



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

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

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

## BOARD MEETING AGENDA

March 14, 2019

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

Estimated  
Time

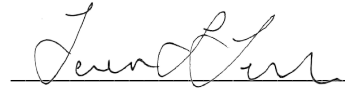
- 4:30 PM 1. PUBLIC COMMENT**  
This portion of the meeting is reserved for persons desiring to address the Board on matters not on the agenda and within the jurisdiction of the Las Gallinas Valley Sanitary District. Presentations are generally limited to three minutes. All matters requiring a response 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 February 28, 2019  
B. Approve the Warrant List and possible Addendum for March 14, 2019  
C. Approve Board Compensation for February 2019  
  
Possible expenditure of funds: Yes, item B and C.  
Staff recommendation: Adopt Consent Calendar – Items A through C.
- 4:40 PM 3. APPROVE DRAFT PROPOSITION 218 PUBLIC HEARING NOTICE REGARDING FY 2019/20 SEWER SERVICE CHARGE INCREASE**  
Board to approve Draft Proposition 218 Public Hearing Notice Regarding FY 2019/20 Sewer service charge increase.

- 
- 5:00 PM 4. CALL FOR BIDS – ON-CALL CONTRACT FOR CONSTRUCTION PROJECTS**  
Board to discuss and approve the On-Call Contract for Construction Projects.
- 5:20 PM 5. SECONDARY TREATMENT PLANT UPGRADE AND RECYCLED WATER EXPANSION PROJECT – DEDUCTION OF BID ALTERNATE ADDITIVES, ITEMS NOS. A.1 - A.5**  
Per Public Contract Code Section 20103.8, Board to discuss Resolution 2019-2157 to approve deduction of Bid Alternate Additive Items Nos. A1-A5 (UV Disinfectant System) from the Secondary Treatment Plant Upgrade and Recycled Water Expansion Project contract that was previously awarded to Myers & Sons Construction LLC.
- 5:50 PM 6. INFORMATION ITEMS:**  
A. STAFF/CONSULTANT REPORTS:  
1. General Manager Report – Verbal
- 6:00 PM 7. BOARD REPORTS:**  
1. LAFCO - Verbal  
2. Gallinas Watershed Council / Miller Creek Watershed Council– Verbal  
3. JPA Local Task Force on Solid and Hazardous Waste – Verbal  
4. Flood Zone 7 – Verbal  
5. NBWA – Verbal  
6. NBWRA/North Bay Water – Verbal  
7. Engineering Subcommittee – Verbal  
8. Other Reports – Verbal
- 6:15 PM 8. BOARD REQUESTS:**  
A. Board Meeting Attendance Requests – Verbal  
B. Board Agenda Item Requests – Verbal
- 6:20 PM 9. VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE**
- 6:25 PM 10. ADJOURNMENT**
- 11. FUTURE BOARD MEETING DATES – MARCH 28, 2019, APRIL 11, 2019 AND APRIL 25, 2019**

AGENDA APPROVED:	Craig K. Murray, Board President	Pat Richardson, Legal Counsel
------------------	----------------------------------	-------------------------------

**CERTIFICATION:** I, Teresa Lerch, District Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before March 11, 2019 at 4:30 p.m., I posted the Agenda for the Board Meeting of said Board to be held March 14, 2019 at the District Office, located at 300 Smith Ranch Road, San Rafael, CA.

DATED: March 11, 2019



Teresa L. Lerch  
District Secretary

---

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

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

**MINUTES OF FEBRUARY 28, 2019**

1  
2  
3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN  
4 SESSION ON FEBRUARY 28, 2019 AT 4:31 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH  
5 ROAD, SAN RAFAEL, CALIFORNIA.  
6

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

10 **BOARD MEMBERS ABSENT:** None.

11  
12 **STAFF PRESENT:** Mike Prinz , General Manager; Teresa Lerch, District  
13 Secretary; Mel Liebman, Plant Manager; Greg Pease,  
14 Collection System and Safety Manager; Robert Ruiz,  
15 Administrative Services Manager  
16

17 **OTHERS PRESENT:** Patrick Richardson, District Counsel;

18  
19 **ANNOUNCEMENT:** President Murray announced that the agenda had been  
20 posted as evidenced by the certification on file in  
21 accordance with the law  
22

23 **PUBLIC COMMENT:** None.  
24

25 Pursuant to Government Code section 54954.2(b)(2), Richardson requested that the following item be  
26 added to the Consent Calendar Item 2D – Las Gallinas Valley Sanitary District letter to CalRecycle  
27 regarding SB 1383.  
28

29 **ACTION:**

30 Board approved (M/S Schriebman/Elias 5-0-0-0) adding to the Consent Calendar Item 2D – Las Gallinas  
31 Valley Sanitary District letter to CalRecycle regarding SB 1383.  
32

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

38 **CONSENT CALENDAR:**

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

- 41 A. Approve the Board Minutes for February 14, 2019  
42 B. Approve the Warrant List for February 28, 2019  
43 C. Approve Contract to Brown and Caldwell for Engineering Services during Construction for the  
44 Secondary Treatment Plant Upgrade and Recycled Water Expansion (Project).  
45 D. Approve Las Gallinas Valley Sanitary District letter to CalRecycle regarding SB 1383.  
46

47 Item A was pulled for discussion.

48  
49 Item A was discussed.  
50  
51  
52  
53  
54  
55

56 **ACTION:**  
57 Board approved (M/S Schriebman/Elias 5-0-0-0) the Consent Calendar item A through D amending item  
58 A to reflect Schriebman's written documentation in Board Reports.

59  
60 AYES: Clark, Elias, Murray and Schriebman and Yezman.  
61 NOES: None.  
62 ABSENT: None.  
63 ABSTAIN: None,  
64

65 **MARIN LAFCO ELECTION FOR SPECIAL DISTRICT MEMBER**

66 Lew Kious spoke to the Board. Board ranked their first, second and third choices.  
67

68 **COLLECTION SYSTEM MASTER PLAN SCOPE REVISION AND REQUEST FOR PROPOSALS –**  
69 **INTEGRATED WASTEWATER MASTER PLAN**

70 Board and staff discussed changing the Collection System Master Plan Scope Revision and a request for  
71 proposals for an integrated Wastewater Master Plan.  
72

73 **ACTION:**

74 Board approved (M/S Elias/Clark 5-0-0-0) a scope revision of the Collection System Master Plan to expand  
75 it into a District-wide, multiphase, integrated wastewater masterplan scope, with Phase 1 budget being  
76 funded from the current \$200,000 Collection System Master Plan appropriation and authorized issuance of  
77 a request for proposals for the Master Plan which does not include growth related impacts.  
78 .

79 AYES: Clark, Elias, Murray and Schriebman and Yezman.  
80 NOES: None.  
81 ABSENT: None.  
82 ABSTAIN: None  
83

84 **REGULAR BOARD MEETING DAY AND TIME DISCUSSION**

85 Board and staff discussed potential changes to the regular meeting schedule.  
86

87 **ACTION:**

88 Board approved (M/S Murray/Schriebman 5-0-0-0) directing staff and District Counsel to prepare a draft  
89 Ordinance proposing to change the Regular Board Meeting days to the First and Third Thursdays  
90 at 4:30 pm.  
91 .

92 AYES: Clark, Elias, Murray and Schriebman and Yezman.  
93 NOES: None.  
94 ABSENT: None.  
95 ABSTAIN: None  
96

97 **BOARD MEMBER OUTSIDE COMMITTEE MEETING ATTENDANCE COMPENSATION**

98 Board and staff discussed and clarified criteria for committee meeting attendance compensation. Board  
99 directed staff to revise Board policies and bring this item back to a Board meeting for review.  
100

101 **BOARD COMPENSATION FOR JANUARY 2019**

102 Board discussed January Board meeting compensation.  
103

104 **INFORMATION ITEMS:**

105 **STAFF / CONSULTANT REPORTS:**

- 106 1. General Manager Report – Verbal – Prinz reported.  
107 2. Administration Department Quarterly Report – Written – Ruiz reported.  
108

109 Richardson left at 6:15 pm.  
110  
111

112 **INFORMATION ITEMS CONTINUED:**

113  
114  
115  
116  
117  
118  
119

- 3. Collection Department Quarterly Report – Written – Pease reported.
- 4. Engineering Department Quarterly Report – Written – Cortez reported.
- 5. Operations Department Quarterly Report – Written – Liebmann reported.

Cortez, Liebmann and Pease left at 6:30 pm.

120 **BOARD REPORTS:**

- 121 1. LAFCO – Verbal – no report.
- 122 2. Gallinas Watershed Council / Miller Creek Watershed Council – Verbal – no report.
- 123 3. JPA Local Task Force on Solid and Hazardous Waste – Verbal – no report.
- 124 4. Flood Zone 7– Verbal – Yezman reported.
- 125 5. NBWA  
Board Committee – Verbal – no report.  
Executive Committee – Verbal – no report.  
JTC – Verbal – no report.
- 126 6. NBWRA /North Bay Water – Verbal – no report.
- 127 7. Engineering Subcommittee – Verbal – no report.
- 128 8. Other Reports – Verbal – Schreiber reported on the Environmental Forum of Marin Living Building  
Seminar and Murray reported on a Rails to Trails Webinar.

133  
134 **BOARD REQUESTS:**

- 135 A. Board Meeting Attendance Requests – none.
- 136 B. Board Agenda Item Requests – Yezman requested that the next three upcoming Board meeting  
137 dates be listed on the Agenda.

138  
139 **VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE:**

140 Discussion ensued.

141  
142 **ADJOURNMENT:**

143  
144 **ACTION:**

145 Board approved (M/S Clark/Elias 5-0-0-0) the adjournment of the meeting at 6:44 p.m.

- 146 AYES: Clark, Elias, Murray, Schreiber and Yezman.
- 147 NOES: None.
- 148 ABSENT: None.
- 149 ABSTAIN: None.

150  
151 The next Board Meeting is scheduled for March 14, 2019 at the District Office.

152  
153  
154 **ATTEST:**

155  
156  
157 \_\_\_\_\_  
158 Teresa Lerch, District Secretary

159  
160  
161 **APPROVED:**

162  
163  
164 \_\_\_\_\_  
165 Craig K. Murray, Board President

166  
167 **SEAL**

Las Gallinas Valley Sanitary District  
Warrant List  
03-14-19 DRAFT

Agenda Item 2B  
Date March 14, 2019  
Amount Description for items > \$1000

	Date	Num	Vendor	Amount	Description for items > \$1000
1	3/14/2019	EFT1	ADP, LLC		TBD Payroll for payday 03/15/19
2	3/14/2019	EFT1	ADP, LLC		TBD Processing fees for payroll
3	3/8/2019	15977	Barcelona, Melissa	2,067.07	Final paycheck
4	3/8/2019	15978	Barcelona, Melissa	3,235.15	Final accrual check
5	3/14/2019	ACH	A and P Moving Inc	84.70	
6	3/14/2019	TBD	Allied Heating and AC Co., Inc.	6,356.40	Retention release for HVAC
7	3/14/2019	TBD	AQUA Engineering, Inc	42,116.50	Secondary Treatment Plant Upgrade and RW Facility expansion work through 12/31/18
8	3/14/2019	EFT2	Bank of Marin	47,335.64	Loan Payment Principal & Interest
9	3/14/2019	ACH	Byers Law Office	6,725.00	Feb 2019 Legal services
10	3/14/2019	EFT	Calif. Public Employees Retirement System		Pension contribution employee and employer for 3/15/19 payday
11	3/14/2019	EFT	CalPERS Supplemental Income 457 Plan		TBD Employee salary deferrals for 3/15/19 payday
12	3/14/2019	TBD	Comet Building Maintenance, Inc.	1,488.42	Janitorial services Feb 2019
13	3/14/2019	ACH	Contractor Compliance and Monitoring, Inc	1,087.75	STPU labor compliance
14	3/14/2019	ACH	Core Utilities, Inc.	3,120.00	IT services Jan/Feb 2019
15	3/14/2019	ACH	Cornerstone Environmental Group, LLC	12,867.35	BERS project
16	3/14/2019	ACH	Custom Tractor Service	607.50	
17	3/14/2019	ACH	Data Instincts	1,456.00	Public education/outreach
18	3/14/2019	ACH	Direct Dental Administrators, LLC	141.00	
19	3/14/2019	TBD	DNG Enterprises, Inc.	57.71	
20	3/14/2019	ACH	Fastenal Company	273.68	
21	3/14/2019	ACH	Gardeners' Guild	1,090.00	Maintenance for March
22	3/14/2019	TBD	K.J. Woods Construction, Inc.	384,328.39	Progress Pymt #3; Sewer Main Rehab
23	3/14/2019	ACH	Kenwood Energy	390.00	
24	3/14/2019	ACH	Koff & Associates, Inc.	1,820.00	Reporting for Class/Comp study
25	3/14/2019	TBD	Marin Ace	12.15	
26	3/14/2019	TBD	Marin County Registrar of Voters	9,568.60	November 2018 election expenses
27	3/14/2019	TBD	Marin Municipal Water District	1,153.19	12/18-2/15/19
28	3/14/2019	TBD	McPhail Fuel Company	831.16	
29	3/14/2019	TBD	MWH Constructors, Inc.	32,230.78	Secondary Plant Upgrades and Recycled Water Facility Expansion (1/12-2/13/19)
30	3/14/2019	ACH	Nute Engineering	1,250.00	Plant Improvements 2018 Engineering Services during construction (1/1/19-1/31/19)
31	3/14/2019	TBD	Operating Engineers Local No. 3	413.56	
32	3/14/2019	EFT	Sun Life Financial - DISABILITY	1,544.97	Mar 2019
33	3/14/2019	EFT	Sun Life Financial - LIFE	540.10	
34	3/14/2019	ACH	Univar USA Inc.	4,596.90	Liquid Sodium Bisulfite
35	3/14/2019	ACH	US Bank	1,697,999.22	Principal and Interest bond payment
36	3/14/2019	TBD	Verizon Wireless	678.83	
37	3/14/2019	TBD	WRA, Inc.	1,525.50	Lower Miller Creek 5 yr Monitoring and Reporting Services (1/1-31/19)
			TOTAL	\$ 2,268,993.22	

Agenda Item 26  
Date March 14, 2019  
~~Feb-19~~

Directors' Meeting Attendance Recap

<u>Name</u>	<u>Total Meetings</u>
Megan Clark	2
Rabi Elias	2
Craig Murray	3
Judy Schriebman	3
Crystal Yezman	<u>4</u>
<b>Total</b>	<u><u>14</u></u>

Meeting Date: 3/14/2019  
Paydate 3/15/2019





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

### BOARD MEMBER ATTENDANCE

Director's Name: MEGAN CLARK Month: FEBRUARY 2019

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
28 <sup>th</sup>	REG,	X	
TOTAL		1	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
1 <sup>st</sup>	NBWA	X	
25 <sup>th</sup>	Meet w/ Gen. Manager		X
TOTAL		1	

**TOTAL MEETINGS CHARGED:** 2

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

Megan Clark  
 Signature  
Robert R. Lee  
 Approved By/ Date

2/28/19  
 Date  
3-11-19  
 Pay Date

**BOARD MEMBER ATTENDANCE FORM**

Director's Name: Rabi Elias Month: Feb. 2019

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
2/14	Regular Mtg.	✓	
2/28	Regular Mtg	✓	
<b>TOTAL</b>		2	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
2/			
<b>TOTAL</b>			

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

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

Rabi Elias  
Signature  
Rabi Elias  
Approved By/ Date

2/28/19  
Date  
3-11-19  
Pay Date



300 Smith Ranch Road, San Rafael, CA 94903

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

**BOARD MEMBER ATTENDANCE FORM**

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

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

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
1/10/19	Board Meeting	X	
1/31/19	Special Board Meeting	X	
<b>TOTAL</b>		2/2	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
1/10/19	State Coastal Conservancy Project Meeting, State Offices, Oakland		X
1/15/19	CASA Air Quality, Climate Change & Energy Workshop Meeting – 9-11	X	
1/7,22,31/19	LAFCo Chair, Vice Chair, Interim EO Coordination Meeting		XXX*
1/14,19,31/19	Merrydale Road/Las Gallinas Creek Headwater Litter Removal c/o City of San Rafael: 1/14: 0.5 hours; 1/19: 2.0 hours; 1/31 0.5 Hour (Coord. w/City PW on dumped car seat in City R/w dirt strip removal)		XXX
1/30/19	Meeting Golden Gate Bridge Hwy & Transportation District Bridge Manager.		X
1/31/19	LAFCo Budget Subcommittee Meeting		X
<b>TOTAL</b>		1/10	

\* Per Majority Board decision on 2/28/19, these particular LGVSD assigned Subcommittee Meetings will no longer be deemed compensable.

<b>Total Meetings for which I am Requesting Payment/Approved:</b> Board Members maximum of six (6) per Health & Safety Code §4733	<b>3/12</b>
--	-------------

*Revised 1 pt to mtgs in January; deduct 3 mtgs in Feb.*

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



300 Smith Ranch Road, San Rafael, CA 94903

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

**BOARD MEMBER ATTENDANCE FORM**

\_\_\_\_\_  
Signature  
\_\_\_\_\_  
Approved By/ Date

\_\_\_\_\_  
March 4, 2019 Amended  
Date  
\_\_\_\_\_  
3-11-19  
Pay Date

**BOARD MEMBER ATTENDANCE FORM**

Director's Name: JUDY SCHRIEBMAN Month: FEB 2019

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
2/14	reg mtg	✓	
2/28	reg mtg	✓	
<b>TOTAL</b>		2 = 2	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
2/4	MC STOPPP CAE		✓
2/6	JPA Solid + Hazardous waste	✓	
2/6	EWc		✓
<b>TOTAL</b>			

<b>Total Meetings for which I am Requesting Payment:</b> Max of six (6) per Health & Safety Code 54733	
---	--

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

Judy Schriebman  
Signature  
[Signature]  
Approved By/ Date

2-28-2019  
Date  
3-11-19  
Pay Date

**BOARD MEMBER ATTENDANCE FORM**

Director's Name: Crystal Yezman Month: January '19

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
1/10/19	Regular Board Mtg.	X	
1/31/19	Special Board Mtg.	X	
<b>TOTAL</b>			

*pd 3/1/19*  
*pd 3/1/19*

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
1/22/19	CASA Travel Day	X	
1/23/19	CASA	X	
<b>TOTAL</b>			

*added pay 3/1/19*  
*pd 3/1/19*

<b>Total Meetings for which I am Requesting Payment:</b> Max of six (6) per Health & Safety Code §4733	4
---	---

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

*Crystal Yezman*  
Signature  
*Robert Ray*  
Approved By/ Date

2/28/19  
Date  
3-1-19  
Pay Date

**BOARD MEMBER ATTENDANCE FORM**

Director's Name: Crystal Yezman Month: February

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
2/14/19	Reg Meeting	X	
2/28/19	Reg. Meeting	X	
2/29/19	Engineering Subcommittee	X	
	(happened on 3/1/19)		
<b>TOTAL</b>			

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
2/8/19	Marin Sanitary Service Tour		X
2/26/19	Marin County Flood Control 7	X	
<del>2/27/19</del>	<del>Marin County Flood Control 7</del>	<del>X</del>	<del></del>
<b>TOTAL</b>			

**Total Meetings for which I am Requesting Payment:** 4

Max of six (6) per Health & Safety Code §4733

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

Crystal Yezman  
Signature

3-11-19  
Date

Robert [Signature]  
Approved By/Date

3-11-19  
Pay Date



Because of legal noticing requirements, you may receive more than one copy of this notice. This notice applies to all properties receiving service from Las Gallinas Valley Sanitary District.

300 Smith Ranch Road  
San Rafael, CA 94903

**Board of Directors**

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

**District Administration**

Mike Prinz, *General Manager*

Presorted  
Standard  
US Postage  
PAID  
Unicorn Group



Agenda Item 3  
March 14, 2019

April 23, 2019

**NOTICE TO PROPERTY OWNERS**

**June 13, 2019 Public Hearing on Sewer Service Charge Increase**

The District will hold a public hearing on its proposed 2019-20 budget and sewer rates on Thursday, June 13, 2019, at 4:30 PM at the District's office, 300 Smith Ranch Road, San Rafael, CA 94903. In 2015, a plan was approved by the District Board of Directors that detailed sewer service charges through 2019-20. The proposed 2019-20 increase will be reviewed by the Board for approval at the June 13 public hearing.

**Rate Change Explained**

At a public hearing on June 11, 2015, in conformance with the requirements of Proposition 218, the District approved a five-year sewer service charge increase plan. The initial rate increase took effect on July 1, 2015.

Funds from sewer service charges are used for all District sewer services, including: maintenance, replacement and updating of aging sewer system facilities to meet new stringent regulatory requirements. Making critical improvements helps the District protect public health, safeguards the environment, and avoids costly regulatory fines.

To cover the cost of these critical services and upgrades, the District proposes increasing the rate from \$898 to \$927 per year per sanitary sewer unit (an increase of \$2.42 per month) effective July 1, 2019.

**How the District Keeps Costs Down**

The District maintains a small staff and proactively plans for and makes responsible investments in infrastructure and improvements. Good compliance with regulatory requirements has helped the District avoid costly fines that have been imposed on other sanitary agencies.

**How the Funds are Being Used**

While the majority of the funding is being reserved and used for the current expansion and upgrade of the treatment plant (\$60 million), LGVSD has completed, or is working on, the following projects:

- Rehabilitating sewer and lower lateral pipelines.
- Increasing capacity of sewer mains for high flow events.
- Rehabilitating pump stations and improving force mains.
- Maintaining facilities to avoid equipment failure, make emergency repairs when necessary, and replace vehicles and equipment.
- Constructed a Biogas Energy Recovery System (replacing an over 25 year old methane fueled generator) which also generates CNG (compressed natural gas) to fuel the District's new CNG sewer maintenance truck.
- Rehabilitation of the primary digester to improve solids decomposition and increase methane production for power generation and vehicle fuel.

**Our Commitment to Excellence**

**Public Education and Outreach Award  
Three-County Area  
2012, 2013, 2014, 2015, 2016**

**Collection System of the Year  
Three-County Area  
2008, 2010, 2012, 2016**

**Excellence in Financial Reporting,  
Certificate of Achievement, 2017**

**District Transparency Certificate of  
Excellence by the Special District  
Leadership Foundation**

**To Protest the Proposed Changes**

Protests against the proposed changes in the sewer service charge must be submitted in writing to the District before the end of the public hearing to be held on June 13, 2019 at 4:30 PM. Protests must identify the owner(s) of the property or properties for which the protest is entered, and be signed by the property owner. If a majority of owners of affected parcels within the District submit written protests against the proposed changes, the District will not approve the sewer service charge increases.

**ATTEND THE RATE HEARING:** June 13, 2019 at 4:30 PM at the District's office,  
300 Smith Ranch Road, San Rafael, CA 94903

**WEB:** www.lgvsd.org **PHONE:** 415-472-1734 **EMAIL:** info@lgvsd.org

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.

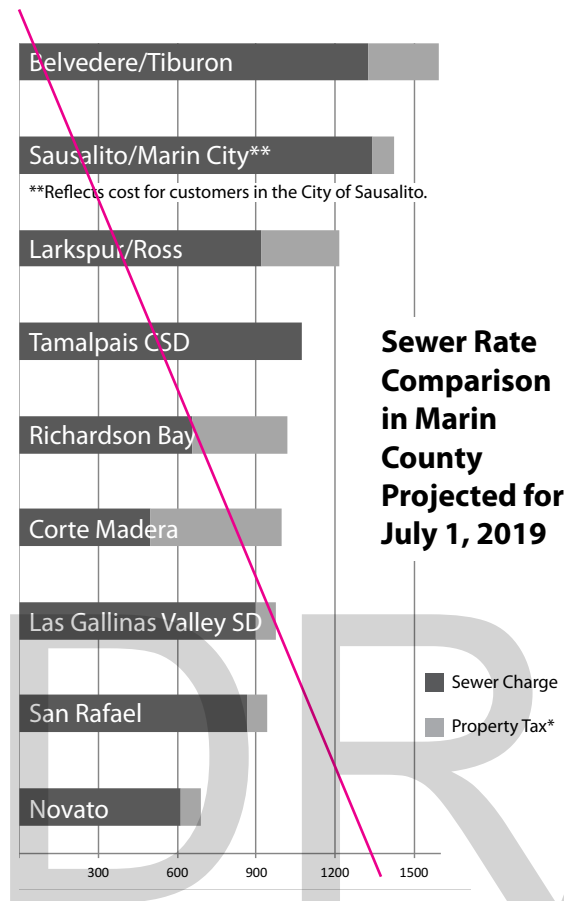
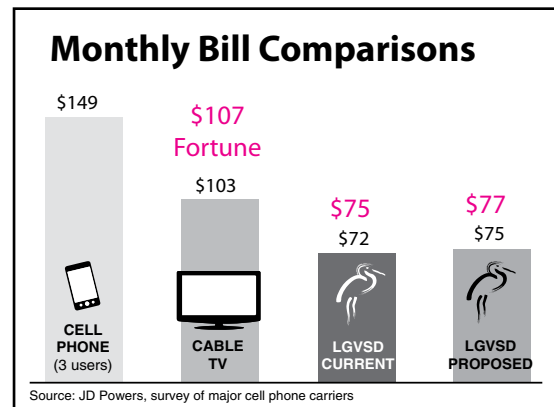
This notice is being sent pursuant to Government Code § 53756(d). • Printed on recycled paper using soy ink.



## LGVSD Rates\* Remain Below Marin County Average

The annual cost of sewer service for a typical District single family residential customer (or sanitary sewer unit) are below the average median of comparable Marin County communities.

\*Agencies also receive property tax revenue to fund operations. These revenues are a significant source of funding and vary greatly among sewer districts and cities providing services.



## Moving Forward on the Treatment Plant Upgrade

In order to address critical issues (aging infrastructure, changes in wastewater content, and new regulations), the District is embarking on one of the largest projects in the District's history with the Treatment Plant upgrade. Construction started in January, 2019. When complete, LGVSD will be able to deliver full secondary biological treatment capacity for flows up to 18 million gallons per day (MGD) and raise the elevation of the secondary treatment facilities to make the plant more resilient against flooding and the impacts of sea level rise.

In addition, the District and Marin Municipal Water District (MMWD) have agreed to expand the existing LGVSD Recycled Water Treatment Facility. The expanded facility will replace the existing MMWD facility which has reached the end of its useful life, allowing LGVSD to operate a single recycled water treatment plant. The expansion will improve efficiency and is expected to lower the cost to produce recycled water.

Plans have been developed for the construction of an administration building. This will be built when funds become available.

## Summary of Las Gallinas Valley Sanitary District Sewer Service Charges for July 1, 2019 through June 30, 2020

This is the final year in a five-year program of rate changes approved in 2015. The amount and method for calculating charges for various classes of customer are outlined below.

### Residential Rates Beginning July 1, 2019

**Residential Rates:** The annual sewer service charge for single family homes or similar residential units such as condominiums and mobile homes will be set at an amount of no more than \$927 per living unit for the fiscal year beginning July 1, 2019. Multi-family residential units such as apartments are charged 90% of the annual single family home sewer service charge.

### Non-Residential Rates Beginning July 1, 2019

**Non-Residential Rates:** The rates for non-residential customers are proportional to the increase in residential rates. Rates are calculated individually for each type of non-residential use as described below.

User Classes	Rate Calculation	Water Use Calculation
<b>Domestic strength users:</b> Commercial, office buildings, retail, churches, halls, public agencies, laundromats, service stations, medical offices, hospitals, convalescent/nursing homes, barber/beauty shops, and car washes	The annual sewer service charge rate times the average summer and winter water use times a strength factor of:  1.0	To calculate water use, the District obtains the average of winter and summer water usage for each non-residential customer from the Marin Municipal Water District.
<b>High strength users:</b> Bakeries Markets with disposals Restaurants/Cafes Mortuaries, mixed uses/ other, hotels with restaurants	3.2 2.6 2.4 2.0	This data is then converted to equivalent single family residential units (or sanitary sewer units). Water used solely for irrigation and recycled water which does not enter the sewer system, i.e. water not used for toilet flushing, laundry, commercial car washes, etc., is excluded from the calculation.
<b>Industrial and other high-strength users</b>	Contact the District for information and assistance	
<b>Schools without showers or cafeteria facilities</b>	0.01 times the annual sewer service charge rate per average daily attendance for students, faculty, and employees	
<b>Schools with showers or cafeteria facilities</b>	0.02 times the annual sewer service charge rate per average daily attendance for students, faculty, and employees	

# Agenda Summary Report

Date March 14, 2019

---

**To:** Mike Prinz, General Manager  
**From:** Michael P. Cortez, PE, District Engineer  
**Mtg. Date:** March 14, 2019  
**Re:** Call for Bids – On-Call Contract for Construction Projects

---

## BACKGROUND:

Miscellaneous, small scope system improvements are regularly identified within the District that do not rise to the level of competitively bid, large scale, engineered CIP projects. Once identified, these improvements are typically deferred until they can be added to the scope of a large CIP project. This deferral typically results in compromised system performance until the improvement can be made. Implementation of these small improvements often brings substantial operational benefit despite their relatively low cost. In addition to these small system improvements, needs for emergency construction response can arise due to unanticipated conditions or events, such as latent system defects or regional disasters that affect District infrastructure. An effective mechanism to efficiently address small scope improvements and urgent emergency construction needs is an 'on-call' contract with a licensed, local construction contractor.

Bidding documents for the On-Call Contract for Construction Projects have been prepared by District staff and are ready for advertisement. This contract will allow the District to have a standby contractor available to perform [1] small projects that can be typically completed in one week and [2] emergency construction response efforts. The contract duration is 24 months with a maximum budget of \$200,000, which is currently appropriated in various collections and treatment plant CIP accounts. Once the funds are fully utilized or the contract duration is fulfilled, the contract is subject to rebid or renewal pending staff evaluation of contractor performance and District Board approval.

Compensation for each on-call effort based on time and expense tracking according to force account rates as outlined in the current Labor Surcharge & Equipment Rental Rate Book published regularly by Caltrans Division of Construction. The competitive basis of award for the contract is the bidder's labor markup. This labor markup is applied by the successful bidder to the hourly rate of all trades used on any given construction effort. Actual payment is made according to detailed work orders describing each individual on-call effort.

This contract requires a response time of 24 hours for emergency projects or 10 business days for non-emergency projects. The contract includes the ability to invoke FEMA contracting requirements during periods of formally declared emergencies, which will allow the District to pursue FEMA reimbursement when necessary. The contract form has been reviewed and approved by the District Counsel.

The tentative project schedule is as follows:

- Call for bids: March 14, 2019
- Non-mandatory bid walk: March 27, 2019
- Bid opening: April 10, 2019
- Notice of award: April 25, 2019

**STAFF RECOMMENDATION:**

Board to approve the Call for Bids for On-Call Contract for Construction Projects.

**FISCAL IMPACT:**

Initial budget of \$175,000 for FY 2019-2020.

**PERSON(S) TO BE NOTIFIED:**

N/A



Consent \_\_\_\_\_  
Staff/Consultant Reports \_\_\_\_\_  
Agenda Item \_\_\_\_ 5 \_\_\_\_

# Agenda Summary Report

Date March 14, 2019

**To:** Board of Directors  
**From:** Mike Prinz, General Manager  
**Mtg. Date:** March 14, 2019  
**Re:** Secondary Treatment Plant Upgrade and Recycled Water Expansion Project – Deduction of Bid Alternate Additives, Items Nos. A.1 – A.5

### BACKGROUND:

The District's very significant Secondary Treatment Plant Upgrade and Recycled Water Expansion (STPURWE) Project was awarded to Myers & Sons Construction (MSC) on November 15, 2018 for the base bid amount of \$46,426,454. The Ultra Violet Disinfection System alternate bid items A.1-A.5 were also awarded according to Table 1 below:

Table 1: UV Bid Alternate

Bid Item	Description	Amount
A.1	UV Building (Less Caissons)	\$1,900,000
A.2	UV Building Drilled Pier Caissons	\$187,000
A.3	Owner Selected Equipment (Suez)	\$589,485
A.4	Deduction of Dechlorination Chemical Storage & Dosing Facility (Excluding Electrical Work)	-\$300,000
A.5	Deduction of Dechlorination Chemical Storage & Dosing Facility – Electrical Work	-\$100,000
NET TOTAL		\$2,196,485

The basis of award of the Contract was the base bid amount only.

The purpose of the STPURWE Project is to increase the Plant's secondary treatment capacity from 8 million gallons per day (MGD) to 18 MGD and to increase the Plant's recycled water production capacity from 1.4 MGD to 5.4 MGD. Disinfection system replacement is not necessary to achieve the purpose of the Project.

Due to concerns about future expandability of the proposed UV disinfection system, several aspects of the design basis of the UV system, and the functional state of the District's existing disinfection system, staff reevaluated the operational value of the UV proposed disinfection system. In the context the STPURWE Project purpose, Staff have determined that pursuit of the UV disinfection system is not warranted at this time. MSC was notified of the potential rescission of the alternate bid item on February 22, 2019.

Staff presented the proposal to deduct the UV alternate bid items to the LGVSD ad hoc Engineering Subcommittee on March 1, 2019. The presentation included additional recommendations that the Board fund the pursuit of a flow equalization project with funds previously allocated to the alternate bid item and prioritize a disinfection system through the Master Plan development authorized at the Board Meeting of February 28, 2019. After a series of questions, the subcommittee unanimously supported all



recommendations of the proposal. Public Contracts Code §20103.8 allows the Board to remove this alternate bid item from the contract and District Counsel has prepared a Resolution to that effect.

All consultants involved in the design of the STPURWE project, in addition to the District Engineer and Plant Operations Staff, support deduction of the alternate bid item.

**RECOMMENDATION:**

Staff recommends that the Board, by motion:

1. Deduct the award to MSC of the UV Alternate Bid Items per Table 1 above in the net amount of \$2,196,485, less costs substantiated by MSC. Adequacy of substantiation will be determined by the District Engineer and the General Manager.
2. Authorize the General Manager to execute a deductive change order to MSC in the amount described in bullet number 1 above.
3. Pursue implementation of a flow equalization project contemporaneously with the construction of the STPURWE project, and
4. Identify replacement of the District's existing disinfection system through the project prioritization process embodied in the anticipated Integrated Wastewater Master Plan Project approved at the February 29<sup>th</sup>, 2019 Board meeting.

See attached Resolution No 2019-2157 addressing [1] and [2] above.

**FISCAL IMPACT:**

As a result of the proposed action, funds would be unencumbered from the Contract with MSC for the STPURWE Project in an amount equal to approximately \$2,196,485, less costs incurred by MSC since the date of award and prior to the date notice was provided to MSC. Staff will validate any proposed sunk costs prior to issuance of a deductive change order to MSC.

If funding requirements for a flow equalization project exceed the funds unencumbered by removal of items A.1 – A. 5, Staff will propose a budget revision at a later date as warranted.

**PERSON TO BE NOTIFIED:**

Meyers & Sons Construction, Suez Water Technologies

**RESOLUTION No 2019-2157**

**A RESOLUTION AUTHORIZING THE DEDUCTION OF  
BID ALTERNATIVE ADDITIVES, ITEMS A.1 – A.5  
FROM THE AGREEMENT WITH MYERS & SONS CONSTRUCTION, LLC  
FOR THE  
SECONDARY TREATMENT PLANT UPGRADE AND RECYCLED WATER  
EXPANSION (A.K.A. NOVATO SOUTH SERVICE AREA/LGVSD-MMWD RECYCLED  
WATER PROJECT) (JOB NO. 12600-07 & 16650-02)  
FOR  
LAS GALLINAS VALLEY SANITARY DISTRICT**

**WHEREAS**, Myers & Sons Construction LLC, of Sacramento, California (“Myers & Sons”) executed a contract on December 19, 2018 in the amount of \$48,622,939 (inclusive of Alternate Bid Items A.1-A.5) for Secondary Treatment Plant Upgrade and Recycled Water Expansion (A.K.A. Novato South Service Area/LGVSD-MMWD Recycled Water Project) (Job No. 12600-07 & 16650-02), scope defined in Contract Documents dated November 2018 prepared by AQUA Engineering and District staff, with the Las Gallinas Valley Sanitary District (“District”);

**WHEREAS**, the District has initially, as part of the Total contract price, included Bid Alternative Items per Table 1 below:

Table 1: UV Bid Alternate

Bid Item	Description	Amount
A.1	UV Building (Less Caissons)	\$1,900,000
A.2	UV Building Drilled Pier Caissons	\$187,000
A.3	Owner Selected Equipment (Suez)	\$589,485
A.4	Deduction of Dechlorination Chemical Storage & Dosing Facility (Excluding Electrical Work)	-\$300,000
A.5	Deduction of Dechlorination Chemical Storage & Dosing Facility – Electrical Work	-\$100,000
	NET TOTAL	\$2,196,485

**WHEREAS**, upon further review by District engineering staff and the Board’s Engineering subcommittee that there are more efficient long-term engineering solutions, e.g. flow equalization, rather than the proposed UV disinfectant system, that will also address anticipated future regulations and restrictions on the District’s ability to discharge into the Bay; and

**WHEREAS**, Public Contract Code § 20103.8 specifically allows a local agency, such as the District, to deduct from the contract any additive or deductive items after the lowest responsible bidder has been determined.

**NOW, THEREFORE**, the Board of Directors of the Las Gallinas Valley Sanitary District herein approves and authorizes:

1. Deduct the award to Myers & Sons of the UV Alternate Bid Items per Table 1 above in the net amount of \$2,196,485, less costs substantiated by Myers & Sons Construction. Adequacy of substantiation will be determined by the District Engineer and the General Manager.
2. Authorize the General Manager to execute a deductive change order to Myers & Sons Construction in the amount described in (1) above.

\* \* \* \* \*

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 14<sup>th</sup> day of March 2019, 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)

---

Craig K. Murray, President Board of Directors

**3/14/2019**

**General Manager Report**

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



## 3/14/2019 BOARD REPORTS

### Agenda Item 7.1

#### LAFCO

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

### Agenda Item 7.2

#### Gallinas Watershed Council/Miller Creek Watershed Council

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

### Agenda Item 7.3

#### JPA Local Task Force on Solid and Hazardous Waste

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

### Agenda Item 7.4

#### Flood Zone 7

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

### Agenda Item 7.5

#### NBWA

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

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

### Agenda Item 7.6

#### NBWRA/North Bay Water

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

### Agenda Item 7.7

#### Engineering Subcommittee

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

## **3/14/2019 BOARD REPORTS**

### **Agenda Item 7.8**

#### **Other Reports**

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



**BOARD MEMBER  
MEETING ATTENDANCE REQUEST**

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

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

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

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

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

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

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

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

-----  
**For Office Use Only**

Request was  Approved  Not Approved at the Board Meeting held on \_\_\_\_\_.

**3-14-2019**

**BOARD AGENDA ITEM REQUESTS**

**Agenda Item 8B**

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

**Frank Solomon, Jr.**

Passed away peacefully February 16, 2019. Frank, the youngest of three children, was born July 11, 1928 in Baltimore, Maryland to Frank and Helen (Bloom) Solomon. After graduating from Shaker Heights High School in Cleveland, Ohio, Frank received his bachelor's degree in Economics from Swarthmore College and his Juris Doctorate from Harvard Law School, Class of 1954. Frank practiced law in San Francisco and in Marin County, but gradually discovered a penchant for real estate transactions, and over time he built a successful commercial and residential real estate investment and management business primarily in the Sacramento area.

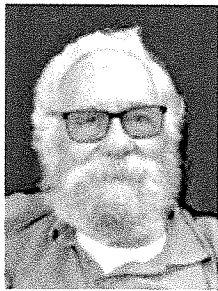
In 1959 Frank married Mary Stevens Solomon and moved to Marin County, California the following year, where they raised three children together. Settling in Marinwood in 1961, which he would call home for the rest of his life, Frank was active for years in the Marinwood civic community. Frank was a publicly elected member of the Las Gallinas Valley Sanitary District Board, serving for 28 years, and served on the Marinwood Community Services District Board during the years that saw the establishment of the Marinwood Community Center, pool and Fire Department.

Frank will be remembered for his sharp mind, infectious laugh and kind heart. He was fair-minded and always eager to help those in need. He was a man of his word and strove to do business deals that would meet the needs of all parties involved, not just himself.

Frank was preceded in death by his wife of 54 years, Mary Stevens Solomon in 2014, and by their daughter Cindy in 1977, as well as his older brother and sister, Henry Solomon of Chevy Chase, MD, and Betty Birren of Pacific Palisades, CA.

Frank is survived by his loving wife Sharon Ann (Sava) Solomon; sons Richard A. and Frank E. Solomon; daughters-in-law Susan Solomon and Dorothy Louise Vickroy; grandson Lucas Solomon and granddaughter Cristina Solomon.

A Celebration of Frank's life will take place on Friday, April 12 at 1:00 pm at Temple Rodef Shalom, 170 North San Pedro Road, San Rafael, CA 94903. In lieu of flowers please make contributions in Frank's name to the Leukemia and Lymphoma Society.



## **Rate hikes, new fee proposed by MMWD**

### **Rate hikes**

#### **JULY START DATE**

Officials say money needed for upgrading of equipment

**By Will Houston**

*[whouston@marinij.com](mailto:whouston@marinij.com) @Will\_S\_Houston on Twitter*

The Marin Municipal Water District is proposing a four-year rate and fee increase starting in July as well as a new fee that would add another \$163.50 or more to the average customer's property tax bill each year.

District administrators say the rate hike and new "capital improvement fee" are necessary to keep pace with inflation and to address a backlog of maintenance and renovation to its pipes and equipment throughout the Mount Tamalpais watershed.

"Like throughout society, infrastructure is aging and we need to continually invest in our infrastructure," said Ben Horenstein, district general manager. "In fact, we need to increase the investment in our infrastructure."

The district's Board of Directors is set to vote on the rate increase at its May 14 meeting, preceded by two public workshops in April. The board is set to discuss the rate hike and vote on sending a public notice about it to all of its customers at its 7:30 p.m. Tuesday meeting at 220 Nellen Ave. in Corte Madera.

The district is planning at least \$208 million

**RATE HIKES >> PAGE 8**

---

## **Rate hikes, new fee proposed by MMWD**

### **Rate hikes**

#### **FROM PAGE 1**

in capital improvements in the next decade that would be paid for with the new fee revenue. The customer's water meter size would determine how much they pay on their property tax bill, with amounts ranging from \$163.50 to up to \$31,063.75 annually. The district board can then increase the fee annually by up to 4 percent.

A majority of customers, about 68 percent, have 5/8-inch meters and would pay a \$163.50 fee, at least in the first year. The 1-inch meter customers, who make up 20 percent of customers, would pay

about \$409 in the first year. Horenstein said the district expects to bring in about \$16.5 million in fee revenue in the first year, with future adjustments bringing in about \$20 million each year.

Horenstein said the fee is meant to shift the district away from borrowing money to pay for infrastructure to a cash-based system instead. While this change would require a larger upfront cost for customers through the fee, Horenstein said it would result in lower interest payments being passed on to customers, ultimately saving each customer an estimated \$90 per year. It would also allow the district to secure loans when it is needed in emergencies like fires and earthquakes, Horenstein said.

As for other cost-saving measures, Horenstein said the district has already cut 26 positions since 2010, which he said has prompted concerns about understaffing.

“I think personally this is a fairly reasonable prudent approach to be taking at this point,” he said of the rate and fee increases.

**Debts and backlog** The district pays about \$10 million in annual debt payments, said Charlie Duggan, the district’s finance manager and treasurer. The district’s outstanding debt is \$157 million. By the time that is paid off, the interest accrued would bring that total up to \$285 million, Duggan said. Should the district continue to borrow money as it goes through the planned infrastructure projects this next decade, that would add another \$160 million in principal loans and about another \$170 million in interest in a 30- to 40-year period.

Meanwhile, the proposed water rate increases are meant to increase by about 4 percent annually to address costs of inflation. Even with the rate increases, Horenstein said customers would still be paying about 1 cent per gallon and lower than other water districts in the region.

Projects the new fee would fund include \$18 million in seismic upgrades to its three water treatment plants, \$27 million in maintaining and replacing storage tanks and \$103 million to replace aging pipelines and pump stations, among other investments. About \$1 million of fee revenue is proposed to go to fire fuel management and firefighting equipment, which some argue is not enough.

One of several projects the district aims to fund with the new money is a \$20 million replacement of a 1-million-gallon storage tank near the Phoenix Lake reservoir near Ross. The tank serves about 23 percent of district customers including those in Ross, Corte Madera, San Rafael, San Anselmo, Fairfax, Kentfield and others.

The tank, built in 1927, is nearing the end of its 100-year life. Its age is beginning to show through cracking concrete supports and its outdated bathhouse-style design, which includes a wooden roof and framing prone to fires. Most alarming to water managers is its proximity to a landslide, with one corner of the tank standing only a few feet away from the edge of the slide. A retaining wall is set to be installed in the fall.

Lucy Croy, district assistant engineer of planning, said the tank also no longer supports the water demand, which is why they hope to replace it with a modern, concrete tank capable of holding 4 million gallons. The goal is to ultimately add another 4-million-gallon tank to the site, but not right away to lessen the burden on ratepayers.

“The goal is always to do it the cheapest way,” Croy said.

Customer criticism The proposal has come under criticism, but for different reasons. Some, such as the district's Citizen Advisory Committee, don't think the district is funding enough.

Larry Minikes, a committee member, said the district's proposal would only fund about a third of the district's needs. In the time of climate change and large wildfires, Minikes said investing in resiliency is paramount, which means investing in community, wildland management and infrastructure.

"Keep in mind that this infrastructure was largely built between the '40s and the '60s and that generation paid for that buildout," Minikes said. "Now we are at the point, this is the challenge of the 21st century, is to address aging infrastructure. If we don't address it, it's going to get more expensive. The cost of repair has gone up considerably and our fines from the (state) water quality (control) board are higher sometimes than the repairs."

Minikes said the board is drawing down its capital reserves fund to pay for capital projects because it is not bringing in enough revenue. The district did not raise its water rates in 14 of the past 29 years. At the same time, the district has ramped up its borrowing by nearly 50 percent in the last two years, Minikes said. Investing in infrastructure and fire resiliency can also have other benefits, he argues, such as helping to reduce fire insurance rates.

Others, such as the Coalition of Sensible Taxpayers' board member Paul Premo, argue the district is going about this the wrong way. The new fee equates to a 24 percent increase on the average customer's bill and doesn't take into account customers' water use, which unfairly burdens customers who use less water, Premo said. Larger customers like school districts also will be paying much higher rates and fees that could be used to fund other necessities, the coalition argues.

Emma Detwiler, the district's communications specialist, said the district calculates the fee based on meter size because a property with a larger meter has the capacity for significantly higher water demand as opposed to a smaller meter.

"In turn, the water system as a whole — including transmission and distribution lines, storage tanks and reservoirs — is required to have higher capacity to account for customers with larger meters," she wrote in an email. "Calculating the (fee) on meter size thus ensures that capital costs are distributed equitably among water users based on the demand they place on the system."

Premo says the district should continue borrowing money for capital projects to ease the burden on ratepayers. While he says the district has stated it cannot secure bonds for another three years without incurring penalties, Premo argues the district should therefore only implement the fee for three years and then go back to borrowing.

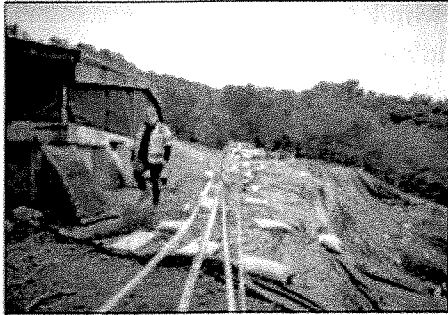
Premo also said the public process is being "steamrolled" by the district's lack of transparency, including a claim that the district violated the Brown Act.

"The bottom line is over 10 years they are looking at billing their customers \$208 million, starting at \$16.5 million in the first year and escalating," Premo said. "This proposal to do it is only going to be communicated to their customers here in the next few weeks with a decision to be made on May 14."

The district states that its legal counsel reviewed the district Communications Committee hearing where Premo alleges the violation occurred and found there was no violation.



The district will host two community workshops on the rate increases from 6 to 8 p.m. April 10 at Whistlestop, 930 Tamalpais Ave. in San Rafael and from 6 to 8 p.m. April 25 at the Mill Valley Community Center, 180 Camino Alto, Mill Valley.



Lucy Croy, associate engineer for the Marin Municipal Water District, checks on a 1 million gallon water reservoir in Ross Calif., Friday, March 1, 2019. The Marin Municipal Water District is proposing rate and fee increases over the next five years to pay for capital costs and infrastructure repairs.

JEREMY PORTJE — MARIN INDEPENDENT JOURNAL

## City moves to shore up pensions

### Pensions

#### NOVATO

Advisers to administer new trust fund

**By Will Houston**

[whouston@marinij.com](mailto:whouston@marinij.com)

Facing millions of dollars in unfunded pension liabilities, Novato took the first step toward creating a pension trust fund.

The Novato City Council on Tuesday voted unanimously to select Public Agency Retirement Services, or PARS, to administer the new Section 115 fund.

“We are the pioneer of this program,” said Mitch Barker, executive vice president of PARS. “We’re the first to introduce this concept three years ago.”

City staff said that creating such a trust fund allows the city to dedicate funds to its defined benefit pension plan under the California Public Employees’ Retirement System, or CalPERS, over an extended time and with more investment options than is allowed by other funds.

PARS was selected by the council to help city staff prepare the investment and funding strategies as well as guidelines for the trust.

“As the council knows, increased pension costs due to the CalPERS reduction discount rate has been something that has affected cities throughout the state and nationally as well, where applicable,” said Michael Antwine, assistant city manager.

Novato had more than \$30 million in unfunded liabilities as of 2017. An updated figure was not discussed at the council meeting or provided in the staff report. The unfunded liability is the difference between what agencies have in assets and what they require to meet their obligations to retirees.

The discount rate is the longterm interest rate used to fund future pension benefits, according to CalPERS. It is also known as the “assumed rate of return” because it is what CalPERS expects its investments to earn during the fiscal year.

**PENSIONS >> PAGE 4**

---

## City moves to shore up pensions

### Pensions

FROM PAGE 1

CalPERS' Board of Administration voted in 2016 to lower its discount rate from 7.5 percent to 7 percent for three years. While the board said lowering the rate would give employers more time to prepare for its contributions, it would also increase their normal costs and unfunded liabilities.

Antwine said the next steps will be for the council to formalize the adoption of the trust fund and the plan administrator, which the council has indicated will be PARS. The city's Finance and Oversight Committee will then begin developing different funding and investment strategies, which are expected to be adopted by the council as part of its 2019-20 budget process.

PARS, which is based in Newport Beach, was selected out of three groups that applied. The others were San Francisco-based PFM Asset Management LLC and the Torrancebased Keenan Financial Solutions. The city will not pay anything to establish the pension trust, according to a staff report.

Antwine said staff recommended PARS because it had a private letter ruling from the U.S. Internal Revenue Service and because it would allow the city to consolidate its existing Other Post-Employment Benefits, or OPEB, trust fund.

"It would give us the option to put both of these in one trust, which gives you economies of scale and eventually lower fees," Barker said of the benefits.

The city's other post-employment benefits, which are non-pension, are limited to health care, excluding dental, vision and life insurance.

Barker said 180 other agencies have adopted a similar trust fund, including Sausalito, Healdsburg and Rohnert Park.

## Water rate, fee hike plan raises questions

Water

MMWD

By Will Houston

WATER › PAGE 2

[whouston@marinij.com](mailto:whouston@marinij.com) @Will\_S\_Houston on  
Twitter

The public's questions and concerns about the Marin Municipal Water District's rate and fee hike proposal were enough to give the district's board of directors some pause this week.

On Tuesday evening, the board was tasked with deciding whether to send out a Proposition 2 18 notice of the proposed rate hike to its customers and to decide what

---

## Water rate, fee hike plan raises questions

Water

FROM PAGE 1

information that notice would include. The board voted 4-0, with director Larry Russell absent, to delay that decision until its next meeting based on the feedback from the public.

"I think there are enough questions about the impact of what we're doing, and the language that's in the notice and the general perception of the public that we should put it over to our next meeting," said board chairman Larry Bragman.

The four-year rate and fee hike as proposed would take effect in July, with the board expected to make a final decision in May or June. District staff say the hike is needed to keep up with inflation and to fund repairs and upgrades to aging pipes, water tanks and treatment plants.

Public comments at the board's meeting in Corte Madera focused on a new "capital maintenance fee" the district is proposing. The annual fee would be a fixed cost on the customer's property tax bill and would be based on the customer's meter size. The average customer — those with 5/8-inch water meters — would pay \$163.50 in the first year. The fee can be increased by up to 4 percent each year.

Charles Duggan, the district's administrative services division manager and treasurer, said the fee is meant to shift the district away from using bonds and loans and instead use cash to pay for capital projects. This way, customers would no longer have to pay for the accrued interest, which Duggan

said will save each customer about \$90. It will also allow the district to use loans to instead fund emergency repairs. Greg Knell, president of the San Rafael Board of Education, said the fee would cost the district a total of \$290,000 for all 13 of its sites, which he said is more than the district's water bill.

"We're concerned that would cost us three or four teaching positions," Knell told the board.

With school districts already facing budgetary issues, Knell requested the district consider an exception for schools. While Knell said other school districts like Tamalpais Union High School District face up to a \$160,000 fee, Duggan said that it would actually come out to about \$41,000. Director Cynthia Koehler said it would be good for the district to calculate the fee amount for each of the school districts.

"It's still a lot of dough for a school district," she said.

Members of the public like Wayne Best of San Rafael questioned why the district is not factoring in water consumption with the new fee. Best said after a contractor burned his home down years ago, he had to switch to a 1-inch meter because they were required to install a sprinkler system.

"But we still only use about 60 gallons per person per day and we're always in the Tier 1 (rate)," he said. "So adding this charge not based on usage but based on something I didn't ask for ... it's just not justified."

Some comments opposed the fee being placed on property tax bills because they said it lacked transparency and has dubious legality. Mimi Willard, president of the Coalition of Sensible Taxpayers, said putting the fee on property tax bills could necessitate putting the fee on the ballot, which she said district customers would likely prefer.

"The action you are considering tonight could entangle the district in legal issues that are expensive to us ratepayers and potentially complicate the district's ability to pursue its intended capital program," Willard said.

Other speakers questioned why the district doesn't continue borrowing money when interest rates are low. Duggan said the district has locked in good interest rates for its three bond issues, but said there is "not a lot to gain" by refinancing them right now. Borrowing every two years for the next decade would add another \$160 million in principal debt which could rise to \$270 million when adding in interest.

Ann Thomas of Corte Madera said she doesn't think the district is raising rates enough.

"The budget is a disappointment not because of the fee increases, but because the 4 percent revenue hike would not adequately maintain the watershed, which is your largest asset," Thomas said.

Some questioned whether rising pension costs were precluding funding that could be used for capital projects. Pension payments are expected to increase as California's pension system lowered its discount rates, which in turn increases costs to the agencies. Duggan said they are paying about \$6 million for pensions, which is about 8 or 9 percent of the district's operating budget.

Among other critiques of the proposal were that the district did not plan out these capital improvements in advance. In response, board members and staff said the district has actually been

doing this planning for some time. The only difference is how these upgrades and replacement projects would be paid for.

While noting that the proposal is imperfect, Bragman said it is one that can be changed and will strengthen the district's financial position.

"We can either go to Wall Street and pay interest and costs or we can look to ourselves," Bragman said. "Where the board has sort of landed is that we need to depend on ourselves."

The board has other options, suchw as delaying the fee, reducing the fee's duration and placing the fee on the bimonthly water bill. Staff said the board will be able to make these changes even after the Proposition 218 notice is sent out.

The board is set to discuss the rate hike again at its March 19 meeting.

**Among other critiques of the proposal were that the district did not plan out these capital improvements in advance. In response, board members and staff said the district has actually been doing this planning for some time.**

## **Buildout curtailed at Jewish campus**

**JCC**

**SAN RAFAEL**

Pushback by neighbors sways expansion plans

**By Richard Halstead**

*[rhalstead@marinij.com](mailto:rhalstead@marinij.com) @HalsteadRichard on Twitter*

Congregation Rodef Sholom, Brandeis Marin and the Osher Marin Jewish Community Center have scaled back a collaborative plan to further develop the six parcels on 13 acres that they jointly own along North San Pedro Road in unincorporated San Rafael. Senior housing and a new middle school, which were included in a pre-application filed with Marin County in early 2018, have been jettisoned. The organizations, which operate jointly under the title Marin Jewish Community Campus, have also dropped a request to rezone the properties into a single-parcel master plan.

The changes were made after campus officials presented the plan to neighborhood associations last spring and received a chilly reception.

“The general sentiment has been, historically, increased use of the JCC has significantly contributed to traffic and parking problems in our neighborhood; this project will increase the problems,” the Santa Venetia Neighborhood Association stated in a letter to Marin County planner Christine Gimmler in May 2018.

The letter also stated, “We were told the JCC exceeded their agreed-upon membership numbers as outlined in the original use permit,” and noted that “members have brought up for discussion the fact that the JCC is a nonprofit and as such does not pay income and/or property taxes.”

Gina Hagen, who serves on the association’s land use committee, said, “We appreciated having a chance to share our opinions, especially

**JCC >> PAGE 4**

---

## **Buildout curtailed at Jewish campus**

**JCC**

**FROM PAGE 1**

since the JCC did seem to take some of them into consideration.”

The Northbridge Homeowners Association also submitted a letter with concerns.

Michael Kamler, executive director of Congregation Rodef Sholom, said, “We want to be good neighbors in the community. There was some concern about over-building. It forced us to rethink our priorities. So we scaled back the master plan to deal with what we thought was most urgent.”

The application the groups filed on Feb. 28 for design review and use permit amendments proposes replacing Rodef Sholom’s existing single-story, 14,357-square-foot synagogue with a new twostory, 23,317-square-foot structure.

Kamler said the new synagogue will include both indoor and outdoor chapels that will give members a more intimate option for special events, such as small weddings, bar mitzvahs or bat mitzvahs. The synagogue’s main sanctuary, which seats 300, is the only choice available.

The application also calls for replacing the Jewish Community Center’s 1,875-squarefoot indoor pool with a 2,175-square-foot indoor pool, and substituting a new 2,900-square-foot indoor pool and 78-squarefoot outdoor spa for an existing 491-square-foot outdoor pool.

And the application proposes converting 2,074 square feet of attic/storage space at the K-8 Brandeis Marin school to classrooms to teach science, technology, engineering and mathematics.

In its pre-application, a 20-year plan included construction of a two-story, 14,200-square-foot middle school and 30 to 45 senior apartments accompanied by community rooms totaling 48,000 to 69,000 square feet.

The Jewish Community Center, established in 1948, moved to North San Pedro Road in 1967 and expanded in 1989, two years after Marin County issued a use permit for development on most of the land owned by the groups. The JCC has grown from 890 member households in 1989 to 3,048 households in 2019.

The Congregation Rodef Sholom synagogue at 170 N. San Pedro Road was built in 1962. It has grown from congregation of 339 households in 1989 to 1,100 in 2019. Brandeis Marin was established at 180 N. San Pedro Road in 1978. The school has grown from 107 students in 1989 to 171 in 2019. In the application, Brandeis states it has “identified opportunities to expand its current capacity to approximately 250 students” over the next five to seven years.

By comparison, the new middle school proposed in the pre-application was estimated to serve an additional 200 students.

Judy Wolff-Bolton, the JCC’s executive director, said the elements removed from the pre-application weren’t so much abandoned as placed on layaway.

“The senior living component and other things we scaled back may be for much, much longer in the future,” Wolff-Bolton said. “It is still a long-term vision.”

Peg Sandel, Brandeis Marin’s head of school, said, “Potentially, we could bring it back in 20 or 25 years but that is probably for a different board of trustees to take up.”

**“We want to be good neighbors in the community. There was some concern about over-building. It forced us to rethink our priorities. So we scaled back the master plan to deal with what we thought was most urgent.”**

— *Michael Kamler, executive director of Congregation Rodef Sholom*





The Osher Marin Jewish Community Center in San Rafael is part of a 13-acre complex on North San Pedro Road. Neighbors in the area resisted a proposal to construct new buildings and expand existing ones.

SHERRY LAVARS — SPECIAL TO MARIN INDEPENDENT JOURNAL

---

Monday, 03/11/2019 Pag.A01

[Copyright Terms and Terms of Use. Please review new arbitration language here.](#)