work (credit)	($ 49,221)
• Manifold Steel Encasement	$ 35,000
Total:	$ 99,679

STAFF RECOMMENDATION:

Board adopt Resolution 2018-2124 – A Resolution Accepting the Primary Biofilter Feed Pump #1 Replacement.

FISCAL IMPACT:

N/A

PERSON(S) TO BE NOTIFIED:

Gregory Equipment, Inc.

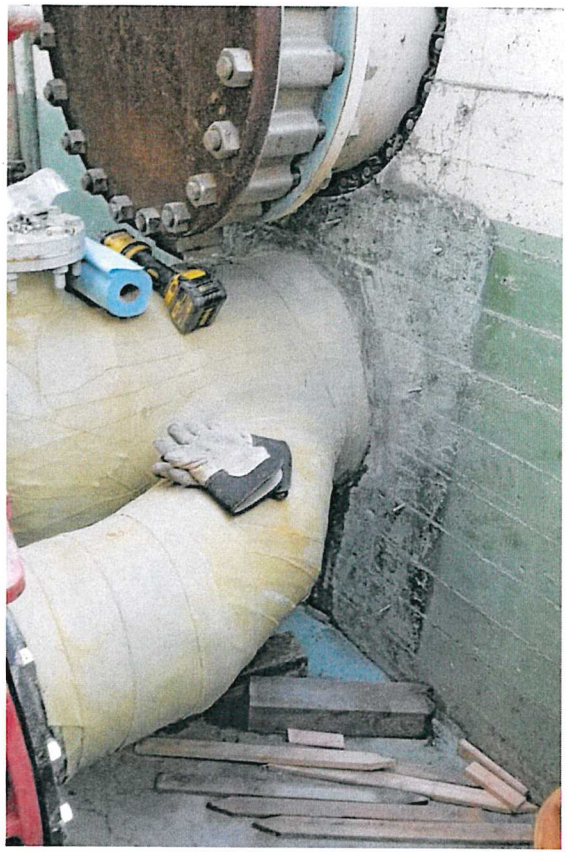


Figure 1. Manifold – Before Construction

Figure 2. Manifold – After Construction

RESOLUTION No 2018-2124

A RESOLUTION ACCEPTING THE PRIMARY BIOFILTER FEED PUMP #1 REPLACEMENT FOR

LAS GALLINAS VALLEY SANITARY DISTRICT

WHEREAS, Gregory Equipment, Inc. of Redding, California, executed a contract on September 28, 2017 in the amount of $109,400 to complete PRIMARY BIOFILTER FEED PUMP #1 REPLACEMENT project, Job No. 2367-600, scope defined in Contract Documents and Specifications dated July 2017 prepared by District staff, for District ownership and maintenance;

WHEREAS, the District has authorized deductive change orders in the total amount of $14,221.25, for a total final project cost of $99,678.75; and

WHEREAS, Michael P. Cortez, District Engineer for the Las Gallinas Valley Sanitary District by a Notice of Completion dated May 10, 2018, a copy of which is attached hereto as Exhibit A, has acknowledged that the aforementioned improvements have been installed, tested by the District, and found to be acceptable to the District, for District ownership and maintenance.

NOW, THEREFORE, the Board of Directors of the Las Gallinas Valley Sanitary District herein approves the Notice of Acceptance of Completion for recordation with the Marin County Recorder.

* * * * * * * * * * * * *

I hereby certify that the forgoing is a full, true, and correct copy of a resolution duly and regularly passed and adopted by the Sanitary Board of the Las Gallinas Valley Sanitary District, Marin County, California, at a meeting thereof held on the 10th day of May 2018, by the following vote of the members thereof:

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

_____
Teresa Lerch, District Secretary
Las Gallinas Valley Sanitary District

APPROVED:

(seal)

_____
Megan Clark, President Board of Directors

Exhibit A

Notice of Acceptance of Completion
PRIMARY BIOFILTER FEED PUMP #1 REPLACEMENT

Recorded at the Request of:
Las Gallinas Valley Sanitary District

When Recorded Mail to:
Las Gallinas Valley Sanitary District
300 Smith Ranch Road
San Rafael, CA 94903

Space above this Line for Recorder's Use

NOTICE OF ACCEPTANCE OF COMPLETION

LAS GALLINAS VALLEY SANITARY DISTRICT
MARIN COUNTY, CALIFORNIA

PRIMARY BIOFILTER FEED PUMP #1 REPLACEMENT

NOTICE IS HEREBY GIVEN, Pursuant to Section 3093 of the Civil Code of the State of California, that Michael P. Cortez, District Engineer for the Las Gallinas Valley Sanitary District, Marin County, California, on the 10th day of May 2018, did file with the Secretary of said District a Statement of Completion of the following described work, the PRIMARY BIOFILTER FEED PUMP #1 REPLACEMENT project, Job No. 2367-600, the contract for doing which was awarded to Gregory Equipment, Inc. of Redding, California, and entered into on September 28, 2017. A copy of said Statement of Completion is attached hereto and incorporated by reference herein as Attachment 1.

That said work and improvements are public improvements owned and held by said District for the benefit of the public, and were actually completed on 2nd day of March, 2018. Acceptance of completion of said work was ordered by the District Board on May 10, 2018 and the name of the surety on the contractor's Faithful Performance Bond and Payment Bond for said project is Travelers Casualty and Surety Company of America.

That said work and improvements consisted of the performing of all work and furnishing of all labor, materials, equipment and all utility and transportation services required for the installation of the PRIMARY BIOFILTER FEED PUMP #1 REPLACEMENT project, all as more particularly described in the plans and specifications approved by the Board of Directors of said District on July 13, 2017.

The site of the construction and improvements was in and around 300 Smith Ranch Road, San Rafael, CA 94903.

OWNER: Las Gallinas Valley Sanitary District
300 Smith Ranch Road
San Rafael, CA 94903

VERIFICATION

I, the undersigned, declare that I am the Interim General Manager and duly authorized representative for the Las Gallinas Valley Sanitary District, Marin County, California, and that I have read the foregoing notice, know its contents, and that the facts therein stated are true to the best of my knowledge and belief.

(CONTINUED NEXT PAGE)

I certify (or declare) under penalty of perjury that the forgoing is true and correct.

Executed at San Rafael, California, this _____ day of May 2018.

LAS GALLINAS VALLEY SANITARY DISTRICT

_____

Chris DeGabriele, Interim General Manager

ATTACHMENT 1

STATEMENT OF COMPLETION

PRIMARY BIOFILTER FEED PUMP #1 REPLACEMENT (JOB NO. 2367-600)

I, Michael P. Cortez, District Engineer, for the Las Gallinas Valley Sanitary District, Marin County, California, do hereby certify that work and improvements described in the contract, which was entered into by and between Las Gallinas Valley Sanitary District and Gregory Equipment, Inc. of Redding, California, dated September 28, 2017, was completed to my satisfaction on March 2, 2018.

That said work and improvements are more particularly described in the Contract Documents dated July 2017, prepared by District staff, approved by the Board of Directors of said District, and advertised for public bidding on July 13, 2017.

I understand that neither the determination of completeness of the work, nor acceptance of the work by the District, shall operate to bar claims against the Contractor under the terms of the guarantee provisions of the Contract Documents.

Dated: May 10, 2018

By: _____
Michael P. Cortez, PE
District Engineer

R:\PROJECTS\16000 Projects\2367-600 Primary Biofilter Feed Pump #1 Replacement\4 - Closure\2018-2124 Statement of Acceptance of Completion - Primary Biofilter Feed Pump #1 Replacement.docx

Las Gallinas VALLEY SANITARY DISTRICT

Consent _____
Staff/Consultant Reports _____
Agenda Item 4
Date May 10, 2018

Agenda Summary Report

To: Chris DeGabriele, PE, Interim General Manager
From: Michael P. Cortez, PE, District Engineer
Mtg. Date: May 10, 2018
Re: Set Public Hearing to Consider Proposed Ordinance 174 – An Ordinance of Adding Chapter 7 of Title 1 to the Ordinance Code of the Las Gallinas Valley Sanitary District to Provide Informal Bidding Procedures under the Uniform Public Construction Cost Accounting Act for Construction Projects

BACKGROUND:

Pursuant to the California Sanitary District Act of 1923, Las Gallinas Valley Sanitary District is subject to competitive bidding requirements for all public projects valued at or in excess of $15,000. Section 22000 to Part 3 of Division 2 of the California Public Contract Code authorizes the District to engage in a process pursuant to Uniform Public Construction Cost Accounting Act procedures that allows the District to informally bid small construction projects with estimated costs of $175,000 or less.

The program provides for the following contracting limits:

- Tier 1: Public project work in the amount of $45,000 or less to be performed by the public agency's force account, by negotiated contract, or by purchase order.
- Tier 2: Public projects in the amount of $175,000 or less can use the informal bidding procedures.
- Tier 3: Public projects at a cost of more than $175,000 must use formal bidding procedures pursuant to the Public Contract Code.

Major benefits of the program:

- Speed up the awards process.
- Improve timeliness of project completion.
- Eliminate advertising paperwork.

At the April 26 meeting, the Board adopted a resolution to become subject to the uniform construction cost accounting procedures promulgated by the State Controller pursuant to the Public Contract Code Section 22019. Staff has provided written notification and submitted Resolution 2018-2121 - A Resolution in the Matter of: Uniform Public Construction Cost Accounting Procedures to the State Controller. Attached is the proposed Ordinance to provide informal bidding procedures under the Uniform Public Construction Cost Accounting Act. The draft Ordinance has been reviewed by District legal counsel.

PROPOSED AMENDMENT:

Attached is the proposed Ordinance No. 174 (also reviewed at the April 26 Board Meeting), which adds Chapter 7 of Title 1 to the Ordinance Code of the Las Gallinas Valley Sanitary District to Provide Informal Bidding Procedures under the Uniform Public Construction Cost Accounting Act for Construction Projects.

STAFF RECOMMENDATION:

Board set a Public Hearing on June 28, 2018 to consider Ordinance No 174, An Ordinance of Adding Chapter 7 of Title 1 to the Ordinance Code of the Las Gallinas Valley Sanitary District to Provide Informal Bidding Procedures under the Uniform Public Construction Cost Accounting Act for Construction Projects.

FISCAL IMPACT:
N/A

PERSON(S) TO BE NOTIFIED:
N/A

BOARD OF DIRECTORS OF THE
LAS GALLINAS VALLEY SANITARY DISTRICT

ORDINANCE 174

AN ORDINANCE OF ADDING CHAPTER 7 OF TITLE 1 TO THE ORDINANCE CODE OF THE LAS GALLINAS VALLEY SANITARY DISTRICT TO PROVIDE INFORMAL BIDDING PROCEDURES UNDER THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT FOR CONSTRUCTION PROJECTS

(Section 22000, et seq. of the Public Contract Code)

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

ARTICLE 1. TITLE

An Ordinance of the Las Gallinas Valley Sanitary District ("District") of San Rafael, California, adopting informal bidding procedures under the Uniform Public Construction Cost Accounting Act (Section 22000, et seq. of the Public Contract Code).

ARTICLE 2. PURPOSE AND SCOPE

Section 201. The purpose of this Ordinance is to adjust the monetary limits for construction projects which can be carried out with administrative decision, informally bid, and formally bid procedures. The contracting limits imposed by Section 20800 of the California Public Contract Code (Sanitary District Public Construction Act) are superseded by Section 22032 of the Uniform Public Construction Cost Accounting Act.

Section 202. With the adoption of the Ordinance, projects less than the Tier 1 dollar amount specified in Attachment 1 may be performed by staff of the Agency, by force account with a contractor, by negotiated contract, or by use of a purchase order.

Section 203. Projects within the Tier 2 dollar amount specified in Attachment 1 may be bid informally, which requires the maintenance of a list of qualified contractors that must be updated annually. All contractors on the list are mailed a notice inviting

informal bids and the notice is also provided to specified trade journals as named by the California Uniform Construction Cost Accounting Commission (CUCCAC).

Section 204. Projects greater than the Tier 3 dollar amount specified in Attachment 1 are bid formally which includes advertising, a bid period of minimum duration, prepublished public bid open date and time, and opening sealed bids.

Section 205. If all bids are in excess of one hundred seventy-five thousand dollars ($175,000), the District may, by a resolution of a four-fifths vote, award the contract at one hundred eighty-seven thousand dollars ($187,000) or less, to the lowest responsible bidder, if it determines the cost estimate of the District was reasonable.

ARTICLE 3. AUTHORITY

The authority for public agency adoption of these alternative public contract bidding procedures is derived from the Uniform Public Construction Cost Accounting Act for the State of California (Pub. Cont. Code Sec. 22000 et seq.).

ARTICLE 4. ADMINISTRATION

Section 401. Public projects, as defined by the Act and in accordance with the limits listed in Section 22032 of the Public Contract Code, may be let to contract by informal procedures as set forth in Section 22032, et seq., of the Public Contract Code.

Section 402. A list of contractors shall be developed and maintained in accordance with the provisions of Section 22034 of the Public Contract Code and criteria promulgated from time to time by the California Uniform Construction Cost Accounting Commission.

Section 403. Where a public project is to be performed which is subject to the provisions of this Ordinance, a notice inviting informal bids shall be mailed, faxed or emailed to all contractors for the category of work to be bid, as shown on the list developed in accordance with Section 22034. The District may also mail, fax or email a notice inviting informal bids to all construction trade journals as specified by the California Uniform Construction Cost Accounting Commission in accordance with Section 22036 of the Public Contract Code. Additional contractors and/or construction trade journals may be notified at the discretion of the Agency, provided however:

(1) If there is no list of qualified contractors maintained by the Agency for the particular category of work to be performed, the notice inviting bids shall be sent only to the construction trade journals specified by the Commission.

(2) If the product or service is proprietary in nature such that it can be obtained only from a certain contractor or contractors, the notice inviting informal bids may be sent exclusively to such contractor or contractors.

Section 404. The Agency General Manager is authorized to award informal contracts pursuant to this Section.

Section 405. As of March 2018, the limits set by the California Uniform Construction Cost Accounting Commission are shown in Attachment 1. The General Manager is authorized to periodically update the Tier amounts in Attachment 1 to reflect the most recent limits set by the Commission.

ARTICLE 5. ADOPTION AND NOTIFICATION

This Ordinance shall take effect and be in force thirty (30) days from the date of its passage, and before the expiration of fifteen (15) days after its passage, it 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.

****

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 June 28, 2018, by the following vote of members thereof:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____

Teresa Lerch, District Secretary
Las Gallinas Valley Sanitary District

APPROVED:

_____

Megan Clark, Board President (seal)

ATTACHMENT 1

The table below shows the CUCCAC amounts for the three Tiers referenced in Ordinance 2018-174, as of May 2018. The General Manager will update the Tier amounts after the CUCCAC approves adjustments.

Table 1

	CUCCAC
Tier 1	Less than $45,000
Tier 2	Between $45,000 to $175,000
Tier 3	Greater than $175,000

Las Gallinas VALLEY SANITARY DISTRICT

Consent _____
Staff/Consultant Reports _____
Agenda Item ____**5A**_____

Agenda Summary Report

Date May 10, 2018

To:	Chris DeGabriele, PE, Interim General Manager CD
From:	Susan McGuire, Administrative Services Manager SM
Mtg. Date:	May 10, 2018
Re:	Approve Request for Proposals for Executive Search Services

BACKGROUND:

The District appointed an Interim General Manager on December 14, 2017. The District needs to recruit for a permanent General Manager. Staff has prepared a Request for Proposal for Executive Search Services.

Staff has identified the following eleven (11) firms that perform executive search services for special districts and small local agencies such as LGVSD. These firms will be requested to submit proposals for the search. All proposals will be provided to the full Board of Directors. The proposals will be reviewed by the HR Subcommittee (Directors Clark and Murray, Interim GM DeGabriele and ASM McGuire) with a recommendation for making a selection to the Board at the July 12, 2018 meeting.

- Avery & Associates
- Bob Murray & Associates
- Bryce Consulting
- CPS-HR Consulting
- The Hawkins Company
- Koff and Associates
- Peckham & McKenney
- Ralph Andersen & Associates
- Regional Government Services
- The Segal Group
- Teri Black & Company

Staff also plans to contact California Special Districts Association about posting the RFP on their site.

STAFF RECOMMENDATION:

Board approve the Request for Proposals for Executive Search Services.

FISCAL IMPACT:

Estimated at $25,000 to $30,000.

PERSON TO BE NOTIFIED:

Not applicable.

REQUEST for PROPOSALS for

Executive Search Services

May 14, 2018

***Proposals due no later than 3:00 p.m. on Monday, June 11, 2018 ***

300 Smith Ranch Road • San Rafael, CA 94903 • 415.472.1734 • Fax 415.499.7715 • www.lgvsd.org

I. PROPOSAL OVERVIEW

The Las Gallinas Valley Sanitary District (LGVSD) is requesting proposals for the services of an Executive Search Firm to identify potential candidates for the position of the General Manager, the Chief Executive Officer of LGVSD. The firm should have expertise in providing executive search services to local government agencies in California and will assist LGVSD in successfully attracting, interviewing and hiring a General Manager. To be eligible for consideration, the proposing firm must demonstrate that the principal(s) assigned to the project, have successfully completed similar services to those specified in Section V of this RFP, with organizations similar in size and complexity to LGVSD. The successful firm will work directly with the Board of Directors, Interim General Manager, and Administrative Services Manager for all activities involved in the recruitment process. The successful firm may be responsible for the following activities including, but not limited to: assisting in the development of the position description and profile, testing and screening applicants, development of the search strategy, advertising and announcements, candidate assessment and interviews, and recommendations of the most qualified candidates to the Board of Directors and Administrative Services Manager. Firms are requested to incorporate the monthly hours in the fee structure of their submitted proposal.

II. PROPOSAL TIMELINE

Responses to this Request for Proposal (RFP) must be submitted in writing and received by LGVSD no later than 3:00 p.m. pacific standard time (PST) on Monday, June 11, 2018. No changes or adjustments to the deadline shall be made without a written addendum to this RFP signed by the Board President and circulated to all respondents. Proposal submittals by e-mail are encouraged and should be directed to the Administrative Services Manager, Susan McGuire at smcguire@lgvsd.org.

An outline of the proposal timeline's key dates follows.

RFP Issued	Monday, May 14, 2018
... Deadline for Questions	Friday June 1, 2018
... Deadline for Responses	Thursday June 7, 2018
Deadline to Submit Proposals	Monday, June 11, 2018 at 3 p.m.
Interviews with Selected Firms	July 9 – 12, 2018
Contract Award	Friday July 13, 2018
Start Date	Week of July 16, 2018

* Interviews may be conducted in person or by video conferencing and at the preference of the firm/individual. (Interview type will have no effect on the award.)

* LGVSD reserves the right to adjust this timeline as it deems necessary. Notification of adjustments to the timeline shall be provided to all respondents.

* LGVSD reserves the right to award a contract, to modify the scope of services required as necessary, and to accept or reject any or all submittals received as a result of this RFP.

III. DISTRICT BACKGROUND

Las Gallinas Valley Sanitary District (LGVSD) is an independent special district formed in 1955 under the Sanitary District Act of 1923. Located in beautiful Northern California, between San Rafael and Novato, it serves a population of more than 30,000 people. The District's sewerage collections system consists of 105 miles of gravity pipelines and 28 pumping stations and the District operates a 2.92 million gallons per day average dry weather flow treatment plant facility. The District produces recycled water for the neighboring North Marin Water District and provides treated effluent for Marin Municipal Water District which further treats it for distribution as recycled water. The District has a wildlife water reclamation area which is popular with the public for bird watching, walking and biking.

The District is governed by an at large elected five-member Board of Directors and has 21 full-time equivalent positions within four departments. The District's budget for the 2017/18 fiscal year was $17,093,000. The mission of the District is to protect public health and our environment, providing effective wastewater collection, treatment, and recycling services.

IV. ANTICIPATED PROJECTS

The District has proposed a $45 million Secondary Treatment Plant Upgrade and Recycled Water Expansion project beginning construction in the fourth calendar quarter of 2018; the project is expected to take 30 months to complete and will be the largest capital project undertaken by the District in its history.

Ongoing projects include biennial sewer improvement projects to repair and replace sewer mains, lower and upper laterals; development of a Collections System master plan, upgrades to the administration facility and participation in the North Bay Water Reuse Authority. The District's current 5 year rate plan will be in its fourth year in 2018/19 which requires that planning for the next 5 year capital plan to begin in early 2019.

V. SCOPE OF WORK

The District desires to conduct an executive recruitment for a General Manager. Firms responding to this inquiry should propose all services and associated costs to deliver full cycle executive recruitment and selection services. The Board desires to have the position posted by August 15, 2018 and filled by December 1, 2018.

The Executive Search Services for a General Manger would include:

- Solicit input from the Board or Board Human Resources Committee, through meetings and/or interviews to understand the role, responsibilities, qualifications and appropriate experience needed for the position.

- Develop a recruitment strategy, process and timetable for completion of the work in consultation with the Board.

- Develop an accurate and appealing job description. The existing job description for the General Manager is included as Attachment A.

- Screen all applicants and create a recommended candidate list.
- Assess the qualifications of interested candidates against those required in the job description and recommend potential candidates for interviews to the Board
- Perform appropriate background and reference checks.
- Coordinate the candidate interviews with the Board.
- Notify applicants not selected.
- Assist the Board in compensation negotiations

VI. QUALIFICATIONS AND EXPERIENCE

The firm selected should have depth and expertise in public sector executive recruitment. The firm selected should have a demonstrated ability to provide and manage similar services as described in the SCOPE OF WORK section.

VII. REQUESTED INFORMATION

Please provide the following information:

1. The name, address and phone number of your firm's contact person for this proposal;
2. Describe the expertise and relevant experience of the consultant who will the point of contact responsible for this work;
3. Provide a description of your firm.
4. Provide the names and experience of each individual who would be assigned to work on this account;
5. Provide 3 professional and appropriate references from Elected Officials with whom the consultant has successfully worked with recently to fill a similar executive officer position.

VIII. FEE STRUCTURE

Please provide the following information in a separate, sealed envelope:

1. A detailed, fixed price proposal to perform the work as described in the SCOPE OF WORK.
2. The hourly billing rate for services for personnel who would be assigned to work on this project.
3. Any other pricing/cost data necessary to complete the work as described in the SCOPE OF WORK
4. Billing policies and procedures

Please note that all billing for professional services may be subject to audit by the District and/or independent auditors.

IX. PROPOSAL SUBMISSION

All proposals must be submitted in writing and include the following information requested below. Each section should be clearly defined and separated from the others. Please provide six (6) physical copies and an electronic version of the proposal.

1. Your firm's general approach to accomplishing the work described in the SCOPE OF WORK. If your firm cannot perform some of the work performed, describe how your firm will facilitate the completion of the work successfully;
2. Your firms qualifications and experience as described in QUALIFICATIONS AND EXPERIENCE;
3. Information requested in REQUESTED INFORMATION;
4. Your firm's proposed fees as requested in FEE STRUCTURE (provided in a separate, sealed envelope);
5. Any additional comments or statements which will assist in the evaluation of your firm's information.

Proposals should be submitted in writing to: Susan McGuire
Administrative Services Manager
300 Smith Ranch Road
San Rafael, CA 94903
Phone: (415) 472-1033 x 19
Email: smcguire@lgvsd.org

Deadline: All proposals must be delivered to the District at the address indicated by no later than 3:00 PM on Monday, June 11, 2018. Late proposals will not be accepted.

X. SELECTION PROCEDURES

Proposals submitted will be evaluated by:

Chris DeGabriele, Interim General Manager
Susan McGuire, Administrative Services Manager
Megan Clark and Craig Murray, Board Human Resources Committee members

A. Evaluation Criteria and Process

Submittals will be evaluated for specificity, completeness, qualifications of personnel, demonstrated knowledge and experience providing the breadth and depth of services required by the District as described in the section entitled Scope of Work. Based on evaluation of the proposals, the most qualified firm(s) may be invited to interview with the District; interviews are tentatively scheduled for the week of July 9, 2018.

B. Award

Award of the contract will be in the form of an Agreement for Consultation and Professional Services between the District and the selected firm. The District's standard Agreement for Consultation and Professional Services has been attached for reference and review.

C. Insurance Requirements

The District requires that all consultants meet the District standards for insurability, as specified in Section 14 of the District's Agreement for Consultation and Professional Services (attached).

XI. ADDITIONAL INFORMATION AND DISCLAIMERS

All requests for additional information or clarification should be made to Susan McGuire, Administrative Services Manager at smcguire@lgvsd.org.

There is no expressed or implied obligation for the District to reimburse responding firms for any expenses incurred in preparing proposals in response to this request. Materials submitted by respondents are subject to public inspection under the California Public Records Act (Government Code Sec. 6250 et seq.), unless exempt. Any language purporting to render the entire proposal confidential or proprietary will be ineffective and will be disregarded.

All property rights, including publication rights of all reports produced by proposer in connection with services performed under this agreement shall be vested in the District. The proposer shall not publish or release any of the results of it examination without the expressed written permission of the District. During the evaluation process the District reserves the right to request additional information or clarifications from the proposers. At the discretion of the District, firms submitting proposals may be requested to make oral presentations as part of the evaluation process.

The District reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether the proposal was selected. Submission of a proposal indicates acceptance by the firm of the conditions contained in this request for proposals, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the District and the firm selected. The District reserves the right to reject any or all proposals, to waive any non-material irregularities or information in any proposal, and to accept or reject any items or combination of items.

Las Gallinas VALLEY SANITARY DISTRICT

Consent _____
Staff/Consultant Reports _____
Agenda Item 5B
Date May 10, 2018

Agenda Summary Report

To: Board of Directors
From: Chris DeGabriele, PE, Interim General Manager CD
Mtg. Date: May 10, 2018
Re: Consider Participation in North Bay Water

BACKGROUND:

North Bay Water

Over the past 5 months, North Bay Water Reuse Authority (NBWRA) members and consultants have participated with other interested parties to consider establishment of new organization to address a broader range of water resource management issues and build upon the success of the NBWRA. The initial outreach flyer describing North Bay Water and handouts from the most recent workshop (held on April 23rd) are included for your information as Attachment 1. The April workshop summarized information gathered during study sessions held in each of the representative counties (Marin, Sonoma, and Napa) with staff from prospective members commenting on:

1) how to serve local priorities and,
2) types of projects.

In Marin county staff from the County of Marin, Novato Sanitary District, North Marin Water District, Las Gallinas Valley Sanitary District, and Marin Municipal Water District attended a study session and provided input now reflected in the attachment.

The intent is for North Bay Water to supplant the NBWRA organization to broaden the potential project funding and grant opportunities beyond the current US Bureau of Reclamation (USBR) Title XVI program and to reduce member costs by consolidating administration. Potential funding beyond USBR Title XVI currently identified may include WaterSMART, U.S. Army Corps of Engineers (flood control) and U.S. Department of Agriculture Natural Resources Conservation Service (habitat and pre disaster planning). Whether any potential funding or grant money ultimately materializes is yet to be determined. The first step is for the NBWRA members to approve consolidation with North Bay Water and secondly identify commitments from other participants. These actions are scheduled for the NBWRA Board meeting on May 21st. Participation is estimated at $15-$20,000 per year for two years.

North Bay Drought Contingency Plan

Coincident with the meetings on North Bay Water the potential to prepare a Drought Contingency Plan (DCP) has been discussed, planning of which is also addressed in Attachment 1. This plan, estimated to cost ~$430,000, is eligible for a matching grant of $200,000 from the USBR Drought Response Program. The intent of preparing the DCP is to become eligible for future, yet to be determined, project and grant funding. Recycled water, surface storage, stream flow management and habitat restoration are identified as potential projects. Estimated cost to participate in this plan are $16,500 per year for two years and are additive to the North Bay Water contributions.

The requirements for the DCP do not line up with the Urban Water Management Plan requirements stipulated in the California Water Code and administered by the California Department of Water Resources. So there is some duplication of effort by participating water agencies. Note that sanitary districts are not subject to the Urban Water Management Planning Act. Thus, I believe it best for local

water providers (SCWA, NMWD & MMWD) to determine the value of preparing the DCP and to follow their lead.

General

Staff has included $38,000 in the draft budget for FY2018/19 based on preliminary estimates for the following purposes:
NBWRA - $11,000,
North Bay Water - $15,000, and
DCP - $11,500.

While staff hopes that the above costs can be reduced by combining NBWRA and North Bay Water, that is yet to be determined and we now know that the DCP cost participation estimate has increased to $16,500. LGVSD's representative at NBWRA and North Bay Water will need authority to participate or not at the next NBWRA/North Bay Water meeting on May 21st.

STAFF RECOMMENDATION:

Consider providing authority to LGVSD's representative up to $20,000 for NBWRA/North Bay Water participation, and consider providing authority to LGVSD's representative up to $16,500 for the North Bay DCP provided local water providers agree to participate at that level.

FISCAL IMPACT:

Up to $36,500

PERSON TO BE NOTIFIED:

Brad Sherwood, SCWA Project Manager
Susan McGuire, LGVSD Administrative Services Manager

NorthBayWATER
Regional Water Supply Reliability

Drought Contingency Plan

Funding Available

The Bureau of Reclamation's Drought Response Program supports a proactive approach for non-Federal partners to prepare for and respond to drought. There is funding for Drought Planning and for Drought Resiliency Projects.

Drought Contingency Planning
Most drought contingency planning processes are structured to address the following questions:

- How will we recognize the next drought in the early stages?
- How will drought affect us?
- How can we protect ourselves from the next drought?

The DCP process is structured to help planners answer these three questions and to encourage an open and inclusive planning effort that employs a proactive approach to build long-term resiliency to drought.

Drought Resiliency Projects
"Drought Resiliency" is defined as the capacity of a community to cope with and respond to drought. Under this element of the program, Reclamation will fund drought resiliency projects that will help communities prepare for and respond to drought. Typically, these types of projects are referred to as "mitigation actions" in a DCP.

Drought Contingency Planning Steps Required to Initiate the North Bay DCP

Establish a Drought Planning Task Force made up of interested stakeholders within the planning area that want to actively participate in developing the Drought Contingency Plan. The Task Force must have diverse membership representing multiple interests in the planning area.

Develop a Detailed Work Plan and submit to Reclamation for review and acceptance before substantive work on the DCP begins.

Develop a Communication and Outreach Plan that explains how stakeholders and the public will be involved in the planning process.

North Bay Drought Contingency Plan Requires Six Elements

1. **Drought Monitoring**: Establish a process for monitoring water availability, and a framework for predicting the probability of future droughts or confirming an existing drought. Includes process for the collection, analysis, and dissemination of water availability and other drought-related data to define stages of drought, mitigation and response actions.
2. **Vulnerability Assessment**: Evaluate and assess the risks and impacts of drought and the contributing factors that could impact critical resources in the Plan area. This information will support development of potential mitigation and response actions.
3. **Mitigation Actions**: Identify, evaluate and prioritize actions and activities that will build long-term water supply resiliency and mitigate risks posed by drought.
4. **Response Actions**: Identify, evaluate and prioritize actions and activities that can be implemented in a drought and are triggered during different stages of drought to provide quick benefits.
5. **Operational and Administrative Framework**: Determine local responsibility for undertaking the actions necessary to implement the DCP.
6. **Plan Update Process**: Develop a process and schedule for monitoring, evaluating and updating the Plan.

NorthBayWATER
Regional Water Supply Reliability

Winter 2018

About the logo: We wanted something that was recognizable, when you saw it you knew it was us. The logo is based on the old cartographers symbol for water found on maps. So if it's about water, you will find it here; North Bay WATER.

Building on the NBWRA

Agencies build on successful regional partnership with expanded activities to manage water supply for the future.

For the last 15-years, local water and wastewater agencies have worked together under the umbrella of the North Bay Water Reuse Authority (NBWRA) to develop and implement an ambitious recycled water program that, when completed, will have secured over $50M in federal and state grant assistance to support construction of $175M in new infrastructure delivering 25,000 AFY of recycled water throughout the North Bay.

What the NBWRA clearly demonstrated, is that by working together as a region, we can accomplish far greater things than individual entities can do on their own.

Introducing North Bay WATER
Utilizing All Waters of the North Bay

North Bay leadership recognizes it's time for an expanded program — looking beyond recycled water — with a robust initiative providing planning and funding support for surface water, stormwater and groundwater management projects. We are calling this new program, NorthBay WATER - Regional Water Supply Reliability. NorthBay WATER plans to continue the NBWRA's watershed based approach and will expand membership to include new agencies interested in conducting studies and securing funding for projects leading to a resilient and sustainable water supply.

Water is the foundation that supports all aspects of the North Bay's high-quality of life.

The first planning study to be undertaken is a Drought Contingency Plan (DCP) for the region. The DCP planning process works closely with agencies to identify and integrate project priorities into the regional plan for future implementation. For more information regarding the DCP, please see the back side of this document.

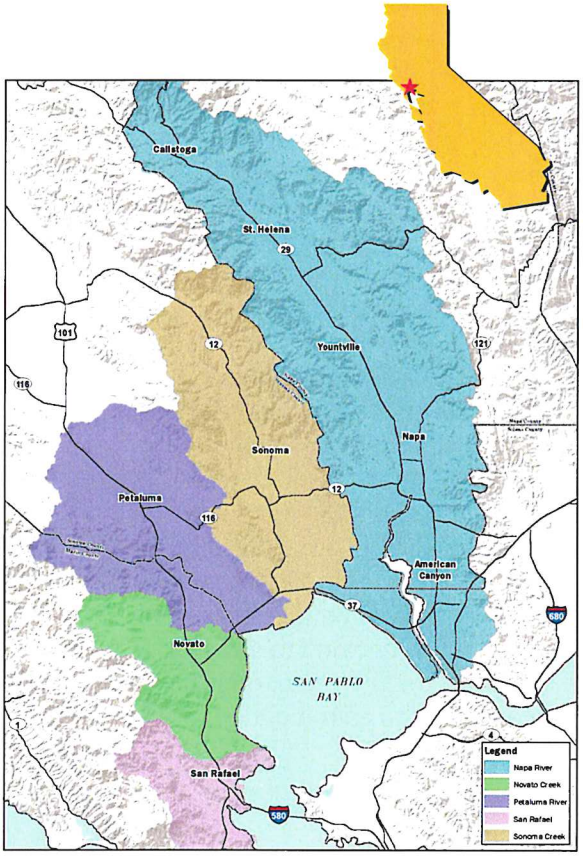
NorthBay WATER will also build on ongoing advocacy work with federal and state administrations and elected officials in two key areas:

- policy to incentivize regional approaches to water management be it surface, storm, recycled or groundwater and
- securing funding assistance for project implementation.

NorthBay WATER advocacy will continue establishing the region as a strong voice for regional water resource priorities in both Sacramento and Washington D.C.

A Reliable Water Supply for the North Bay's Future

Water is the foundation that supports all aspects of the North Bay's high-quality of life. Thriving communities, productive agriculture and vibrant environmental resources define the region. By working together, we can continue to develop projects and support management activities to ensure a long-term resilient, stable water supply for all.



404 Aviation Blvd., Santa Rosa, CA 95403 • 707-547-1927

NorthBayWATER.org

NorthBayWATER
Regional Water Supply Reliability

Welcome to NorthBay WATER

Workshop #4

April 23, 2018

Workshop Process and Schedule

	January 22, 2018	February 26, 2018	March 26, 2018	April 23, 2018	May 21, 2018
Part 1: Building NorthBay WATER	Workshop process and content, consulting team	Goals and objectives, interim MOU and Board	2-year workplan, schedule and budget	MOU, 2-year workplan, budget and member costs	Approve: Proceed with 2-year workplan and budget
Part 2: Regional Initiatives, State and Federal Policy	Regional Initiatives: John Woodling, Ex. Dir. Regional Water Authority	State Advocacy: Pilar Oñate-Quintana, Principal The Oñate Group, Sacramento	Federal Advocacy: Roger Gwinn, CEO & Mark Limbaugh, Pres. The Ferguson Group, Washington DC	Report on sub-regional meetings, project priorities and future funding needs	Organizations and Project Financing: Dave Stoldt, GM Monterey Peninsula Water Management District
Part 3: Preliminary Tasks for North Bay Drought Contingency Plan	Intro to DCP, overview of workshops, initiate discussions regarding participation	DCP workplan, budget, schedule and cost to participate in study	Continue: DCP workplan, budget, schedule and cost to participate in study	Address workplan comments and commitments to participate in DCP	USBR review and approval before July start of DCP

NorthBayWATER
Regional Water Supply Reliability

Today's Workshop

Part 1: Building NorthBay WATER

Part 2: DCP Comments and Final Workplan

NorthBayWATER
Regional Water Supply Reliability

Part 1: Building NorthBay WATER

Outcomes from Worksessions

- ***Thank you*** to all who took the time to meet with us

- We've summarized your comments and organized them into two primary themes:
  - The new organization and how to serve local priorities and,
  - Types of projects and funding needs

Note: Mike will discuss DCP specific comments later today

How to Serve Local Priorities

- Need one-entity; consolidate NBWRA and NorthBay WATER
- Consider including NBWA to further minimize costs
- Make sure existing, ongoing and new studies are taken into consideration, leveraged where possible and are not redundant
- Provide a forum for agencies to share/learn about needs and projects, develop commonalities
- Funding strategy needs to be on scale with actual needs; small grants don't cut it

How to Serve Local Priorities

- Focus on a few water management issues; don't take on too many
- Organize under MOU for now, consider JPA later if needed
- Work to include other agencies, land managers, rural residential and ag water-users
- Support for IRWMP activities
- Consider inviting Solano Co due to SWP supply relationship with Napa

Types of Projects and Funding Needs

- Flood control and sediment management
- Stormwater management; flood prevention and trash capture
- Upgrading and improving existing facilities; support for asset management
- Groundwater management; GSA plan implementation and ASR projects
- Watershed restoration; pre-disaster habitat and vegetation management

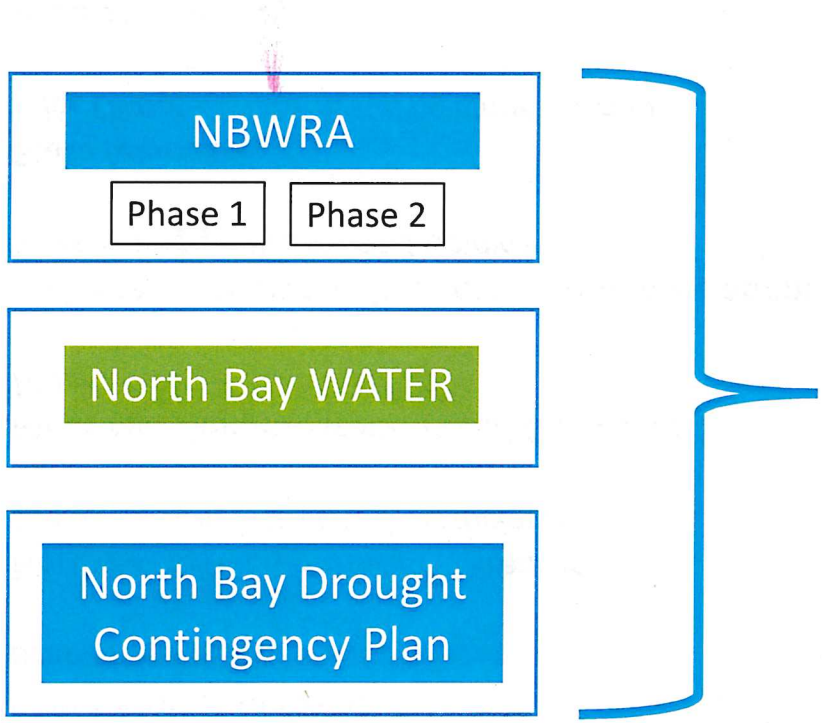
Types of Projects and Funding Needs

- Nutrient management/water quality improvements: municipal and ecosystem based
- Dredging: both commercial waterways and streams as part of ecosystem restoration
- Biosolids options as potential part of ecosystem restoration
- Recycled water
- Sea-level rise and climate adaptation, drought impacts and response

NorthBayWATER
Regional Water Supply Reliability

Building NorthBay WATER: Using Feedback to Develop the Organization and Provide Direction

Integrating Projects informs Organization Structure



North Bay WATER Organization and Project Administration

Organization

- Meetings, Worksessions, Membership Development and Communications
- Develop Strategic Plan and Supporting Organizational Structure
- Develop State and Federal Legislative Platforms

Project Administration

- NBWRA – Phase 1
- NBWRA – Phase 2
- Drought Contingency Plan

NorthBay WATER: The Organization

SCWA Project Manager:
Brad Sherwood

NorthBay WATER Executive Director:
Ginger Bryant – Bryant & Associates

Meetings, Communications and Outreach:
Mark Millan – Data Instincts

Technical Support and Project Content Integration:
Mike Savage – Brown and Caldwell

State Advocacy:
Pilar Onate-Quintana – The Onate Group

Federal Advocacy:
Roger Gwinn – The Ferguson Group

North Bay WATER Organization and Project Administration

Organization

- Meetings and Worksessions, Membership Development and Communications
- Strategic Plan and Supporting Organizational Structure
- State and Federal Legislative Agendas

Project Administration

- NBWRA – Phase 1
- NBWRA – Phase 2
- Drought Contingency Plan

Workplan Supports Integrating Local Priorities

- Organizational Development Workplan Primary Tasks
  - Board Meetings and Agency Worksessions
  - Membership Development
  - Communications and Outreach
  - Strategic Plan and Supporting Organizational Structure
  - State and Federal Legislative Agendas

Organizational Development Meetings

- Information discussed at Meetings informs Board and Member Agencies and guides development of Strategic Plan and Legislative Agendas

- Quarterly Board meetings
  - Report from Chair and Executive Committee
  - Report from Member Agency Whiteboard Sessions
  - Reports from Organizational Development Team

- Quarterly Member Agency Whiteboard Sessions
  - Discuss project priorities, policy positions and recommendations for NorthBay WATER Legislative Platform and Strategic Plan

NorthBay WATER: Project Administration

SCWA Project and Grants Administration:
Jake Spaulding

DCP Study Manager:
Mike Savage, Brown and Caldwell

North Bay WATER Organization and Project Administration

Organization

- Meetings, Worksessions, Membership Development and Communications
- Develop Strategic Plan and Supporting Organizational Structure
- Develop State and Federal Legislative Agendas

Project Administration

- NBWRA – Phase 1
- NBWRA – Phase 2
- Drought Contingency Plan

Project Administration

- Benefits of Integrated Project Administration
  - Shared meetings and communications
  - Reduced administrative costs
  - Quarterly reporting at Board meetings
- Need for Individual Project Administration
  - Different grant management requirements
  - Different agencies participating in each project require specific cost-share agreements

Integrated Meetings: Organization and Project Administration

- Quarterly Board meetings
  - Report from Chair and Executive Committee
  - Report from Member Agency Whiteboard Sessions
  - Reports from Organizational Development Team
  - ***Project Administration: NBWRA Title XVI Program***
  - ***Project Administration: Report from DCP Task Force***

- Quarterly Member Agency Whiteboard Sessions **and DCP Task Force**
  - Discuss project priorities, policy positions and recommendations for NorthBay WATER Legislative Platform and Strategic Plan
  - ***Task Force Meetings of agencies participating in North Bay DCP***

Next Steps: Consolidation Approval, Workplan and Budget

- NBWRA Consolidation Approval
  - NBWRA Board must approve consolidating with NorthBay WATER
  - Targeting action at NBWRA Board meeting on May 21, 2018

- NorthBay WATER Workplans and Budgets
  - Currently developing workplans with SCWA
  - Budget will reflect estimated 15-20% cost-savings from consolidating with NBWRA
  - Budget estimate:
    - Assumes County support and 10 +/- members
    - $15-20,000 for 1-year
  - Draft budgets will be shared with agencies before the May 21, 2018 meeting

NorthBayWATER
Regional Water Supply Reliability

Part 2: North Bay Drought Contingency Plan

Status of Ongoing Activities for the DCP

Required activities proceeding to initiate a DCP

1. Establish a Task Force
2. Develop a Detailed Work Plan
3. Develop a Communication and Outreach Plan

NorthBayWATER
Regional Water Supply Reliability

DCP: Study Area, Workplan and Budget

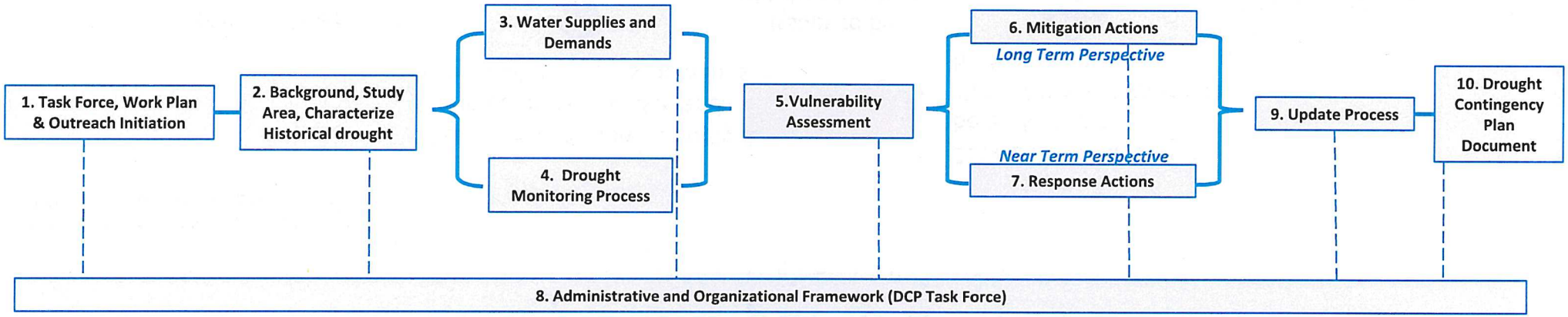
Comments Received on the DCP Workplan

- Can the start of the DCP be delayed until completion of other studies?
  - No, we've requested 2 extensions and Reclamation is questioning the reasons. Another delay would likely result in loss of a $200,000 grant, loss of credibility with Reclamation and the WaterSMART program.
- Modification to phrasing regarding Russian River supply during drought.
  - Will revise sentence with SCWA input.
- Task 8: Administrative Framework. Does this mean an outside group will dictate to agencies regarding drought? Will rules be as stringent as State that mandated conservation although an agency had sufficient water?
  - The organization and framework will be developed by DCP agencies to meet their needs for coordination. Each agency may have different supply responses depending on their supply sources and a blanket definition of drought would be unnecessary.
- Task 4 addresses risk but does not mention economic risks of drought.
  - A preliminary level discussion of economic impacts can be included. However, detailed quantification of economic impacts of drought is beyond the scope of this study.

How Does the DCP Fit with Other Studies?

- At least two anticipated studies can receive funding and technical support using a drought contingency plan in coordination:
  - 2050 Napa Valley Water Resources Study Update
  - SCWA Regional Water Supply Planning

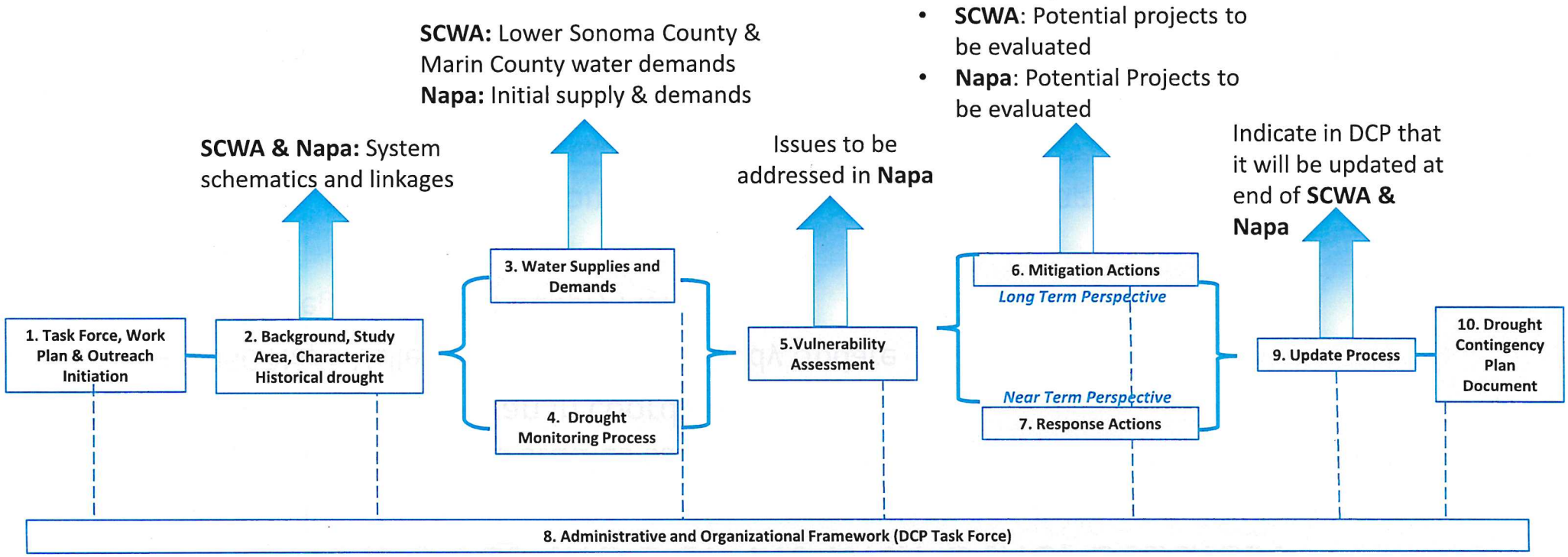
Drought Contingency Plan Precedence Diagram:



North Bay DCP Input to Other Studies

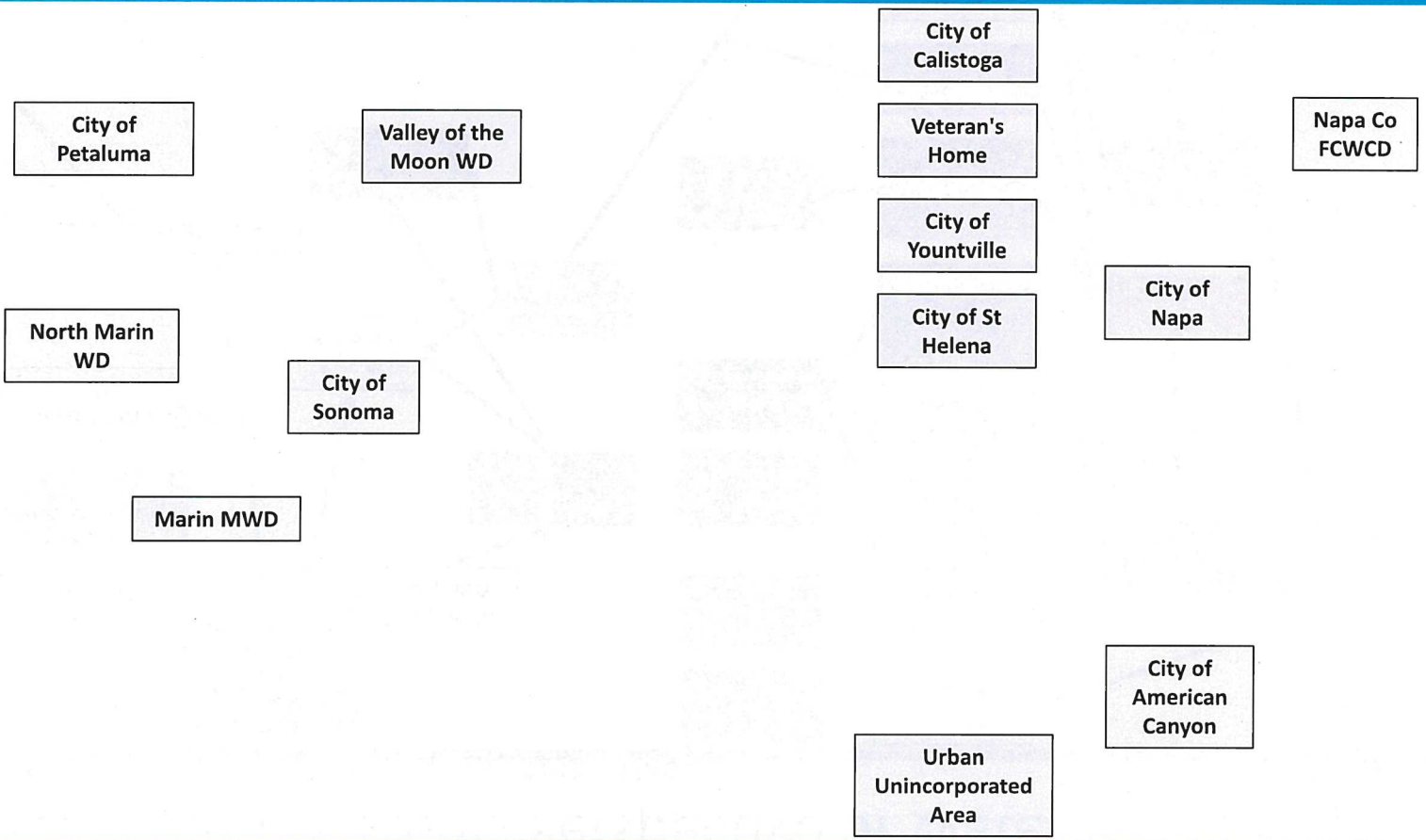
Legend

Napa = 2050 Napa Valley Water Resources Study Update
SCWA = Regional Water Supply Planning



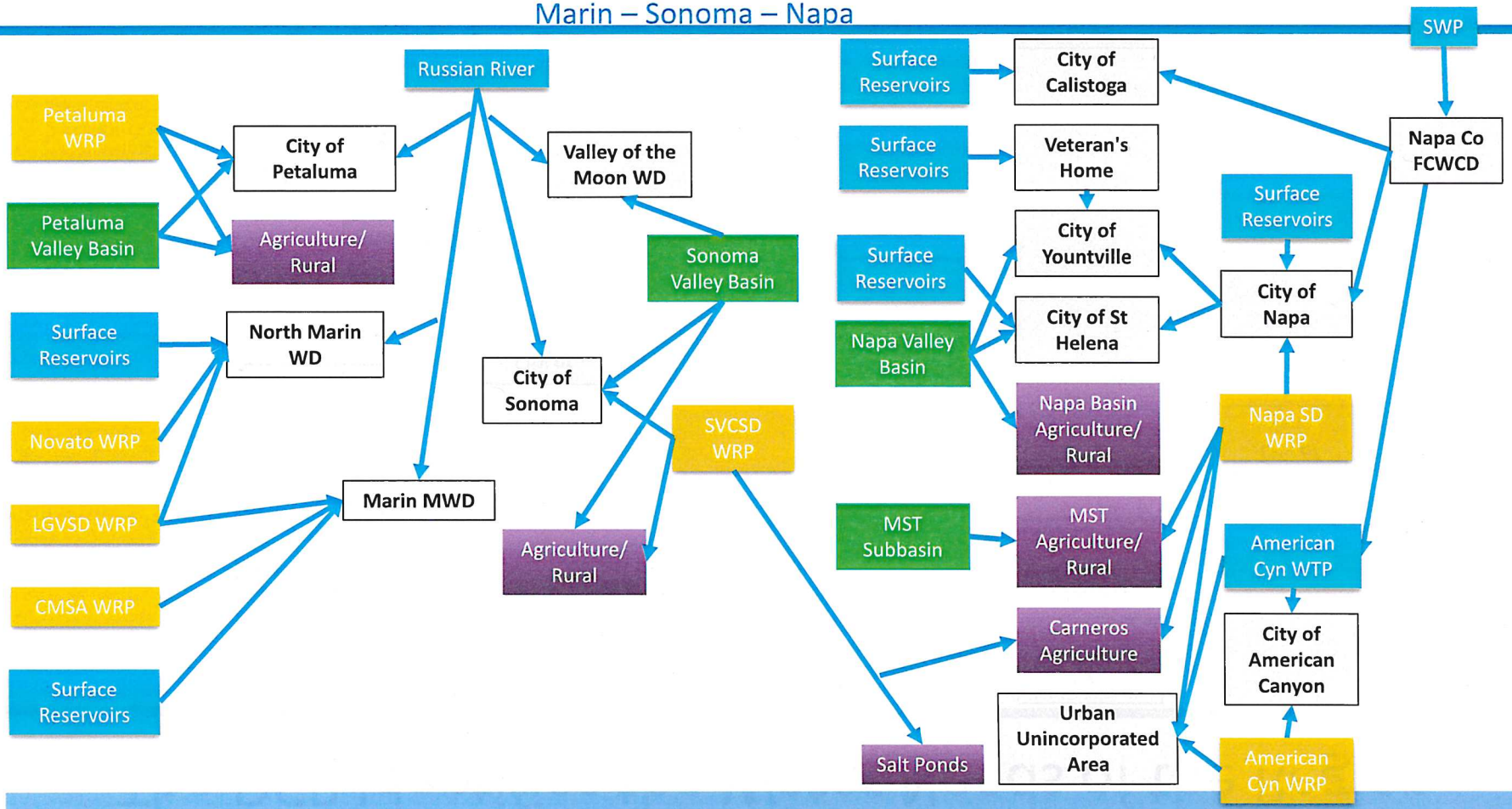
The DCP Identifies the Water Needs of the Region

Marin – Sonoma – Napa



The DCP provides a Systems Perspective of Water in the Region

Marin – Sonoma – Napa



Budget Submitted in Grant Application

DCP Required Tasks	Consulting	SCWA	Total Costs
1. Initial Planning Steps	$31,963		$31,963
2. Background and Study Area	$7,610		$7,610
3. Supplies and Demands	$72,857		$72,857
4. Drought Monitoring Process	$13,964		$13,964
5. Vulnerability Assessment	$20,896		$20,896
6. Mitigation Actions	$54,827		$54,827
7. Response Actions	$11,888		$11,888
8. Admin & Organizational Framework	$87,818		$87,818
9. Update Process	$4,688		$4,688
10. Drought Plan Document	$46,418		$46,418
11. Project Management	$47,203	$30,000	$77,203
Total	$400,131	$30,000	$430,131

Budget Submitted in Grant Application

DCP Required Tasks	Consulting	SCWA	Total Costs
1. Initial Planning Steps	$31,963		$31,963
2. Background and Study Area	$7,610		$7,610
3. Supplies and Demands	$72,857		$72,857
4. Drought Monitoring Process	$13,964		$13,964
5. Vulnerability Assessment	$20,896		$20,896
6. Mitigation Actions	$54,827		$54,827
7. Response Actions	$11,888		$11,888
8. Admin & Organizational Framework	$87,818		$87,818
9. Update Process	$4,688		$4,688
10. Drought Plan Document	$46,418		$46,418
11. Project Management	$47,203	$30,000	$77,203
Total	$400,131	$30,000	$430,131

DCP Study Cost Share

Potential Study Partners

- Sonoma County Water Agency
- City of Petaluma
- City of American Canyon
- City of Napa
- Napa County FC&WCD
  - City of Yountville
  - City of St Helena
  - City Calistoga
- City of San Rafael
- City of Novato
- Marin MWD
- North Marin WD
- Novato SD
- Las Gallinas Valley SD

Study Cost Share Needs

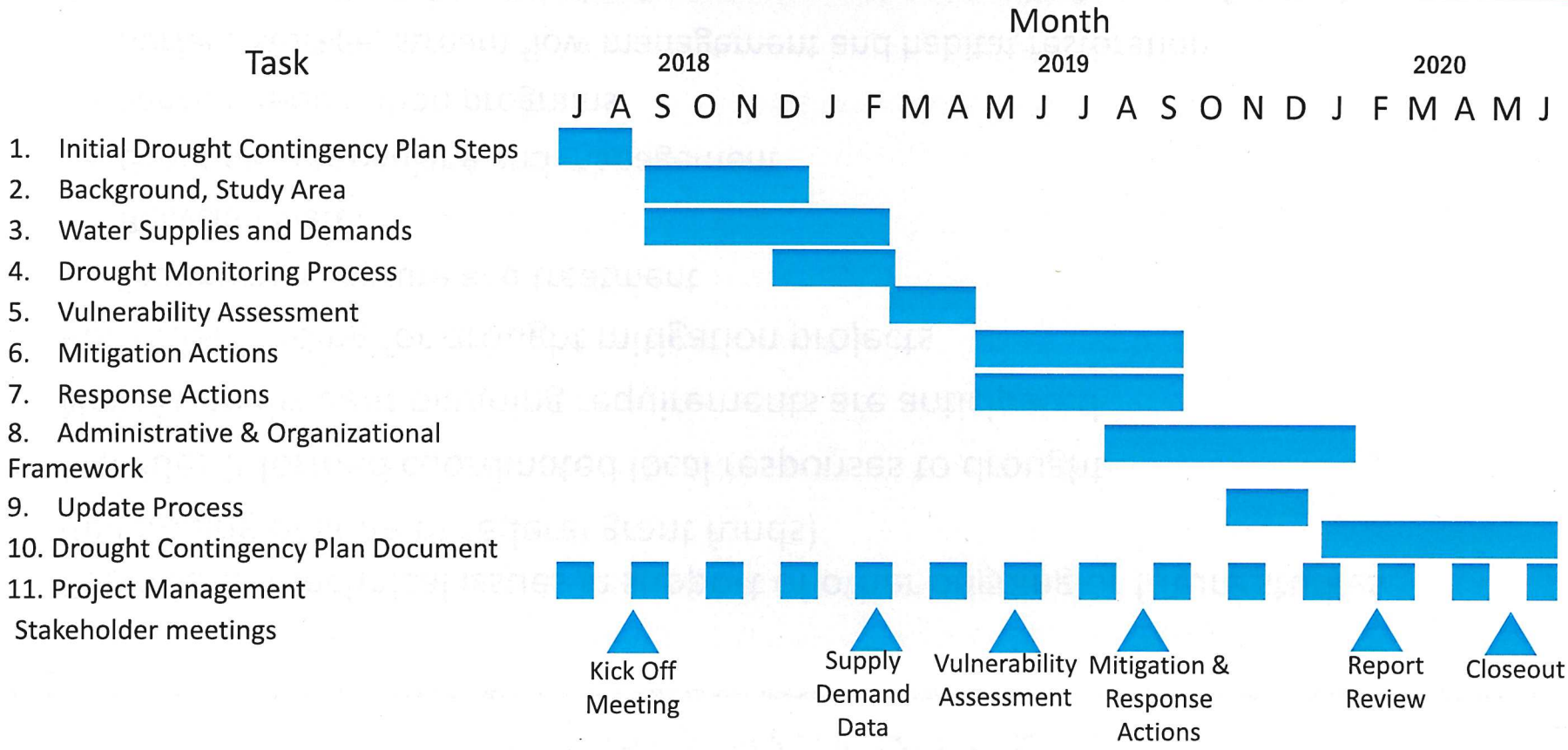
• Project Budget	$430,131
• Reclamation Funding	$200,000
• Net Cost to Agencies	$230,131

- Cost Per Agency for 2 year study[1]

$16,429/Year

[1] Assumes 7 agencies partners

Proposed DCP Schedule



Summary: Why Do a DCP?

- Can address technical issues in support of other ongoing or future studies (leveraging of state or federal grant funds)
- Provides informed coordinated local responses to drought
- New State drought planning requirements are anticipated
- Potential funding for drought mitigation projects
  - Stormwater capture and treatment
  - Recycled water
  - Groundwater banking and management
  - Facility re-operation programs
  - Surface storage, stream flow management and habitat restoration
- Cooperative regional, watershed programs are more likely to be funded

Summary: Participating in NorthBay WATER and the DCP

- What other information is needed for NorthBay WATER and/or DCP participation
  - Additional organization or study information
  - Draft Board report or presentation materials
  - Meeting support
- We will be contacting each of you in May to confirm your interest in participating
- Placeholder Budget estimates for discussions with your organizations
  - NorthBay WATER: $15-20,000 for 1-year ($40,000 for 2-years)
  - North Bay DCP: $16,500 for 1-year ($33,000 for 2-years)

Workshop Process and Schedule

	January 22, 2018	February 26, 2018	March 26, 2018	April 23, 2018	May 21, 2018
Part 1: Building NorthBay WATER	Workshop process and content, consulting team	Goals and objectives, interim MOU and Board	2-year workplan, schedule and budget	MOU, 2-year workplan, budget and member costs	Approve: Proceed with 2-year workplan and budget
Part 2: Regional Initiatives, State and Federal Policy	Regional Initiatives: John Woodling, Ex. Dir. Regional Water Authority	State Advocacy: Pilar Oñate-Quintana, Principal The Oñate Group, Sacramento	Federal Advocacy: Roger Gwinn, CEO & Mark Limbaugh, Pres. The Ferguson Group, Washington DC	Report on sub-regional meetings, project priorities and future funding needs	Organizations and Project Financing: Dave Stoldt, GM Monterey Peninsula Water Management District
Part 3: Preliminary Tasks for North Bay Drought Contingency Plan	Intro to DCP, overview of workshops, initiate discussions regarding participation	DCP workplan, budget, schedule and cost to participate in study	Continue: DCP workplan, budget, schedule and cost to participate in study	Address workplan comments and commitment to participate in DCP	USBR review and approval before July start of DCP

NorthBayWATER
Regional Water Supply Reliability

Final Workshop:

1. Monday January 22 — NorthBay WATER 9:30-11:00
2. Monday February 26 — NorthBay WATER 10:45-12:00 (after the NBWRA meeting)
3. Monday March 26 — NorthBay WATER 9:30-11:00
4. Monday April 23 — NorthBay WATER 9:30-11:00
5. **Monday May 21 — NorthBay WATER 10:45-12:00 (after the NBWRA meeting)**

NorthBayWATER
Regional Water Supply Reliability

Questions or Comments

We'd like to thank you for your time today and look forward to working with you on the future of ***NorthBay WATER***

DCP Study Cost Share

Potential Study Partners

- Sonoma County Water Agency
- City of Petaluma
- City of American Canyon
- City of Napa
- Napa County FC&WCD
  - City of Yountville
  - City of St Helena
  - City Calistoga
- City of San Rafael
- City of Novato
- Marin MWD
- North Marin WD
- Novato SD
- Las Gallinas Valley SD

Study Cost Share Needs

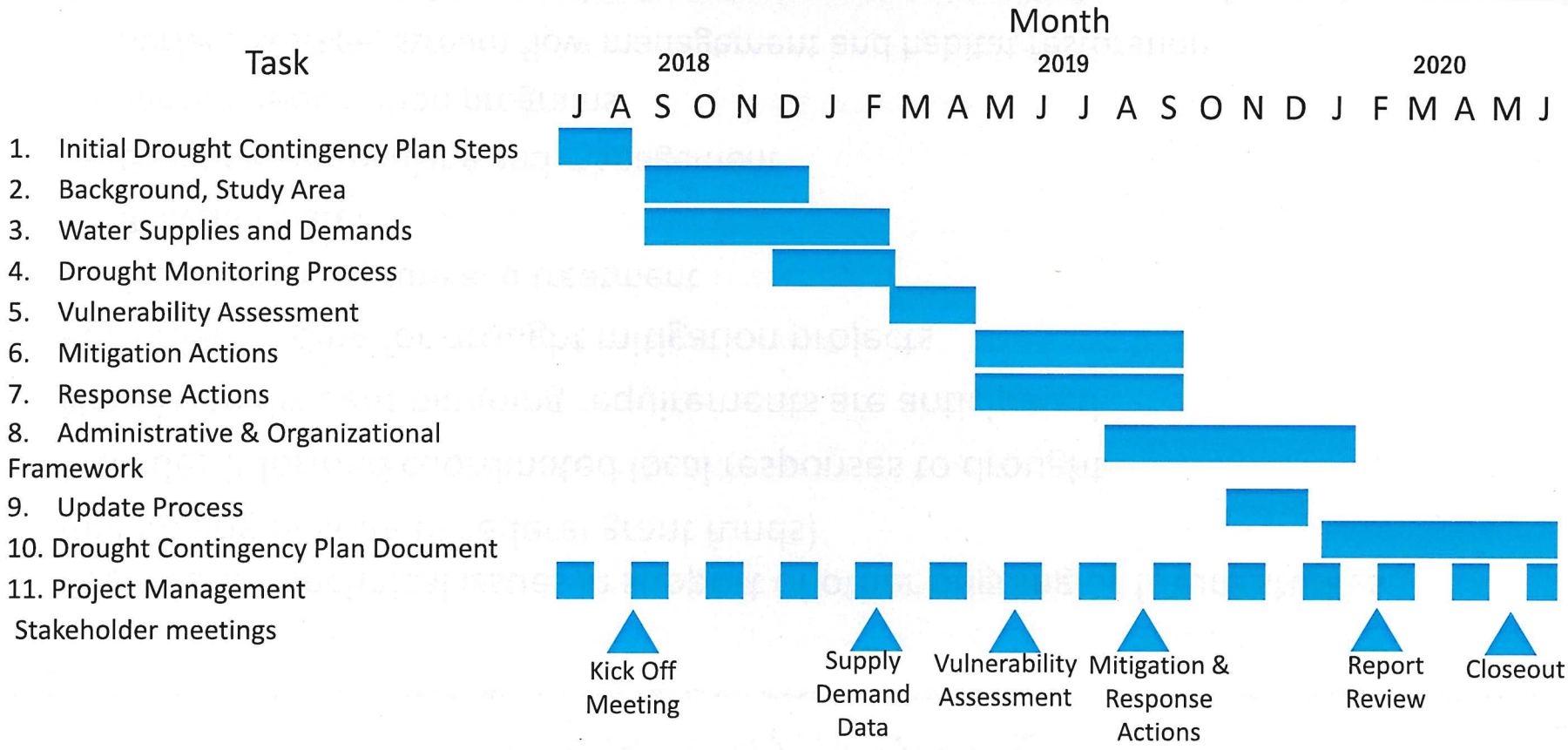
• Project Budget	$430,131
• Reclamation Funding	$200,000
• Net Cost to Agencies	$230,131

- Cost Per Agency for 2 year study[1]

$16,429/Year

[1] Assumes 7 agencies partners

Proposed DCP Schedule



Summary: Why Do a DCP?

- Can address technical issues in support of other ongoing or future studies (leveraging of state or federal grant funds)
- Provides informed coordinated local responses to drought
- New State drought planning requirements are anticipated
- Potential funding for drought mitigation projects
  - Stormwater capture and treatment
  - Recycled water
  - Groundwater banking and management
  - Facility re-operation programs
  - Surface storage, stream flow management and habitat restoration
- Cooperative regional, watershed programs are more likely to be funded

Summary: Participating in NorthBay WATER and the DCP

- What other information is needed for NorthBay WATER and/or DCP participation
  - Additional organization or study information
  - Draft Board report or presentation materials
  - Meeting support
- We will be contacting each of you in May to confirm your interest in participating
- Placeholder Budget estimates for discussions with your organizations
  - NorthBay WATER: $15-20,000 for 1-year ($40,000 for 2-years)
  - North Bay DCP: $16,500 for 1-year ($33,000 for 2-years)

Workshop Process and Schedule

	January 22, 2018	February 26, 2018	March 26, 2018	April 23, 2018	May 21, 2018
Part 1: Building NorthBay WATER	Workshop process and content, consulting team	Goals and objectives, interim MOU and Board	2-year workplan, schedule and budget	MOU, 2-year workplan, budget and member costs	Approve: Proceed with 2-year workplan and budget
Part 2: Regional Initiatives, State and Federal Policy	Regional Initiatives: John Woodling, Ex. Dir. Regional Water Authority	State Advocacy: Pilar Oñate-Quintana, Principal The Oñate Group, Sacramento	Federal Advocacy: Roger Gwinn, CEO & Mark Limbaugh, Pres. The Ferguson Group, Washington DC	Report on sub-regional meetings, project priorities and future funding needs	Organizations and Project Financing: Dave Stoldt, GM Monterey Peninsula Water Management District
Part 3: Preliminary Tasks for North Bay Drought Contingency Plan	Intro to DCP, overview of workshops, initiate discussions regarding participation	DCP workplan, budget, schedule and cost to participate in study	Continue: DCP workplan, budget, schedule and cost to participate in study	Address workplan comments and commitment to participate in DCP	USBR review and approval before July start of DCP

NorthBayWATER
Regional Water Supply Reliability

Final Workshop:

1. Monday January 22 NorthBay WATER 9:30-11:00
2. Monday February 26 NorthBay WATER 10:45-12:00 (after the NBWRA meeting)
3. Monday March 26 NorthBay WATER 9:30-11:00
4. Monday April 23 NorthBay WATER 9:30-11:00
5. **Monday May 21 NorthBay WATER 10:45-12:00 (after the NBWRA meeting)**

NorthBayWATER
Regional Water Supply Reliability

Questions or Comments

We'd like to thank you for your time today and look forward to working with you on the future of ***NorthBay WATER***

DCP Study Cost Share

Potential Study Partners

- Sonoma County Water Agency
- City of Petaluma
- City of American Canyon
- City of Napa
- Napa County FC&WCD
  - City of Yountville
  - City of St Helena
  - City Calistoga
- City of San Rafael
- City of Novato
- Marin MWD
- North Marin WD
- Novato SD
- Las Gallinas Valley SD

Study Cost Share Needs

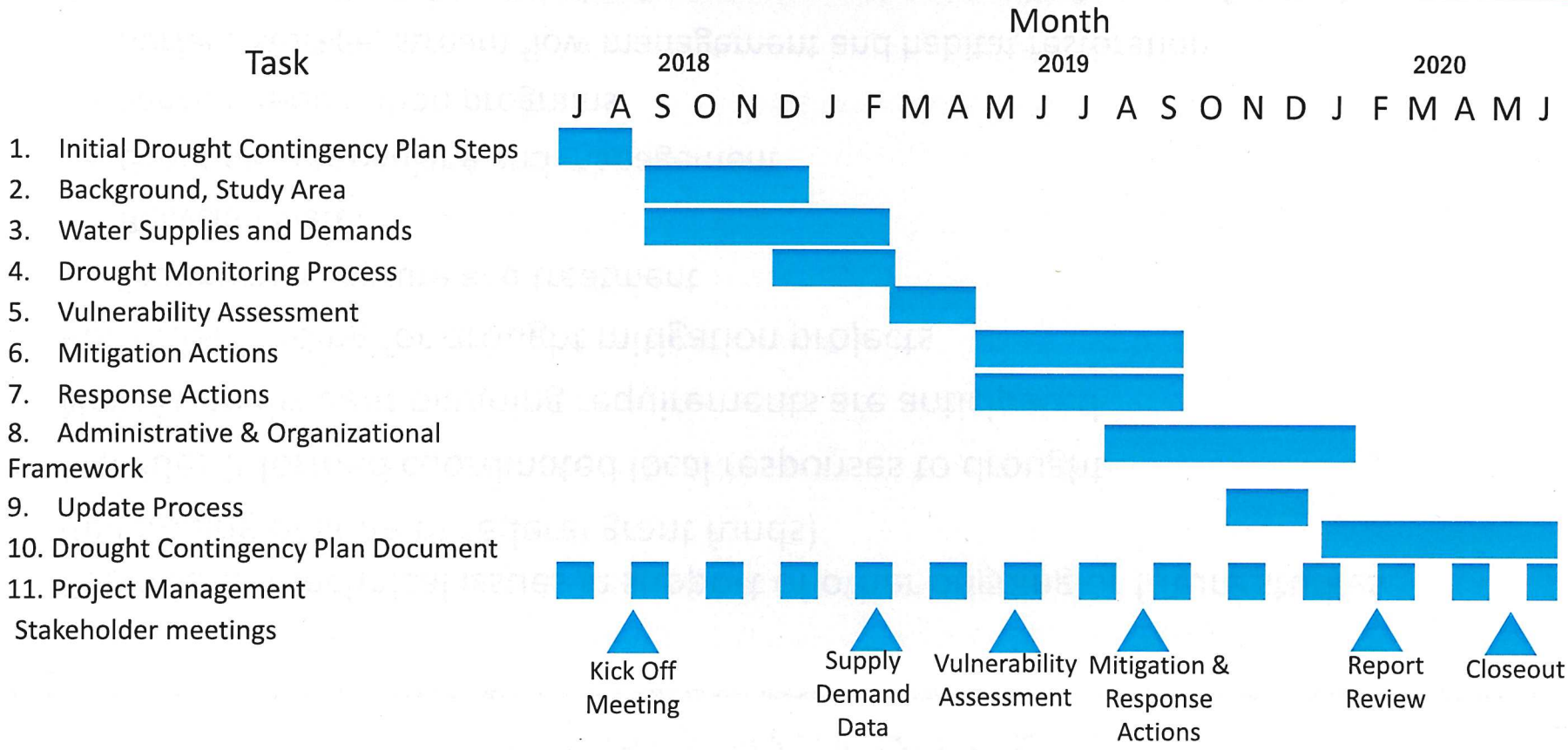
• Project Budget	$430,131
• Reclamation Funding	$200,000
• Net Cost to Agencies	$230,131

- Cost Per Agency for 2 year study[1]

  $16,429/Year

[1] Assumes 7 agencies partners

Proposed DCP Schedule



Summary: Why Do a DCP?

- Can address technical issues in support of other ongoing or future studies (leveraging of state or federal grant funds)
- Provides informed coordinated local responses to drought
- New State drought planning requirements are anticipated
- Potential funding for drought mitigation projects
  - Stormwater capture and treatment
  - Recycled water
  - Groundwater banking and management
  - Facility re-operation programs
  - Surface storage, stream flow management and habitat restoration
- Cooperative regional, watershed programs are more likely to be funded

Summary: Participating in NorthBay WATER and the DCP

- What other information is needed for NorthBay WATER and/or DCP participation
  - Additional organization or study information
  - Draft Board report or presentation materials
  - Meeting support
- We will be contacting each of you in May to confirm your interest in participating
- Placeholder Budget estimates for discussions with your organizations
  - NorthBay WATER: $15-20,000 for 1-year ($40,000 for 2-years)
  - North Bay DCP: $16,500 for 1-year ($33,000 for 2-years)

Workshop Process and Schedule

	January 22, 2018	February 26, 2018	March 26, 2018	April 23, 2018	May 21, 2018
Part 1: Building NorthBay WATER	Workshop process and content, consulting team	Goals and objectives, interim MOU and Board	2-year workplan, schedule and budget	MOU, 2-year workplan, budget and member costs	Approve: Proceed with 2-year workplan and budget
Part 2: Regional Initiatives, State and Federal Policy	Regional Initiatives: John Woodling, Ex. Dir. Regional Water Authority	State Advocacy: Pilar Oñate-Quintana, Principal The Oñate Group, Sacramento	Federal Advocacy: Roger Gwinn, CEO & Mark Limbaugh, Pres. The Ferguson Group, Washington DC	Report on sub-regional meetings, project priorities and future funding needs	Organizations and Project Financing: Dave Stoldt, GM Monterey Peninsula Water Management District
Part 3: Preliminary Tasks for North Bay Drought Contingency Plan	Intro to DCP, overview of workshops, initiate discussions regarding participation	DCP workplan, budget, schedule and cost to participate in study	Continue: DCP workplan, budget, schedule and cost to participate in study	Address workplan comments and commitment to participate in DCP	USBR review and approval before July start of DCP

NorthBayWATER
Regional Water Supply Reliability

Final Workshop:

1. Monday January 22 — NorthBay WATER 9:30-11:00
2. Monday February 26 — NorthBay WATER 10:45-12:00 (after the NBWRA meeting)
3. Monday March 26 — NorthBay WATER 9:30-11:00
4. Monday April 23 — NorthBay WATER 9:30-11:00
5. **Monday May 21 — NorthBay WATER 10:45-12:00 (after the NBWRA meeting)**

NorthBayWATER
Regional Water Supply Reliability

Questions or Comments

We'd like to thank you for your time today and look forward to working with you on the future of ***NorthBay WATER***

5/10/2018

Interim General Manager Report

☐ Separate Item to be distributed at Board Meeting

☐ Separate Item to be distributed prior to Board Meeting

☑ Verbal Report

☐ Presentation

Las Gallinas VALLEY SANITARY DISTRICT

Consent _____
Staff/Consultant Reports _____
Agenda Item 6A2
Date May 10, 2018

Agenda Summary Report

To: Chris DeGabriele, General Manager
From: Greg Pease, Collection System/Safety Manager
Mtg. Date: May 10, 2018
Re: Lateral Specification/Lateral Inspection Ordinance Progress Update

BACKGROUND:

Specifications for Lateral Sewers
The Standard Specifications apply to the design and construction of all public sewerage facilities and side sewers in the District, whether privately financed and constructed under permits issued by the District, or publicly financed and constructed under contract with the District.

The jurisdiction of the District includes the entire sewerage system and its appurtenances from the point of connection with the building plumbing to the outfall from the Las Gallinas Valley Sanitary District treatment plant. In cooperation with San Rafael Sanitation District, the District recognized the need for a standardized, construction specification requirement for constructing sewer laterals within the LGVSD and SRSD service areas. As a result, the District collaborated with SRSD and jointly enlisted the services of Nute Engineering to prepare specifications. The document was last reviewed by the Board in July 2017 and is currently in a Preliminary Draft form. The District has provided our comments to SRSD and Nute Engineering (Shown on attachment). At this time, SRSD is in the review process and were expected to provide their comments by March.

Ordinance NO. 1XX (Lateral Inspection Ordinance)
Below is the language regarding a lateral inspection ordinance requirement from our NPDES permit:

Develop Private Sewer Lateral Ordinance.

The Discharger shall review the ordinances of Bay Area communities that have successfully adopted measures requiring inspection of private sewer laterals (e.g., upon ownership change). The Discharger shall develop a lateral inspection ordinance appropriate for its service area and present it to its governing board for consideration. The Discharger shall report the status of the proposed lateral inspection ordinance as part of the Wet Weather Improvement Plan progress report.

Draft Ordinance 1XX (Previously Drafted as 168) does address the NPDES permit requirement to develop a lateral inspection ordinance and does address input provided by V.W.Housen & Associates presented at the November 10, 2016 meeting. However, Ordinance 1XX (168) does differ from those of other Bay Area communities. Locally, East Bay Municipal Utilities District and Ross Valley Sanitary District have led the way in developing, adopting and implementing Lateral Inspection Ordinances. Both Agencies adopted very similar Ordinances in 2014 and have worked closely with the real estate industry and homeowners to streamline the process of repair/replacement and certification of laterals.

Upon adoption of the aforementioned Specifications for Lateral Sewers, staff proposes a review of the ordinances of EBMUD and RVSD to consider incorporation of their provisions in Ordinance 1XX (168).

Las Gallinas VALLEY SANITARY DISTRICT

STAFF RECOMMENDATION:

Information Only

FISCAL IMPACT:

N/A

PERSON TO BE NOTIFIED:

N/A

Greg Pease

From: Greg Pease
Sent: Thursday, February 15, 2018 8:32 AM
To: Doris Toy (Doris.Toy@cityofsanrafael.org)
Cc: Chris DeGabriele; Mike Cortez; Irene Huang; Gary Robards (g.robards@nute-engr.com)
Subject: Draft SRSD/LGVSD Lateral Specifications
Attachments: SRSD-LGVSD Specs with Comments.pdf

Doris,

It was nice to see you and discuss our continued commitment to the standard lateral specifications for San Rafael. Please find the Draft specifications attached with comments.

I believe we are pretty close to having a final document with the exception of only a few comments. Below are the main points/comments I included (disregard the highlighted sections on the attached document. Those were for my purpose only).

- Do you require or intend on requiring plan submittal for lateral replacement/repairs?
- Should we consider a charge for lateral permits?
- RVSD includes mini tables for items like pipe size vs DFU's. I like the idea
- RVSD Minimum slope allowed is 1.5% and may be worth discussing
- I believe we should replace our cleanout requirement language with that of RVSD
- I believe we should replace the "Taps into Main Sewer " with the more comprehensive language of the RVSD specs
- There are several company's performing lateral inspections that are not "licensed Plumbers" but instead are PACP certified inspectors, which is the standard most Sanitary Districts require for their CCTV crews. Our specs should allow for these companies.
- We currently only require 24 hour notification for inspections. I believe 3 business days is excessive but would agree to 48 hours.
- I believe we should replace the sections discussing Pressure testing of laterals and private lift stations with the RVSD language.
- The private lateral material list includes schedule 40 PVC and we would like to discontinue its use in the District.
- All Details look good but I would like to include "District Approved Materials" which include pictures of bands, BPD's, Pipe, ETC. See RVSD specs

Greg Pease
Collection System/Safety Manager
Las Gallinas Valley Sanitary District
300 Smith Ranch Road
San Rafael, CA 94903
Ph 415-472-1734

9/16/16

SAN RAFAEL SANITATION DISTRICT

LAS GALLINAS VALLEY SANITARY DISTRICT

MARIN COUNTY, CALIFORNIA

SPECIFICATIONS FOR LATERAL SEWERS

PRELIMINARY DRAFT

2016

Adopted by the SRSD Board on _____

Adopted by Las Gallinas Valley Sanitary District Board on _____.

SPECIFICATIONS FOR LATERAL SEWERS

TABLE OF CONTENTS

SAN RAFAEL SANITATION DISTRICT
LAS GALLINAS VALLEY SANITARY DISTRICT

SPECIFICATIONS FOR LATERAL SEWERS

All lateral sewers within the San Rafael Sanitation District (District) and Las Gallinas Valley Sanitary District must conform to these specifications and each District's Standard Specifications and Sanitary Code, copies of which are available from the District offices. These definitions specifications and details supersede District's Standard Specifications and Sanitary Code for laterals only. The remainder of the codes and Specifications remain in effect.

Following is a summary of the specifications regarding lateral sewers.

Lateral or Building Sewer. The sanitary sewer pipe beginning at the ~~wye~~ connection with the main sewer and terminating at its point of connection to the building's sanitary or waste plumbing at the point the plumbing first extends outside the building's foundation, which location must be two feet or less from the building foundation. The lateral or building sewer, including the wye, is privately owned and maintained.

Upper Lateral. That portion of the lateral sewer lying within private property. (Normally that portion of the lateral sewer between the connection to the building's waste plumbing and public right-of-way or property line.) The upper lateral sewer is privately owned and maintained.

Lower Lateral. That portion of the lateral sewer lying within a street or sewer right-of-way. (Normally that portion of the lateral sewer between the main sewer and property or right-of-way line.) The lower lateral sewer is privately owned and maintained.

Main Sewer. The public sewer pipe which accommodates more than one lateral sewer and is normally six inches or more in diameter. The District maintains the main sewer.

Section 1. GENERAL INFORMATION

1-01 Jurisdiction. The District has jurisdiction over all property to receive sewer service within the District boundaries. District jurisdiction includes, but is not limited to: issuing permits to connect to the main sewer, specification of design, type of material, construction requirements, inspection, and testing.

1-02 Ownership and Maintenance. Each building's lateral sewer, including the sewer ejector pump system if applicable, is owned and maintained by the property owner from the building to the connection with the sewer main.

1-03 Liability. The District and its officers and employees shall not be liable for injury or death to any person, or damage to any property, arising during or growing out of, the performance of any work described herein.

1-04 California Environmental Quality Act Requirements. Any person requesting a sewer connection permit must also comply with all applicable environmental guidelines, including the District's Local Guidelines adopted pursuant to the Environmental Quality Act of 1970, and must make all deposits required and pay all fees established by the District to process applications to comply with said Act.

1-05 Prohibited Wastes. Except as hereinafter provided, it is unlawful for any person to discharge, or cause to be discharged, any of the following described waters or wastes into any manhole or sanitary sewer connecting to the main sewer:

a) Drainage. Leaders from roofs and surface drains for rainwater. Surface or subsurface drains for rainwater, storm water, seepage, industrial cooling water, or unpolluted industrial process waters.

b) Swimming pool discharge water, except when the size of the pipe carrying the discharge water is less than two inches and under a head not to exceed twenty feet. If the water is discharged by pumping, the rate of flow cannot exceed fifty (50) gallons per minute. The swimming pool discharge connection must be equipped with an approved separator to prevent the backflow of sewage into the swimming pool or piping system.

c) Septic tank sludge.

d) Industrial waste or any solid, semisolid, or liquid substance resulting from any industrial manufacturing, commercial process, or from any garage, service station, or wash rack, without first having obtained a permit to discharge.

e) Liquid or vapor having a temperature higher than 150° F.

f) Water or waste which contains more than 100 parts per million, by weight, of fat, oil, or grease.

g) Food waste that has not been shredded so that all particles will be carried freely under the flow conditions normally prevailing in the main sewer, with no particle greater than one-half inch in any dimension.

h) Ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, paunch manure, paint, solvents, or any other solid or viscous substance capable of causing obstruction to the flow in sewers or causing other interference with the proper operation of the sewage works.

i) Waters or wastes having a pH lower than 5.5 or higher than 9.0 or having any other corrosive property capable of causing damage or hazard to structures, equipment, and personnel of the sewage works.

j) Waters or wastes containing toxic or poisonous substance(s) in sufficient quantity to injure or interfere with any sewage treatment process, constitute a hazard to humans or animals, or create any hazard in the receiving waters of the sewage treatment plant.

k) Waters or wastes containing suspended solids of such character or quantity that unusual attention or expense is required to handle such materials at the sewage treatment plant.

l) Noxious or malodorous gas or substance capable of creating a public nuisance.

Section 2. Permits and Inspections

2-01 Permits & Regulations. Following is a summary of the permits and regulations that are generally applicable to the installation of lateral sewers. This list is not intended to be all inclusive.

2-02 Building Permit. For new buildings and remodels, a building permit issued by the building department of jurisdiction must be obtained prior to issuance of a sewer connection permit by the District.

2-03 Plans Required. Plans approved by the building department of jurisdiction must be furnished to the District upon making application for a sewer connection permit for new structures. Said plans must show the location of the proposed structure, floor plans showing plumbing fixtures, including any floor drains, and the location of the lateral sewer. Plans should be in a PDF (electronic) format. The District may require a survey by a registered land surveyor or engineer if it is necessary to determine: a) the invert elevation of the lateral sewer and/or building floor; and/or b) that the proposed sewer installation is within the property line or easement.

2-04 Encroachment Permit (As Required). When lateral sewer construction extends into a street right-of-way, an encroachment permit must be obtained from the agency having jurisdiction over said street, and all construction must comply with the State, County, and City/Town laws, ordinances, rules and regulations pertaining to the cutting of pavement, opening, barricading, lighting, and protection of trenches, backfilling and paving. The lateral encroachment permit and/or other permits required must be obtained prior to issuance of a sewer connection permit by the District.

2-05 Sewer Connection Permit. A permit from the District is required for any alteration, repair, replacement, new construction, connections, or abandonment/disconnect of lateral sewers that flow to the District's public sewer system. Note that plumbing changes within the building are regulated by the building department of the jurisdiction in which the building is located. Work performed without a valid District Permit will be subject to removal, reconstruction, and additional fees to the property owner. To obtain a permit from the District:

a. Complete the District's application form for the proposed sewer lateral work.

b. Provide a set of approved plans showing work to be performed and plumbing fixtures including Building Permit Number.

c. Provide a copy of encroachment permits (if applicable).

d. Copies of recorded easements for laterals crossing private property of other property owners

e. Determine appropriate fees to District per District's application forms and payment of applicable fees to District.

SHOULD WE CONSIDER #4 FOR ALL PERMITS?

2-06 Permits are Non-Transferable. Permits are issued for a specific property giving the property's street address and Assessor's Parcel Number. Permits may not be transferred to another property without written approval of the District Board of Directors.

2-07 Time Limit on Permits. The sewer connection permit becomes void and the fees paid are forfeited under the following conditions: a) work is not commenced within one year from date of issue; or b) after partial completion, work is discontinued for a period of one year. Work may not begin/resume until a new, valid sewer connection permit is obtained. The new sewer connection permit will be issued upon application and payment of applicable fees.

2-08 Compliance with Regulations. A copy of all required permits must be kept at the job site when the lateral sewer is being constructed.

Section 3. Design Requirements

3-01 Separate Sewers. Each structure requiring sewer service must be separately and independently connected to the main sewer. Upon application, the District may grant an exception in the following situations: a) multiple structures on one lot that cannot be subdivided; or b) condominiums having CC&R's providing for sewer maintenance by the homeowner's association. Exceptions are granted at the discretion of the District.

3-02 Pipe Size. The minimum size of pipe for lateral sewers is: a) 4-inch inside diameter when serving less than one hundred-fifty (150) fixture units; and b) when serving over one hundred-fifty (150) fixture units, the pipe must conform to the size requirements for horizontal drainage based on fixture unit loading as set out in the California Plumbing Code. In no event will a lateral sewer be permitted to connect to a main sewer of lesser size on the downstream side. TABLE 7 (SEE RVSD SPECS)

3-03 Pipe Slope. The minimum slope for a four-inch diameter lateral sewer is 2.0 foot per 100 feet (2.0%), unless specifically approved by the District. The minimum slope for a lateral sewer greater than four inches is 1.0 feet per 100 feet (1.0%).

RVSD → 1.5% →

3-04 Pipe Cover. The minimum cover over the top of a lateral sewer must be: a) See Table 1 when pipe is outside of street right-of-way; and b) three feet when pipe is in a street right-of-way. When the foregoing pipe cover cannot be maintained, special pipe bedding, rip-rap, and/or concrete cap may be required by the District.

3-05 Pipe Materials. See Table 1 - Private Lateral Sewer Pipe Materials List

I LIKE RVSD C/O REQUIREMENTS BETTER

3-06 Cleanouts. Cleanouts must be installed at the following locations: a) at the junction of the building plumbing and the lateral sewer (two feet or less, outside the building); b) at each bend or change in direction of the lateral sewer greater than 45° (1/8 bend); and c) where a run of pipe without bends exceeds ninety feet. All cleanouts, except the blow-off cleanout, must be brought to grade, properly capped, and completely watertight. CONSECUTIVE BENDS? ≥ 45° TOTAL

3-07 Backwater Prevention Device (Blow-off Cleanout). All lateral sewers must be equipped with a backwater prevention device (blow-off or popper cleanout) as shown in Lateral Details LD-1 and LD-2. The elevation of the overflow rim of the backwater prevention device must be at least three inches above finish grade and at least six inches below the lowest plumbing fixture. In driveways or other paved areas, a pipe may be extended to the side from a wye to the backwater prevention device. If this installation is not feasible, a check valve must be installed in the lateral sewer ahead of the backwater prevention device in accordance with Lateral Details LD-1 and LD-2.

3-08 Interceptors Required & Maintenance. Grease, oil, and sand interceptors must be installed in conjunction with commercial sewers when necessary, in the opinion of the District, for the proper handling of liquid wastes containing grease in excessive amounts, flammable wastes, sand, or other substances capable of causing: a) a public nuisance, or b) damage or hazard to structures, equipment, and personnel of the sewage works. Interceptors must be: a) a type and capacity approved by the District and the wastewater treatment authority (LGVSD or Central Marin Sanitation Agency), b) easily accessible for cleaning and inspection, and c) maintained in a continuously efficient operation at all times by the property owner at the property owner's expense.

3-09 Residential Sewage Pump Systems. Where gravity service is not feasible, special application may be made to the District to allow installation of a residential sewage pump system in accordance with Lateral Detail LD-6. The District must approve the design of the system, and the District reserves the right to prohibit the installation of a residential sewage pump system. When installation of a residential sewage pump system is approved, the following general requirements must be met:

Installation of the sewer ejector pump, electrical work, holding tank and alarm must: a) meet the codes and regulations of the building department of jurisdiction issuing the building permit; and b) be inspected by an inspector from said building department.

The discharge pipe from the building outlet to the sewage pump must be gravity flow and be equipped with a blow-off cleanout. The pressurized discharge line from the holding tank must be equipped with a check valve as close as possible to the holding tank, followed by a gate valve. The pressurized discharge line must be installed for the shortest distance feasible, at which point the pressurized discharge line must be converted to gravity flow using a wye, and a cleanout must be installed on the gravity flow portion of the wye. A pressurized discharge line will not be permitted to connect to the main sewer unless no other alternative is possible AND, in the opinion of the District, the main sewer can facilitate the pressurized connection.

All gravity and pressure discharge lines must be inspected by a District Inspector before being covered.

Prefer RVSD language - RVSD CONNECTIONS/TAPS SECTION IS MORE COMPREHENSIVE

3-10 Taps into Main Sewer. Tap connections to the main sewer, when permitted, must be made in the presence of a District Inspector. Subject to price approval of the District, connections must be made as follows:

a) 6-inch or less diameter main sewers - a wye (for HDPE pipe use a tee which must be electrofusion-welded to HDPE main)

b) 8-inch or larger diameter main sewers - "Tap Tite" or equal pipe penetration type connection may be used.

3-11 Pipebursting Rehabilitation of Laterals

Pipebursting rehabilitation of lateral sewers with a minimum of three (3) feet of cover within street right of ways may be performed with District approval.

The District may reject the use of pipe bursting method for rehabilitation of lateral sewers based on the pre-installation CCTV or on site conditions.

The trenchless pipe replacement shall utilize High Density Polyethylene (HDPE) Pipe with a DR of 17 as the carrier pipe and a minimum size of 4" ID (4.5" OD).

Pipes shall be pipeburst using a method that will not cause undue vibration or impact in the ground around the pipe or damage adjacent utilities.

3-12 Cured-in-Place (CIPP) Rehabilitation of Laterals

CIPP rehabilitation of lateral sewers may be performed only upon prior approval by the District. CIPP materials shall be approved by the District. The Contractor shall provide written certificates from the lining manufacturer. Prior to water being discharged into the sewer system, Contractor shall obtain a permit from the wastewater treatment authority (LGVSD or CMSA).

3-13 Closed Circuit Television Inspections (CCTV)

All CCTV inspections of the inside of lateral pipes must be performed by a licensed plumber. OR PACP CERTIFIED CCTV inspections submitted to the District for review shall include a .pdf log on a DVD or USB memory stick and a written inspection report. Listing all pipe events, defects, sags, lateral connection locations including quadrant position, infiltration points and other conditions, etc., observed on a footage basis.

3-14 Old Lateral sewers. A new structure or major remodel is not permitted to connect to an old lateral sewer unless the old lateral sewer is tested in the presence of a District Inspector and found to meet all current District requirements, including installation of a backwater prevention device. All costs for examination and testing must be paid by the property owner.

A sewer connection permit is required for the new structure and said permit will only be issued after: a) the building department of jurisdiction issues the building permit; and b) payment of applicable fees to the District.

3-15 Abandoned or Unused Lateral sewers. Any abandoned or unused lateral sewer connected to the main sewer, including lateral sewers from structures that are demolished, must be dug out to the main sewer, and the wye, tee, or connection area must be cut away and spliced with a solid piece of pipe of the same size and dimension, i.e. plugged off. Plugging off must be done in the presence of a District Inspector.

3-16 Existing Septic Tanks. Septic tanks are under the jurisdiction of the County of Marin Environmental Health Department. The Health Department must be notified when a septic tank is abandoned or encountered during installation of a lateral sewer. The District's requirements are: a) all building plumbing outlets must connect to the lateral sewer and completely bypass the septic tank; and b) the septic tank must be abandoned following regulations of the California Plumbing Code and the County of Marin Environmental Health Department.

Septic tanks must be abandoned if the nearest building is less than 400 feet from the District main.

Section 4. Construction

4-01 Location of Lateral Stub. REMOVE It is the responsibility of the property owner or his contractor to locate and uncover the lateral stub or wye installed to serve the property. When the lateral stub or wye cannot be located, ~~even though the District's records indicate such a connection exists,~~ the lateral sewer must be connected to the main sewer at a location designated by the District at the expense of the property owner as required in Section 3-10 of this Specification. The District does not guarantee the presence or location of lateral stubs or wyes.

4-02 Laying Pipe. Lateral sewers must be laid by the shortest route from the building plumbing outlet to connect to the main sewer and must be perpendicular to the public right-of-way when possible. All pipes must be laid to line and grade. Each length of pipe must be laid on a firm bed as detailed in Lateral Detail LD-4 and must have full bearing for its entire length between bells. When applicable, an adequate bell hole must be dug at the end of each pipe length for making the joint. Blocking under the lateral sewer will not be permitted. The inside edge of any cut pipe must be beveled, and both bell and spigot must be marked for proper inspection and cleaned before the joint is made. Care must be taken to prevent foreign materials from entering the pipe. Water must be pumped from the trench while the pipes are laid and the joints made. Backfill must be carefully and uniformly placed around the pipe, with no rocks or clods touching the pipe. In rocky areas, imported bedding material may be required. Pipe must not be covered until inspected by a District Inspector.

Maybe 48hrs is more suitable!

4-03 Inspections. Prior to backfilling, lateral sewer installations and modifications must be inspected by a District Inspector. When required, tests for watertightness must be done in the presence of a District Inspector. Connections to the main sewer must be done in the presence of a District Inspector. Inspections must be scheduled with the District giving three working days advance notice. Inspections are not made on Saturdays, Sundays, or holidays.

3 Days? Cannot Req. 24hrs

4-04 Trenches Lateral sewers - Excavation and Backfilling. Trenches for lateral sewers within public streets must be excavated and backfilled and the pavement restored in strict accordance with the laws, ordinances, and regulations of the State of California, County of Marin, City of San Rafael and/or agency having jurisdiction over said street. The District, City and/or County reserves the right to require compaction tests on trench backfill by a soils engineer. The cost of compaction tests must be paid by the contractor or property owner.

4-05 Clay Plugs. Impervious clay trench plugs must be constructed in the pipe zone backfill at intervals of approximately two hundred (200) feet, or as otherwise directed by a District Inspector. Impervious clay trench plugs must: a) consist of dense clay material free of rocks and vegetation, and b) be moisture-conditioned and mechanically compacted to the same density as the adjoining backfill material.

4-06 Trenches in Slopes. Trenches in ground sloping greater than fifty percent (50%) from the horizontal must be protected from erosion by placing rip-rap in cement mortar or concrete laid flush with the slope over the backfilled trench, or other protective measures must be taken as directed by a soils engineer and approved by the District. Drains which are two inches in diameter must be installed in the concrete covering at five-foot intervals along the trench line.

For trenches in slopes less than fifty percent (50%) the District may require the use of redwood trench dams or other types of erosion control.

NSERT RVSD language

4-07 Testing of Gravity Sewers. Unless otherwise directed by the District, lateral sewers must be tested by plugging and filling with either water or compressed air to four (4) psi. For water tests, leakage must not exceed fifty gallons per day per inch of internal diameter per mile of sewer line being tested (0.16 gallons per hour per 100 feet of 4-inch diameter pipe). For air tests, the pressure must not drop more than one psi over a three-minute period. Tests must be performed in the presence of a District Inspector.

4-08 Testing of Pressure Sewers. Pressure sewers must be tested under a pressure of not less than 50 psi without leakage for a period of fifteen minutes.

4-09 Special Conditions. When encountering special conditions which are not covered by the Specifications herein or the District Standard Specifications and/or Code, a District Inspector and/or the District Engineer will direct the contractor or property owner in the required procedures.

References:
Table 1 – Private Lateral Sewer Pipe Materials List

Section 5. Details

Lateral Detail 1 – 4" Lateral Sewer Detail

Lateral Detail 1.1 – 6" or 8" Lateral Sewer Detail

Lateral Detail 2 – Backwater Check Valve and Shutoff System

Lateral Detail 3 – Residential Sewer Pumping Station

Lateral Detail 4 – Typical Trench Section

Lateral Detail 5 – Steep Slope Lateral Installation

Lateral Detail 6 – Residential Sewerage Pumping System

SAN RAFAEL SANITATION DISTRICT
LAS GALLINAS VALLEY SANITARY DISTRICT

TABLE 1
PRIVATE LATERAL SEWER PIPE MATERIALS LIST
(Specific Use Subject to District Approval)

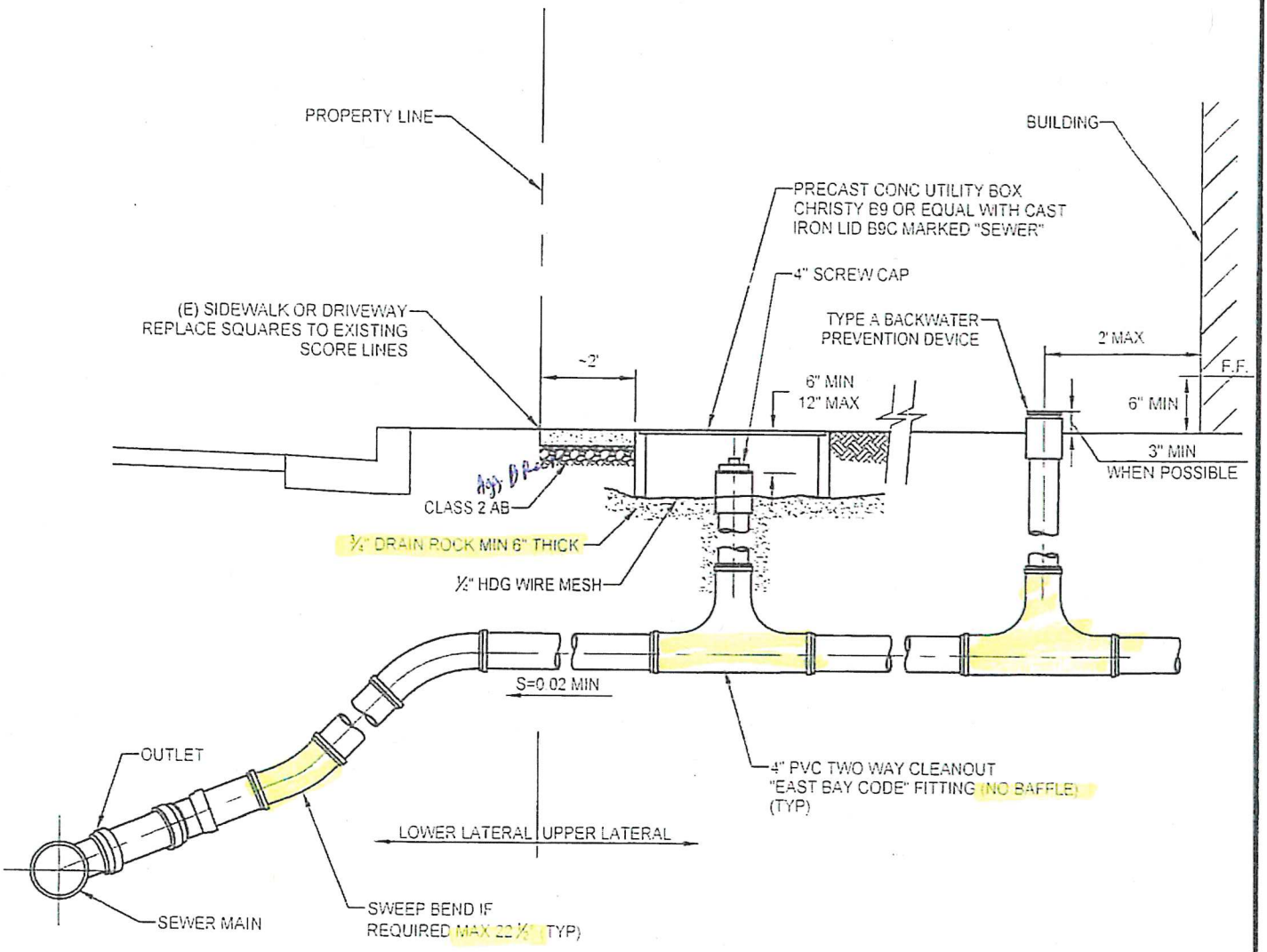
Pipe Specifications	Can Be Used for New Gravity Sewers	Can Be Used for Ejector Pump Discharge Pipelines[4]
Vitrified Clay Pipe (No Hub), VCP	No	No
Acrylonitrile Butadiene Styrene Pipe, ABS	No	No
Cast Iron Soil Pipe (No Hub), CIP	Yes[2]	No
Ductile Iron Pipe w/Shear Band Joints, DIP	Yes[2]	No
PVC ASTM D-2241, SDR=26 Pipe[4]	Yes[1]	Yes[1]
PVC AWWA C-900, min SDR=21 Pipe	Yes[2]	Yes[2]
PVC Sch 40 Pipe	Yes[1]	Yes[1]
PVC Sch 80 Pipe	Yes[2]	Yes[2]
Polyethylene (HDPE), min SDR=17 Pipe[3]	Yes[1]	Yes[1]

1 Requires minimum 3-foot cover with imported bedding and pipe zone backfill.

2 Requires minimum 18-inch cover on private property with imported bedding and pipe zone backfill or shaded with select native material containing rocks no larger than 1" sieve size.

3 HDPE Pipe shall be fused. Internal beads from fusing action must be removed (de-beaded). No rubber shear bands

4 Pressure pipe applications require minimum pressure rating of 50 psi, or as required by the California Plumbing Code, whichever is greater. Sewer pipes less than 10 feet from water mains requires 150 psi for all sewers.



NOTES:

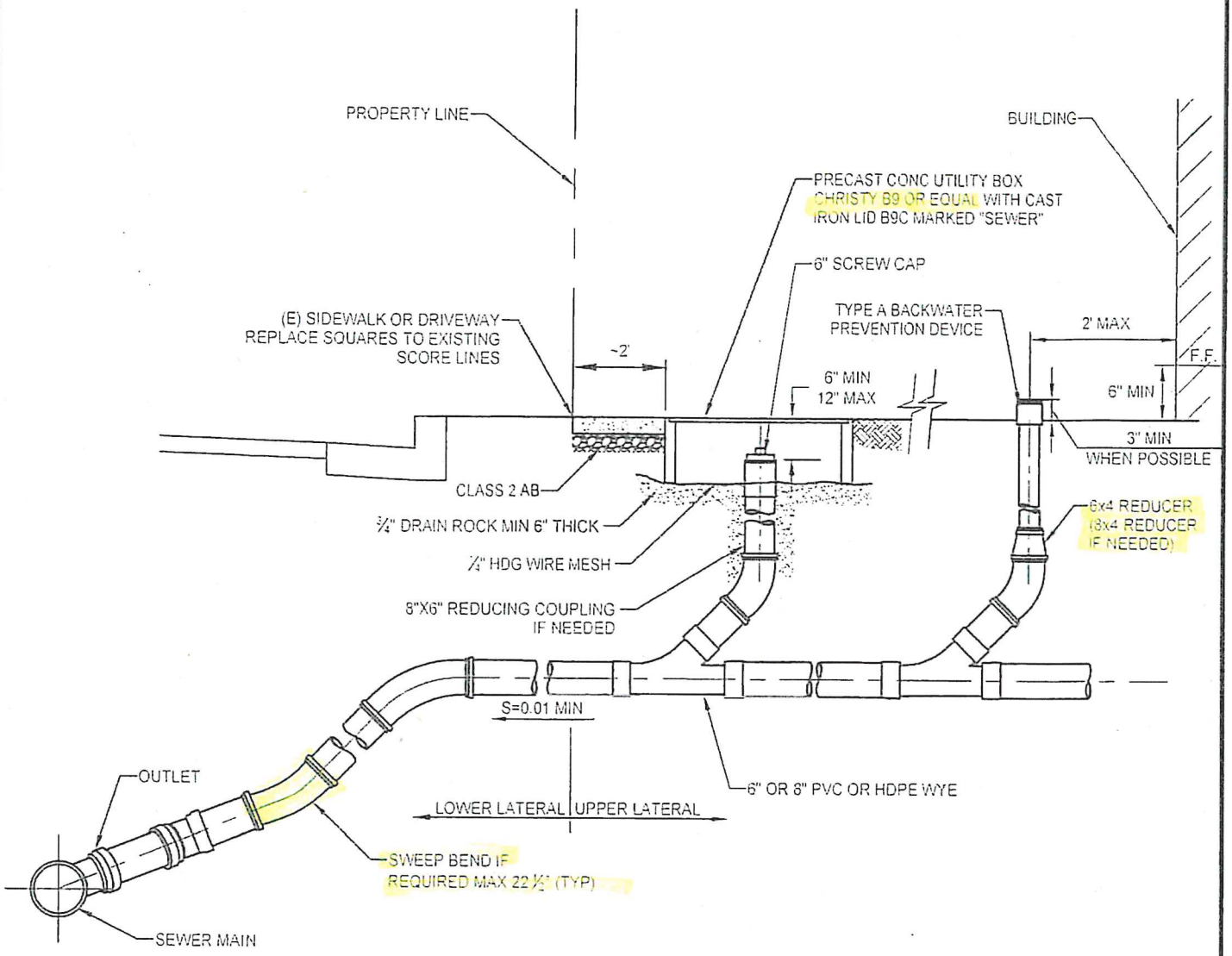
1. WHEN A LATERAL SEWER IS INSTALLED IN ADVANCE OF THE BUILDING SEWER, IT SHALL BE TERMINATED AT OR NEAR THE PROPERTY LINE. THE END OF THE LATERAL SHALL BE MARKED WITH A 4" X 4" REDWOOD STAKE, PAINTED GREEN, FROM THE TOP OF THE PIPE TO A MINIMUM OF 6" ABOVE THE FINISHED GROUND SURFACE.
2. WHERE CONCRETE CURBS AND GUTTERS EXIST OR ARE TO BE A PART OF AN IMPROVEMENT, EACH SIDE SEWER SHALL BE PERMANENTLY LOCATED BY IMPRINTING OR CHISELING AN "S" (3" SIZE) IN THE FACE OF THE CURB VERTICALLY ABOVE THE SEWER PIPE.
3. BACKFILL SHALL NOT BE PLACED UNTIL PIPE INSTALLATION HAS BEEN INSPECTED AND APPROVED BY THE DISTRICT. PIPE BEDDING 3" AROUND PIPE ON PRIVATE PROPERTY.
4. TYPE A BACKWATER PREVENTION DEVICE (SEWER POPPER, OR EQUAL) SHALL BE INSTALLED ON A 4" MINIMUM RISER PIPE NOT MORE THAN 2' FROM BUILDING WALL, PER STANDARD DETAIL LD 2.
5. LATERAL TRENCHES IN AREA OF PUBLIC STREET CURB, GUTTER AND SIDEWALK SHALL BE COMPACTED THE SAME AS TYPICAL TRENCH DETAIL LD 4. AREAS AROUND NEW CONCRETE CLEAN-OUT BOXES SHALL BE SOILS TESTED TO VERIFY 95% COMPACTION.
6. SLOPES LESS THAN 0.02 MUST BE APPROVED BY CITY ENGINEER.

DRAFT

MARIN COUNTY SANITARY DISTRICTS

4" LATERAL SEWER DETAIL

2016	PLOTTED ON 9/16/2016 12:30 PM	LD 1



NOTES:

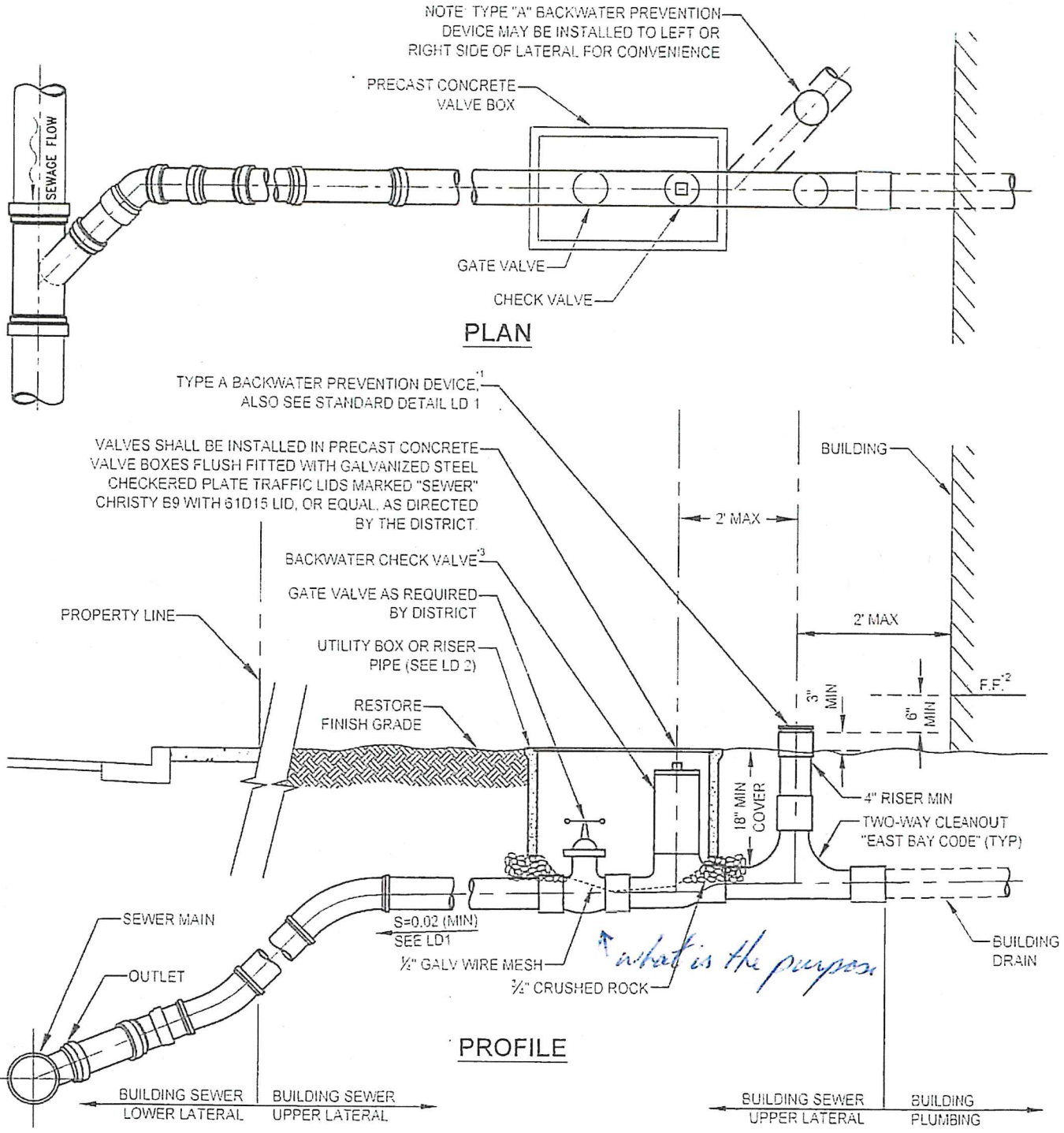
1. WHEN A LATERAL SEWER IS INSTALLED IN ADVANCE OF THE BUILDING SEWER, IT SHALL BE TERMINATED AT OR NEAR THE PROPERTY LINE. THE END OF THE LATERAL SHALL BE MARKED WITH A 4" X 4" REDWOOD STAKE, PAINTED GREEN, FROM THE TOP OF THE PIPE TO A MINIMUM OF 6" ABOVE THE FINISHED GROUND SURFACE.
2. WHERE CONCRETE CURBS AND GUTTERS EXIST OR ARE TO BE A PART OF AN IMPROVEMENT, EACH SIDE SEWER SHALL BE PERMANENTLY LOCATED BY IMPRINTING OR CHISELING AN "S" (3" SIZE) IN THE FACE OF THE CURB VERTICALLY ABOVE THE SEWER PIPE.
3. BACKFILL SHALL NOT BE PLACED UNTIL PIPE INSTALLATION HAS BEEN INSPECTED AND APPROVED BY THE DISTRICT. PIPE BEDDING 3" AROUND PIPE ON PRIVATE PROPERTY
4. TYPE A BACKWATER PREVENTION DEVICE (SEWER POPPER, OR EQUAL) SHALL BE INSTALLED ON A 4" MINIMUM RISER PIPE NOT MORE THAN 3' FROM BUILDING WALL, PER STANDARD DETAIL LD 2.
5. LATERAL TRENCHES IN AREA OF PUBLIC STREET CURB, GUTTER AND SIDEWALK SHALL BE COMPACTED THE SAME AS TYPICAL TRENCH DETAIL LD 4. AREAS AROUND NEW CONCRETE CLEAN-OUT BOXES SHALL BE SOILS TESTED TO VERIFY 95% COMPACTION.
6. SLOPES LESS THAN 0.01 MUST BE APPROVED BY CITY ENGINEER

DRAFT

MARIN COUNTY SANITARY DISTRICTS

6" OR 8" LATERAL SEWER DETAIL

2016	PLOTTED ON 9/16/2016 12:30 PM	LD 1.1



*NOTE:

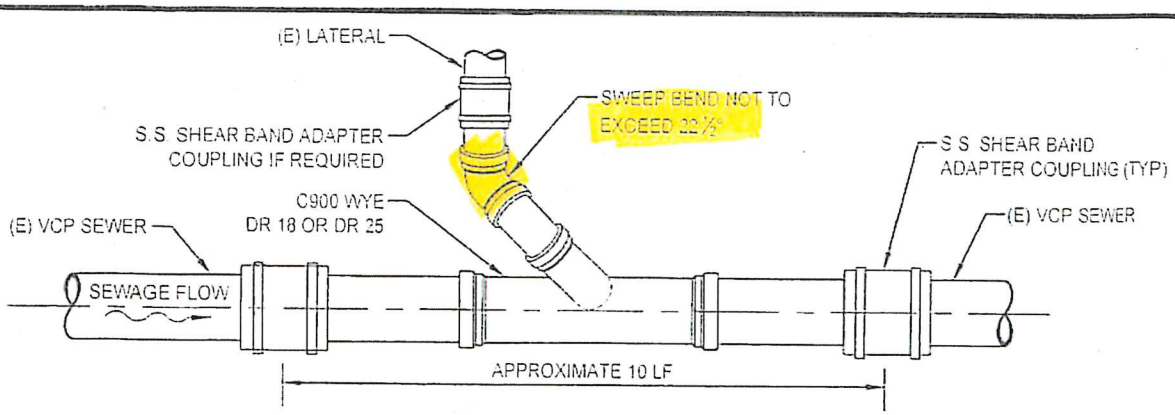
1. SHALL BE A SEWER POPPER, OR EQUAL, WHICH OPENS WHEN WATER PRESSURE BUILDS BENEATH IT TO OFFER PROTECTION TO THE HOME FROM SEWER BACKUPS INTO THE STRUCTURE.
2. FINISHED FLOOR (F.F.) MUST BE MIN 6" ABOVE THE TYPE A BACKWATER PREVENTION DEVICE.
3. THE BACKWATER CHECK VALVE MAY BE REQUIRED WHEN THE F.F. IS NOT AT LEAST 6" ABOVE THE UPSTREAM MANHOLE OR RODHOLE ON THE CITY/DISTRICT MAIN.

DRAFT

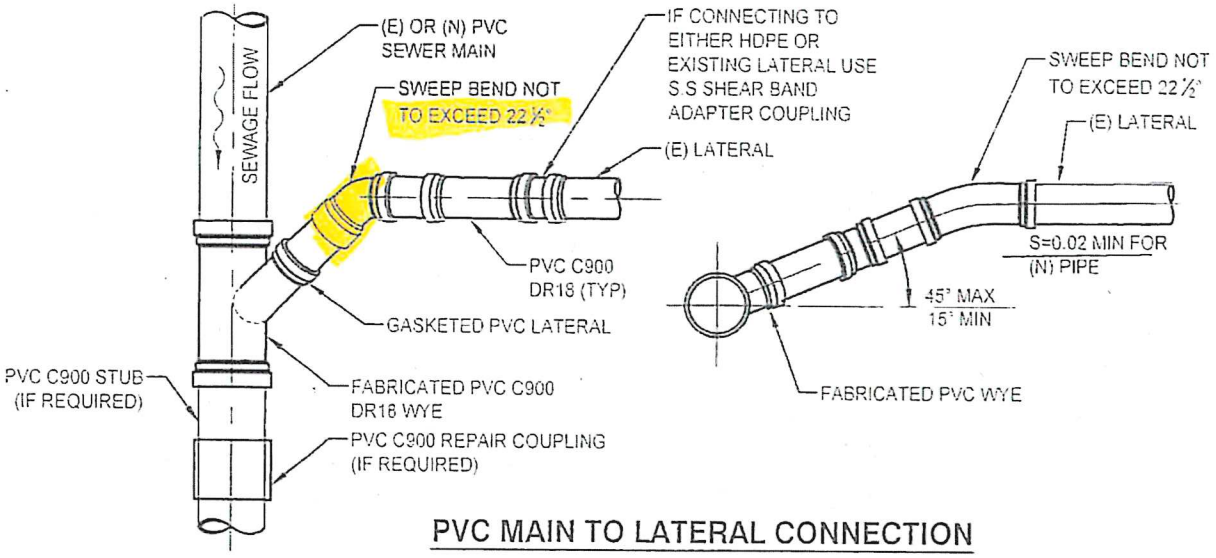
MARIN COUNTY SANITARY DISTRICTS

6" OR 8" LATERAL SEWER DETAIL

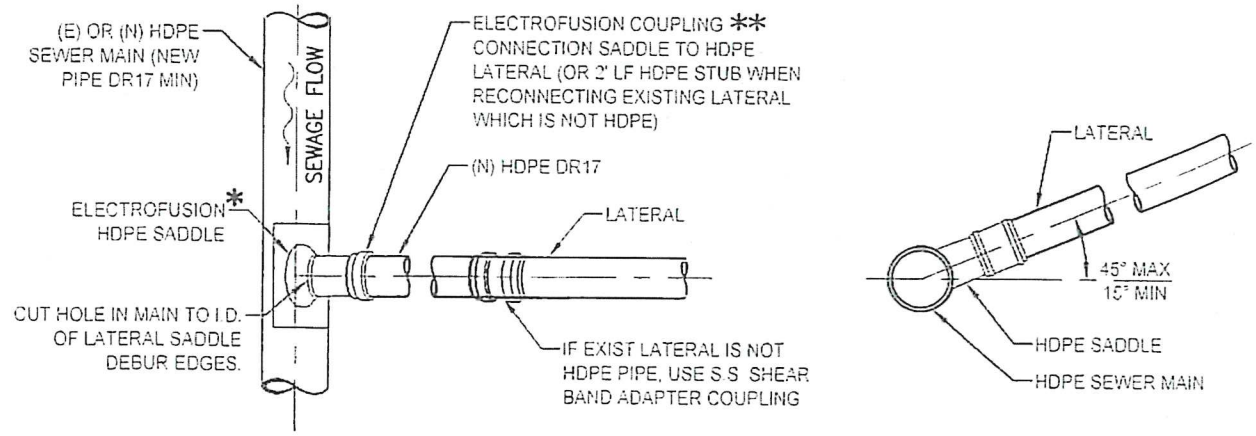
2016	PLOTTED: ON 9/16/2016 12:30 PM	LD 2



VCP SEWER MAIN TO LATERAL CONNECTION



PVC MAIN TO LATERAL CONNECTION



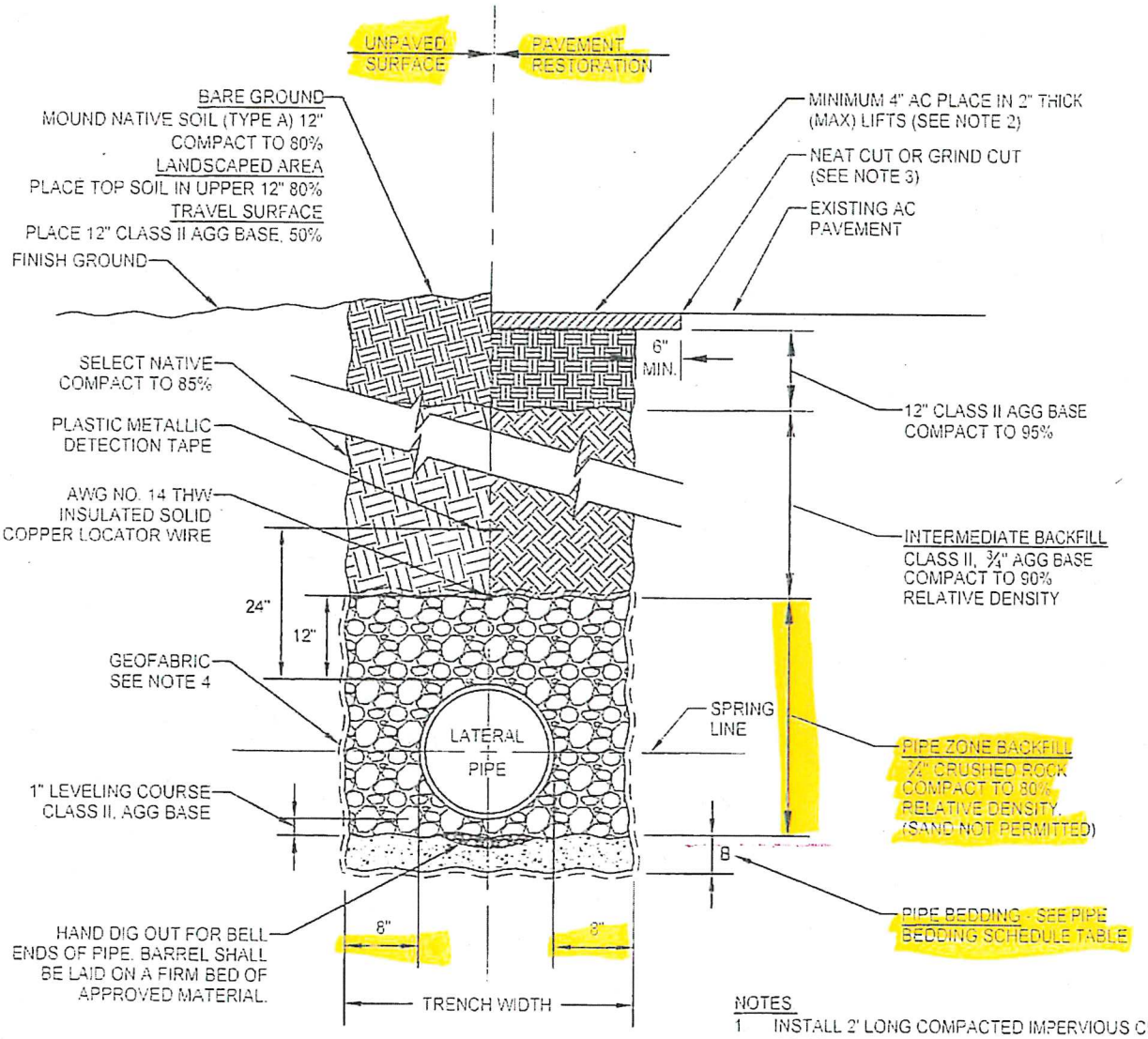
HDPE MAIN TO LATERAL CONNECTION

* CENTRAL FRIATEC OR APPROVED EQUAL WITH PLAIN END COUPLING
** LATERAL CONNECTION CENTRAL FRIATEC OR APPROVED EQUAL

MARIN COUNTY SANITARY DISTRICTS

LATERAL CONNECTION TO CITY SEWER MAIN

2016	PLOTTED ON 9/16/2016 12:30 PM	LD 3



PIPE TRENCH SECTION DETAIL

NOTES

1. INSTALL 2' LONG COMPACTED IMPERVIOUS CLAY OR CDF PLUGS IN PIPE ZONE BACKFILL AND PIPE BEDDING AT 100' INTERVALS, OR AS DIRECTED BY THE CITY.
2. ASPHALT THICKNESS SHALL CONFORM TO THE REQUIREMENTS OF THE AGENCY WITH JURISDICTION OVER STREET.
3. CONSULT LOCAL JURISDICTION FOR ASPHALT CUTTING REQUIREMENTS. (ENCROACHMENT PERMITS MAY BE REQUIRED)
4. INSTALL WHEN DIRECTED BY DISTRICT ENGINEER. INSTALL GEOFABRIC BACK FILL WRAP

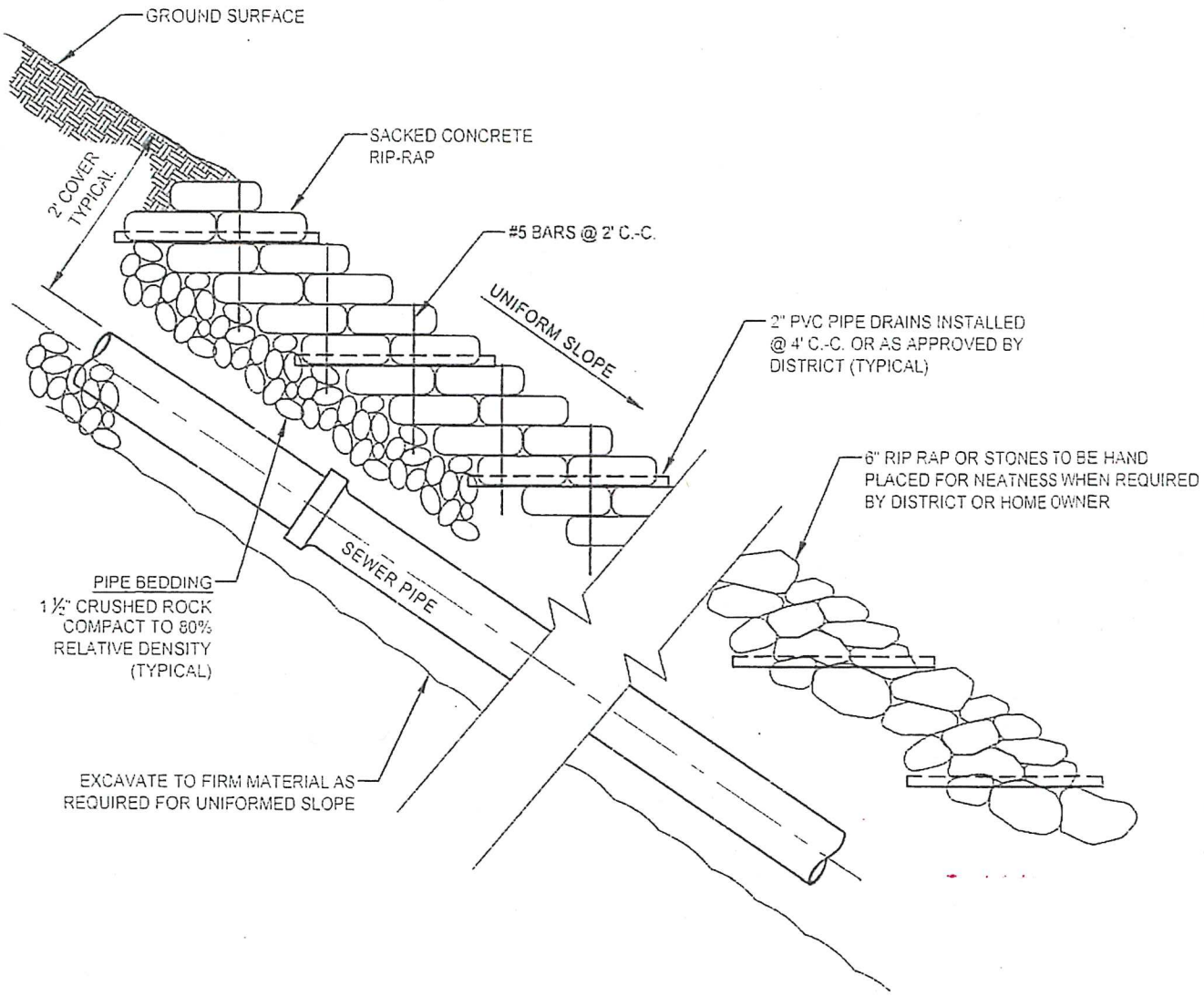
DRAFT

PIPE BEDDING SCHEDULE		
TRENCH MATERIAL	BEDDING DEPTH - B	BEDDING MATERIAL
SOIL - DRY	6"	¾" CRUSHED ROCK
SOIL WITH WATER	12"	1 ½" CRUSHED ROCK
ROCK OR HARD PAN - DRY/WET	6"	¾" CRUSHED ROCK
BAY MUD	12"	1 ½" CRUSHED ROCK (GEOFABRIC WRAP)

MARIN COUNTY SANITARY DISTRICTS

TYPICAL TRENCH SECTION

2016	PLOTTED ON 9/16/2016 12:30 PM	LD 4



ELEVATION

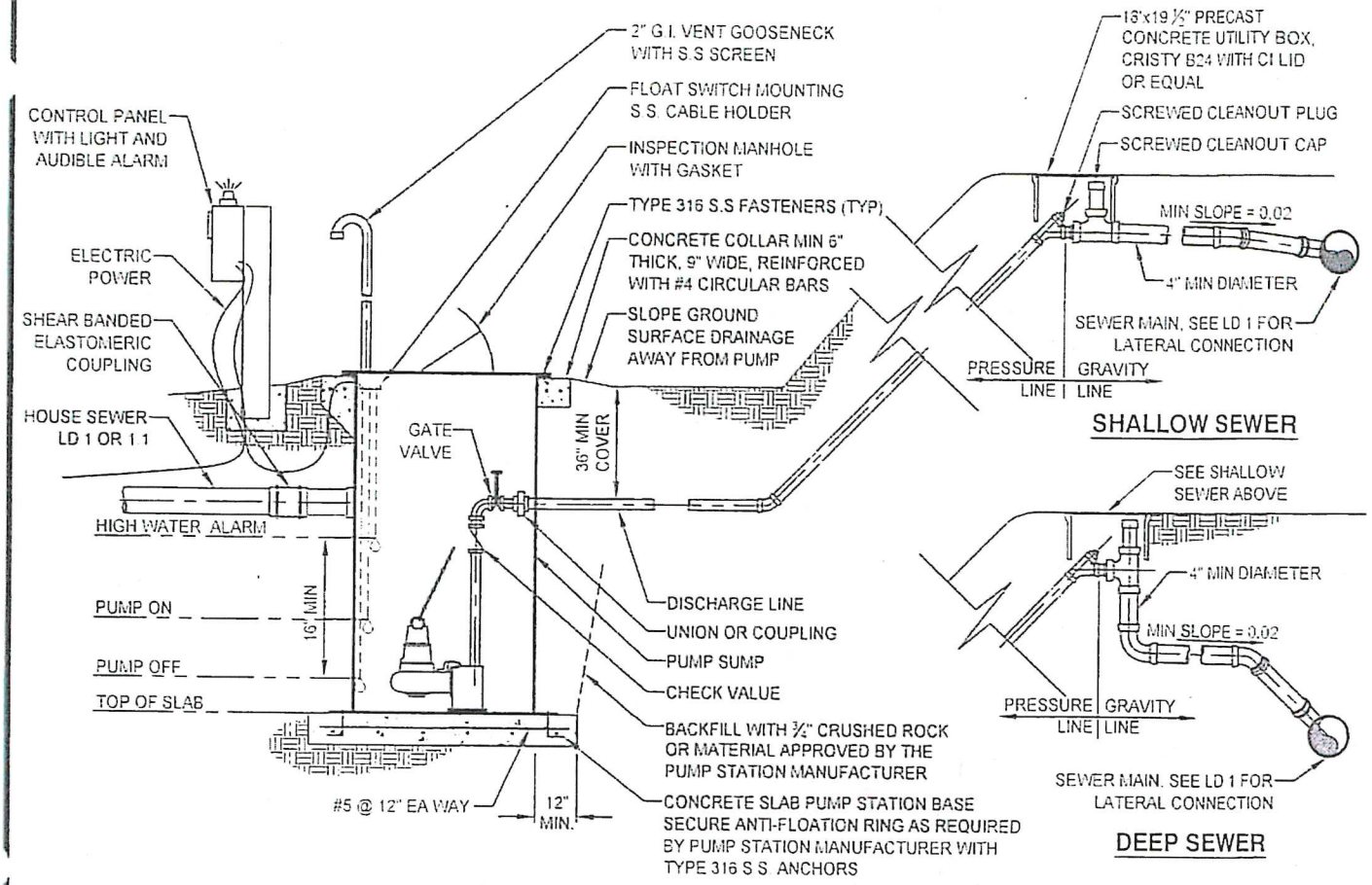
NOTES

1. CHECK BOARDS TO BE PLACED ON ALL SLOPES GREATER THAN 50% OR WHERE REQUIRED BY THE CITY.
2. ALL SLOPES 50% OR GREATER SHALL HAVE CLASS 150 C.I. (MIN) OR C-900 DR18 BELL & SPIGOT PIPE, OR PIPE APPROVED BY THE CITY ENGINEER.
3. SEEDED LANDSCAPE AND EROSION CONTROL DETAIL MUST BE APPROVED BY CITY ENGINEER.

MARIN COUNTY SANITARY DISTRICTS

LATERAL CONNECTION TO CITY SEWER MAIN

2016	PLOTTED ON 9/16/2016 12:30 PM	LD 5



SEWER MAIN CONNECTION

N.T.S.

GENERAL NOTES:
THE MINIMUM REQUIREMENTS FOR A RESIDENTIAL SEWAGE PUMPING SYSTEM CONNECTING A SINGLE RESIDENCE OR EQUIVALENT TO THE DISTRICT'S SYSTEM ARE SPECIFIED BELOW. THE DISTRICT ACCEPTS NO RESPONSIBILITY FOR THE DESIGN, OPERATION OR MAINTENANCE OF SUCH PRIVATELY OWNED AND OPERATED SYSTEMS. ALL WORK SHALL COMPLY WITH THE UNIFORM PLUMBING AND BUILDING CODES

MANUFACTURERS
ALL EQUIPMENT AND ACCESSORIES SHALL BE INDUSTRY STANDARD MANUFACTURED ITEMS AND THOSE COMING IN DIRECT CONTACT WITH SEWAGE SHALL BE SPECIFICALLY MANUFACTURED FOR SEWAGE USE.

PUMPS
PUMPS SHALL BE SUBMERSIBLE SOLIDS HANDLING OR GRINDER TYPE SEWAGE PUMPS. PUMP MOTORS FOR RESIDENTIAL SERVICE SHALL BE EXPLOSION PROOF OR MEET CLASS 1, DIVISION 2 REQUIREMENTS PER NEC. ALL PUMP STATIONS FOR RESIDENTIAL OR COMMERCIAL INSTALLATIONS SHALL CONSIST OF DUPLEX EXPLOSION PROOF PUMPS EACH RATED FOR TOTAL LOADING. ALL PUMP MOTORS SHALL BE UL LISTED.

PUMP SUMP
THE PUMP SUMP SHALL BE CONSTRUCTED OUT OF NON-CORROSIVE MATERIAL OF SUITABLE STRENGTH TO WITHSTAND HYDRAULIC AND EARTH LOADS. THE PUMP SUMP SHALL BE A MINIMUM 36" DEEP WITH A MINIMUM CAPACITY OF 200 GALLONS AND SHALL BE PROVIDED WITH A FOUR (4) INCH MINIMUM INLET. IN ANY CASE THE INLET I.D. SHALL BE EQUAL TO OR GREATER THAN THE BUILDING PLUMBING STUB. THE TOP OF THE PUMP SUMP SHALL BE SECURELY ANCHORED TO THE PUMP SUMP BY BOLTS, AND ALL JOINTS BETWEEN THE COMPONENT PARTS SHALL BE SEALED WITH A WATERPROOF MASTIC.

ELECTRIC POWER SERVICE
THE POWER REQUIREMENTS SHALL BE AS RECOMMENDED BY PACIFIC GAS AND ELECTRIC COMPANY.

ELECTRICAL WORK AND CONTROLS
ALL ELECTRICAL WIRING AND INSTALLED CABLING, CONDUIT, AND CONTROLS SHALL MEET NEC CLASS I, DIVISION 2 REQUIREMENTS AND CONFORM TO THE REQUIREMENTS OF THE CITY OR COUNTY. THE ELECTRICAL CONTROLS SHALL PROVIDE ADEQUATE PROTECTION FOR MOTOR AND EQUIPMENT. THE ELECTRICAL CONTROL PANEL SHALL MEET NEC AND UL STANDARDS FOR SAFETY. OUTDOOR PANELS SHALL BE WEATHER TIGHT NEMA 4X. INDOOR PANELS SHALL BE NEMA 1.

FLOAT SWITCH ASSEMBLY AND HIGH-WATER ALARM
A VISIBLE RED LIGHT AND AUDIBLE HIGH WATER ALARM SHALL BE PROVIDED. THE HIGH WATER ALARM SHALL BE ACTIVATED BY A DEDICATED FLOAT AND SHALL HAVE BATTERY BACKUP. ALL FLOAT SWITCHES SHALL HAVE GAS-TIGHT MOUNTINGS.

VENT FOR PUMP SUMP
WHERE SYSTEM IS LOCATED WITHIN THE DWELLING, A VENT TWO (2) INCHES OR LARGER SHALL BE PROVIDED. WHERE SYSTEM IS LOCATED OUTSIDE THE DWELLING, A TWO (2) INCH OR LARGER VENT SHALL BE EXTENDED TO A POINT TEN (10) FEET ABOVE THE PUMP SUMP COVER AND FIVE (5) FEET FROM BUILDING FACE MUST EXIT 6" (MIN) ABOVE BUILDING ROOF.

DISCHARGE LINE
THE PRESSURE PORTION OF THE DISCHARGE LINE SHALL INCLUDE A CHECK VALVE, GATE VALVE AND FLEXIBLE COUPLINGS AND SHALL BE A MINIMUM 2" DIAMETER LARGER THAN THE PUMP DISCHARGE. ALL PIPE, VALVES AND COUPLINGS SHALL CONFORM TO THE STANDARD SPECIFICATIONS. THE GRAVITY PORTION OF THE DISCHARGE LINE SHALL BE FOUR (4) INCH MINIMUM DIAMETER PIPE. SHALL MEET THE DISTRICT REQUIREMENT FOR SIDE SEWERS.

DRAFT

MARIN COUNTY SANITARY DISTRICTS

RESIDENTIAL SEWERAGE PUMPING STATION

2016	PLOTTED ON 9/16/2016 12:30 PM	LD 6

AGENDA ITEM 6B1-6B8
DATE May 10, 2018

5/10/2018 BOARD REPORTS

Agenda Item 6B1

Human Resources Subcommittee

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

Agenda Item 6B2

LAFCO

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

Agenda Item 6B3

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 6B4

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 6B5

NBWA

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

Agenda Item 6B6

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 6B7

Engineering Subcommittee

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

Agenda Item 6B8

Other Reports

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

AGENDA ITEM___7A_____
DATE 5/10/2018_____

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 _____.

5/10/2018

BOARD AGENDA ITEM REQUESTS

Agenda Item 7B

☐ Separate Item to be distributed at Board Meeting

☐ Separate Item to be distributed prior to Board Meeting

☑ Verbal Report

☐ Presentation

Sewer agency mergers need leadership

Agenda Item 8

Editorial Marin Independent Journal Date May 10, 2018

The Marin County Civil Grand Jury is doing its job pointing out ways local government can operate better and more efficiently when it comes to taxpayer cost.

It comes as no surprise that the 2017-18 grand jury focused on Marin's many local sanitary districts and called for regional consolidations.

That same recommendation has been raised, studied, recommended and rejected before; most recently in 2013, when Southern Marin voters rejected a proposal to consolidate sanitary districts that serve the area.

But the grand jury raised the issue to echo the state Little Hoover Commission's findings that California has too many special districts and many operate with little public oversight or participation.

The districts are mostly protected by the political rallying cry of local control, that the best government is small and closer to the people it serves.

It was that argument that submarined the ballot measure to consolidate Southern Marin's sewer districts. Board members — often longtime incumbents whose re-election has rarely gone challenged — campaigned against the proposed reform.

Local officials wouldn't risk their political capital to actually campaign for consolidation. It showed that winning voter approval of consolidation would take more than a bunch of bureaucratic studies and a measure on the ballot.

A proposal that several sewer districts — Ross Valley, San Rafael, Larkspur, Corte Madera, Murray Park and San Quentin Village — reorganize as a single entity with the Central Marin Sanitation Agency, which runs the sewer plant that the local lines run to, has been studied at length before, generating lawsuits and political power struggles, but no consolidation.

The 2013 measure would have merged the Alto, Almonte, Homestead Valley, Richardson Bay and Mill Valley sewer systems into a single agency. The directors of the small agencies campaigned against the measure and prevailed.

So, where will this grand jury's recommendation go?

The grand jury is recommending that the county bolster its funding of the Marin Local Agency Formation Commission, a little-known agency that is supposed to focus on redrawing jurisdictional lines in ways that make sense in today's geography and budgets.

LAFCO has studied this issue before and come up with the same recommendations.

Better funding of LAFCO could improve the odds that its recommendations could become reality, the grand jury says.

Increased staffing of an agency isn't going to build the political will and mettle needed to make consolidations happen.

Maybe members of the grand jury, upon the end of their terms, should stay involved in the issue. Public involvement is the best way to build political will and alter the history of previous recommendations.

Until then, spending public time and money on proposals that make sense, but lack local leadership, will just add to the piles of consultant studies and staff reports that have already been devoted to this issue.

RECEIVED

APR 30 2018

L.G.V.S.D.

Hi Chris -

Just wanted to say Thank you for the LGVSD's sponsorship of the 2018 North Bay Watershed Association Conference this month in Petaluma.

Judy and Megan are such great Board members; please let them know we have let you know how much we appreciate them and the District's support. Hope you are enjoying the new (ish) job and trust we will see you soon at an NBWA meeting. Best! - Judy Kelly

Sanitary district head leaving for position in SF

ROSS VALLEY

By Adrian Rodriguez

arodriguez@marinij.com @adrianrrodri on Twitter

The administrator of the Ross Valley Sanitary District has resigned to become assistant general manager of the San Francisco Public Utilities Commission, the district announced this week.

Greg Norby, 51, a resident of Tennessee Valley in unincorporated Mill Valley, is making the move after five years with the sanitary district. As general manager in Ross Valley he earned $228,986 annually.

Norby is expected to continue in his current role until the last week of June. He will begin the new job July 2. He will earn $242,000 annually.

District board members said they will begin seeking a replacement immediately and have called a special meeting Wednesday to discuss next steps during a closed session. The open session begins at 5 p.m. The meeting is at the district's administrative offices at 2960 Kerner Blvd. in San Rafael.

"We want somebody who is technically proficient on the business of sanitation," said Doug Kelly, board president. "It's a technical job that requires technical expertise."

Kelly said that the board and staff are sad to see Norby go, calling him "fantastic," and "well-loved and dedicated." Kelly said that Norby turned around the district amid public controversy, which included a lawsuit against the former general manager Brett Richards, who preceded Norby.

After a recent Marin County Civil Grand Jury report recommended consolidation of three sanitary districts in central Marin, including the Sanitary District No. 1 (Ross Valley), in an effort to save taxpayer dollars, Kelly said he supports shared services.

With the resignation of Norby, Kelly said, "I certainly see this as an opportunity for shared services, consolidation, or merger."

Board member Mary Sylla said while shared services are not out of the cards for her, right now she hopes for a more immediate solution.

"The process of consolidation is something that could not happen in the short term," she said. "I'm hoping that we find a new general manager to continue the amazing progress Greg has made."

Sylla said that Norby has put the district in a good position.

"Because of his (Norby's) work, RVSD is now a role model in the region, using proven technology along with management best practices to ensure our wastewater stays in the pipes and out of the waterways," she said. "We wish him the best in his new endeavor and look forward to following his career and future successes."

Under Norby's lead, the agency has worked toward

Greg Norby, general manager of Ross Valley Sanitary District, is leaving his position for a job in San Francisco.

CONTRIBUTED BY RVSD

---

modernization of pump stations, a 95 percent reduction in wet weather sewer overflow volumes, and a $50 million capital program with projects in varying phases of construction. The district's private sewer lateral replacement program is an exemplary achievement, with more than 1,400 private laterals replaced and $3.5 million in grant funds allocated, board members said.

A 2014 special California State Audit sponsored by Assemblyman Marc Levine, D-Greenbrae, helped identify best practices for board governance, financial controls, ethics, and sustainable staff compensation practices. All of the state recommendations were implemented, board members said.

The district serves about 47,000 residents in Fairfax, San Anselmo, Ross, Larkspur, Greenbrae and neighboring communities, operating on a $64.7 million budget.

In his new role, Norby will oversee San Francisco's wastewater and storm water operations, capital improvement programs, flood resilience program strategies, climate change and sea level rise initiatives.

Norby said that it's a bittersweet situation.

"Things are going well here: the board is great, the staff is incredible," he said.

But "to have an impact on San Francisco, the future infrastructure and water operations, these opportunities don't come along that often," he said.

Teresa Lerch

From: Mark Millan <millan@datainstincts.com>
Sent: Wednesday, May 02, 2018 12:11 PM
To: Undisclosed Recipients
Subject: Where Water is Scarce, Communities Turn to Reusing Wastewater - Yale Environment 360 5/1/18

Where Water is Scarce, Communities Turn to Reusing Wastewater

With the era of dam building coming to an end in much of the developed world, places such as California and Australia are turning to local and less expensive methods to deal with water scarcity, including recycling wastewater, capturing stormwater, and recharging aquifers.
Link: https://e360.yale.edu/features/instead-of-more-dams-communities-turn-to-reusing-wastewater

Jacques Leslie, Yale Environment 360, May 1, 2018

When California's Orange County Water District began distributing drinking water derived from sewage in the mid-1970s, it acted out of simple need. The aquifer it relied on for most of its drinking water had been so overdrawn that saltwater from the nearby Pacific Ocean was seeping into it, and allocation limits prevented increases in exports from the Colorado River and Sierra Nevada Mountains, sources of the rest of the district's water.

Orange County was then a bastion of political conservatism, not the sort of place associated with environmental innovation, but water scarcity is a powerful motivator. To make the idea more palatable to consumers squeamish about drinking what was formerly sewage, the district treated the wastewater, then stored it in the local aquifer to dilute and further cleanse it before withdrawing it for use. The district soon became operator of the world's largest wastewater-to-drinking-water plant, a distinction it still holds. By the time the district completes its next planned expansion in 2023, the system will generate 130 million gallons of drinking water a day, enough to serve about 1 million of its 2.5 million customers and more than four times the production of the world's second-largest sewage-to-drinking-water facility, in Singapore.

More significantly, the district represents the vanguard of a paradigm shift in water storage and conservation in areas where scarcity is a major threat — in the U.S. West and Southwest, assorted other states, and many nations. It's a move away from reliance on distant dams and reservoirs and towards methods that can be developed locally— not just wastewater recycling but aquifer recharge and storage, stormwater capture, desalination, and smart-meter-based leak detection. Compared to dams, the new sources are small, local, decentralized, and custom-designed to fit the hydrological and demographic conditions of their locale.

In the era of climate change, dams and reservoirs are increasingly vulnerable to drought and evaporation.

Numerous nations are participating in this shift. The Namibian capital of Windhoek has been turning its wastewater into drinking water since 1968. Australia has developed an array of innovative techniques to increase its water supply, notably including "sewer mining" — the use of small-scale, modular units to treat and reuse wastewater at the site where it is generated. Israel now reuses nearly 90 percent of its wastewater, more than any other nation.

The latest methods are considered more reliable than reservoirs, whose water supply varies with precipitation levels and season. In the era of climate change, dams are increasingly vulnerable to drought and evaporation,

while the supply of, say, urban wastewater stays roughly constant. Because most of the storage techniques mimic or reinforce natural processes instead of opposing them, as dams do, at worst they cause minimal environmental disruption and at best they generate substantial benefit.

Most of them also deliver water at prices that are lower, sometimes by multiples, than water delivered from dams — and the disparity is likely to increase. California, for example, has 1,400 large dams; the 1,401st is not likely to find an advantageous site, so water from it will be costly. In contrast, the new approaches are benefiting from innovations in fields like membrane technology that can improve water treatment effectiveness. And unlike water from distant dams, local storage and recycling practices don't require pumping over long distances, making them more energy efficient. As it stands, water conveyed from faraway rivers and reservoirs to the Orange County Water District costs $1,000 per acre-foot; the unsubsidized cost of its recycled water is $850 per acre-foot.

"There's a shift currently away from large dams especially, particularly in nations like the U.S. where there is already a lot of infrastructure in place and we've used the most efficient dam sites," said Erin Bonney Casey, research director at Bluefield Research, a Boston-based market research firm that focuses on water management issues. In wastewater recycling alone, Bluefield expects U.S. investment to reach $21.5 billion over the next decade.

A Bluefield study last year found that in a ranking of the current cost of water delivered from six technologies, dams and reservoirs were the second-costliest. From cheapest to most expensive, the progression goes: smart-meter leak detection, desalination of brackish water (usually in aquifers), wastewater recycling, stormwater capture, reservoirs, ocean desalination. Even ocean desalination is likely to get cheaper as filtration technologies improve, while new dam water gets more expensive.

Not by coincidence, the new approaches have emerged as the dam era has waned. In California, the leading state in development of many of these strategies, no new storage dams have been built since 1978, but according to a peer-reviewed paper by water policy consultant Barry Nelson, adoption of the new methods has caused California's water storage to increase since then by a "capacity greater than that of Lake Shasta," the state's largest reservoir.

The new approaches have captured relatively little public attention, partly because they lack the monumental appearance of dams and instead function largely out of sight. That's partly why California policymakers still are considering new dams even though their cost alone ought to disqualify them. "We've been building a new generation of storage projects for 40 years," Nelson told me, "and the policy debate has just not caught up."

Most of the increased capacity that Nelson's paper documents entails storing water in the emptied parts of overdrawn aquifers, which amount to millions of acre-feet. In addition to augmenting water supply, filling these aquifers provides environmental benefit: their water quality usually improves as levels inside them rise, and the higher levels prevent soil compaction and surface subsidence, which eventually occurs when aquifers are left unfilled. Even taking compaction into account, the volume of unused aquifer storage in California is three times the storage volume of all of California's surface reservoirs and lakes.

The volume of unused aquifer storage in California is three times the volume of the state's surface reservoirs and lakes.

"It's sitting there waiting to be recharged," said Daniel Mountjoy, resource stewardship director at Sustainable Conservation, a San Francisco-based nonprofit that promotes an aquifer storage process called "on-farm recharge" in California's San Joaquin Valley. "It's free storage, and if we don't fill it, we're going to lose it."

The simplest way to recharge aquifers is to do it the natural way, by flooding the ground over them. Before the advent of industrial society, big storms caused rivers to flood, and the floods covered adjacent ground.

Mountjoy's organization is tracking more than 200 farms whose owners have agreed to allow flooding in wet years on a fraction of their land in return for water delivered at no or reduced cost. Water for farms is customarily released from dams and distributed through large aqueducts to smaller canals that link to individual farms; the capacity of those canals is the biggest constraining factor in on-farm recharge.

But even without expanding the canals' volume, a 2015 study by RMC Water and Environment, a California consulting firm, found that recharge from November to March could reduce the region's overdraft by 12 to 20 percent, and inclusion of additional months of recharge could hike that number to 30 percent. According to Mountjoy, water collected in this way costs only $46 to $120 per acre-foot, as little as a thirtieth of the estimated cost of water from the proposed Temperance Flat Dam on the San Joaquin River.

Where adverse soil composition prevents aquifer recharge by flooding, the use of "recharge wells" — wells designed to pump or drain water into aquifers — has spread. R. David G. Pyne, an engineer who pioneered the storage and withdrawal of water in aquifers for human use — a practice known as "aquifer storage and recovery," or ASR — estimates that at least 140 recharge well fields have been installed in about 25 states, and the technique is being used in about 15 other countries, including Australia, Bangladesh, Canada, England, Israel, and New Zealand. Pyne believes that usable aquifers exist in most states, but so far only a few — New Jersey, Arizona, California, Colorado, and Florida — have used them extensively. The most common application of ASR is to make aquifers that contain contaminants such as salt suitable for storage. Some clean water is pumped into the aquifer to act as a buffer by pushing contaminated water to the sides of the aquifer; more clean water is then added to the aquifer's center, where it remains untainted.

"There's a lot of interest by folks who 20 years ago wouldn't give you the time of day," Pyne said, "but now they're realizing that if they want to sustain growth in major urban areas, they've got to do something different."

Reversing its traditional approach to stormwater, the city of Los Angeles is now pioneering stormwater capture. Through most of the twentieth century, Southern California cities tried to prevent flooding by turning rivers into concrete watercourses that hastened flow into the Pacific Ocean. Meanwhile, they spent lavish sums to import drinking water from elsewhere in California. Marking the definitive end of that approach, Los Angeles mayor Eric Garcetti issued a directive in 2014 to cut purchases of imported water in half within a decade.

Now the city is redesigning roads, parks, and other surfaces to absorb as much water as possible so that it seeps downward into aquifers, thereby reducing flooding, cleansing itself, and becoming available for reuse. A joint 2014 study by the Natural Resources Defense Council and the Pacific Institute found that stormwater capture in the San Francisco Bay Area and urban portions of Southern California possesses the potential to increase water supplies by as much water as is used by the entire city of Los Angeles in a year.

Even leak detection can play a significant role in increasing water supply, particularly in eastern U.S. cities whose aged pipes may lose as much as 30 percent of the water passing through them. A 2004 California law requires the state's urban water utilities to install smart meters for all customers by 2025. As of 2016, about 35 percent of U.S. water utilities had already installed automated metering systems, according to a study by West Monroe Partners, a consulting firm.

Texas is the only U.S. state that allows distribution of treated wastewater directly into potable water systems.

In many places, the biggest obstacles the new approaches face are regulatory, not technological. For instance, only one state, Texas, now allows distribution of treated wastewater directly into potable water systems. As a result, two Texas cities, Wichita Falls and Big Spring, operate the only "direct potable reuse" systems in the country. Eleven states allow "indirect potable reuse" — the process that the Orange County Water District uses, in which treated wastewater is stored in aquifers before being distributed as drinking water.

Some non-potable reuse systems take advantage of lower purification requirements to provide water for industry, agriculture, and recreational facilities such as golf courses. But the cheaper cost of treatment is counterbalanced by the need to install separate piping systems for non-potable water. As a result, potable reuse, which doesn't need additional pipes, is likely to flourish as the so-called "yuck factor" diminishes. Though California doesn't allow direct potable reuse now, legislation passed last year requires state officials to issue enabling regulations by 2023. Those regulations are likely to serve as templates for other states, spurring adoption of direct potable reuse.

The emergence of recycled sewage underlines a key tenet of all the new water storage technologies: the water of a given watershed — whether toilet water, stormwater, or drinking water — must be managed as a whole in order to maximize its usefulness. After all, water traveling down a river may be diverted and transformed dozens of times, at different times serving as agricultural water or drinking water or undergoing treatment before it reaches the river's mouth.

Accordingly, the coordinated use of some or all of these approaches has become known as Integrated Water Management, or, more familiarly, One Water. A statement in author-astrophysicist Robert Kandel's book, *Water from Heaven: The Story of Water from the Big Bang to the Rise of Civilization, and Beyond,* could serve as One Water's credo: "Whenever you eat an apple or drink a glass of wine, you are absorbing water that has cycled through the atmosphere thousands of times since you were born."

Jacques Leslie is a regular *Los Angeles Times* op-ed contributor.

News Update

707.836.0300