



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

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

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

## **BOARD MEETING AGENDA**

**June 4, 2020**

*On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which enhances State and Local Governments' ability to respond to COVID-19 Pandemic based on Guidance for Gatherings issued by the California Department of Public Health. The Executive Order specifically allows local legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, in order to protect public health. In light of this, the June 4, 2020 meeting of the LGVSD Board will be held via Zoom electronic meeting\*. There will be NO physical location of the meeting. Due to the current circumstances, there may be limited opportunity to provide verbal comments during the meeting. Persons who wish to address the Board for public comment or on an item on the agenda are encouraged to submit comments in writing to the Board Secretary (tlerch@lgsd.org) by 5:00 pm on Wednesday, June 3, 2020. In addition, Persons wishing to address the Board verbally must contact the Board Secretary, by email (tlerch@lgsd.org) and provide their Name; Address; Tel. No.; and the Item they wish to address by the same date and time deadline for submission of written comments, as indicated above. Please keep in mind that any public comments must be limited to 3 minutes due to time constraints. Any written comments will be distributed to the LGVSD Board before the meeting.*

*\*Prior to the meeting, participants should download the Zoom app at:*

*https://zoom.us/download A link to simplified instructions for use of the Zoom app is:*

*<https://blog.zoom.us/wordpress/2018/07/03/video-communications-best-practice-guide/>*

### **REMOTE CONFERENCING ONLY**

**Join Zoom Meeting online at:**

<https://us02web.zoom.us/j/82638188086>

**OR**

**By teleconference at: +16699009128 Meeting ID 82638188086**

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

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

Estimated  
Time

**CLOSED SESSION:**

- 3:45 PM**     **1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION – GENERAL MANAGER:** pursuant to subdivision (b)(1) of Government Code Section 54957.

**OPEN SESSION:**

- 4:30 PM**     **1. PUBLIC COMMENT**  
This portion of the meeting is reserved for persons desiring to address the Board on matters not on the agenda and within the jurisdiction of the Las Gallinas Valley Sanitary District. Presentations are generally limited to three minutes. All matters requiring a response will be referred to staff for reply in writing and/or placed on a future meeting agenda. Please contact the General Manager before the meeting.

- 4:35 PM**     **2. CONSENT CALENDAR:**

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

- A. Approve the Board Minutes for May 11, 2020
- B. Approve the Warrant List for June 4, 2020
- C. Approve Virtual conference attendance for Clark– 2020 WateReuse June 24-25
- D. Approve Sewer Main Rehabilitation 2020 Scope Clarification
- E. Approve Resolution 2020-2188 Accepting Final Completion of Lower Miller Creek Channel Maintenance Project
- F. Approve Resolution 2020-2189 Accepting Final Completion of Marinwood Trunk Sewer Repair Project
- G. Approve of Allocation of Capacity for APN 164-113-07, 383 Quietwood Drive
- H. Approve Extension of Designation of the Secondary Treatment Process Upgrade and Recycled Water Expansion Project as an Essential Function per Marin County Public Health Order

Possible expenditure of funds: Yes, Item B through D.

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

- 4:45 PM**     **3. MWA ARCHITECTS PROGRESS UPDATE ADMINISTRATION BUILDING SITE EVALUTION**  
Board and staff to review the Administration Building Site Evaluation update.

5:45 PM

**4. INFORMATION ITEMS:**

**A. STAFF/CONSULTANT REPORTS:**

- 1. Land Development Project Update
- 2. General Manager Report – Verbal
- 3. Quarterly Report & Treasurer’s Report as of March 31, 2020
- 4. 2019 Biosolids Surface Injection and Pasture Irrigation O&M Professional Services
- 5. Retention of Pacific Crest Group for Human Resources Support Services

6:25 PM

**5. BOARD MEMBER REPORTS:**

**1. CLARK**

- a. NBWA Board Committee, NBWA Conference Committee, Ad Hoc HR Committee re: 2019 GM Evaluation, Ad Hoc HR Committee re: 2019 Employee Climate Survey, Other Reports

**2. ELIAS**

- a. NBWRA, Ad Hoc Engineering Committee re: STPURWE, Other Reports

**3. MURRAY**

- a. Marin LAFCO, CASA Energy Committee, Ad Hoc HR Committee re: 2019 GM Evaluation Other Reports

**4. SCHRIEBMAN**

- a. JPA Local Task Force, NBWA Tech Advisory Committee, Ad Hoc HR Committee re: 2019 Employee Climate Survey ,Other Reports-Project WET

**5. YEZMAN**

- a. Gallinas Watershed Council/Miller Creek Watershed Council, Flood Zone 7,CSRMA, Ad Hoc Engineering Committee re: STPURWE, Other Reports

6:40 PM

**6. BOARD REQUESTS:**

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

6:45 PM

**7. VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE**

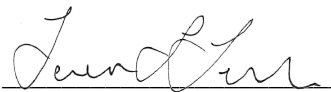
6:50 PM

**8. ADJOURNMENT**

**FUTURE BOARD MEETING DATES: JUNE 18, JULY 2, JULY 16, 2020**

AGENDA APPROVED:	Rabi Elias Board President	Patrick Richardson, Legal Counsel
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**CERTIFICATION:** I, Teresa Lerch, District Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before June 1, 2020 at 3:45 p.m., I posted the Agenda for the Board Meeting of said Board to be held June 4, 2020 at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.



Teresa L. Lerch  
District Secretary

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

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

**SPECIAL MINUTES OF MAY 11, 2020**

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2  
3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN  
4 SESSION BY ZOOM CONFERENCE ON MAY 11, 2020 AT 9:05 AM AND STAFF BY ZOOM  
5 CONFERENCE AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE  
6 ROOM, SAN RAFAEL, CA. 94903

7  
8 **BOARD MEMBERS PRESENT:** (By Roll Call): M. Clark, R. Elias, C. Murray,  
9 J. Schriebman, C. Yezman

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11 **BOARD MEMBERS ABSENT:** None

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13 **STAFF PRESENT:** Mike Prinz , General Manager Teresa Lerch, District  
14 Secretary,

15  
16 **OTHERS PRESENT:** Pat Richardson, District Counsel

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

21  
22 **PUBLIC COMMENT:** None.

23  
24  
25 **REVIEW BOARD POLICIES B-20, B-80, B-100, B-150, B-160, B-170 B-180, F-50, F-80, F-90 AND F110**  
26 Board and staff discussed Board Policies B-20, B-30, B-80, B-100, B-150, B-160, B-170, B-180, F-50, F-80,  
27 F-90, F100 and F-110. Modifications were requested and will be brought back to a future Board meeting.

28  
29 **ADJOURNMENT:**

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31 **ACTION:**

32 Board approved (M/S Schriebman/Murray 5-0-0-0) the adjournment of the meeting at 11:55 am.

33 Roll Call:

34 AYES: Clark, Elias, Murray, Schriebman and Yezman.  
35 NOES: None.  
36 ABSENT: None.  
37 ABSTAIN: None.

38  
39 The next Board Meeting is scheduled for May 21, 2020.

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42 **ATTEST:**

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45 \_\_\_\_\_  
46 Teresa Lerch, District Secretary

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48 **APPROVED:**

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52 \_\_\_\_\_  
53 Judy Schriebman, Vice President

SEAL

Las Gallinas Valley Sanitation District  
Warrant List 6/04/2020 DRAFT

*Agenda Item 203*  
*Date June 4, 2020*

	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
1	6/4/2020	EFT1	ADP Payroll	100,363.34		100,363.34	5/22/2020 Paydate
2	6/4/2020	N/A	ADT	47,335.64		47,335.64	Monthly Alarm Security
3	6/4/2020	N/A	All Star Rents	727.29		727.29	Bobcat Rental for Mulligan Pump Station Improvements
4	6/4/2020	EFT2	Bank of Marin	47,335.64		47,335.64	June Loan Payment - Recycled Water Loan
5	6/4/2020	EFT	Bank of Marin - Credit Cards	43,921.86		43,921.86	Statements for March & April
6	6/4/2020	N/A	Bolt Staffing	4,316.00		4,316.00	Temp Collections Help Week Ending 5/22
7	6/4/2020	ACH	Brown & Caldwell	1,044.40		1,044.40	RIN & LCFS Registration Feasibility
8	6/4/2020	EFT	CalPERS 457 Plan	7,226.60		7,226.60	EE's Deferred Compensation Plan 5/8 & 5/22 Paydates
9	6/4/2020	ACH	CalPERS CERTBT-OPEB	11,630.00		11,630.00	Pre-fund GASB payment
10	6/4/2020	EFT	CalPERS Health	28,952.33		28,952.33	CalPERS Health- Active & Employer Retiree share
11	6/4/2020	EFT	CalPERS Retirement	35,254.01		35,254.01	EE & ER Payment to Retirement, Paydate 5/8 & 5/22
12	6/4/2020	N/A	Cintas Corporation	125.06		125.06	Safewasher Service & Filter Change
13	6/4/2020	N/A	Comet Building Maintenance	1,575.00		1,575.00	Janitorial Services for May
14	6/4/2020	N/A	CWEA	384.00		384.00	Annual Membership for Norman Rogers & Manuel Cardenas
15	6/4/2020	ACH	Data Instincts	3,365.00		3,365.00	Provide Public Info and Awareness Svcs & Guidance to LGVSD during 2019/20
16	6/4/2020	ACH	Downing Heating & Air Cond. Inc.	1,050.25		1,050.25	Removed & Replaced Defective Accumulator
17	6/4/2020	ACH	EOA Inc.	55,114.42		55,114.42	Technical Assistance for Regulatory Permits
18	6/4/2020	N/A	Federal Express	35.77		35.77	Mailing of Overnight Checks
19	6/4/2020	ACH	Fishman Supply	133.71		133.71	Hot Cups for Offices
20	6/4/2020	ACH	Harrington	214.60		214.60	PVC Fittings/Shop Spares
21	6/4/2020	N/A	Hazen & Sawyer	12,872.50		12,872.50	Flow Equalization System Design Contract
22	6/4/2020	N/A	Jackson's Hardware	169.85		169.85	Shade Canopy, Valves, & Misc Supplies
23	6/4/2020	N/A	Kathy Woods & Assoc.	825.00		825.00	Real Estate Consulting Services for the purchase of 405 Vendola Dr.
24	6/4/2020	ACH	Kennedy/Jenks Consulting	130,501.00		130,501.00	STPURWE - Construction Inspection & Materials Testing
25	6/4/2020	N/A	Kleinfelder Inc.	14,734.48		14,734.48	STPURWE - Construction Inspection & Materials Testing
26	6/4/2020	N/A	Konecranes Inc.	935.00		935.00	Annual Crane Inspection and PM
27	6/4/2020	N/A	Liebert Cassidy Whitmore	3,937.00		3,937.00	Legal Services
28	6/4/2020	ACH	Nute Engineering	3,080.75		3,080.75	Plant Improvements- Maintenance & Inspection Services
29	6/4/2020	ACH	Orion Protection Services	318.50		318.50	Night Security 300 Smith Ranch

**Las Gallinas Valley Sanitation District  
Warrant List 6/04/2020 DRAFT**

	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
30	6/4/2020	N/A	ProSolar Clean LLC	4,751.49		4,751.49	Solar Module Cleaning
31	6/4/2020	N/A	R3 Consulting Group	465.00		465.00	AB1826 Technical Support - Solid Waste Franchise Questions
32	6/4/2020	N/A	Rafael Lumber	65.14		65.14	Sign Repair at Smith Ranch Rd Location
33	6/4/2020	N/A	Regional Government Services	5,521.85		5,521.85	Organizational Analysis, GM Performance Eval, On-Call Consulting Services and Financial Services to help with ASM duties.
34	6/4/2020	N/A	Riedinger Consulting	877.50		877.50	STPURWE - On-Call Construction Schedule
35	6/4/2020	N/A	Roy's Sewer Service	1,037.50		1,037.50	Cleaned & Flushed Grit Chamger - Rafael Meadows
36	6/4/2020	N/A	San Rafael Police Dept.	50.00		50.00	High Wind Caused Alarm in Lab. Police Responded
37	6/4/2020	N/A	Southern Counties Lubricants	1,070.87		1,070.87	Oil & Drum Cleaning Fees
38	6/4/2020	EFT	Sun Life Financial	1,643.52		1,643.52	Life Insurance, Addl Life and AD&D
39	6/4/2020	N/A	United Site Services	518.51		518.51	Porta Potties for Water Outages
40	6/4/2020	ACH	Univar USA Inc.	8,071.50		8,071.50	Hypochlorite & Bisulfite
41	6/4/2020	N/A	USA Bluebook	161.40		161.40	Green Paint - Case of 12 - USA Mark Outs
42	6/4/2020	EFT	Vision Service Plan	375.30		375.30	Vision for June

Do not change any formulas below this line.

TOTAL \$ 582,088.58 \$ - \$ 582,088.58

EFT1	EFT1 = Payroll (Amount Required)	100,363.34	100,363.34	Approval:
EFT2	EFT2 = Bank of Marin loan payments	47,335.64	47,335.64	
PC	Petty Cash Checking	0.00	0.00	Finance
>1	Checks (Operating Account)	0.00	0.00	
N/A	Checks - Not issued	102,491.85	102,491.85	GM
EFT	EFT = Vendor initiated "pulls" from LGVSD	117,373.62	117,373.62	
ACH	ACH = LGVSD initiated "push" to Vendor	214,524.13	214,524.13	Board
<b>Total</b>		<b>\$ 582,088.58</b>	<b>\$ 582,088.58</b>	

Difference: \$ \_\_\_\_\_

Agenda Item 2C  
Date June 4, 2020

AGENDA ITEM  
DATE 6/4/2020



## BOARD MEMBER MEETING ATTENDANCE REQUEST

Date: 5/29/2020 Name: Megan Clark

I would like to attend the WateReuse Virtual Conference Meeting  
of \_\_\_\_\_

To be held on the 24 day of June from \_\_\_\_\_ a.m. / p.m. to  
\_\_\_\_\_ day of \_\_\_\_\_ from \_\_\_\_\_ a.m. / p.m.

Location of Meeting: Virtual

Actual meeting date(s): June 24 – July 31st

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

Purpose of Meeting: WateReuse Conference

Other meeting attendees: \_\_\_\_\_

Meeting relevance to District: \_\_\_\_\_

Frequency of Meeting: \_\_\_\_\_

Estimated Costs of Travel (if applicable): \_\_\_\_\_

\$150 Registration \_\_\_\_\_

Date submitted to Board Secretary: \_\_\_\_\_

Board approval obtained on Date: \_\_\_\_\_

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





# Agenda Summary Report

**To:** Mike Prinz, General Manager *MP*  
**From:** Michael P. Cortez, PE, District Engineer  
**Meeting Date:** June 4, 2020  
**Re:** Sewer Main Rehabilitation 2020 Scope Clarification  
**Item Type:** Consent X Discussion \_\_\_\_\_ Information \_\_\_\_\_ Other \_\_\_\_\_  
**Standard Contract:** Yes \_\_\_\_\_ No \_\_\_\_\_ (See attached) Not Applicable X

## STAFF RECOMMENDATION

Board to approve scope clarification for the Sewer Main Rehabilitation 2020 project.

## BACKGROUND

The District has customarily budgeted for repair of defective sewers in the collection system in the annual Capital Improvements Program (CIP) under the generic name of *Sewer Main Rehabilitation* without specific scope of work in the title. Project details are typically identified during the design process with assistance from the Collections Department. The scope of work for this fiscal year's sewer main rehabilitation project has been primarily focused on replacement of air release valves at select pump stations and force mains due to recent discoveries of deficiencies.

Staff is essentially done with the plans and specifications and will be calling for public bids under a project titled "Air Release Valve & Vault Replacements" before end of this fiscal year. The engineer's estimate is \$250,000. Staff anticipates the award of contract by the Board in early July.

District staff has adopted project naming convention in the new 5-Year CIP that is more specific to the scope of work, which will eliminate the need to clarify project scopes. The Board approved a total budget of \$2,053,167 in FY 2018/2019 for the *Sewer Main Rehabilitation 2018* project, which \$1,673,364 was used for the Sewer Main Rehabilitation 2018, Quail Hill CIPP Sewer Rehabilitation, Beechnut Sewer Repair, and construction management and inspection costs. The unused funds of \$129,803 will be returned to capital reserves and available to other FY 2019/2020 CIP projects.

## PREVIOUS BOARD ACTION

FY 2018/2019 and 2019/2020 CIP Budget prior approvals on December 13, 2018 and June 6, 2019, respectively.

## ENVIRONMENTAL REVIEW

N/A


## FISCAL IMPACT

\$250,000, estimated, excluding construction management.



Item Number 2 E

# Agenda Summary Report

**To:** Mike Prinz, General Manager 

**From:** Michael P. Cortez, PE, District Engineer

**Meeting Date:** June 4, 2020

**Re:** Approve Resolution 2020-2188 Accepting Final Completion of Lower Miller Creek Channel Maintenance Project

**Item Type:** Consent  Discussion  Information  Other

**Standard Contract:** Yes  No  (See attached) Not Applicable

### STAFF RECOMMENDATION

Board to approve Resolution 2020-2188 Accepting Final Completion of Lower Miller Creek Channel Maintenance Project.

### BACKGROUND

On April 22, 2020, CATS4U Inc. of Healdsburg, California (Contractor) completed the Lower Miller Creek Channel Maintenance project for a final cost of \$1,299,361 including \$555,837 in change orders. The project provided for dredging of the Lower Miller Creek and rock vane repair. The main reasons for the large change order amount are as follows: 1) one construction season was added due to heavy rain events during the initial construction window; 2) scope increase in irrigation system and revegetation; and 3) repair of the rock vane structure installed in the original project.

### PREVIOUS BOARD ACTION

The Board approved Award of Contract for Lower Miller Creek Channel Maintenance project to CATS4U Inc. on August 4, 2016.

### ENVIRONMENTAL REVIEW

N/A

### FISCAL IMPACT

This project was previously approved in the FY 2016/2017 CIP budget.

**RESOLUTION No 2020-2188**

**A RESOLUTION ACCEPTING THE  
LOWER MILLER CREEK CHANNEL MAINTENANCE  
FOR**

**LAS GALLINAS VALLEY SANITARY DISTRICT**

**WHEREAS**, CATS4U Inc. of Healdsburg, California, executed a contract on August 22, 2016 in the amount of \$743,525 to complete LOWER MILLER CREEK CHANNEL MAINTENANCE project, Job No. 11500-09, scope defined in Contract Documents and Specifications dated June 2016 prepared by Kamman Hydrology & Engineering, Inc., for District ownership and maintenance;

**WHEREAS**, the District has authorized additive change orders in the total amount of \$555,836.92, for a total final project cost of \$1,299,361.92; and

**WHEREAS**, Michael P. Cortez, District Engineer for the Las Gallinas Valley Sanitary District by a Notice of Completion dated June 4, 2020, 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 4<sup>th</sup> day of June 2020, 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)

\_\_\_\_\_  
Judy Schriebman, Vice-President Board of Directors

# Exhibit A

Notice of Acceptance of Completion  
LOWER MILLER CREEK CHANNEL MAINTENANCE

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**

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Space above this Line for Recorder's Use

**NOTICE OF ACCEPTANCE OF COMPLETION**

**LAS GALLINAS VALLEY SANITARY DISTRICT**  
**MARIN COUNTY, CALIFORNIA**

**LOWER MILLER CREEK CHANNEL MAINTENANCE**

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 4<sup>th</sup> day of June 2020, did file with the Secretary of said District a Statement of Completion of the following described work, the LOWER MILLER CREEK CHANNEL MAINTENANCE project, Job No. 11500-09, the contract for doing which was awarded to CATS4U Inc. of Healdsburg, California, and entered into on August 22, 2016. 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 22<sup>nd</sup> day of April, 2020. Acceptance of completion of said work was ordered by the District Board on June 4, 2020.

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 LOWER MILLER CREEK CHANNEL MAINTENANCE project, all as more particularly described in the plans and specifications approved by the said District in August 2016.

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 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 June 2020.

LAS GALLINAS VALLEY SANITARY DISTRICT

\_\_\_\_\_  
Michael Prinz, General Manager



**DISTRICT BOARD**

Rabi Elias  
Megan Clark  
Russ Greenfield  
Craig K. Murray  
Crystal Yezman

**DISTRICT ADMINISTRATION**

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

**ATTACHMENT 1**

**STATEMENT OF COMPLETION**

**LOWER MILLER CREEK CHANNEL MAINTENANCE  
(JOB NO. 11500-09)**

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 CATS4U Inc. of Healdsburg, California, dated August 22<sup>th</sup>, 2016 was completed to my satisfaction on April 22<sup>nd</sup>, 2020.

That said work and improvements are more particularly described in the Contract Documents dated August 2016, prepared by Kamman Hydrology & Engineering, Inc., and advertised for public bidding on June 9, 2016.

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: June 4, 2020

By: \_\_\_\_\_

Michael P. Cortez, PE  
District Engineer



Item Number 2 F

# Agenda Summary Report

**To:** Mike Prinz, General Manager *MP*  
**From:** Michael P. Cortez, PE, District Engineer  
**Meeting Date:** June 4, 2020  
**Re:** Approve Resolution 2020-2189 Accepting Final Completion of Marinwood Trunk Sewer Repair Project  
**Item Type:** Consent  Discussion  Information  Other   
**Standard Contract:** Yes  No  (See attached) Not Applicable

### STAFF RECOMMENDATION

Board to approve Resolution 2020-2189 Accepting Final Completion of Marinwood Trunk Sewer Repair Project.

### BACKGROUND

On December 6, 2019, Miksis Services, Inc. of Healdsburg, California (Contractor) completed the Marinwood Trunk Sewer Repair project for a final cost of \$226,689 including \$23,311 in deductive change orders. The project provided for trenchless rehabilitation of 420 LF of 18" underground sewer crossing at Highway 101.

### PREVIOUS BOARD ACTION

The Board approved the Award of Contract for Marinwood Trunk Sewer Repair project to Miksis Services Inc. on April 11, 2019.

### ENVIRONMENTAL REVIEW

N/A

### FISCAL IMPACT

This project was previously approved in the FY 2019/2020 CIP budget.



**RESOLUTION No 2020-2189**

**A RESOLUTION ACCEPTING THE  
MARINWOOD TRUNK SEWER REPAIR  
FOR**

**LAS GALLINAS VALLEY SANITARY DISTRICT**

**WHEREAS**, Miksis Services, Inc. of Healdsburg, California, executed a contract on May 13, 2019 in the amount of \$250,000 to complete MARINWOOD TRUNK SEWER REPAIR project, Job No. 11200-03, scope defined in Contract Documents and Specifications dated February 2019 prepared by District staff, for District ownership and maintenance;

**WHEREAS**, the District has authorized deductive change orders in the total amount of \$23,311, for a total final project cost of \$226,689; and

**WHEREAS**, Michael P. Cortez, District Engineer for the Las Gallinas Valley Sanitary District by a Notice of Completion dated June 4, 2020, 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 4<sup>th</sup> day of June 2020, 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)

\_\_\_\_\_  
Judy Schriebman, Vice-President Board of Directors

# Exhibit A

Notice of Acceptance of Completion  
MARINWOOD TRUNK SEWER REPAIR

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**  
**MARINWOOD TRUNK SEWER REPAIR**

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 4<sup>th</sup> day of June 2020, did file with the Secretary of said District a Statement of Completion of the following described work, the MARINWOOD TRUNK SEWER REPAIR project, Job No. 11200-03, the contract for doing which was awarded to Miksis Services, Inc. of Healdsburg, California, and entered into on May 13, 2019. 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 6<sup>th</sup> day of December 2019. Acceptance of completion of said work was ordered by the District Board on June 4, 2020.

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 MARINWOOD TRUNK SEWER REPAIR project, all as more particularly described in the plans and specifications approved by the said District in February 2019.

The site of the construction and improvements was in 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 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 June 2020.

LAS GALLINAS VALLEY SANITARY DISTRICT

\_\_\_\_\_  
Michael Prinz, General Manager



**DISTRICT BOARD**

Rabi Elias  
Megan Clark  
Russ Greenfield  
Craig K. Murray  
Crystal Yezman

**DISTRICT ADMINISTRATION**

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

**ATTACHMENT 1**

**STATEMENT OF COMPLETION**

**MARINWOOD TRUNK SEWER REPAIR  
(JOB NO. 11200-03)**

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 Miksis Services, Inc. of Healdsburg, California, dated May 13<sup>th</sup>, 2019 was completed to my satisfaction on Dec 6<sup>th</sup>, 2019.

That said work and improvements are more particularly described in the Contract Documents dated February 2019, prepared by District staff, and advertised for public bidding on February 14, 2019.

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: June 4, 2020

By: \_\_\_\_\_

Michael P. Cortez, PE  
District Engineer



Item Number 26

# Agenda Summary Report

**To:** Mike Prinz, General Manager *MSP*  
**From:** Michael P. Cortez, PE, District Engineer  
**Meeting Date:** June 4, 2020  
**Re:** Application of Allocation of Capacity for APN 164-113-07  
 383 Quietwood Dr  
**Item Type:** Consent X Discussion \_\_\_\_\_ Information \_\_\_\_\_ Other \_\_\_\_\_  
**Standard Contract:** Yes \_\_\_\_\_ No \_\_\_\_\_ (See attached) Not Applicable X

### STAFF RECOMMENDATION

Board to approve the issuance of a Will Serve Letter to 383 Quietwood Dr.

### BACKGROUND

The owner of 383 Quietwood Drive has submitted plans for remodeling and addition to an existing 1,262 square foot single story residence. Based on plans and information submitted, a Will Serve Letter has been drafted and a connection fee of \$2,177 has been assessed for the addition of 7 plumbing fixture units.

### PREVIOUS BOARD ACTION

N/A

### ENVIRONMENTAL REVIEW

N/A

### FISCAL IMPACT

Connection fee revenue of \$2,177.



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

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

Date: June 4, 2020  
 Property Owner: Susan and Lee Gottshall-Maxon  
 Property Owner Address: 527 Belle Ave  
 San Rafael, CA 94901  
 Applicant: Gary Millar  
 Project Name: 383 Quietwood Dr  
 Project Address: 383 Quietwood Dr  
 San Rafael, CA 94903  
 Project APN: APN 164-113-07

**Re: Will-Serve Letter**

You have requested a **Will-Serve Letter** from the Las Gallinas Valley Sanitary District (“LGVSD”) at the May 21, 2020 Board Meeting.

Subject to the terms and conditions in this letter, LGVSD will serve the project with additional seven (7) Plumbing Fixture Units (PFU). This letter may be used to submit to another local agency to satisfy a condition for either tentative subdivision map approval or any other permit approval.

The standard terms and conditions of approval are as follows:

Initial	Item	Condition of Approval
	1	You pay for the facility capacity fee (new connection fee) in accordance with LGVSD ordinances and policies. Please note payment date obligation and amount obligation.
	2	You agree to abide by all conditions of approval of the Board of Directors.
	3	This Will Serve approval terminates three (3) years from the Board meeting date unless all building permits have been issued for the project.
	4	After the lateral inspection is completed and the connection verified, the property will be added to the sewer user charge and will receive a charge for this service, if applicable.

The remodeled building has 26 PFUs per information submitted. Applicant will receive a credit of 19 PFUs for the existing plumbing fixtures. At \$311 per Plumbing Fixture Unit according to current District Ordinance, the connection fee for 7 additional PFUs is \$2,177.

The Connection Fee approved by the Board is as follows:

Connection Fee for 7 PFU at \$311/PFU:	\$ 2,177
Application Fee:	\$ 250
Engineering Review and Inspection Fees:	\$ 0
<b>Total Fee:</b>	<b>\$ 2,427</b>

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

1. 10% of the Connection Fee is due within thirty days of Board approval of final plans and specifications;
2. 40% of the Connection Fee is due within one year, June 4, 2021; or upon the date of building permit issuance, whichever occurs first;
3. 50% of the Connection Fee is due within two years, June 4, 2022; or upon the date of building permit issuance, whichever occurs first;

Please remit **\$2,427** and make the check payable to Las Gallinas Valley Sanitary District. Please note if payment schedule as above is not followed, you risk losing your allocation.

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

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

Sincerely,

Mike Prinz, General Manager

AGREED:

Date: \_\_\_\_\_

\_\_\_\_\_  
Project Applicant

Cc: Michael P. Cortez, District Engineer





Item Number 24

# Agenda Summary Report

**To:** Mike Prinz, General Manager *MP*  
**From:** Michael P. Cortez, PE, District Engineer  
**Meeting Date:** June 4, 2020  
**Re:** Designation of the Secondary Treatment Process Upgrade and Recycled Water Expansion Project as an Essential Governmental Function per Marin County Public Health Order  
**Item Type:** Consent  Discussion  Information  Other   
**Standard Contract:** Yes  No  (See attached) Not Applicable

### STAFF RECOMMENDATION

Board to approve continued Designation of the Secondary Treatment Process Upgrade and Recycled Water Expansion Project as an Essential Governmental Function per Marin County Public Health Order.

### BACKGROUND

The shelter-in-place order issued by Marin County Health Officer in effect as of the writing of this report requires recurring designation of projects previously designated by the lead agency as Essential Governmental Functions.

### PREVIOUS BOARD ACTION

The Board approved Resolution 2020-2184 on April 16, 2020 designating the Secondary Treatment Process Upgrade and Recycled Water Expansion (STPURWE) Project as an Essential Governmental Function as defined in the Order of the Marin County Health Officer dated March 31, 2020, section 13.f.v.4.

### ENVIRONMENTAL REVIEW

N/A

### FISCAL IMPACT

N/A



Item Number 3

# Agenda Summary Report

**To:** Mike Prinz, General Manager *MSP*  
**From:** Michael P. Cortez, PE, District Engineer  
**Meeting Date:** June 4, 2020  
**Re:** MWA Architects Progress Update  
 Administration Building Site Evaluation  
**Item Type:** Consent  Discussion  Information  Other   
**Standard Contract:** Yes  No  (See attached) Not Applicable

### STAFF RECOMMENDATION

Board to discuss site options and direct staff as appropriate.

### BACKGROUND

MWA Architects (MWA) will be presenting preliminary results of the Site Alternatives Evaluation Matrix for the new Administration Building based on MWA's independent analysis and input from workshop with District management staff conducted on May 5, 2020 and May 29, 2020. Final selection is anticipated to occur in July 2020 and next steps will be discussed during the presentation.

Attached is a copy of the MWA presentation for Board to review.

### PREVIOUS BOARD ACTION

The Board awarded a contract on December 5, 2019 and Contract Amendment 1 on May 21, 2020 to MWA Architects for the Administration Building Site Evaluation project.

### ENVIRONMENTAL REVIEW

Future environmental review will be done as needed for the site ultimately identified.

### FISCAL IMPACT

N/A



LAS GALLINAS VALLEY  
SANITATION DISTRICT

ADMINISTRATION BUILDING  
SITE EVALUATION

PRELIMINARY  
ALTERNATIVES  
ANALYSIS

JUNE 4, 2020



mwa architects

## MEETING OBJECTIVES

Review site evaluation methodology  
and scoring

Identify 3 to 4 preferred site  
alternatives for further evaluation

## AGENDA

- 15 min Evaluation Criteria and Scenarios
- 15 min Site Analysis and Summary
- 15 min Discussion



## EFFICIENT PROJECT DELIVERY

1. Site Acquisition Complexity  
*Impacts to project schedule and cost due to land acquisition from private or public entity.*
2. Environmental Permitting Complexity  
*Impacts to project schedule and cost due to complex permitting and mitigation requirements.*
3. Construction Complexity  
*Impacts to project schedule and cost due to complex foundation design and contractor access.*
4. Site Preparation Complexity  
*Impacts to project schedule and cost due to significant regrading, paving, and utility connections.*
5. Synergy with Flow EQ Project  
*Impacts to project site feasibility due to conflicts or mutual benefits with proposed Flow EQ project.*

## EFFICIENT OPERATIONS

### 6. Building Layout

*Impacts to building functionality and operations due to arrangement of spaces within the building.*

### 7. Safety, Accessibility and Proximity to Plant

*Impacts to plant operations due to proposed pedestrian circulation routes to/from the building.*

### 8. Outdoor Program

*Impacts to building functionality and operations due to available parking and gathering areas.*

### 9. Disruption to Operations during Construction

*Impacts to plant operations due to construction traffic and activities.*

### 10. Impacts to Operations and Corporation Yard Improvements

*Impacts to long term plant operations due to project location and roadway improvements.*



POSITIVE  
EXTERNAL  
IMPACTS

11. Improved Public Access

*Impacts to public access to plant and reclamation fields due to project location and roadway improvements.*

12. Civic Identity

*Impacts to public perception of the District due to building visibility and relationship to its surroundings.*

13. Educational Opportunities

*Impacts to educational programs due to plant views and proximity to plant process space.*

14. Proximity to Odors

*Impact of process odors on building and related outdoor spaces.*



## SCENARIO DEVELOPMENT

Develop 6 scoring scenarios for comparative analysis

Within each scenario, criteria are weighted based on a unique set of priorities

## SCENARIOS

Scenario 1:	<b>Efficient Project Delivery</b>	Emphasize criteria that impact project delivery.
Scenario 2:	<b>Efficient Operations</b>	Emphasize criteria that impact plant operations.
Scenario 3:	<b>Positive External Impact</b>	Emphasize criteria that positively impact external perception and experience of the building.
Scenario 4:	<b>District Staff Priorities</b>	Emphasize criteria most important to District staff.
Scenario 5	<b>Minimize Schedule Impacts</b>	Emphasize alternatives that minimize potential increases to project schedule
Scenario 6:	<b>Minimize Cost Impacts</b>	Emphasize alternatives that minimize potential increases to project cost

## SCENARIO WEIGHTING

Objectives	Criteria	Scenarios					
		Efficient Project Delivery	Efficient Operations	Positive External Impacts	District Staff Priorities	Minimize Schedule Impacts	Minimize Cost Impacts
Efficient Project Delivery	Site Acquisition	x4	x1	x1	x3	Varies	Varies
	Environmental Permitting Complexity				x3	Varies	Varies
	Construction Complexity				x4	Varies	Varies
	Site Preparation Complexity				x2	Varies	Varies
	Synergy with Flow EQ Project				x3	Varies	Varies
Efficient Operations	Building Layout	x1	x4	x1	x4	N/A	Varies
	Safety, Accessibility and Proximity to Plant				x3		N/A
	Outdoor Program				x3		
	Disruption to Operations during Construction				x2		
	Impacts to Operations and Corporation Yard Improvements				x3		
Positive External Impacts	Improved Public Access	x1	x1	x4	x1	N/A	N/A
	Civic Identity				x2		
	Educational Opportunities				x1		
	Proximity to Odors				x2		

## BASELINE ASSUMPTIONS

### Schedule Baseline (months)

---

Planning/Permitting:	6
Design:	12
Bidding and Construction:	24
Total:	<b>42</b>

### Cost Baseline

---

Single story construction with slab on grade foundation,  
no new roadways

---

Adequate space for construction and staging

---

Minimal environmental permitting

---

No property acquisition



## SITE ALTERNATIVES

1. Smith Ranch Rd Site
2. Smith Ranch Rd Site  
- *with realignment*
3. Miller Creek Site
4. Public Open Space Site
5. DHA Proposed Site
6. Reclamation Lot Site
7. Triangle Parcel Site
8. Existing Admin. Building Site





- : CONCEPTUAL BUILDING FOOTPRINT
- : PARKING
- : LGVSD PROPERTY BOUNDARY
- : WWTP BOUNDARY
- : ACQUIRED PROPERTY BOUNDARY

## SITE 1

Smith Ranch Rd Site

Two story building  
 No new parking  
 Land acquisition



15

# SITE 1

Smith Ranch Rd Site

- Land acquisition required
- Potential permitting challenges
- Moderate site preparation but minimal utility work
- Adequate construction staging and access
- Limited operations interference during construction
- Positive long term affects on operations
- Multi-story layout reduces operational efficiency

- : SCENARIO
- : FIRST PLACE SITE
- : SECOND/THIRD PLACE SITE
- # : LAST/SECOND TO LAST PLACE SITE

Site Alternative		Raw Score	Efficient Project Delivery	Efficient Operations	Positive External Impacts	District Staff Priorities	Minimize Schedule Impacts	Minimize Cost Impacts
1	Smith Ranch Rd. Site	41	91	100	85	120	14	14

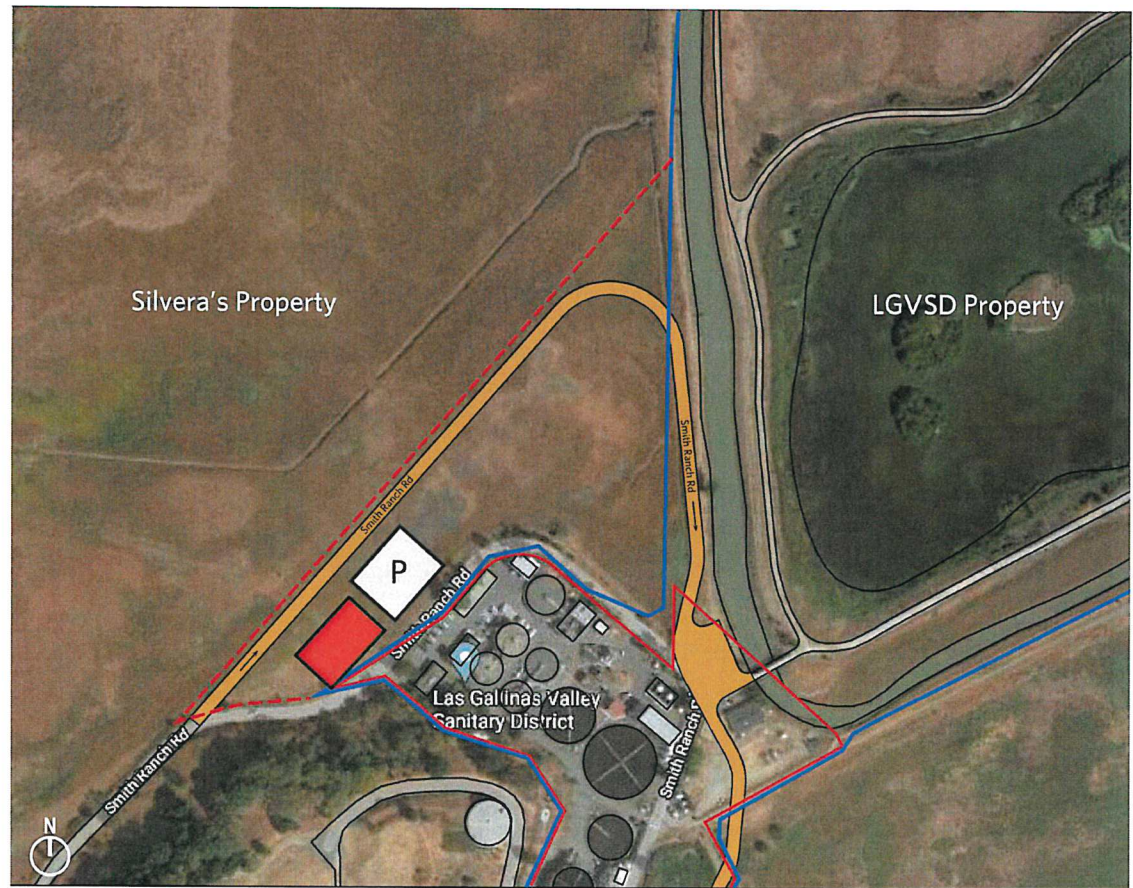
- : CONCEPTUAL BUILDING FOOTPRINT
- : PARKING
- : LGVSD PROPERTY BOUNDARY
- : WWTP BOUNDARY
- : ACQUIRED PROPERTY BOUNDARY

## SITE 2

Smith Ranch Rd Site  
+ Realignment

One story building  
New parking + road  
Land acquisition

17



## SITE 2

Smith Ranch Rd Site  
+ Realignment

- Land acquisition required
- Significant permitting challenges
- Significant site preparation but minimal utility work
- Adequate construction staging and access
- Limited operations interference during construction
- Positive long term affects on operations
- One story layout improves operational efficiency
- Improved public access

- : SCENARIO
- : FIRST PLACE SITE
- : SECOND/THIRD PLACE SITE
- : LAST/SECOND TO LAST PLACE SITE

Site Alternative	Raw Score	Efficient Project Delivery	Efficient Operations	Positive External Impacts	District Staff Priorities	Minimize Schedule Impacts	Minimize Cost Impacts
2 Smith Ranch Rd. Site + Realignment	48	92	128	98	140	11	13

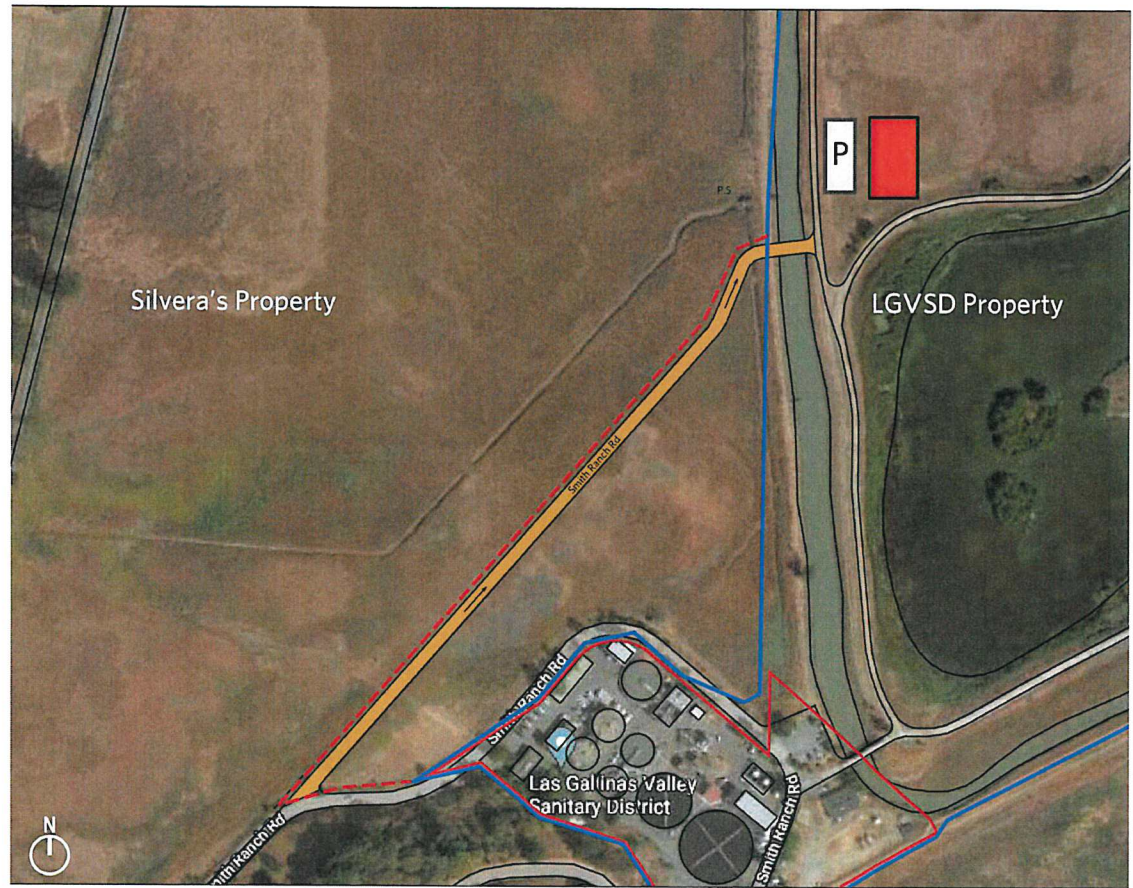
- : CONCEPTUAL BUILDING FOOTPRINT
- : PARKING
- : LGVSD PROPERTY BOUNDARY
- : WWTP BOUNDARY
- : ACQUIRED PROPERTY BOUNDARY

## SITE 3

Miller Creek Parcel  
Site

One story building  
New parking + road  
Land acquisition

19



## SITE 3

Miller Creek Parcel  
Site

- Land acquisition required
- Significant permitting challenges
- Significant site preparation and utility work
- Adequate construction staging and access
- Limited operations interference during construction
- Mixed long term affects on operations due to remote location
- One story layout improves operational efficiency
- Improved public access

: SCENARIO  
 : FIRST PLACE SITE  
 : SECOND/THIRD PLACE SITE  
# : LAST/SECOND TO LAST PLACE SITE

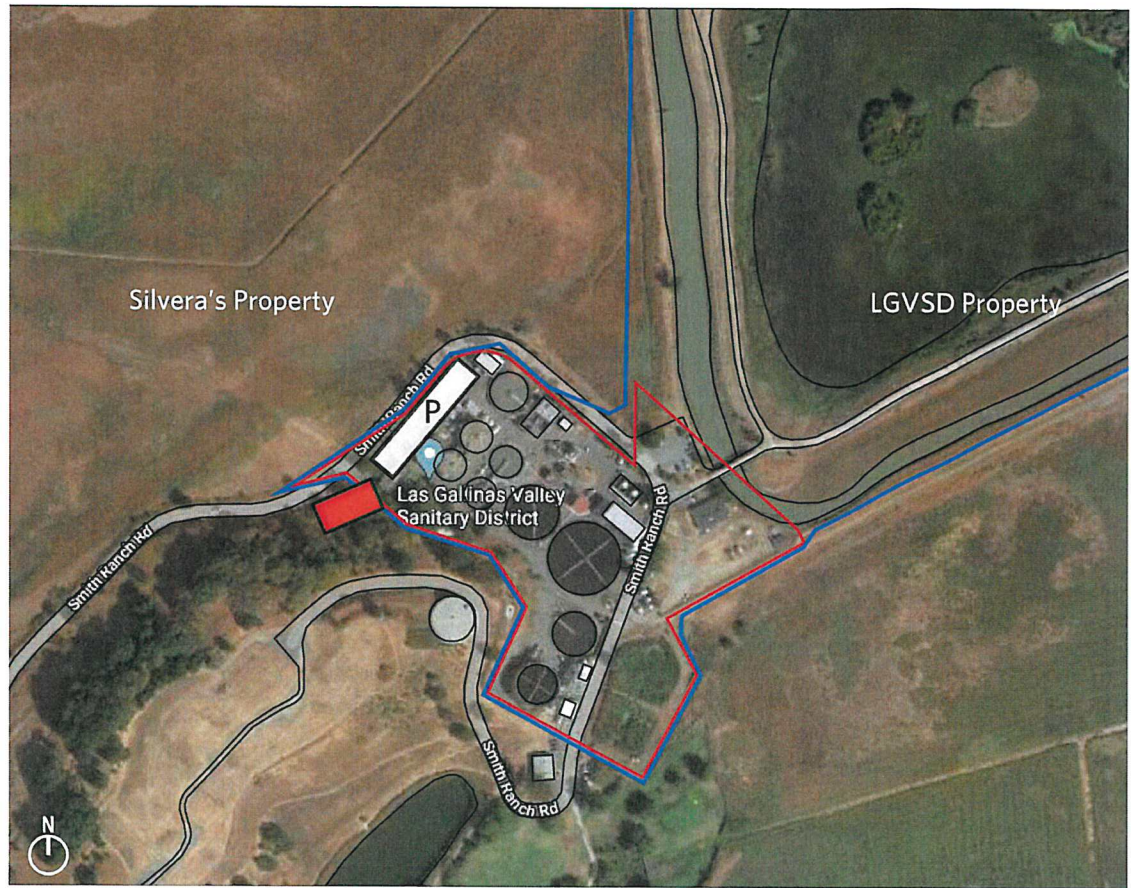
Site Alternative		Raw Score	Efficient Project Delivery	Efficient Operations	Positive External Impacts	District Staff Priorities	Minimize Schedule Impacts	Minimize Cost Impacts
3	Miller Creek Parcel Site	37	72	102	78	109	9	10

- : CONCEPTUAL BUILDING FOOTPRINT
- : PARKING
- : LGVSD PROPERTY BOUNDARY
- : WWTP BOUNDARY
- : ACQUIRED PROPERTY BOUNDARY

## SITE 4

Public Open Space  
Site

Two story building  
No new parking  
Land acquisition/swap



## SITE 4

Public Open Space Site

- Land acquisition required
- Potential permitting challenges
- Significant site preparation but minimal utility work
- Limited construction staging and access
- Moderate operations interference during construction
- Mixed long term affects on plant operations due to exceptionally challenging building layout and access
- Multi-story layout reduces operational efficiency

: SCENARIO  
 : FIRST PLACE SITE  
 : SECOND/THIRD PLACE SITE  
# : LAST/SECOND TO LAST PLACE SITE

Site Alternative	Raw Score	Efficient Project Delivery	Efficient Operations	Positive External Impacts	District Staff Priorities	Minimize Schedule Impacts	Minimize Cost Impacts
4 Public Open Space Site	31	75	66	75	93	13	15



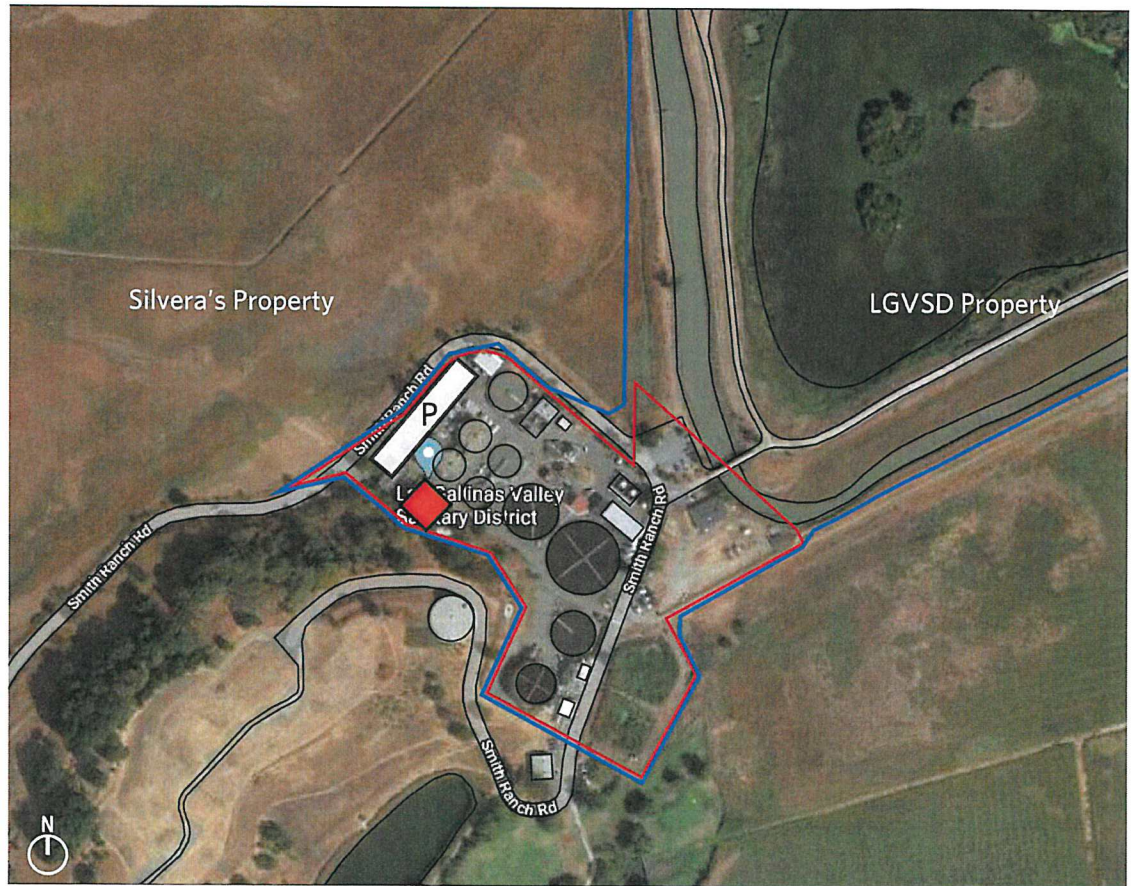
- : CONCEPTUAL BUILDING FOOTPRINT
- : PARKING
- : LGVSD PROPERTY BOUNDARY
- : WWTP BOUNDARY
- : ACQUIRED PROPERTY BOUNDARY

## SITE 5

DHA Proposed Site

Three story building  
 No new parking  
 District property

23



## SITE 5

DHA Proposed Site

- District land
- Minimal permitting challenges
- Significant site preparation and utility work
- Limited construction staging and access
- Significant operations interference during construction
- Limited improvement to long term operations
- Multi-story layout reduces operational efficiency
- Best views

- : SCENARIO
- : FIRST PLACE SITE
- : SECOND/THIRD PLACE SITE
- # : LAST/SECOND TO LAST PLACE SITE

Site Alternative	Raw Score	Efficient Project Delivery	Efficient Operations	Positive External Impacts	District Staff Priorities	Minimize Schedule Impacts	Minimize Cost Impacts
5 DHA Proposed Site	34	91	58	73	97	15	16

- : CONCEPTUAL BUILDING FOOTPRINT
- : PARKING
- : LGVSD PROPERTY BOUNDARY
- : WWTP BOUNDARY
- : ACQUIRED PROPERTY BOUNDARY

## SITE 6

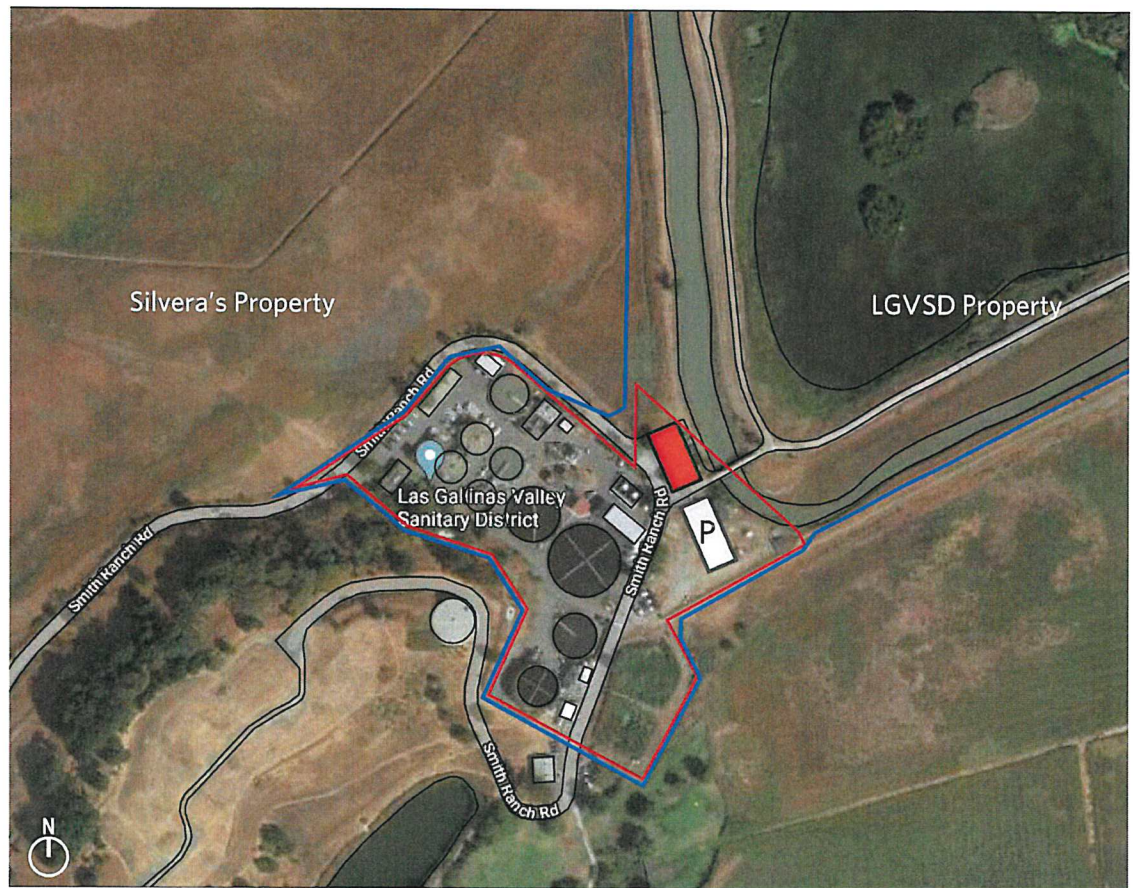
Reclamation Lot Site

Two story building

New parking

District property

25



## SITE 6

Reclamation Lot Site

- District land
- Potential permitting challenges
- Limited site preparation and utility work
- Limited construction staging and access
- Moderate operations interference during construction
- Limited improvement to long term operations
- Multi-story layout reduces operational efficiency
- Good views and education opportunities

- : SCENARIO
- : FIRST PLACE SITE
- : SECOND/THIRD PLACE SITE
- : LAST/SECOND TO LAST PLACE SITE

Site Alternative	Raw Score	Efficient Project Delivery	Efficient Operations	Positive External Impacts	District Staff Priorities	Minimize Schedule Impacts	Minimize Cost Impacts
6 Reclamation Lot Site	45	103	88	85	113	11	14

- : CONCEPTUAL BUILDING FOOTPRINT
- : PARKING
- : LGVSD PROPERTY BOUNDARY
- : WWTP BOUNDARY
- : ACQUIRED PROPERTY BOUNDARY

## SITE 7

Triangle Parcel Site

- One story building
- New parking
- Land acquisition

27



## SITE 7

Triangle Parcel Site

- Land acquisition required
- Significant permitting challenges
- Moderate site preparation but minimal utility work
- Adequate construction staging and access
- Minimal operations interference during construction
- Positive long term operations impact but potential conflict with Flow EQ
- One story layout improves operational efficiency
- Improved public access

- : SCENARIO
- : FIRST PLACE SITE
- : SECOND/THIRD PLACE SITE
- : LAST/SECOND TO LAST PLACE SITE

Site Alternative	Raw Score	Efficient Project Delivery	Efficient Operations	Positive External Impacts	District Staff Priorities	Minimize Schedule Impacts	Minimize Cost Impacts
7 Triangle Parcel Site	42	73	109	76	112	10	12

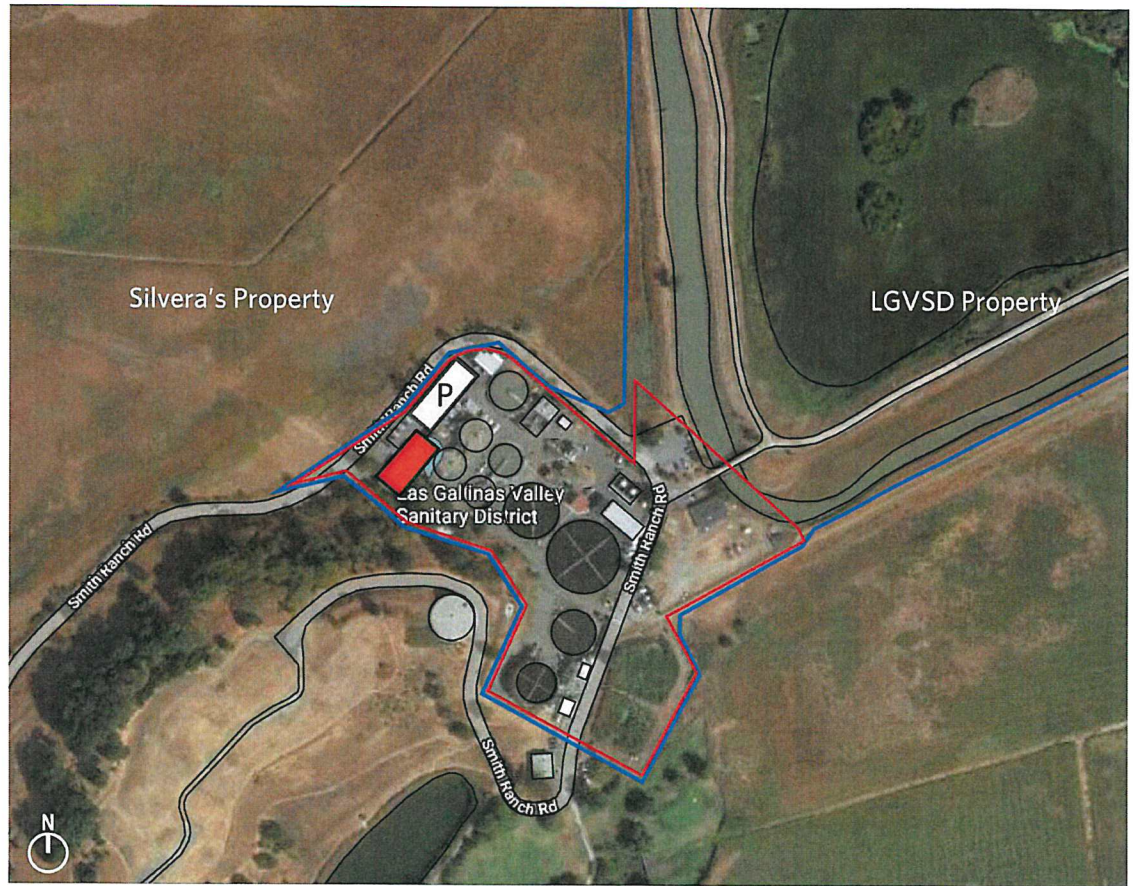
- : CONCEPTUAL BUILDING FOOTPRINT
- : PARKING
- : LGVSD PROPERTY BOUNDARY
- : WWTP BOUNDARY
- : ACQUIRED PROPERTY BOUNDARY

## SITE 8

Existing Admin.  
Building Site

Two story building  
Maint. bldg. demo  
No new parking  
District Property

29



## SITE 8

Existing Admin.  
Building Site

- District land
- No new permitting challenges
- Demolition and temporary facilities required
- Requires relocation of maintenance facility
- No utility work
- Limited construction staging and access
- Significant operations interference during construction due to temporary facilities requirement
- Limited improvement to long term operations
- Multi-story layout reduces operational efficiency
- Good views and civic identity

- : SCENARIO
- : FIRST PLACE SITE
- : SECOND/THIRD PLACE SITE
- # : LAST/SECOND TO LAST PLACE SITE

Site Alternative		Raw Score	Efficient Project Delivery	Efficient Operations	Positive External Impacts	District Staff Priorities	Minimize Schedule Impacts	Minimize Cost Impacts
8	Existing Admin. Building Site	38	101	65	80	105	15	15





- : SCENARIO
- : FIRST PLACE SITE
- : SECOND/THIRD PLACE SITE
- : LAST/SECOND TO LAST PLACE SITE

## EVALUATION SUMMARY

Site Alternative		Scenarios					
		Efficient Project Delivery	Efficient Operations	Positive External Impacts	District Staff Priorities	Minimize Schedule Impacts	Minimize Cost Impacts
1	Smith Ranch Rd. Site	91	100	85	120	14	14
2	Smith Ranch Rd. Site + Realignment	92	128	98	140	11	13
3	Miller Creek Parcel Site	72	102	78	109	9	10
4	Public Open Space Site	75	66	75	93	13	15
5	DHA Proposed Site	91	58	73	97	15	16
6	Reclamation Lot Site	103	88	85	113	11	14
7	Triangle Parcel Site	73	109	76	112	10	12
8	Existing Admin. Building Site	101	65	80	105	15	15



THANK YOU



mwa architects



Item Number 4 A 1

# Agenda Summary Report

**To:** Mike Prinz, General Manager *MP*  
**From:** Michael P. Cortez, PE, District Engineer  
**Meeting Date:** June 4, 2020  
**Re:** Land Development Project Updates  
**Item Type:** Consent  Discussion  Information  Other   
**Standard Contract:** Yes  No  (See attached) Not Applicable

## STAFF RECOMMENDATION

None. For information only.

## BACKGROUND

District staff will update the District Board on the status of the following land development projects:

1. Guide Dogs for the Blind Puppy Center Project – 350 Los Ranchitos Road
2. Oakmont Senior Living Facility - 3773 Redwood Hwy
3. 350 Merrydale Townhomes (a.k.a.) 3833 Redwood Hwy
4. Kaiser Parking Garage/Medical Office – 1650 Los Gamos Dr
5. Other Land Development Projects

## PREVIOUS BOARD ACTION

N/A

## ENVIRONMENTAL REVIEW

N/A

## FISCAL IMPACT

N/A

**6/4/2020**

**General Manager Report**

- Separate Item to be distributed at Board Meeting
- Separate Item to be distributed prior to Board Meeting
- Verbal Report – Topics include:
  - Discharge Status
  - ASM Recruitment Update
  - NPDES Permit Update
  - Banking Update
  - Staff Advancements
- Presentation



# Agenda Summary Report

To: LGVSD Board of Directors *MP*  
 From: Mike Prinz, General Manager  
 Meeting Date: June 4, 2020  
 Re: Quarterly Report & Treasurer's Report as of March 31, 2020.

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

## STAFF RECOMMENDATION

Information only

## BACKGROUND

### Treasurer's Report:

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

The attached Treasurer's Report presents the District's bank and investment account balances as of March 31, 2020. Total Cash and Investments of \$50.2 million reflect a decrease of \$17.2 million during the previous twelve month period. This decrease is the result of major capital project expenditures from funds that were accumulated specifically for those capital projects. The District's investments comply with its investment policy and the District has sufficient funds available to meet its obligations for the next six months.

### Quarterly Financial Report:

With the vacancy in the Administrative Services Manager position, I am using outside resources to ensure that the recording of the District's financial transactions are timely and accurate. I will keep the Board informed on the progress of this activity.

## PREVIOUS BOARD ACTION

N/A

## ENVIRONMENTAL REVIEW

N/A

## FISCAL IMPACT

None

**Las Gallinas Valley Sanitary District  
Treasurer's Report - Operating and Investment Accounts  
March 31, 2020**

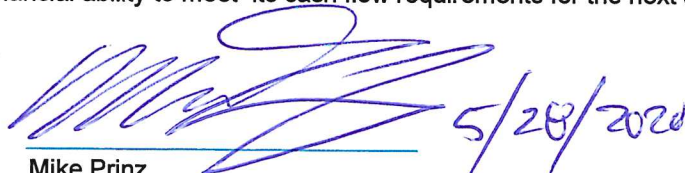
I. Account Summary: Bank and Investment Accounts Accounts Summary	March		Change from Previous Year
	2020	2019	
<b>Summary of Bank and Investment Accounts</b>			
<b>OPERATIONS:</b>			
<b>Bank of Marin</b>			
Operating Accounts	1,328,395	473,659	854,735
Liquid Savings	182,413	1,319,034	(1,136,621)
Private Sewer Lateral Rehab	170,355	191,396	(21,041)
Surcharge-Marin Lagoon	84,259	84,197	62
Surcharge-Captains Cove	17,198	17,185	13
Connection Fee	66,147	45,676	20,471
Capital Project Reserve Fund	2,609,545	2,607,454	2,091
<b>Petty cash</b>	<b>2,782</b>	<b>755</b>	<b>2,027</b>
<b>Investment Accounts</b>			
Debt Service Reserve-Recycled Water	591,552	590,411	1,141
Debt Service Reserve-SRF Loan	296,392	295,814	578
 Local Agency Investment Fund	 <u>26,398,507</u>	 <u>20,743,533</u>	 <u>5,654,974</u>
Cash and Investments	<u>\$ 31,747,546</u>	<u>\$ 26,369,115</u>	<u>\$ 5,378,431</u>
<b>BOND INVESTMENTS:</b>			
Local Agency Investment Fund	<u>\$ 18,431,379</u>	<u>\$ 40,999,884</u>	<u>\$ (22,568,505)</u>
<b>TOTAL CASH AND INVESTMENTS</b>	<b><u>\$ 50,178,925</u></b>	<b><u>\$ 67,368,999</u></b>	<b><u>\$ (17,190,074)</u></b>

II. Account Activity for Bank of Marin Accounts

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

**Statement of Compliance:**

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

  
 Mike Prinz  
 General Manager

LAS GALLINAS VALLEY SANITARY DISTRICT  
 LAIF BALANCES FROM 7/1/2020 THROUGH MARCH 2020

	6/30/2019 Beginning Balance	Interest	Deposits	Withdrawals	Unadjusted Balance At 3/31/2020	Transfers to be Made	Adjusted Ending Balance With Transfers
LAIF Operating Account	25,177,532.90	413,353.32	16,574,000.00	(18,643,000.00)	23,521,886.22	2,876,620.86	26,398,507.08
LAIF Bond Account	38,519,874.17	673,848.09	-	(17,885,722.26)	21,308,000.00	(2,876,620.86)	18,431,379.14
Total LAIF Accounts	63,697,407.07	1,087,201.41	16,574,000.00	(36,528,722.26)	44,829,886.22	-	44,829,886.22

MDP  
 5/28/2020





Item Number 4A4

# Agenda Summary Report

**To:** Mike Prinz, General Manager *MP*  
**From:** Mel Liebmann, Plant Manager  
**Meeting Date:** June 4, 2020  
**Re:** 2019 Biosolids Surface Injection and Pasture Irrigation O&M Professional Services  
**Item Type:** Consent \_\_\_\_\_ Discussion \_\_\_\_\_ Information XX Other \_\_\_\_\_  
**Standard Contract:** Yes \_\_\_\_\_ No \_\_\_\_\_ (See attached) Not Applicable XX

## STAFF RECOMMENDATION

None, Information Only

## BACKGROUND

In compliance with a Board request at the May 21, 2020 regular board meeting, staff have prepared a summary of professional services provided to the District for biosolids surface injection and pasture irrigation operation and maintenance for 2019.

In 2019, the board awarded the lone bidder, Custom Tractor Service (CTS) a contract to remove a minimum of 1,000,000 gallons and up to 1,500,000 gallons of biosolids from the District's three lagoons and then surface inject that volume in the District's adjacent dedicated land disposal (DLD) site. This limited scope of work was satisfactorily performed between July and August 2019 at a total cost of \$76,404.13 to the District.

For the 2019 NPDES discharge prohibition season from June through October, the Board approved a staff negotiated contract with CTS to provide professional services for the operations and maintenance of reclamation pastureland effluent disposal equipment. This contrasted with previous year's lease agreements with CTS to provide similar services to the District in trade for the use of the District's pastureland to produce a hay commodity for profit.

CTS provided the following work items in the 2019 irrigation season between June and September at a total cost of \$78,545.50 to the District.

- Preparatory disking of Irrigation pastures.
- General irrigation pivot operation and maintenance, which resulted in a total irrigation volume of 105.7 million gallons of recycled water.
- Restoration of irrigation Pivot #2 functionality after a wheel assembly failed in June, 2019.
- Installation of additional irrigation equipment to irrigate the corners of the pivot irrigation pastures.
- Mowing of vegetation on reclamation levee road and shoulders.



### **PREVIOUS BOARD ACTION**

At the May 16, 2019 meeting, the Board of Directors awarded the bid for supplying professional services for biosolids removal and surface injection from July 1, 2019 through June 30, 2020 to Custom Tractor Service.

At the May 21, 2019 meeting the Board approved a negotiated award of agreement for Custom Tractor Service to provide services to operate and maintain the irrigation equipment and the District's pasturelands primarily for effluent disposal for the months of June through December 2019.

### **ENVIRONMENTAL REVIEW**


The professional services described above were monitored by District staff and remained compliant with all state and federal environmental regulations.

### **FISCAL IMPACT**

N/A



# Agenda Summary Report

To: LGVSD Board of Directors 

From: Mike Prinz, General Manager

Mtg. Date: June 4, 2020

Re: Retention of Pacific Crest Group for Human Resources Support Services

Item Type: Consent \_\_\_\_\_ Discussion \_\_\_\_\_ Information X Other \_\_\_\_\_

Standard Contract: Yes \_\_\_\_\_ No \_\_\_\_\_ (See attached) Not Applicable X

### STAFF RECOMMENDATION

None. Informational only.

### BACKGROUND

The District has been pursuing a goal of augmenting human resources services since the recommendation to do so was originally brought up in Employee Climate Assessments conducted by Futuresense over the past 2 years. Pacific Crest Group's (PCG's) qualifications were evaluated through telephonic and face to face interviews during the first quarter of 2019 and determined to be well suited to the District's advanced/non-transactional human resources needs. The General Manager solicited a proposal to provide pertinent services, which are described in the attached scope of work. A contract has been executed under the General Manager's signature authority in order to retain PCG for these services.

PCG will be holding office hours 3 hours per week to facilitate direct interaction with staff as needed. Due to the current covid limitations on face to face interactions, the initial period of interactions will be done via telephone or video conferencing, with exceptions for particularly challenging issues if needed.

The initial period of services will last for approximately 6 months, after which an extension of services may be considered.

### PREVIOUS BOARD ACTION

N/A

### ENVIRONMENTAL REVIEW

N/A

### FISCAL IMPACT:

The scope of services provided by PCG shall not exceed \$30,000, which falls under the General Manager's signature authority ceiling of \$45,000.

April 21, 2020

Mike Prinz, PE  
General Manager  
Las Gallinas Valley Sanitary District  
1010 Lucas Valley Road, #300  
San Rafael, CA 94903

RE: Human Resources Services

Dear Mike,

This letter is to confirm the proposed terms of engagement for services provided by Pacific Crest Group, a general partnership to Las Gallinas Valley Sanitary District. The following is an outline of the initial scope of work.

**Assessment:**

Initial intake and assessment including review of current policies, procedures and systems; introduction to staff & key partners; review of business objectives and current issues; planning meetings and development of implementation plan. A project list will be created by consultant in conjunction with the senior leadership team defining recommended projects to aid in the development of an appropriately comprehensive and operational HR department for the client. These projects and managerial oversight will be based on best practices and priorities, with recommended completion dates for such. Note: recommended completion dates will be dependent on availability of client provided resources to complete projects, or client approved project engagement of PCG staff for an additional fee to complete recommended projects.

Initial evaluation has identified the following:

- ✓ Assess, recommend and implement robust performance feedback process including semi-annual board summary for top management positions.
- ✓ Facilitate employee meetings to assess any existing concerns and issues
- ✓ Support regular, timely and compliant employee communication strategies to assist in building employee trust and engagement.
- ✓ Ensure HRIS is fully leveraged to ensure compliance and provide robust reporting of organizational metrics.
- ✓ Review other FutureSense recommendations to identify & support effective implementation strategies

**Senior HR Consulting:**

Consultant will provide Bi Weekly Meetings with the Executive Team to discuss executive level oversight of Human Resources for the Company. Each meeting will be focused on discussing and reviewing the on-going priorities and recommendations on the budgeting of resources to complete defined HR projects determined initially by "HR Assessment" and additional projects identified to strategically support the overall business plan and strategic direction of the organization. specifically, in the areas of HR systems, employee relations, legal compliance, talent management, training, compensation and budgeting. Consultant will need access to Executive / Senior Management team on a scheduled monthly basis to determine priorities and budgeting of resources to complete defined projects and available for additional special projects on an hourly billed basis.

**HR Management Services:**

Managerial oversight of the HR function in the areas of recruitment, on-boarding and off-boarding, administration of benefit, leaves of absence and worker's compensation, HR policy and procedure updates, wage and hour consult, performance review consult, and sharing of HR best practices. PCG will provide a combination of weekly onsite and remote work as well as be available for additional special projects.

The above services are expected to be delivered for \$2400 billed bi-weekly and are expected to require approximately 6-8 hours per week. While initial on-site schedule availability is expected to be Tuesday afternoons from noon-3pm please note that until the current COVID-19 Shelter in Place order for Marin County is lifted, on-site services will be provided for essential business function needs only and will otherwise be provided remotely.

Additional special projects outside the scope and available time in contract may be agreed upon and billed at the following hourly rates:

Senior HR Consulting - \$225/hour  
HR Management Services - \$195/hour

Should HR Generalist Services including delivery of onboarding, off boarding, management of employee documents, benefits administration, and routine employee questions or Payroll Consulting such as platform transitions, creating and setting up new systems, trouble shooting and fixing errors, year-end benefits audits/forms/filings be required they will be billed at the following hourly rates:

HR Generalist - \$195/hour  
Payroll Consulting - \$165/hour

The initial engagement is expected to be for a 6 month period with cumulative billing coming to \$30,000.00.

Thank you for this opportunity to support the Las Gallinas Valley Sanitary District. We look forward to working with you!

Warmly,

*Katrina M Fehring*

Katrina Fehring  
Partner & HR Senior Advisor  
[kfehring@pcg-services.com](mailto:kfehring@pcg-services.com)  
415-968-4005

6/4/2020

## **BOARD MEMBER REPORTS**

### **CLARK**

NBWA Board Committee, NBWA Conference  
Committee, Ad Hoc HR Sub-Committee re: GM Evaluation,  
Ad Hoc HR Sub-Committee re: 2019 Employee Climate  
Survey, Other Reports

### **ELIAS**

NBWRA , Ad Hoc Engineering Sub-Committee re:  
STPURWE, Other Reports

### **MURRAY**

Marin LAFCO, CASA Energy Committee, Ad Hoc HR Sub-  
Committee re: GM Evaluation, Other Reports

### **SCHRIEBMAN**

JPA Local Task Force, NBWA Tech Advisory Committee,  
Ad Hoc HR Sub-Committee re: 2019 Employee Climate  
Survey, Other Reports -Project WET

### **YEZMAN**

Gallinas Watershed Council/Miller Creek Watershed  
Council, Flood Zone 7, CSRMA, Ad Hoc Engineering Sub-  
Committee re: STPURWE, Other Reports



AGENDA

Agenda Item 5.3

Air Quality, Climate Change, and Energy Workshop Meeting June 4, 2020

Meeting Date/Time: May 28, 2020 / 8:30 – 10:30 am  
 Meeting Location: Zoom Link (delivered via meeting appointment)  
 Dial-in: Provided via Zoom Link

COMMENCEMENT

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

LEGISLATIVE UPDATE

	ITEM	LEAD	STATUS
1.	2020 Bill Cycle	Jessica/Jared	Update on legislative activity
2.	Governor's Budget	Jessica/Jared	May revise and August roll-out of GHG Reduction Fund (GGRF) Allocation

PRIORITY ISSUES/ACTION ITEMS

	ITEM	LEAD	NOTES
1.	COVID-19	Greg	Resources on CASA Website, SWRCB Fact Sheet, WEF Biosolids Fact Sheet, wastewater as surveillance tool
2.	SB 1383: Organic Waste Reduction Regs	Greg	SB 1383, adoption anticipated July 1, 2020
3.	AB 617: Community Air Protection Program & AB 2588 Toxics Program	Sarah/David	Attended workshop 4/30 discussing amendments to the Emission Inventory Criteria & Guidelines Regulation, met with CARB to discuss screening approach, submitted comment letter on proposed amendments
4.	Regional Hot Topic: BAAQMD Climate Pollutants (CH <sub>4</sub> & N <sub>2</sub> O)	Sarah	Regulation 13 development, 13-1 tabled, 13-2 to 13-4 development suspended, met with BAAQMD to discuss proposed project to inform Rule 13-4 development
5.	PFAS	Greg/Jared	SWRCB PFAS, CASA and National Coalition fact sheets SWRCB Phase 3 Investigation update

DISCUSSION/INFORMATIONAL ITEMS

	ITEM	LEAD	NOTES
1.	SWRCB Co-digestion Capacity Analysis	Sarah	Targeting release/roll-out in spring/summer 2020
2.	The Climate Registry & N <sub>2</sub> O	Sarah	TCR to form technical workgroup to discuss N <sub>2</sub> O at WWTPs
3.	Climate Action Reserve Protocol	Greg/Sarah	CASA comments on CAR's Draft Soil Enrichment Protocol
4.	Central Valley Salinity Alternatives for Long-Term Sustainability (CV SALTS)	Greg	Irrigated lands regulatory program, potential impact to land application of biosolids in the central valley
5.	Biosolids & Fire Reclamation Efforts	Greg	Project at Las Virgenes/Calabasas, Phase 1
6.	USFS Wood Innovation Grant	Greg	2-year project testing the use of biochar for odor control
7.	Biogas/Biomethane Management: <ul style="list-style-type: none"> <li>EPA Renewable Fuel Standard RINs</li> <li>Biogas Accidental Release Prevention &amp; Risk Management</li> </ul>	Greg/Sarah	Communication with interim Madison Le replacement CalOSHA Process Safety Management Standards update, OSHA contact
8.	Flare Rules: SCAQMD Rule 1118.1 & SJVAPCD Rule 4311 Updates	David/Ray	SCAQMD: Meetings, status of mandated research SJVAPCD: Resuming rule-making
9.	SB 100 Joint Agency Report & Scoping Workshops	Sarah	Modeling underway, draft results to come late spring/early summer, Draft report anticipated in late summer
10.	CA Adaptation: SWRCB	Sarah/Greg	SWRCB Climate Change Preparedness Survey Update

UPCOMING CONFERENCES/EVENTS

NAME	DATE/LOCATION
CWEA Annual Conference	Postponed to October 27 - 30, Reno
WEF Residuals & Biosolids Conference	Canceled, but going digital! More information to come.

NEXT MEETING: June 25<sup>th</sup>, 8:30 - 10:30 am (webinar/conference call)



**AGENDA**  
**Air Quality, Climate Change, and Energy Workgroup Meeting**

**Additional topics we review periodically for progress or changes:**

**State**

CARB Natural & Working Lands  
CARB Mandatory GHG Reporting Regulation  
CARB 2030 Target Scoping Plan  
CEQA Guidance on GHG Emissions  
CNRA Climate Change Assessment  
CNRA Online CA Sea Level Rise Database  
CNRA Safeguarding CA: Implementation Action Plans  
CEC Climate Change Research Plan  
OEHHA CalEnvironScreen Tool  
California's Climate Future report (by Governor Brown)  
Funding opportunities

**National**

NEPA Guidance on GHG Emissions  
EPA EJScreen Tool  
WERF Phase II Project (lab scale based model) - N<sub>2</sub>O Emissions from Wastewater Treatment Processes  
WERF High Quality Biosolids from Wastewater Project  
EPA Mandatory GHG Reporting Regulation Updates  
EPA Clean Power Plan (on stay)  
EPA Existing Source Performance Standards  
EPA Biogenic Emissions Accounting Framework  
White House Budget for DOE Energy Efficiency and Renewable Energy Programs  
NACWA Energy Workgroup  
NACWA Climate & Resilience Workgroup  
Funding opportunities

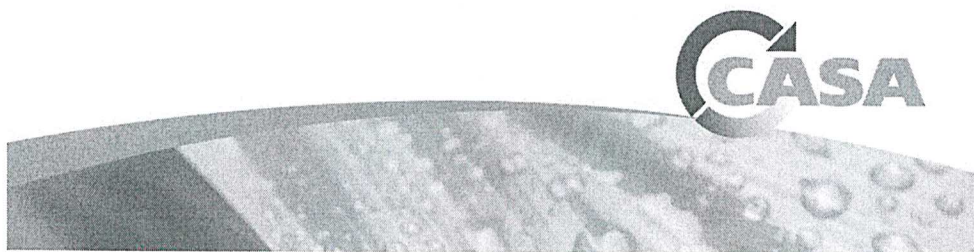
**International**

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

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

May 28, 2020 (8:30 – 10:30 am)

Zoom Link – See Meeting Appointment



1

## Legislative Update



2



## Governor’s FY 2021 Budget: May Revise

- \$54 Billion Deficit
- 10% pay-cut across government employees
- “Climate” allocation is still a priority
  - Air Quality in Disadvantaged Communities: AB 617 Community Air Protection Program and agricultural diesel emission reduction
  - Forest Health and Fire Prevention, including implementation of the requirements of Chapter 391, Statutes 2019 (AB 38)
  - Safe and Affordable Drinking Water
- As of April, no new programs can be added to budget



3

## Governor’s FY 2021 Budget: Climate

- \$12 billion over the next five years
- Key areas of the climate budget:
  - Climate resilience bond
  - Cap-and-trade expenditures to transition to a carbon-neutral economy
  - Climate Catalyst Fund to support new technologies for businesses and emerging industries
  - Sustainable agriculture and waste diversion through low-interest loans
  - Capitalize the Fund with \$1 billion General Fund over the next four years
- (GHG) Fund will have a revolving loan structure to leverage private capital

**August Budget Update to Come – Significant Changes Expected, but Climate is Still a Priority**

**Climate Budget**  
(Dollars in Millions)

Funding Mechanism	2020-21 Total	5 Year Total
Climate Resilience Bond	-	\$4,750
Cap and Trade Expenditure Plan	\$965	\$4,825
Climate Catalyst Fund	\$250	\$1,000
General Fund One-Time Investments	\$169	\$169
General Fund Ongoing Expenditures	\$35	\$315
Existing Bond and Special Fund Expenditures	\$308	\$1,424
<b>Total</b>	<b>\$1,727</b>	<b>\$12,483</b>



4


# Priority Issues/ Action Items



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## 1. COVID-19

- CASA Website for resources: <https://casaweb.org/covid-19/>
- SWRCB factsheet on wastewater
- WEF biosolids factsheet
- Wastewater as surveillance tool – UofA, Stanford, and others working to estimate community infection



### Fact Sheet

#### California's Recycled Water and Treated Wastewater is Safe from the COVID-19 Virus

**Existing stringent state standards protect public from COVID-19**

- Wastewater treatment plants treat municipal wastewater to standards that protect the beneficial uses of the waters into which the treated wastewater is discharged. Some plants treat wastewater to more stringent standards so that the highly treated water can be reused for landscape irrigation, dust control at construction sites, and water recharge for future use as a drinking water source. The beneficial uses of the receiving waters

#### Residuals and Biosolids Issues Concerning COVID-19 Virus

May 14, 2020

Karl Peterson, Jennifer Smith, Alan Bond, Robert J. Adams, Albert Pollock, Alan D. Johnson, Richard A. Mattson, Charles G. Smith, Kaye Adams, Cindy Foster, Sally Brown

To provide further clarification on the areas that Local Agency Public Utilities (LAPUs) are required to follow under the California Water Recycling Act (CWRCA), the Department of Water Resources (DWR) has issued a fact sheet on residuals and biosolids issues concerning COVID-19. The fact sheet provides information on the various types of residuals and biosolids that are generated during the wastewater treatment process and the various ways in which they are managed. It also provides information on the various ways in which residuals and biosolids can be used in a variety of ways, including as a soil amendment, as a fertilizer, and as a feedstock for energy production. The fact sheet also provides information on the various ways in which residuals and biosolids can be used in a variety of ways, including as a soil amendment, as a fertilizer, and as a feedstock for energy production.

ment plant disinfection of the COVID-19 virus.

to beyond minimum treatment to meet stringent disposal or water recycling

if enforces stringent municipal as in order to protect drinking jodies. Wastewater treatment ing the COVID-19

like a multi-barrier approach multiple layers of treatment hal viruses are fully none remain.

infected treated wastewater ion processes as a final step in the other layers of treatment, safe to be recycled or

6

6



## 1. COVID-19: Regional Impacts

- BACWA
  - Thinking about changes in longer term outlook (12-18 months)
- CVCWA
  - Changing staff schedules
  - Reduction in compliance monitoring
  - Economic impacts look to be significant
- SCAP
  - Commercial lab backlog causing lag in getting results back
  - Peak flows are later in the morning
  - Stormwater backing off on inspections
  - Experiencing virtual inspections



## 2. SB 1383 (SLCP Reduction Implementation): Organic Waste Reduction Regulations

- 40% methane reduction by 2030  
(relative to 2013 levels)
- Organic waste diversion from landfills  
(includes biosolids, digestate, and sludges)
  - 50% by 2020 (relative to 2014 levels)
  - 75% by 2025 (relative to 2014 levels)
- CEC/CPUC to incentivize biogas production/use



## 2. SB 1383 (SLCP Reduction Implementation): Organic Waste Reduction Regulations

### ■ Updates:

- Final Draft released April 20<sup>th</sup>, CASA did not find edits in addition to those we have already commented on
- Greg Kester to draft white paper and host a webinar to explain the regulatory requirements and implications of those
- No indication that implementation of the regulation will delay due to COVID

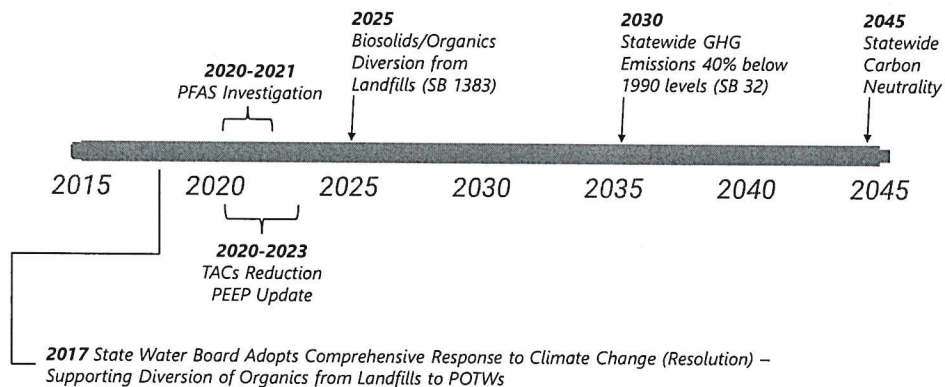
### ■ Next Steps

- Adoption targeted for July 1, 2020
- State to start enforcement on jurisdictions January 1, 2022
- Local jurisdictions to start enforcement January 1, 2024
- Compliance by January 1, 2025



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## 3. Toxics: State actions to mitigate climate change overlap with examination of PFAS & reducing TACs



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### 3. Toxics: AB 617 & AB 2588

- Two programs being updated this calendar year (possibly into the next)...
- AB 617 (2020): Criteria Air Pollutant & Toxic Air Contaminant Reporting
  - Implements statewide annual reporting and establishes new policies for emissions inventory data (to understand sources of emissions contributing to adverse health risks or other impacts at the local, regional, and statewide level – sources in aggregation as well.
- AB 2588 (1987): Air Toxics "Hot Spots" Program
  - Established a statewide program for the inventory of air toxics emissions from individual facilities, as well as requirements for risk assessment and public notification of potential health risks.

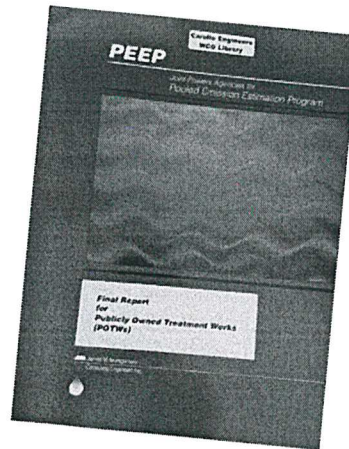
**Comments submitted  
May 21<sup>st</sup> on content  
of April 30<sup>th</sup> Webinar**



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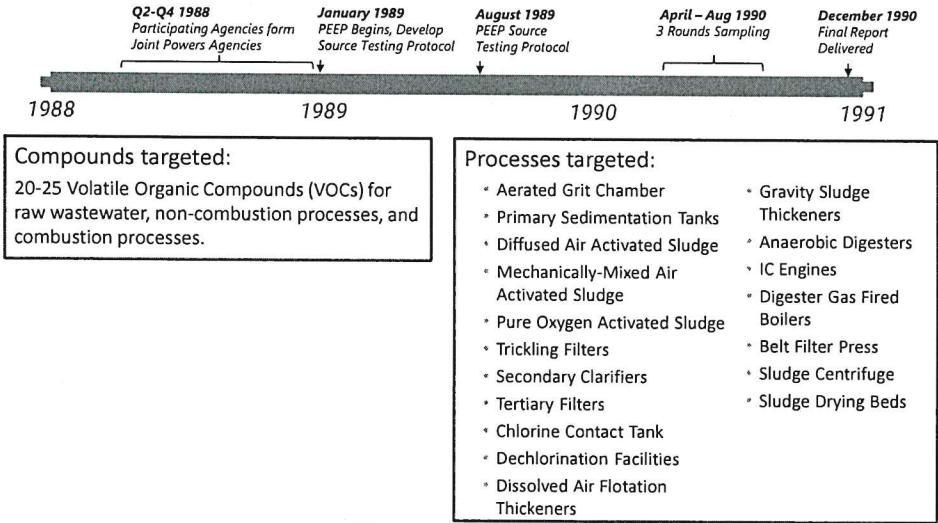
### 3. Toxics: 1990 PEEP

- Provided participating agencies a standard estimation methodology for determining air toxics emissions from their respective facilities.
  - 25 POTWs across CA formed a JPA
  - 18 unit processes (liquid, solid, gas)
  - 20 sites (managed as north and south)
  - 3 rounds of sampling over 5 months
  - Project duration: ~2 years (1989-1990)
  - Budget: \$2.5M (1990)
- Result: Emission factors for a short-list of targeted compounds determined by participating agencies and air district staff



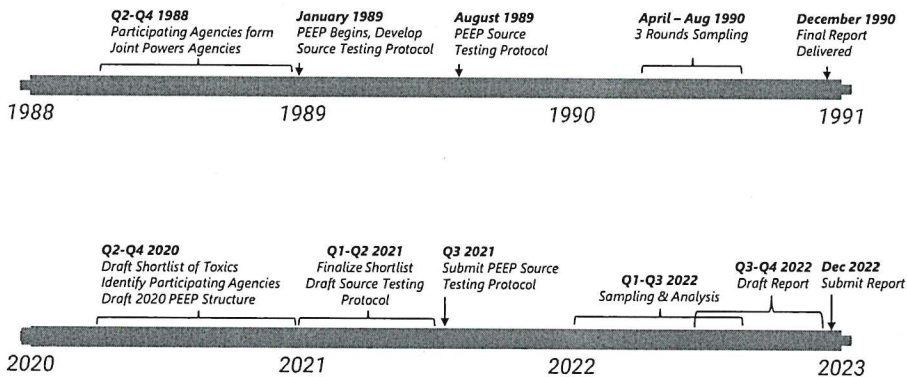
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### 3. Toxics: 1990 PEEP Timeline Details



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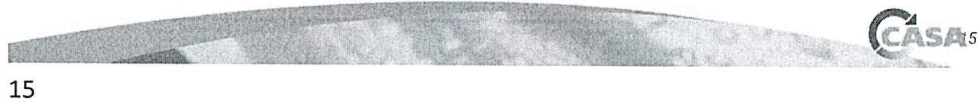
### 3. Toxics: 1990 & (potential) 2020 PEEP Timelines



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### 3. Toxics: Next Steps

- Meet as a subgroup to discuss:
  - Collecting data from GC/MS screening based on LACSD effort
  - Determining if the data is useful to develop a shortlist of compounds
- Once we have a shortlist of compounds AND approved sampling and analytical methods (from OEHHA), draft approach to perform an updated pooled emissions estimating program (PEEP) to update outdated emission factors and determine new emission factors for new compounds
- Toxicity factors must be developed by CARB/OEHHA before risk assessments can be performed



### 4. Regional Hot Topic: BAAQMD Climate Pollutants Regulation

Rules and Regulations	GHGs	Odors	VOCs	Toxics
Regulation 13: Climate Pollutants				
Rule 13-1: Significant Methane Releases	CH <sub>4</sub>	Yes	Yes	Yes
Rule 13-2: Organic Material Handling	CH <sub>4</sub>	Yes	Yes	Yes
Rule 13-3: Composting Operations	CH <sub>4</sub>	Yes	Yes	Yes
Rule 13-4: Wastewater Operations*	CH <sub>4</sub> , N <sub>2</sub> O	Yes	Yes	Yes
Rule 13-5: Hydrogen Plants	CH <sub>4</sub>	Yes	Yes	Yes
Rule 8-34: Solids Waste Disposal Sites*				

\* Future rule development efforts.



## 4. Regional Hot Topic: BAAQMD Climate Pollutants Regulation

### Rule Development Suspended due to COVID-19

Rule	Next Workshop	Board Presentation	Notes
13-1: Significant Methane Releases	TBD	TBD	Tabled indefinitely, focus on source-specific rules first
13-2: Organic Waste Handling	None	Q2 2020?	Focus on organic material handling: Material Recovery Facilities, Transfer Facilities, Chip & Grind Facilities.
13-3: Composting Operations	Q2 2020	Q4 2020?	Draft language in development.
13-4: Sewage Treatment & Anaerobic Digestion	Q2 2020	Q4 2020 (likely 2021)	BACWA requested involvement to provide input on draft language and workshop report. Draft rule to consider biogas produced/collected, minimizing other pollutants, flare requirements, record keeping, reporting requirements, etc.
13-5: Hydrogen Plants	Q1 2019	Q3 2020	Focus on hydrogen production at petroleum refineries.
8-34: Solid Waste Disposal (Landfills)	Q2 2020	Q4 2020	Focus on methane from landfills – BAAQMD to align with state and federal requirements.

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## 4. Regional Hot Topic: BAAQMD Climate Pollutants Regulation

- Met with BAAQMD staff
- BAAQMD considering an unsolicited proposal for identifying / developing options for mitigating methane and VOC emissions
  - Anaerobic digesters and ancillary equipment
  - Other treatment processes (i.e., lagoons)
- Engaging BACWA to support BAAQMD in an effort to develop a baseline understanding of current practices and emissions

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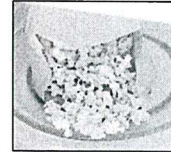




## 5. Per and Poly-fluoroalkyl Substances (PFAS)

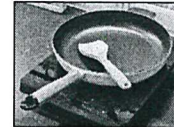
### Quick facts:

- Background levels are in ppb range
- No federally approved method for analyzing biosolids, wastewater
- Notification levels for PFOS/PFOA at 6.5/5.1 ppt
- Response levels for PFOS/PFOA at 40/10 ppt (from 70 ppt)



### SWRCB investigation

- Phase 3 – includes WWTPs & land application sites (notification mid-late June, commencing later in the year)
- Quarterly sampling of influent, effluent (if  $\geq 4$  mgd)
- Quarterly sampling of biosolids (if  $\geq 5$  mgd and export biosolids)
- Not requiring a work plan be approved for sampling program – labs have varying SOPs leading to varying results
- Annual reporting required



- CASA hired GSI to review scientific research – draft report provided, reviewed by CASA, and being updated this week



19

Discussion/  
Informational Items



20

## 1. SWRCB Co-Digestion Capacity Analysis

### ■ Submitted final chapters per task July 31, 2019

1. Estimate organics generation in 2025 and 2030
2. Assess existing capacity (without rehab/modifications)
3. Assess future capacity in 2025 and 2030 (without & with rehab/ modifications)
4. Assess methane emissions
5. Additional Topics:
  - Investigate opportunities and barriers at small- to medium-sized facilities
  - Examine pilot/demonstration facilities that have already operated



### ■ Roll-out of report to public still expected Summer 2020 (trying to hold webinar on results)



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## 2. The Climate Registry (TCR): Water-Energy Nexus (WEN) Registry

### ■ TCR WEN Registry for water & wastewater sector

- Participants have control of what data is disclosed publicly
- Any disclosed emissions must be third party verified
- To be updated based on 2019 IPCC Protocol Refinement – N<sub>2</sub>O process and effluent emissions

### ■ TCR to form Technical Workgroup this summer to determine how to handle/categorize N<sub>2</sub>O process and effluent emissions

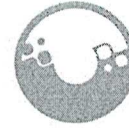
- TCR recognizes nutrient source driving these emissions is from the community a WWTP serves and is not something within the control of a WWTP
- May make more sense to show N<sub>2</sub>O emissions as a Scope 3 emission within a WWTP's inventory (vs Scope 1) – responsibility of a community



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### 3. CAR Offset Protocol Development

- Climate Action Reserve (CAR) – launched development of the Soil Enrichment Project Protocol
  - To provide guidance on how to quantify, monitor, report, and verify agricultural practices that enhance carbon storage in soils
  - Draft protocol released in April
  - CASA submitted comments in May
- Next Steps:
  - Comments to be addressed
  - CAR Board to review for acceptance
  - Look into CARB's interest in th



CLIMATE  
ACTION  
RESERVE



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### 4. Central Valley Salinity Alternatives for Long-Term Sustainability (CV-SALTS)

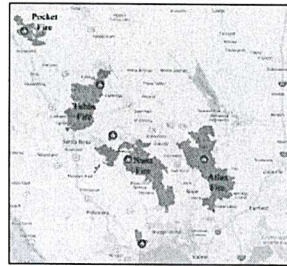
- CV-SALTS is the process the State Board requires to develop scientific and regulatory tools to manage salinity and nutrients in the Central Valley
- CV-SALTS to use the tools to prepare a Basin Plan Amendment (documents that guide the Regional Water Board's regulation of water quality)
- Potential to impact land application (beneficial use) of biosoils



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## 5. Biosolids and Fire Reclamation Efforts

- ▣ Site secured in Las Virgenes/Calabasas (Phase 1) for Class B, Class A compost, & Class A dried pellets for land application
- ▣ Looking for a site in Bay Area (Phase 2) and back to Colorado (Phase 3)



Ventura County



Las Virgenes/Calabasas



25

## 6. U.S. Forest Services Wood Innovation Grant

- ▣ CASA applied for grant at request of Sierra-NV Conservancy & Governor's Office of Planning & Research
- ▣ Two-year grant with U-CO and UC-Merced/Phoenix Energy
- ▣ Investigate viability of replacing GAC with biochar (from gasification of dead trees) for pre- and post-treatment odor control
  - Year 1: Perfect activation of biochar (bench to full scale)
  - Year 2: Five agencies to test (SOCWA, Delta Diablo, LACSD, South Lake Tahoe, and VVWRA)
- ▣ Report anticipated to be distributed early 2021




**Early results from Delta Diablo:**

- Biochar too fine and moist
- Siloxanes not removed well
- H<sub>2</sub>S removal slightly better



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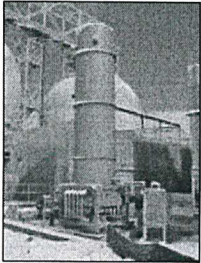
## 7. Biogas/Biomethane Management

- EPA Renewable Fuel Standard RINs
    - Recent communication with interim lead
    - Proposed apportionment of RIN values for sludge-based biogas (D3) vs food waste-based biogas (D5)
- 
- OSHA's Process Safety Management (PSM) Standard
    - Actions triggered by >10,000 lbs of biogas (unless all is used onsite)
    - General RMP Guidance - Appendix F: Supplemental Risk Management Program Guidance for WWTPs states...
 

*"For methane, the 10,000-pound threshold applies to the total weight of the flammable mixture of digester gases, not just the weight of methane or flammables in the mixture."*
  - Recent communication regarding status of potential scenarios by which the PSM program **may** allow exemptions from its requirements are being discussed with OSHA

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## 8. Flare Rules: SCAQMD Rule 1118.1 & SJVAPCD Rule 4311

- SCAQMD – Rule 1118.1
    - Examining impacts of SB 1383
      - Food Waste Diversion
      - Beneficial Use Technology Assessment – Working Group Meeting #5 (April)
        - Will staff request an extension beyond the January 2021 deadline to complete the Technology Assessment?
        - Relying on studies by the wastewater sector
- 
- SJVAPCD – Rule 4311
    - Resuming amendments to limit use and proposing a lower NO<sub>x</sub> limit (0.018 lbs/MMBtu)

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## 9. SB 100 Joint Agency Report & Scoping Workshops

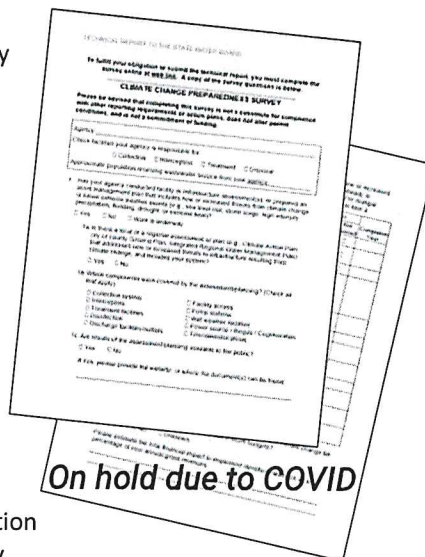
- Requires renewable energy and zero-carbon resources supply 100% of electric retail sales to end-use customers by 2045
- Requires CEC, CPUC, and CARB complete joint agency report to Legislature by January 1, 2021 (every 4 years thereafter)
- Currently completing modeling work for the analytical portion of the report - draft modeling results by late spring/early summer
- Scheduling draft results workshop late spring/early summer
- Draft report workshop planned for late summer – notification through the list serve and posted on the website



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## 10. SWRCB Climate Change Resolution

- State Water Board seeks feedback:
  - Permit modifications and other regulatory requirements to reduce vulnerability to flooding, storm surge, and sea level rise.
  - Use of U.S. EPA’s Climate Resilience Evaluation and Awareness Tool (CREAT) or a comparable approach to identify vulnerabilities to climate change impacts at water and wastewater utilities.
- State Water Board to distribute revised survey
  - NPDES, WDR, and SSO holders
  - 45-day response
  - Planning to host a webinar after distribution to answer questions regarding the survey



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## Upcoming Conferences/Events

- **CWEA Annual Conference**  
October 27-30, Reno
- **WEF Residuals & Biosolids Conference**  
Canceled, but going digital – more information to come.



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## Upcoming Meetings

- June 25<sup>th</sup>
- July 23<sup>rd</sup> (In-Person?)
- August 27<sup>th</sup>
- September 24<sup>th</sup>
- October 22<sup>nd</sup>
- November 12<sup>th</sup> (In-Person?)
- December 17<sup>th</sup>

Thanks for Joining!



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**Distance Learning Educational materials for Water education**  
**Available from Project WET** (water education today)  
1 hour Webinar May 27, 2020  
Judy Schriebman

*Agenda Item* 5.4  
*Date* June 4, 2020

*If you would like the pdf of their Power Point, please email Teri*

Different ages  
Hands-on lessons  
Chinese, Spanish and English  
Digital and non Digital options  
Easily sourced with materials at home  
Sponsored Materials can be branded  
Live interactive activities

Videos and printed materials on watershed specific, water conservation, floods, stormwater, groundwater. Available to download. Over 70 titles, booklets, ages 7-12.  
[store.projectwet.org/childrens-activity-booklets.html](http://store.projectwet.org/childrens-activity-booklets.html)

Soon: WateReuse KIDS booklet sponsored by WateReuse Association. Opportunity for co-branding with sponsorship. Will be available at virtual WR conference. Ordering copies from Morgan or if you want logo on printed copies: [morgan.close@projectwet.org](mailto:morgan.close@projectwet.org)

Requesting that agencies, etc to promote these materials to teachers and parents:  
[www.projectwet.org/distancelearning](http://www.projectwet.org/distancelearning)

<https://www.discoverwater.org>  
<https://lessons.projectwet.org/drop-in-the-bucket/>  
<https://www.discoverwater.org/blue-planet/>  
[www.projectwet.org/wash](http://www.projectwet.org/wash)



Agenda Item 6A

Date Jun 4, 2020

AGENDA ITEM  
DATE 6/4/2020



## BOARD MEMBER MEETING ATTENDANCE REQUEST

Date: \_\_\_\_\_ Name: \_\_\_\_\_

I would like to attend the \_\_\_\_\_ Meeting  
of \_\_\_\_\_

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

Location of meeting: \_\_\_\_\_

Actual meeting date(s): \_\_\_\_\_

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

Purpose of Meeting: \_\_\_\_\_  
\_\_\_\_\_

Other meeting attendees: \_\_\_\_\_

Meeting relevance to District: \_\_\_\_\_

Frequency of Meeting: \_\_\_\_\_

Estimated Costs of Travel (if applicable): \_\_\_\_\_  
\_\_\_\_\_

Date submitted to Board Secretary: \_\_\_\_\_

Board approval obtained on Date: \_\_\_\_\_

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

**6/4/2020**

**BOARD AGENDA ITEM REQUESTS**

**Agenda Item 6B**

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

.org  
nt.com  
@vpcsonline.com

Agenda Item 7  
Date June 4, 2020

**Legal Notice**

**Legal Notice**

**NOTICE OF PUBLIC HEARING TO DISCUSS  
PROPOSED ORDINANCE NO 182  
AN ORDINANCE AMENDING TITLE 2, CHAPTER  
1 SANITARY CODE OF THE LAS GALLINAS  
VALLEY SANITARY DISTRICT**

The Las Gallinas Valley Sanitary District will conduct a Public Hearing to discuss an ordinance amending Article IX, Section 907 of Title 2, Chapter 1 of the Sanitary Code of the Las Gallinas Valley Sanitary District:

**Article IX. PERMITS AND FEES.**  
**Section 907. Capital Facilities Charge**

This hearing will take place at the District office at 101 Lucas Valley Road, Suite 300, San Rafael on Thursday, July 2, 2020 at 4:30 PM. The proposed ordinance can be viewed on the District's website at [www.lgvsd.org](http://www.lgvsd.org) or at the District office posted at the front gate bulletin board from May 15 to July 2, 2020.

Dated: May 18, 2020, June 4, 2020, and June 18, 2020

Mike Prinz  
General Manager  
Las Gallinas Valley Sanitary District

No.476 May 18, Jun 4, 18, 2020

does not require the submission of comments in advance of the meeting. The Draft EIR and all documents referenced therein are available for review at this website:  
<http://measurebcom.org/>

For additional information regarding this Project, please contact Greg Nelson at (415) 883-2211 ext. 8100.

NO.522 May 27, 28, 29, 30, 31, Jun 1, 2, 3, 4, 5, 2020

NOTICE OF PUBLIC HEARING  
LAS GALLINAS VALLEY SANITARY DISTRICT

The Sanitary District is desirous of public comments on the Annual Budget and the Proposition 218 Annual Sewer Service Charge Increase prior to adoption. Copies of the Budget are available at the District Office free of charge to the public as well as on the District's website at [www.LGVSD.org](http://www.LGVSD.org)

Effective Date July 1, 2020

Proposed Residential Charges: Single-family home or residential units such as condominiums and mobile homes - Annual Sewer Charge Rate per living unit. Multi-family residential units such as apartments - 90% of the Annual Sewer Service Charge per living unit.

Current Rate: \$927 per year.

Proposed Maximum Rate:  
2020/21 - \$ 968 per year, increase of \$41

Proposed Non-Residential Sewer Service Charges: Rates for non-residential customers are proportional to the rise in residential rates. Rates are calculated individually for each type of non-residential use, based on water usage and a strength factor, which is an average cost to treat wastewater from a particular type of non-residential customer.

Copies of the Proposition 218 Notice are available for public review at the District Office.

FURTHERMORE, said Board intends to adopt the District Budget for 2020-21 and the District Annual Sewer Service Charge Increase with or without modification at the public hearing set for June 18, 2020.

NOTICE IS HERBY GIVEN, that on June 18, 2020 at 4:30 PM at the regular meeting place of said District, Las Gallinas Valley Sanitary District Administration Office, 101 Lucas Valley Road, San Rafael, said Board will hear and consider all comments to the Annual Sewer Service Charge Increase for 2020-21 and the District Budget for 2020-21.

Dated: May 6, 2020

Mike Prinz  
General Manager  
Las Gallinas Valley Sanitary District

No. 456 May 14, 28, June 11, 2020

**Rate-hike delay smart for MMWD**

**Editorial**

3

The widespread economic challenges brought on by the coronavirus crisis have knocked the Marin Municipal Water District off its multiyear plan to increase local water charges.

Actually, it was the MMWD board that decided to slam the brakes on that plan, realizing that now is not the time to increase charges for local residents and businesses.

MMWD's leadership should prompt other public officials to take a harder look at such plans, some yearly automatic increases in fees and taxes, and give taxpayers a break.

It's one of the reasons we have routinely questioned built-in automatic increases in local fees and taxes that are intentionally designed to circumvent annual public review and approval.

Certainly, officials can make the case for needing more revenue, but they also need to consider the plight of their taxpayers, many of whom have lost their own paychecks due to layoffs, furloughs and being forced to close their businesses as a result of more than a month of shelter-in-place orders.

The MMWD board took a lot of public heat two years ago when it approved its multi-year plan of rate and fee increases. To its credit, the board included provisions for subsequent review of those planned increases.

The COVID-19 pandemic served up a good reason for re-evaluation and the MMWD board deserves praise for showing compassion toward its struggling ratepayers.

The board's five members proved that they are not out of touch with the community and recognized that water is a necessity. It is also vital in practicing the good hygiene that's been prescribed as one of the most effective ways to remain safe from this fast-spreading and potentially deadly virus.

"The outlook for the economy is devastating. It seems to all of us that this is exactly the wrong time to be increasing water rates," said veteran MMWD board member Cynthia Koehler.

The board's reassessment of its planned 4% increase that was supposed to be enacted in July is reassuring. The board also voted to begin — one month earlier than planned — to start charging its lower summer rates.

It also has suspended water service shutoffs for customers

revenue. That may require the agency to take a harder look at its priorities, especially some planned capital projects.

The board would be wise not to delay much-needed fire prevention and protection work in MMWD's Mount Tamalpais watershed. That work should remain a public safety priority.

MMWD officials say they are seeing an increase in customers contacting the districts saying they are struggling to pay their bills.

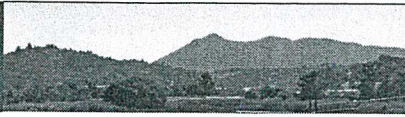
Demonstrating a clear understanding of what "we're all in this together" means, MMWD's board is showing compassionate and commonsense leadership, which these days should be a standard for government.

2

who have not paid their bills,  
and stopped charging fees for  
late payments.

The district's measures could  
mean an estimated \$2.1 million  
loss in expected

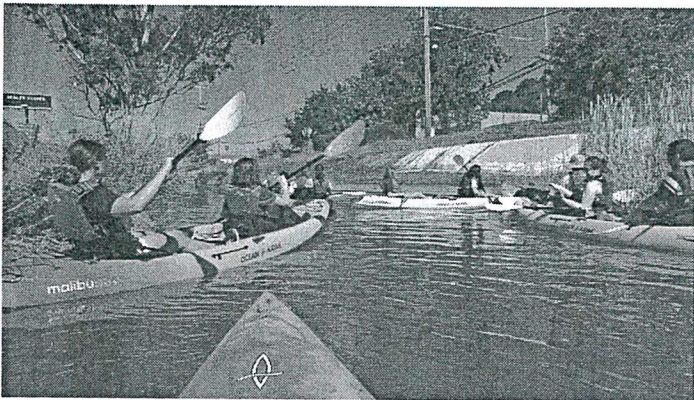
# Watershed Works!



• Judy Schriebman, Gallinas Watershed Council (GWC), [judy@leapfrog-productions.com](mailto:judy@leapfrog-productions.com)

**GWC, per the Shelter in Place order**, will probably hold its June 3 meeting virtually via Zoom. If you would like to join us, and we hope you will, please download the free Zoom app, and sign up for our newsletter at [www.gallinaswatershed.org](http://www.gallinaswatershed.org) where we will send out the link for the meeting. There will not be a guest speaker at this point, but this time remains a good opportunity to catch up on how people are doing and if there are any issues arising that we need to be attending to. One issue, for example, is the proposed Costco store in Northgate which would bring terrible traffic into our area as they are planning a 36-pump gas station as part of their plan. This has inherent dangers to our watershed, as the water table is high and in-ground gas tanks are notoriously leaky.

We will also be continuing our discussion regarding San Rafael's 2040 General Plan update, where Margaret Johnston and Judy Schriebman (alternate) attend in our ongoing effort to have Gallinas Creek upstream in Terra Linda taken out of the cement ditch and restored to some approximation of normal. When this comes before the public, we will need you to weigh in and support the creek!



GWC's Alex Kahl took Marin Academy students on a kayaking creek tour, putting in at McInnis boat dock, paddling upstream. 101 Surf Sports loaned the kayaks and lended a hand.

In February, when we could still do things, GWC's Alex Kahl took Marin Academy students on a kayaking creek tour, discussing climate change, King Tides, the endangered species that live in the watershed, and the impact of trash on the marsh, the creek, the bay, and the ocean and all the wild life that depend on clean, untrashy water. They put in at McInnis boat dock and paddled upstream until they reached the box culvert that goes under Highway 101! A grand adventure for the kids. A big THANK YOU to 101 Surf Sports for loaning the kayaks and supporting the kids in getting out and onto the water.

**Our Floating Islands** are beginning to leaf out—it's spring. Check them out on your next trip to the Civic Center Lagoon.

Finally, thank YOU all for the defeat of Measure D in the March election! Defeating this measure had the backing of every environmental group in Marin, including GWC. We are so appreciative that voters recognized this incredible opportunity to restore the San Geronimo Commons.

When you are out and about, be sure to give thanks to the trees that continue to supply us with oxygen, to the birds that are loudly singing our blues away, to the bees that are pollinating all the spring blossoms, and smile at your neighbors, though they be wearing masks and it can be hard to tell!

VISIT OUR WEBSITE: [thesvna.org](http://thesvna.org)

# Census 2020 - Make Sure Everyone Counts

• Allison Kustic, Intern, Office of Supervisor Katie Rice, [InternD2@marin-county.org](mailto:InternD2@marin-county.org)

Although COVID-19 has disrupted Census Bureau operations, they are still hiring. We NEED to hit our hiring number in Marin County to ensure we have enough Census Takers to get an accurate count. These jobs pay \$25 an hour, have a flexible schedule, and could provide a well-paying opportunity for someone out of work. Please visit the Census jobs webpage to learn more and apply. [www.2020census.gov/jobs](http://www.2020census.gov/jobs)

Below are amazing videos from Dominican University featuring Dominican students to encourage renters to complete the census - in three languages! Thank you Dominican!

## Do You Rent or Live with Multiple People under the Same Roof?

Spanish: [https://youtube.be/p\\_L\\_basZzFE](https://youtube.be/p_L_basZzFE)

Vietnamese: <https://youtu.be/i4hiBTcKsA>

English: <https://youtu.be/4Rlb3PrsJug>

If you haven't completed the 2020 Census yet, For more information, visit [www.2020census.gov](http://www.2020census.gov) and/or [www.census.ca.gov](http://www.census.ca.gov)

BRING THIS AD IN FOR A **FREE DAY PASS** (\$30 VALUE)

If you join we will waive the reg. fee (up to \$275 savings) EXPIRES 6.30.20. ONE PER FAMILY

**FITNESS & AQUATICS CENTER AT THE OSHER MARIN JCC**  
200 N. SAN PEDRO RD | SAN RAFAEL  
[MARINJCC.ORG/JOIN](http://MARINJCC.ORG/JOIN)

Sandwiches • Salads • Soups  
Pastries • Bagels • Peet's Coffee  
Ice Cream • Snacks

**Plaza Cafe**

BRING THIS AD IN FOR A **FREE 12OZ. PEET'S COFFEE**  
EXPIRES 6.30.20. ONE PER FAMILY

OSHER MARIN JCC  
[MARINJCC.ORG/CAFE](http://MARINJCC.ORG/CAFE)  
200 N. SAN PEDRO RD | SAN RAFAEL

Visit [Nextdoor.com](http://Nextdoor.com) for community discussions, announcements, services, sales – all in our neighborhood!

## Transportation in Santa Venetia

### Marin Transit - Free Fares on Connect

• Cody Lowe, Planning Analyst, [clowe@marintransit.org](mailto:clowe@marintransit.org)

Marin Transit continues to operate service to provide mobility for Marin residents during the COVID-19 pandemic and subsequent shelter-in-place restrictions ordered throughout the Bay Area. During this unprecedented time, Marin Transit is offering Fare Free rides on our app-based, on-demand **Marin Transit Connect** service beginning Friday, March 20th, and until shelter-in-place restrictions are lifted.



**Curb-to-Curb Service** Marin Transit Connect provides curb-to-curb service in accessible vans that allows individuals who rely on public transit, especially older adults and those with disabilities, to maintain their social distancing and take advantage of this service to make essential trips to work, a doctor's office, pharmacy or grocery store. Trips will be limited to two passengers per reservation to maximize social distancing. More info on the Connect service, including service hours and the recently expanded service area, can be found at [www.connect.marintransit.org](http://www.connect.marintransit.org)

**Facial Coverings on Public Transportation** Also, effective Wednesday, April 22, the Marin County Public Health Department issued an order requiring that everyone wear facial coverings in certain settings, including while waiting for or riding public transportation. Face coverings may be cloth material that covers the mouth and nose. Bus Operators can refuse service to riders without a face covering.

Please check [www.marintransit.org](http://www.marintransit.org) for updates or transit service impacts related to COVID-19. For the latest information about COVID-19, please refer to the resources provided by the Marin Health and Human Services Department, and the Centers for Disease Control and Prevention.

	<h1>Chalet &amp; Basque</h1> <h2>RESTAURANT</h2>
	<p><b>(415) 479-1070</b>  <b>405 N. SAN PEDRO ROAD</b>  <b>SAN RAFAEL</b></p> <p>— IN SANTA VENETIA —  <b>One Mile East of County Civic Center</b>  <a href="mailto:patrick@chaletbasquemarin.com">patrick@chaletbasquemarin.com</a></p>
<p>S-S Dinner 4-9 pm</p> <p>Tu-F Lunch 11:30am-2pm Dinner 5-9pm</p> <p>Closed Monday</p>	

### Nanni's Dog Stories

• Nanni Wurl

**Homeless Dogs:** In January, Russel Staffen and I went to Emeryville again. Our darling **Buddy** had died. Somehow we both feel his loss so strongly that we do not want to return. But we are not forgetting homeless dogs – San Francisco will be our next project.

I would like to thank the following people for their support. Financial assistance from **Kim Bosch, Carolyn Byrne, Skeet Barter, Wayne Lechner, and Linda Levey.** Lisa McFarland and Tom Ellerman helped physically. Russel and I appreciate this support very much.

**Be a Responsible Dog Owner:** It appears we have a problem with off-leash dogs. We have a voice control law which means your dog comes when called. This rarely happens and you can be fined over \$200 depending on the complaints. If you are walking around the levee with your dog off-leash and he goes into the marsh (which is a protected area), you can also get ticketed for close to \$200. All dogs in Marin need a license (Ordinance No 8.04.030) which should be on their collar. You can be fined if your dog (you) does not comply. I have been able to reunite loose dogs with their owners when their license is on their collar – it saves the owners money and pain. Be a responsible dog owner!

## Second Saturday Medians

• Nanni Wurl, 415-472-3269

We all enjoyed the beautiful weather in January, but as always, there is a downside – oxalis. We worked in January in front of the Convalescent Home and in front of the three homes. Working were **Dennis Bortoli, Laurie Burton, Wayne Lechner, and Carl & Helen Sitchler.** We pulled the oxalis but they came back in no time.

In February, we worked from Schmidt to Meadow, weeding and pruning. Somebody had hit the box on the Tanem Median and Dennis spent all morning fixing it. We wish drivers would respect our medians! Working were **Dennis Bortoli, Laurie Burton, Wayne Lechner, and Carl & Helen Sitchler.** We are all fed up with the oxalis. They multiply like crazy, but they do look pretty right now.

We were forced to cancel in March and April and we are waiting to see what May will bring. We look forward to the shelter-in-place being lifted and getting back to our work on the medians as soon as possible.

### CERT/DART (Disaster Preparedness)

• Linda Levey

It was back in 2002 when **Jean Zerrudo** put out the word – an opportunity for Santa Venetia to be one of the first communities to get DART (“Disaster Awareness Response Team”) training as a neighborhood. She worked to set this up with then Division Chief **Brian Waterbury** and the **San Rafael Fire Department.** The SVNA put the word out to members to register and over 20 of us signed up and attended the 6 classes including hands-on training and drills.

Over the years, the name has changed, it is now known as CERT (“Community Emergency Response Team”), but Santa Venetia has still maintained a “Disaster Preparedness Team” and the hope that we can be well-prepared for a future disaster.

**Jean and Sandy Fullerton** have been leading Get Ready classes in Santa Venetia and other locations (for more information: <https://readymarin.org>). **Sylvia Lakewood** has been holding the CERT/Median Raffle at the SVNA Labor Day Picnic and, along with your individual donations, raising funds to keep our “DART Carts” well-stocked. And various other Santa Venetians have participated in the ongoing CERT classes.

Lately there have been discussions about getting a trailer/container to better stock and store the supplies needed in case of a disaster. Committee members met with Parks Staff, CSA #18 members, and City of San Rafael representatives to seek out possible opportunities for supplies and storage. But this is slow going and nothing new has happened.

As is the case with so many Committees, our CERT group could use some help. If Disaster Preparedness is of interest to you and you would like to contribute on this Committee, please contact Sandy Fullerton at 415-479-4983.

## Las Gallinas Valley Sanitary District

### Disinfectant Wipes Are NOT Flushable

• Las Gallinas Valley Sanitary District

Please do not flush disposable baby wipes, disinfectant wipes, or any other paper product besides toilet paper, even if it is labeled flushable. Regardless of the labeling, the only paper product that can be flushed down a toilet is toilet paper. Not following these instructions will likely result in a blockage of your sewer lateral and /or the public sewer main serving your neighborhood.

Your help in this regard is extremely important and will protect public health and the environment. See attached message from the State Water Board to follow the Centers for Disease Control recommendations to clean surfaces with disinfecting wipes to reduce the spread of COVID-19, it's important to discard those items in the trash, not the toilet. Thank you for your corporation. For more information, visit: [www.lgvsd.org](http://www.lgvsd.org)

