



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

**MANAGEMENT TEAM**  
 General Manager, Curtis Paxton  
 Plant Operations, Mel Liebmann  
 Collections/Safety/Maintenance, Greg Pease  
 Engineering, Michael P. Cortez  
 Administrative Services, Dale McDonald

**DISTRICT BOARD**  
 Megan Clark  
 Craig K. Murray  
 Barry Nitzberg  
 Gary E. Robards  
 Crystal J. Yezman

The Mission of the Las Gallinas Valley Sanitary District is to protect public health and our environment, providing effective wastewater collection, treatment, and resource recovery.

## BOARD MEETING AGENDA

September 5, 2024

**MATERIALS RELATED TO ITEMS ON THIS AGENDA ARE AVAILABLE FOR PUBLIC INSPECTION DURING NORMAL BUSINESS HOURS AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, SAN RAFAEL, OR ON THE DISTRICT WEBSITE [WWW.LGVSD.ORG](http://WWW.LGVSD.ORG)**

Estimated Time

**OPEN SESSION:**

4:00 PM

**1. PUBLIC COMMENT**

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

**CLOSED SESSION:**

4:05 PM

**2. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION – Significant exposure to litigation pursuant to subdivision (b) of Gov. Code Section 54956.9 - One potential case.**

**OPEN SESSION:**

4:30 PM

**3. CONSENT CALENDAR:**

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

- A. Approve the Board Minutes for August 15, 2024
- B. Receive and Ratify the Check Warrant List
- C. Approve Murray attending the Webinar Truck Regulation Implementation Group meeting on August 29
- D. Approve Award of Contract Smith Ranch Pump Station Improvements
- E. Approve Award of Contract Pump Station Lighting Improvements
- F. Approve Resolution 2024-2336 Confirming the Report on Sewer Service Charges
- G. Approve Resolution 2024-2337 Board Policies F-90, F-100, F-150 and O-10

Possible expenditure of funds: Yes, Items B through E.

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

4:40 PM

**4. INFORMATION ITEMS:**

STAFF/CONSULTANT REPORTS:

1. General Manager Report – verbal
2. Engineering Department Report – written
3. Operations Department Report – written
4. Board Policy Review of B-50 Training/Conferences/Seminars/Travel/Meals – written

6:00 PM

**5. REPORT ON POINT BLUE CONSERVATION SCIENCE’S STUDENTS AND TEACHERS RESTORING A WATERSHED (STRAW) PROGRAM 2023-2024 AND REQUEST FOR DONATION FOR 2024-2025**

Board to receive the report from Point Blue Conservation Science for the Students and Teachers Restoring a Watershed (STRAW) 2023-2024 program and review the Request for a Donation for the STRAW 2024-2025 program.

6:20 PM

**6. BOARD MEMBER REPORTS:**

1. CLARK
  - a. NBWA Board Committee, Operations Control Centers Ad Hoc Committee, Fleet Management Ad Hoc Committee, FutureSense Ad Hoc Committee, CASA Workforce Committee, Other Reports
2. MURRAY
  - a. Marin LAFCo, Flood Zone 6, Biosolids Ad Hoc Committee, CASA Energy Committee, Development Ad Hoc Committee, San Francisco Bay Trail Ad Hoc Committee, Other Reports
3. NITZBERG
  - a. Operations Control Centers Ad Hoc Committee, Fleet Management Ad Hoc Committee, McInnis Marsh Ad Hoc Committee, San Francisco Bay Trail Ad Hoc Committee, Other Reports
4. ROBARDS
  - a. Gallinas Watershed Council/Miller Creek, NBWRA, Engineering Ad Hoc Committee re: STPURWE, McInnis Marsh Ad Hoc Committee, Development Ad Hoc Committee, FutureSense Ad Hoc Committee, Other Reports
5. YEZMAN
  - a. Flood Zone 7, CSRMA, Ad Hoc Engineering Committee re: STPURWE, Marin Special Districts, Biosolids Ad Hoc Committee, Other Reports

6:30 PM

**7. BOARD REQUESTS:**

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



6:35 PM 8. VARIOUS INDUSTRY RELATED ARTICLES

6:40 PM 9. ADJOURNMENT

**FUTURE BOARD MEETING DATES: SEPTEMBER 19 AND OCTOBER 3, 2024**

AGENDA APPROVED:	Craig K. Murray, President	Patrick Richardson, Legal Counsel
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**CERTIFICATION:** I, Teresa Lerch, Board Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before September 2, 2024 4:00 pm I posted the Agenda for the Board Meeting of said Board to be held on September 5, 2024 at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

DATED: August 29, 2024



Teresa Lerch  
Board 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 sessions. 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 of 1990 (42 U.S.C. Sec. 12132), if you need special assistance to participate in this meeting, please contact the Board Secretary at 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 disability-related modifications or accommodations, including auxiliary aids or services, to help ensure accessibility to this meeting.**

## AGENDA ITEM 1

**9/5/2024**

### **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.**

**9/5/2024**

**CLOSED SESSION**

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

Agenda Item 3A  
Date September 5, 2024

## MEETING MINUTES OF AUGUST 15, 2024

THE BOARD OF DIRECTORS AND STAFF OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION AT 4:00 PM AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE ROOM, SAN RAFAEL, CA. 94903

- BOARD MEMBERS PRESENT:** Megan Clark, Craig Murray, Barry Nitzberg, Gary Robards and Crystal Yezman (arrived at 4:01 pm)
- BOARD MEMBERS ABSENT:** None.
- STAFF PRESENT:** Curtis Paxton, General Manager; Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer, Mike Cortez, District Engineer; Angela Beran, Grant Management and Procurement Specialist.
- OTHERS PRESENT:** Patrick Richardson, District Counsel; Justin Wilcock, Jason Raleigh and Patty Garbarino, Marin Sanitary Service; Tim Holmes, Kenwood Energy.
- ANNOUNCEMENT:** President Murray announced that the agenda had been posted as evidenced by the certification on file in accordance with the law.
- 1. PUBLIC COMMENT:** None.

### 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 July 18, 2024
- B. Receive and Ratify the Check Warrant Lists through August 5, 2024
- C. Approve Board Compensation for July 2024
- D. Approve Murray attending Wastewater Operation Basics Certification on August 13 at Sea Ranch, CA.
- E. Approve Award of Contract Kennedy Jenks Integrated Wastewater Master Plan (IWMP) Phase 3 Amendment 2.

### ACTION:

Board approved (M/S Robards/Nitzberg (5-0-0-0) the Consent Calendar items A through E.

- AYES: Clark, Murray, Nitzberg, Robards and Yezman.  
NOES: None.  
ABSENT: None.  
ABSTAIN: None.

### 3. INFORMATION ITEMS:

#### STAFF / CONSULTANT REPORTS:

1. General Manager's Report – Paxton reported.
2. Solar Project Update – Tim Holmes from Kenwood Energy gave the Board an update.
3. Marin Sanitary Service Annual Report – Justin Wilcock and Jason Raleigh reviewed the Marin Sanitary Service 2023 Service Area Annual Report with the Board. Discussion ensued.
4. Administrative Services Department Report – McDonald reported.
5. Quarterly Financial Report – McDonald reported.

6. Board Policy Review - Purchasing F-90, Credit Cards F-100, Grant Management F-150 and Fixed Asset Accounting Controls O-10 – McDonald and Beran reported. Discussion ensued.

#### 4. BOARD REPORTS

1. YEZMAN
  - a. Flood Zone 7– no report
  - b. CSRMA – no report
  - c. Marin Special District Association – no report
  - d. STPURWE Engineering Ad Hoc Committee – no report
  - e. Biosolids Ad Hoc Committee – no report
  - f. Other Reports– no report

Yezman left at 5:58 pm

2. CLARK
  - a. NBWA Board Committee – no report
  - b. Operation Control Centers Ad Hoc Committee – no report
  - c. Fleet Management Ad Hoc Committee – no report
  - d. FutureSense Ad Hoc Committee – no report
  - e. CASA Workforce Committee – no report
  - f. Other Reports – no report
3. MURRAY
  - a. Marin LAFCO –verbal report
  - b. Flood Zone 6 – no report
  - c. CASA Energy Committee – verbal report
  - d. Biosolids Ad Hoc Committee – no report
  - e. Development Ad Hoc Committee – no report
  - f. SF Bay Trail Ad Hoc Committee – no report
  - g. Other Reports- no report
4. NITZBERG
  - a. Operation Control Centers Ad Hoc Committee – no report
  - b. Fleet Management Ad Hoc Committee – no report
  - c. McInnis Marsh Ad Hoc Committee – no report
  - d. SF Bay Trail Ad Hoc Committee – no report
  - e. Other Reports – verbal report – CASA Annual Conference
5. ROBARDS
  - a. Gallinas Watershed Council/Miller Creek – verbal report
  - b. STPURWE Engineering Ad Hoc Committee – no report
  - c. McInnis Marsh Ad Hoc Committee – no report
  - d. Development Ad Hoc Committee – verbal report
  - e. FutureSense Ad Hoc Committee – no report
  - f. Other Reports – no report

#### 5. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – none.
- B. Board Agenda Item Requests – consider review of per diem policy.

**6. MISCELLANEOUS DISTRICT ARTICLES**

Discussion ensued.

**7. ADJOURNMENT:**

**ACTION:**

The board approved (Robards/Clark 4-0-1-0) the adjournment of the meeting at 6:41 p.m.

AYES: Clark, Murray, Nitzberg and Robards

NOES: None.

ABSENT: Yezman.

ABSTAIN: None.

The next Regular Board Meeting is scheduled for September 5, 2024 at 4:00 pm at the District office.

ATTEST:

\_\_\_\_\_  
Teresa Lerch, Board Secretary

APPROVED:

\_\_\_\_\_  
Gary E. Robards, Vice-President

Report Criteria:

Report type: GL detail  
 Check Detail Input date = 08/13/2024

GL Period	Check Issue Date	Invoice Number	Description	Invoice GL Account	Invoice Amount	Amount
<b>A and P Moving Inc</b>						
<b>30000608</b>						
08/24	08/13/2024	4066518	Document Storage - August	10-400-5451	96.80	96.80
Total A and P Moving Inc:						96.80
<b>Alliant Insurance Services, Inc.</b>						
<b>30000609</b>						
08/24	08/13/2024	3906	Ferguson, Teresa Claim re: Accident 1-13-23 Rejection	10-400-5224	248.40	248.40
08/24	08/13/2024	3915	California River Watch Insurance Settlement Review	10-400-5224	145.80	145.80
Total Alliant Insurance Services, Inc.:						394.20
<b>Bank of Marin Cardmember Services</b>						
<b>202407294</b>						
07/24	07/29/2024	CC -7-5-24 Jun	Stirrers for coffee - AMATORI,PAM	10-400-5221	8.73	8.73 M
07/24	07/29/2024	CC -7-5-24 Jun	Water Service 101 LVR -HUNT,BRANDON G	10-400-5221	84.44	84.44 M
07/24	07/29/2024	CC -7-5-24 Jun	Water Service 300 SRR -HUNT,BRANDON G	10-400-5221	166.34	166.34 M
07/24	07/29/2024	CC -7-5-24 Jun	Pens - AMATORI,PAM	10-400-5221	8.82	8.82 M
07/24	07/29/2024	CC -7-5-24 Jun	Batteries - AMATORI,PAM	10-400-5221	68.53	68.53 M
07/24	07/29/2024	CC -7-5-24 Jun	Toner Cartridge for printer - GOLSHANI,SAHAR	10-560-5221	320.09	320.09 M
07/24	07/29/2024	CC -7-5-24 Jun	Credits from fraudulent charges - PEASE,GREG	10-460-9998	14.95-	14.95- M
07/24	07/29/2024	CC -7-5-24 Jun	Credits from fraudulent charges - PEASE,GREG	10-460-9998	10.98-	10.98- M
07/24	07/29/2024	CC -7-5-24 Jun	Internet Service for Pump station - SCHULTZ,AMY	10-500-5421	269.59	269.59 M
07/24	07/29/2024	CC -7-5-24 Jun	Credits from fraudulent charges - PEASE,GREG	10-460-9998	5.30-	5.30- M
07/24	07/29/2024	CC -7-5-24 Jun	In/Out Board & Hand wipes for notary customers - AMATORI,P	10-440-5221	62.54	62.54 M
07/24	07/29/2024	CC -7-5-24 Jun	Internet Services for 101 LVR -MCDONALD, DALE	10-400-5421	620.23	620.23 M
07/24	07/29/2024	CC -7-5-24 Jun	Forms for Notary - LERCH,TERESA	10-400-5221	38.89	38.89 M
07/24	07/29/2024	CC -7-5-24 Jun	Cork Bulletin Board -MCDONALD,DALE	10-400-5221	99.82	99.82 M
07/24	07/29/2024	CC -7-5-24 Jun	Credits from fraudulent charges - PEASE,GREG	10-460-9998	12.01-	12.01- M
07/24	07/29/2024	CC -7-5-24 Jun	CASA Conf. Reg. RP. Richardson -LERCH,TERESA	10-400-5465	320.00	320.00 M
07/24	07/29/2024	CC -7-5-24 Jun	OSDA Conference Reg C. Murray - LERCH,TERESA	10-440-5465	775.00	775.00 M
07/24	07/29/2024	CC -7-5-24 Jun	At a Glance 2024 Wall Calendar - LERCH,TERESA	10-400-5221	34.68	34.68 M
07/24	07/29/2024	CC -7-5-24 Jun	Ergonomic Key Board -LERCH,TERESA	10-400-5221	436.45	436.45 M
07/24	07/29/2024	CC -7-5-24 Jun	Trans. For CSDA GM Summit -PAXTON,CURTIS D	10-400-5465	33.59	33.59 M
07/24	07/29/2024	CC -7-5-24 Jun	Credits from fraudulent charges -PEASE,GREG	10-460-9998	5.30-	5.30- M
07/24	07/29/2024	CC -7-5-24 Jun	Acrobat Pro -GOLSHANI,SAHAR	10-560-5221	19.99	19.99 M
07/24	07/29/2024	CC -7-5-24 Jun	Spectracide wasp & Hornet Insect Extermination - GOLSHANI,S	10-600-5221	47.48	47.48 M
07/24	07/29/2024	CC -7-5-24 Jun	GOLSHANI,SAHAR	10-560-5362	136.58-	136.58- M
07/24	07/29/2024	CC -7-5-24 Jun	Monthly Licensing Fees -HUNT,BRANDON G	10-400-5362	2.00	2.00 M
07/24	07/29/2024	CC -7-5-24 Jun	Microsoft Annual License for District - HUNT,BRANDON G	10-400-5362	3,758.60	3,758.60 M
07/24	07/29/2024	CC -7-5-24 Jun	Licensing Fees - HUNT,BRANDON G	10-400-5362	16.00	16.00 M
07/24	07/29/2024	CC -7-5-24 Jun	Post-it tabs - AMATORI,PAM	10-400-5221	20.89	20.89 M
07/24	07/29/2024	CC -7-5-24 Jun	Food for Board Meeting -LERCH,TERESA	10-440-5223	188.83	188.83 M
07/24	07/29/2024	CC -7-5-24 Jun	Trans. For CSDA GM Summit -PAXTON,CURTIS D	10-400-5465	42.03	42.03 M
07/24	07/29/2024	CC -7-5-24 Jun	Tryptic Soy Agar -GOLSHANI,SAHAR	10-560-5284	35.92	35.92 M
07/24	07/29/2024	CC -7-5-24 Jun	Gel Pens - HUANG,YI YING	10-420-5221	10.75	10.75 M
07/24	07/29/2024	CC -7-5-24 Jun	Subscription for Fleetio Service -- PEASE,GREG	10-460-5362	192.00	192.00 M
07/24	07/29/2024	CC -7-5-24 Jun	California Assoc. of Public Procurement Membership -HUNT,B	10-400-5461	140.00	140.00 M
07/24	07/29/2024	CC -7-5-24 Jun	Display port cable -MCDONALD,DALE	10-400-5221	15.26	15.26 M
07/24	07/29/2024	CC -7-5-24 Jun	In/Out board & Wet wipes for notary customers - AMATORI,P	10-400-5221	62.20	62.20 M
07/24	07/29/2024	CC -7-5-24 Jun	Level/Flow Transmitter for sec Erf Improvement -MOORE,D	10-600-5319	1,073.95	1,073.95 M
07/24	07/29/2024	CC -7-5-24 Jun	Coffee for both location - AMATORI,PAM	10-400-5221	189.95	189.95 M

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Invoice Number	Description	Invoice GL Account	Invoice Amount	Amount	
07/24	07/29/2024	CC -7-5-24 Jun	Web Cam for Angela's Computer - AMATORI,PAM	10-400-5221	62.54	62.54	M
07/24	07/29/2024	CC -7-5-24 Jun	Lysol wipes - AMATORI,PAM	10-400-5221	12.00	12.00	M
07/24	07/29/2024	CC -7-5-24 Jun	Subscription for Zoom - CORTEZ,MICHAEL P	10-420-5362	159.90	159.90	M
07/24	07/29/2024	CC -7-5-24 Jun	Ampule Kit -GOLSHANI,SAHAR	10-560-5284	412.97	412.97	M
07/24	07/29/2024	CC -7-5-24 Jun	Registration for Caselle Summit -HUNT,BRANDON G	10-400-5465	595.00	595.00	M
07/24	07/29/2024	CC -7-5-24 Jun	Answering Service -HUNT,BRANDON G	10-400-5421	45.30	45.30	M
07/24	07/29/2024	CC -7-5-24 Jun	Computer Monitors for Angela - MCDONALD,DALE	10-400-5221	614.92	614.92	M
07/24	07/29/2024	CC -7-5-24 Jun	Stapler & Pens -AMATORI,PAM	10-400-5221	102.24	102.24	M
07/24	07/29/2024	CC -7-5-24 Jun	Sealer for Notary - AMATORI,PAM	10-400-5221	18.70	18.70	M
07/24	07/29/2024	CC -7-5-24 Jun	Registration for Caselle Summit -MCDONALD,DALE	10-400-5465	595.00	595.00	M
07/24	07/29/2024	CC -7-5-24 Jun	Mech. Tech 1 Certificate -COOK,GLENN R	10-600-5461	98.00	98.00	M
07/24	07/29/2024	CC -7-5-24 Jun	Water Service 300 SRR -HUNT,BRANDON G	10-400-5221	176.63	176.63	M
07/24	07/29/2024	CC -7-5-24 Jun	Fraudulent Charge - PEASE,GREG	10-460-9998	12.01	12.01	M
07/24	07/29/2024	CC -7-5-24 Jun	Annual Fee for Cellular Alarm Monitor for Pumps - PEASE,G	10-460-5362	49.99	49.99	M
07/24	07/29/2024	CC -7-5-24 Jun	Ram for Angela's computer -AMATORI,PAM	10-400-5221	46.67	46.67	M
07/24	07/29/2024	CC -7-5-24 Jun	Key board - AMATORI,PAM	10-400-5221	45.35	45.35	M
07/24	07/29/2024	CC -7-5-24 Jun	WP Enterococci for testing - GOLSHANI,SAHAR	10-560-5284	248.37	248.37	M
07/24	07/29/2024	CC -7-5-24 Jun	GFOA Conference Lodging- MCDONALD,DALE	10-400-5465	953.97	953.97	M
07/24	07/29/2024	CC -7-5-24 Jun	Monthly Unlimited Car wash for District auto - PAXTON,C	10-400-5310	40.00	40.00	M
07/24	07/29/2024	CC -7-5-24 Jun	GFOA Conference Lodging- MCDONALD,DALE	10-400-5465	316.13	316.13	M
07/24	07/29/2024	CC -7-5-24 Jun	Security for the gate at 300 SRR -MCDONALD, DALE	10-400-5339	25.00	25.00	M
07/24	07/29/2024	CC -7-5-24 Jun	Calibration set -GOLSHANI,SAHAR	10-600-5284	837.95	837.95	M
07/24	07/29/2024	CC -7-5-24 Jun	Research & testing of pond water - GOLSHANI,SAHAR	10-560-5284	1,182.73	1,182.73	M
07/24	07/29/2024	CC -7-5-24 Jun	Certification renewals, CSM3,LA1 & MT3 - MOORE,DONALD E	10-600-5461	314.00	314.00	M
07/24	07/29/2024	CC -7-5-24 Jun	Annual Fee for Cellular Alarm Monitor for Pumps - PEASE,G	10-460-5362	49.99	49.99	M
07/24	07/29/2024	CC -7-5-24 Jun	Annual Anti Virus Subscription for District -MCDONALD,DALE	10-400-5362	1,034.00	1,034.00	M
07/24	07/29/2024	CC -7-5-24 Jun	Fraudulent Charge - PEASE,GREG	10-460-9998	10.98	10.98	M
07/24	07/29/2024	CC -7-5-24 Jun	Internet Services for 101 LVR -MCDONALD, DALE	10-460-9998	620.23	620.23	M
07/24	07/29/2024	CC -7-5-24 Jun	Ultra Low Chlorine - GOLSHANI,SAHAR	10-600-5284	509.11	509.11	M
07/24	07/29/2024	CC -7-5-24 Jun	Variety of chemicals for testing - GOLSHANI,SAHAR	10-560-5284	1,712.38	1,712.38	M
07/24	07/29/2024	CC -7-5-24 Jun	Registration for WaterReuse Conf. M. Clark -LERCH,TERESA	10-440-5465	575.00	575.00	M
07/24	07/29/2024	CC -7-5-24 Jun	Lab tool for measuring - GOLSHANI,SAHAR	10-560-5284	81.17	81.17	M
07/24	07/29/2024	CC -7-5-24 Jun	Adapter - GOLSHANI,SAHAR	10-600-5211	15.28	15.28	M
07/24	07/29/2024	CC -7-5-24 Jun	Licensing Fees - HUNT,BRANDON G	10-400-5362	.21	.21	M
07/24	07/29/2024	CC -7-5-24 Jun	Pest Control Service for the Plant -HUNT,BRANDON G	10-600-5337	207.00	207.00	M
07/24	07/29/2024	CC -7-5-24 Jun	Zoom subscription - LERCH,TERESA	10-400-5362	55.99	55.99	M
07/24	07/29/2024	CC -7-5-24 Jun	Food for Board Meeting -LERCH,TERESA	10-440-5223	216.53	216.53	M
07/24	07/29/2024	CC -7-5-24 Jun	Bile Broth & Tryptose Broth - GOLSHANI,SAHAR	10-560-5284	162.80	162.80	M
07/24	07/29/2024	CC -7-5-24 Jun	Notary Certification Training -HUNT,BRANDON G	10-400-5469	837.05	837.05	M
07/24	07/29/2024	CC -7-5-24 Jun	Lab Analyst Gr 1 - INSKEEP,STEVEN	10-600-5461	192.00	192.00	M
07/24	07/29/2024	CC -7-5-24 Jun	True Easy syringe -INSKEEP,STEVEN	10-600-5315	10.90	10.90	M
07/24	07/29/2024	CC -7-5-24 Jun	Oat Milk for coffee - LERCH,TERESA	10-400-5221	11.18	11.18	M
07/24	07/29/2024	CC -7-5-24 Jun	Certification renewal - LIEBMANN,ROBERT M	10-600-5461	103.00	103.00	M
<b>202407295</b>							
07/24	07/29/2024	CC 7-5-24 July	Pre-Paid Subscription charges for Microsoft -HUNT,B	10-400-5362	864.00	864.00	M
07/24	07/29/2024	CC 7-5-24 July	Water Service 101 LVR -HUNT,BRANDON G	10-400-5221	84.44	84.44	M
07/24	07/29/2024	CC 7-5-24 July	Water Service 300 SRR -HUNT,BRANDON G	10-400-5221	156.05	156.05	M
07/24	07/29/2024	CC 7-5-24 July	Special Dist. Leadership G. Robards - LERCH,TERESA	10-400-5465	490.00	490.00	M
07/24	07/29/2024	CC 7-5-24 July	CSDA Conf. Reg G. Robards -LERCH,TERESA	10-400-5465	775.00	775.00	M
07/24	07/29/2024	CC 7-5-24 July	Acetate Buffer -GOLSHANI,SAHAR	10-560-5284	124.55	124.55	M
07/24	07/29/2024	CC 7-5-24 July	Robards/Paxton Lunch Meeting -PAXTON,CURTIS D	10-400-5223	63.83	63.83	M
07/24	07/29/2024	CC 7-5-24 July	Miscellaneous Adjustment per bank 7/1	10-400-9999	389.09-	389.09-	M
07/24	07/29/2024	CC 7-5-24 July	Return of Calendar -LERCH,TERESA	10-400-5221	34.68-	34.68-	M
07/24	07/29/2024	CC 7-5-24 July	Federal Grant Forum Book - BERAN,ANGELA	10-400-5469	895.00	895.00	M
07/24	07/29/2024	CC 7-5-24 July	Transponder Bridge toll -HUNT,BRANDON G	10-400-5467	110.00	110.00	M
07/24	07/29/2024	CC 7-5-24 July	Get Well Card for Grace - GOLSHANI,SAHAR	10-560-5221	5.45	5.45	M
07/24	07/29/2024	CC 7-5-24 July	Pendaflex file -HUNT,BRANDON G	10-400-5221	28.84	28.84	M

M = Manual Check, V = Void Check



GL Period	Check Issue Date	Invoice Number	Description	Invoice GL Account	Invoice Amount	Amount
07/24	07/29/2024	CC 7-5-24 July	Clark/Paxton Lunch Meeting -PAXTON,CURTIS D	10-400-5223	77.55	77.55
Total Bank of Marin Cardmember Services:						25,599.58
<b>Beecher Engineering, Inc.</b>						
<b>21214</b>						
08/24	08/13/2024	0724-48	Electrical Engineering Services for Primary Effluent Pump Station Pu	10-935-5601	7,820.00	7,820.00
Total Beecher Engineering, Inc.:						7,820.00
<b>Blocka Construction, Inc.</b>						
<b>30000610</b>						
08/24	08/13/2024	PROGRESS P	Digester MCC-2 Upgrade	10-747-5601	14,250.00	14,250.00
Total Blocka Construction, Inc.:						14,250.00
<b>BMO Bank N.A.</b>						
<b>30000611</b>						
08/24	08/13/2024	ESCROW RET	Escrow retention #3 JD Force Main Access Structures	10-752-5601	20,051.20	20,051.20
Total BMO Bank N.A.:						20,051.20
<b>Buck's Saw Service Inc</b>						
<b>30000612</b>						
08/24	08/13/2024	110332	Choke Knob	10-480-5317	11.92	11.92
08/24	08/13/2024	111975	Brush Cutter	10-460-5312	726.93	726.93
Total Buck's Saw Service Inc:						738.85
<b>California Water Environment Association</b>						
<b>21215</b>						
08/24	08/13/2024	B BUCHHOLZ	Cert Renewal B. Buchholz Collection System Plant Maintenance	10-460-5461	121.00	121.00
08/24	08/13/2024	C FRANKLIN -	C Franklin - CWEA Membership	10-460-5461	345.00	345.00
08/24	08/13/2024	J MCNEAL - C	J McNeal - CWEA Membership	10-460-5461	345.00	345.00
Total California Water Environment Association:						811.00
<b>CalPERS 457 Plan Deferred Comp</b>						
<b>202407154</b>						
07/24	07/15/2024	7.12 457	457 Deferred Comp Paydate 7.12	10-000-2127	10,997.64	10,997.64
Total CalPERS 457 Plan Deferred Comp:						10,997.64
<b>CATS4U</b>						
<b>30000613</b>						
08/24	08/13/2024	7146	Waste Gas Burner & Digester Gas Line Replacement	10-818-5601	23,536.80	23,536.80
08/24	08/13/2024	PROGRESS P	Secondary Effluent Line Modifications	10-936-5601	35,898.13	35,898.13
Total CATS4U:						59,434.93
<b>Central Valley</b>						
<b>21216</b>						
08/24	08/13/2024	2957252	Misc. Supplies	10-600-5315	63.35	63.35
08/24	08/13/2024	2957257	Misc. Supplies	10-600-5315	83.75	83.75
Total Central Valley:						147.10

GL Period	Check Issue Date	Invoice Number	Description	Invoice GL Account	Invoice Amount	Amount
<b>Comet Building Maintenance</b>						
<b>21217</b>						
08/24	08/13/2024	173626	Janitorial Services	10-400-5333	1,670.00	1,670.00
Total Comet Building Maintenance:						1,670.00
<b>Contractor Compliance and Monitoring, In</b>						
<b>30000614</b>						
08/24	08/13/2024	21748	STPURWE Labor Compliance Services - Myers & Sons	10-902-5601	224.25	224.25
08/24	08/13/2024	21749	STPURWE Labor Compliance Services - Kennedy Jenks	10-902-5601	34.50	34.50
08/24	08/13/2024	21750	Grit Screw Conveyor System Replacement	10-907-5601	253.00	253.00
08/24	08/13/2024	21751	Standby Generators System Replacement	10-805-5601	120.75	120.75
08/24	08/13/2024	21752	STPURWE Labor Compliance Services - DAC	10-902-5601	23.00	23.00
08/24	08/13/2024	21753	Venetia Harbor Pump Station Concrete Slab Repair	10-810-5601	54.00	54.00
08/24	08/13/2024	21755	On-Call contract for labor compliance services	10-420-5342	3,233.50	3,233.50
Total Contractor Compliance and Monitoring, In:						3,943.00
<b>Corcus Construction Inc.</b>						
<b>21218</b>						
08/24	08/13/2024	PROGRESS P	John Duckett Force Main Access Structures	10-752-5601	378,266.42	378,266.42
08/24	08/13/2024	PROGRESS P	John Duckett Force Main Access Structures - Change Order #1-4	10-752-5601	2,706.38	2,706.38
Total Corcus Construction Inc.:						380,972.80
<b>CPS HR Consulting</b>						
<b>30000615</b>						
08/24	08/13/2024	0013913	Human Resources Consulting Services	10-400-5331	687.50	687.50
Total CPS HR Consulting:						687.50
<b>Cutting Edge Parts</b>						
<b>21219</b>						
08/24	08/13/2024	31079ARIES	Electrical Cables	10-460-5317	80.10	80.10
Total Cutting Edge Parts:						80.10
<b>Diego Truck Repair Inc</b>						
<b>30000616</b>						
08/24	08/13/2024	69374	Collections Freightliner- Broken AC Fix	10-460-5310	2,143.35	2,143.35
Total Diego Truck Repair Inc:						2,143.35
<b>Direct Dental Administrators LLC</b>						
<b>20240809</b>						
08/24	08/09/2024	D20240809-28	Dental Payment - Administration	10-400-5117	478.22	478.22
08/24	08/09/2024	D20240809-28	Dental Payment - Plant	10-600-5117	1,191.21	1,191.21
Total Direct Dental Administrators LLC:						1,669.43
<b>Du-All Safety LLC</b>						
<b>30000617</b>						
08/24	08/13/2024	25516	Safety & Training July 2024	10-460-5241	4,728.00	4,728.00
08/24	08/13/2024	25516	Safety & Training -FY-2023-24. Partial Aug 2024	10-460-5241	2,795.00	2,795.00
Total Du-All Safety LLC:						7,523.00

GL Period	Check Issue Date	Invoice Number	Description	Invoice GL Account	Invoice Amount	Amount
<b>Edelstein, Daniel</b>						
<b>30000618</b>						
08/24	08/13/2024	07/29/2024	Canada Goose Addling Project & NPDES Permit Requirements	10-580-5342	2,196.00	2,196.00
Total Edelstein, Daniel:						2,196.00
<b>Freyer &amp; Laureta Inc</b>						
<b>30000619</b>						
08/24	08/13/2024	24-431	On-Call Contract for Engineering Services FY 24/25	10-745-5601	805.00	805.00
Total Freyer & Laureta Inc:						805.00
<b>G.D. Nielson Construction Inc</b>						
<b>30000620</b>						
08/24	08/13/2024	031-1	Mobilization Adjustment for Plant Entrance Paving per District Reque	10-915-5601	577.00	577.00
08/24	08/13/2024	031-1	McInnis Corp. Yard Paving	10-902-5601	59,147.00	59,147.00
08/24	08/13/2024	PROGRESS P	Standby Generator System Installation	10-805-5601	57,785.05	57,785.05
Total G.D. Nielson Construction Inc:						117,509.05
<b>Gardeners Guild</b>						
<b>30000621</b>						
08/24	08/13/2024	117956	Maintenance for AUG	10-600-5312	2,153.00	2,153.00
Total Gardeners Guild:						2,153.00
<b>GHD Inc.</b>						
<b>30000622</b>						
08/24	08/13/2024	380-0055374	Amendment #1 Terra Linda- Hwy 101 Sewer Crossing	10-754-5601	7,979.40	7,979.40
08/24	08/13/2024	380-0055727	Biosolids Program & Research Project Support Services	10-813-5601	10,447.18	10,447.18
08/24	08/13/2024	380-0055746	Regional Biosolids Compost Facility Feasibility	10-813-5601	18,489.65	18,489.65
Total GHD Inc.:						36,916.23
<b>Golshani, Sahar</b>						
<b>30000623</b>						
08/24	08/13/2024	922431	Education Reimbursement	10-560-5469	518.60	518.60
Total Golshani, Sahar:						518.60
<b>Grainger</b>						
<b>30000624</b>						
08/24	08/13/2024	9187151247	Misc. Supplies	10-460-5315	947.04	947.04
08/24	08/13/2024	9206538903	Misc. Supplies	10-480-5315	322.14	322.14
Total Grainger:						1,269.18
<b>Hazen and Sawyer</b>						
<b>21220</b>						
08/24	08/13/2024	20148-003-33	Digester Room MCC #2 Upgrade	10-747-5601	2,845.00	2,845.00
08/24	08/13/2024	20148-007-7	On-Call Contract for Engineering Services FY 24/25	10-745-5601	5,336.12	5,336.12
08/24	08/13/2024	20148-003-35	Digester Room MCC #2 Upgrade	10-747-5601	1,560.00	1,560.00
08/24	08/13/2024	20148-006-8	Revision to LGVSD Standard Specification & Drawings	10-918-5601	237.50	237.50
Total Hazen and Sawyer:						9,978.62

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Invoice Number	Description	Invoice GL Account	Invoice Amount	Amount
<b>Jackson's Hardware Inc</b>						
<b>21221</b>						
08/24	08/13/2024	159796	Misc Supplies	10-480-5311	346.31	346.31
Total Jackson's Hardware Inc:						346.31
<b>Kennedy Jenks Consulting Inc</b>						
<b>30000625</b>						
08/24	08/13/2024	173515	STPURWE: Amendment 2 - Construction Management and Inspectio	10-902-5601	1,137.50	1,137.50
08/24	08/13/2024	173565	Amend #1 Integrated Wastewater Master Plan Phase 2	10-710-5601	5,592.00	5,592.00
Total Kennedy Jenks Consulting Inc:						6,729.50
<b>Kenwood Energy</b>						
<b>30000626</b>						
08/24	08/13/2024	LGVSD-2408	Solar PV System Upgrade - <i>work in July</i> Extension-of-original contract	10-830-5601	5,588.25	5,588.25
Total Kenwood Energy:						5,588.25
<b>Marin Ace</b>						
<b>21222</b>						
08/24	08/13/2024	74662	Misc Supplies	10-460-5315	43.58	43.58
08/24	08/13/2024	74745	Misc Supplies	10-460-5315	57.92	57.92
08/24	08/13/2024	74765	Misc Supplies	10-460-5312	19.65	19.65
08/24	08/13/2024	74778	Misc Supplies	10-460-5315	39.25	39.25
08/24	08/13/2024	75010	Misc. Supplies	10-460-5312	6.87	6.87
08/24	08/13/2024	75334	Misc Supplies	10-600-5315	37.27	37.27
08/24	08/13/2024	75351	Misc. Supplies	10-460-5312	9.82	9.82
08/24	08/13/2024	75359	Misc Supplies	10-480-5315	36.35	36.35
08/24	08/13/2024	75393	Misc Supplies	10-460-5312	7.84	7.84
Total Marin Ace:						258.55
<b>Marin IJ</b>						
<b>21223</b>						
08/24	08/13/2024	0001418590	Classified Advertising - Engineering - Sealed Bids	10-420-5433	3,042.80	3,042.80
Total Marin IJ:						3,042.80
<b>Motion Industries Inc.</b>						
<b>21224</b>						
08/24	08/13/2024	CA38-0082611	Hose ends	10-600-5315	167.12	167.12
08/24	08/13/2024	CA38-0082623	Hose ends	10-600-5315	143.08	143.08
Total Motion Industries Inc.:						310.20
<b>Napa Auto Parts Novato</b>						
<b>21225</b>						
08/24	08/13/2024	288750	Oil/Fuel Filter	10-460-5310	104.12	104.12
Total Napa Auto Parts Novato:						104.12
<b>PACE Supply</b>						
<b>21226</b>						
08/24	08/13/2024	039699256	Misc Supplies	10-600-5317	75.87	75.87
08/24	08/13/2024	049697408	Misc Supplies	10-460-5317	60.31	60.31
08/24	08/13/2024	049715400	PVC Elbow - Eight Pack	10-600-5315	144.38	144.38

GL Period	Check Issue Date	Invoice Number	Description	Invoice GL Account	Invoice Amount	Amount
08/24	08/13/2024	019730528	Misc Supplies	10-480-5317	284.05	284.05
Total PACE Supply:						564.61
<b>Pacific Wasterwater Optimization</b>						
<b>21227</b>						
08/24	08/13/2024	1016	Project Management Services - Wet Weather Capacity Expansion to	10-935-5601	9,720.00	9,720.00
Total Pacific Wasterwater Optimization:						9,720.00
<b>Paxton, Curtis</b>						
<b>30000627</b>						
08/24	08/13/2024	CASA ANNUAL	CASA Annual Conference Reimbursement	10-400-5465	90.00	90.00
Total Paxton, Curtis:						90.00
<b>Piazza Construction</b>						
<b>21228</b>						
08/24	08/13/2024	24-545-02	On-Call Construction Projects (2023-2025)	10-762-5601	9,875.53	9,875.53
08/24	08/13/2024	24-545-03	On-Call Construction Projects (2023-2025)	10-762-5601	12,182.74	12,182.74
08/24	08/13/2024	24-545-04	On-Call Construction Projects (2023-2025)	10-762-5601	6,528.44	6,528.44
Total Piazza Construction:						28,586.71
<b>Precision Crane Service Inc.</b>						
<b>21229</b>						
08/24	08/13/2024	96709	Lift three motors and one chain with crane	10-480-5315	2,714.00	2,714.00
Total Precision Crane Service Inc.:						2,714.00
<b>Rathlin Properties LLC</b>						
<b>30000628</b>						
08/24	08/13/2024	SEPTEMBER 2	Monthly Rent	10-400-5451	9,574.00	9,574.00
Total Rathlin Properties LLC:						9,574.00
<b>Satcom Global</b>						
<b>30000629</b>						
08/24	08/13/2024	AI08240198	Satelite Phone Service - Administration	10-400-5243	76.89	76.89
08/24	08/13/2024	AI08240198	Satelite Phone Service - Collections	10-460-5243	76.89	76.89
08/24	08/13/2024	AI08240198	Satelite Phone Service - Plant	10-600-5243	76.89	76.89
Total Satcom Global:						230.67
<b>Spiess, Robert</b>						
<b>21230</b>						
08/24	08/13/2024	2024-25B	2024/25 Sewer service charges and tax assessment consulting	10-400-5342	4,825.00	4,825.00
Total Spiess, Robert:						4,825.00
<b>Sun Life Financial - LIFE &amp; ADD</b>						
<b>20240812</b>						
08/24	08/12/2024	AUG 2024	Life & ADD - Administration	10-400-5150	581.13	581.13
08/24	08/12/2024	AUG 2024	Life & ADD - Engineering	10-420-5150	114.50	114.50
08/24	08/12/2024	AUG 2024	Life & ADD - Collections	10-460-5150	159.50	159.50
08/24	08/12/2024	AUG 2024	Life & ADD - Maintenance	10-480-5150	14.03	14.03
08/24	08/12/2024	AUG 2024	Life & ADD - Laboratory	10-560-5150	45.00	45.00

GL Period	Check Issue Date	Invoice Number	Description	Invoice GL Account	Invoice Amount	Amount
08/24	08/12/2024	AUG 2024	Life & ADD - Plant	10-600-5150	220.50	220.50
Total Sun Life Financial - LIFE & ADD:						1,134.66
<b>Sun Life Financial - LTD</b>						
<b>202408121</b>						
08/24	08/12/2024	AUG 2024	LTD - Administration	10-400-5160	599.72	599.72
08/24	08/12/2024	AUG 2024	LTD - Engineering	10-420-5160	370.63	370.63
08/24	08/12/2024	AUG 2024	LTD - Collections	10-460-5160	690.45	690.45
08/24	08/12/2024	AUG 2024	LTD - Maintenance	10-480-5160	270.01	270.01
08/24	08/12/2024	AUG 2024	LTD - Laboratory	10-560-5160	225.12	225.12
08/24	08/12/2024	AUG 2024	LTD - Plant	10-600-5160	992.48	992.48
Total Sun Life Financial - LTD:						3,148.41
<b>Towne Communications, Inc.</b>						
<b>21231</b>						
08/24	08/13/2024	133476	Quarterly Charge for Warranty Agreement on Phone System	10-400-5339	265.92	265.92
Total Towne Communications, Inc.:						265.92
<b>Underground Service Alert</b>						
<b>21232</b>						
08/24	08/13/2024	151379USB24	Ca. State Fee for Regulatory Costs 7/1/24 - 6/30/25	10-460-5455	989.33	989.33
Total Underground Service Alert:						989.33
<b>Univar USA Inc.</b>						
<b>30000630</b>						
08/24	08/13/2024	52241555	Sodium Hypochlorite - Annual FY 24/25 Budget	10-600-5281	16,549.54	16,549.54
08/24	08/13/2024	52283206	Sodium Hypochlorite - Annual FY 24/25 Budget	10-600-5281	16,687.30	16,687.30
08/24	08/13/2024	52299803	Sodium Hypochlorite - Annual FY 24/25 Budget	10-600-5281	17,148.17	17,148.17
Total Univar USA Inc.:						50,385.01
<b>US Bank (bond)</b>						
<b>30000632</b>						
08/24	08/13/2024	2656083	Debit Service <i>Interest</i> Payment on Revenue Bonds	10-699-5526	622,200.00	622,200.00
Total US Bank (bond):						622,200.00
<b>USA BlueBook</b>						
<b>21233</b>						
08/24	08/13/2024	INV00436940	Sludge Judge II Tool and Parts	10-600-5315	823.99	823.99
Total USA BlueBook:						823.99
<b>Vision Service Plan</b>						
<b>20240801</b>						
08/24	08/01/2024	820919717	Vision Coverage - Administration	10-400-5119	108.45	108.45
08/24	08/01/2024	820919717	Vision Coverage - Laboratory	10-560-5119	43.38	43.38
08/24	08/01/2024	820919717	Vision Coverage - Collections	10-460-5119	151.83	151.83
08/24	08/01/2024	820919717	Vision Coverage - Maintenance	10-480-5119	43.38	43.38
08/24	08/01/2024	820919717	Vision Coverage - Laboratory	10-560-5119	43.38	43.38
08/24	08/01/2024	820919717	Vision Coverage - Plant	10-600-5119	130.14	130.14

GL Period	Check Issue Date	Invoice Number	Description	Invoice GL Account	Invoice Amount	Amount
Total Vision Service Plan:						520.56
<b>Water Components &amp; Building Supply</b>						
<b>21234</b>						
08/24	08/13/2024	30641928	Pipe Fittings	10-460-5317	234.60	234.60
08/24	08/13/2024	30642261	Misc. Supplies	10-480-5317	144.35	144.35
Total Water Components & Building Supply:						378.95
<b>Water Research Foundation</b>						
<b>21235</b>						
08/24	08/13/2024	0052109-2024	Utility Membership- Oct 2024 - Sept 2025	10-400-5461	3,459.00	3,459.00
Total Water Research Foundation:						3,459.00
<b>WECO Industries</b>						
<b>30000631</b>						
08/24	08/13/2024	0053578-IN	Nozzle	10-460-5310	4,952.07	4,952.07
Total WECO Industries:						4,952.07
<b>West Yost</b>						
<b>21236</b>						
08/24	08/13/2024	2059201	Cybersecurity Consulting Services	10-600-5342	2,740.50	2,740.50
Total West Yost:						2,740.50
<b>WEX Health Inc.</b>						
<b>20240730</b>						
07/24	07/30/2024	FSA 7.29.24	FSA Reimbursement	10-000-2130	310.45	310.45
<b>20240802</b>						
08/24	08/02/2024	FSA 8.1.24	FSA Reimbursement	10-000-2130	21.96	21.96
<b>202408011</b>						
08/24	08/01/2024	FSA 7.31.24	FSA Reimbursement	10-000-2130	5.00	5.00
Total WEX Health Inc.:						337.41
<b>Woodland Center Auto Supply Inc.</b>						
<b>21237</b>						
08/24	08/13/2024	878642	Vehicle Battery	10-460-5310	488.98	488.98
Total Woodland Center Auto Supply Inc.:						488.98
Grand Totals:						1,474,885.67

Board Member: \_\_\_\_\_

General Manager: *[Signature]* 08/14/2024

Finance Manager: *[Signature]* 8/14/24

AGENDA ITEM 3C  
DATE September 5, 2024



## BOARD MEMBER CONFERENCE/ MEETING/WEBINAR ATTENDANCE REQUEST

Date: 8/19/24 Name: Murray, Craig K.

I would like to attend the Advanced Clean Fleets Regulation Truck Regulation  
Implementation Group (TRIG) Outreach Meeting of California  
Air Resources Board (CARB)

To be held on the 29 day of August from 1:00pm a.m. /  
p.m. to 29th day of August from 2:30pm a.m. / p.m.

Location of meeting: Online

Actual meeting date(s): August 29, 2024

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

Purpose of Meeting: To discuss broader strategy to increase clean, affordable  
transportation options such as zero-emission technologies, innovative methods to  
improve freight activity, and efficiency of transportation systems in California.

Meeting relevance to District: Truck Regulations – Senate Bill 350 (de Leon), et.al.

Board Members to register for Webinars and Meetings  
Request assistance from Board Secretary to register for Conference only:  YES  NO

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

Frequency of Meeting:  
1x





## Craig Murray

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**From:** California Air Resources Board <carb@public.govdelivery.com>  
**Sent:** Friday, August 16, 2024 10:30 AM  
**To:** Craig Murray  
**Subject:** TRIG Outreach Workgroup Meeting

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August 16, 2024

# Advanced Clean Fleets Regulation Truck Regulation Implementation Group (TRIG) Outreach Meeting

*Registration Now Open for August 29 Meeting*

The [Advanced Clean Fleets \(ACF\) regulation](#) was adopted by California Air Resources Board (CARB) at the April 28, 2023, Board Hearing, and was effective on October 1, 2023 (California Code of Regulations, Title 13, Sections 2013, 2013.1, 2013.2, 2013.3, 2013.4, 2014, 2014.1, 2014.2, 2014.3, 2015, 2015.1, 2015.2, 2015.3, 2015.4, 2015.5, 2015.6, and 2016). On August 22, 2023, staff conducted a kickoff meeting to seek feedback on the formation of a series of workgroups to assist in the implementation of the ACF Regulation. A recording of recent Truck Regulation Implementation Group (TRIG) meetings is available on the [ACF meetings and events website](#).

The next TRIG Outreach meeting is scheduled Thursday, August 29, 2024, from 1:00pm to 2:30pm. TRIG meetings are open to the public with time set aside for

oral comment and questions at the end as time permits. The date, pacific daylight time (PDT), and Zoom link for this virtual TRIG Outreach workgroup meeting is shown below. Each member of the panel will be emailed a Zoom panelist link for their topic area meeting in advance. The public and members of other TRIG topic areas will need to register to participate.

Date: Thursday, August 29, 2024  
Time: 1:00 p.m. – 2:30 p.m. (Pacific Daylight Time)  
Location: [Webinar](#)

[Register](#)

Only active Outreach members who are on the initial selection list will be panelists. Panelists may have video, chat, and screen-share permissions, and can mute/unmute themselves. In addition to the panelists, the public and members of other TRIG topic areas may be invited to speak during the meetings by the co-chairs depending on the agenda topic. Additionally, the initial selection list is subject to change based on the evolving needs of the group. Co-chairs are responsible for any changes to the initial selection list for their group. Lastly, if time permits, we will accept public comments and to take suggested agenda items for future meetings.

All active members will be expected to review meeting summaries and engage in constructive dialogue. Active members are also responsible for ensuring their desktop client or mobile app can support Zoom and that the program is loaded and working before the scheduled meeting. Please read [information on installing and using Zoom](#) for support. CARB staff do not provide support for Zoom software but will serve to host and administer Zoom functions throughout the meetings. Co-chairs are responsible for establishing timely agendas, keeping the meetings on track, and facilitating constructive, open dialogue. Meeting registration links and other meeting materials are available on the [Truck Regulation Implementation Group Meetings and Events](#) webpage.

## Background

The ACF regulation complements CARBs recently adopted Advanced Clean Trucks regulation and will help advance the introduction of zero-emission technologies into California's truck and bus fleets requiring fleets to move to the cleanest available technology through requirements to both phase-in the use of ZEVs for targeted fleets and a 100 percent medium and heavy-duty zero-emission vehicle sales requirement in California, starting in the 2036 model year. The ACF regulation is expected to introduce 1,690,000 ZEVs into the California fleet by 2050. Additionally, the ACF regulation is expected to result in \$26.5 billion in statewide health benefits from improved air quality and save fleet owners an estimated \$48.0 billion through 2050.

The ACF Regulation is part of a comprehensive strategy to achieve the cleanest technology for truck and bus fleets by 2045 everywhere feasible and significantly earlier for market segments such as last mile delivery, public fleets, and drayage applications. Achieving California's long-term air quality, climate, and public health goals will require a shift from the conventional combustion technologies to the cleanest available technology. Promoting the development and use of the cleanest technology trucks will contribute to the goals set by the Governor's Executive Order N-79-20 and the Sustainable Freight Action Plan, and will help achieve emission reductions as outlined in the State Implementation Plan, Senate Bill (SB) 350 (de León, Chapter 547, Statutes of 2015), Assembly Bill (AB) 32 (Nuñez, Chapter 488, Statutes of 2006), and SB 32 (Pavley, Chapter 249, Statutes of 2016), and AB 1279 (Muratsuchi, Chapter 337, Statutes of 2022). This effort is part of a broader strategy to increase clean, affordable transportation options such as zero-emission technologies, innovative methods to improve freight activity, and efficiency of transportation systems in California.

## Contact

For questions on the ACF regulation, contact the [Advanced Clean Fleets team](#). To receive updates on the ACF regulation, visit the [Advanced Clean Fleets website](#) and sign up to receive future updates and notices of upcoming events.



If you require a special accommodation or need this document in an alternate format (i.e., Braille, large print) or another language, please contact [Siamak Asnaashari](#), as soon as possible. TTY/TDD/Speech to Speech users may dial 711 for the California Relay Service.

### Clearing California Skies for Over 50 Years

CARB is the lead agency for California's fight against climate change, and oversees all air pollution control efforts in the state to attain and maintain health-based air quality standards.

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Item Number \_\_\_\_\_ 3D \_\_\_\_\_

GM Review \_\_\_CP\_\_\_\_\_

# Agenda Summary Report

**To:** Board of Directors  
**From:** Michael P. Cortez, PE, District Engineer  
 (415) 526-1518; [mcortez@lqvsd.org](mailto:mcortez@lqvsd.org)  
**Mtg. Date:** September 5, 2024  
**Re:** Award of Contract to Mike Brown Electric for Smith Ranch Pump Station Improvements  
**Item Type:** Consent  Action \_\_\_\_\_ Information \_\_\_\_\_ Other \_\_\_\_\_  
**Standard Contract:** Yes  No \_\_\_\_\_ (See attached) Not Applicable \_\_\_\_\_

## STAFF RECOMMENDATION

Board to approve the award of contract to Mike Brown Electric Co. for the Smith Ranch Pump Station Improvements project in the amount of \$890,730.

## BACKGROUND

On August 9, 2024, the District opened bids for the Smith Ranch Pump Station Improvements project and Mike Brown Electric (MBE) is the apparent low bidder. The bid results are as follows:

<u>Bidder</u>	<u>Amount</u>
1. Anvil Builders Inc. (Emeryville)	\$1,097,600
2. Blocka Construction, Inc. (Pleasanton)	\$ 988,000
3. <b>Mike Brown Electric Co. (Cotati)</b>	<b>\$ 890,730</b> (apparent low bid)
4. Telstar Instruments (Sacramento)	\$1,017,000

The Engineer’s estimate is \$1,000,000. Staff evaluated the bids and determined that MBE is a responsive and responsible bidder. (MBE is also the apparent low bidder for the Pump Station Lighting Improvements project being recommended for the award during this Board meeting.)

The project provides for electrical upgrades at the existing motor control center and replacement of the existing natural gas generator with an 80 kW diesel generator. Both the existing motor control center and natural gas generator were installed in the 1980s. Freyer & Laureta (engineering consultant) prepared the plans and specifications.

## PREVIOUS BOARD ACTION

N/A

## ENVIRONMENTAL REVIEW

N/A

## FISCAL IMPACT

The contract amount of \$890,730 is less than the current CIP project budget of \$1.195M for FY 2024-25, a portion (\$200,000) of which will be reallocated to the Pump Station Lighting

Improvements project to partially cover a budget shortfall. The remaining balance of \$104,270 will be used to cover construction management and inspection services.



*Figure 1. Location Map for Smith Ranch Pump Station*



Item Number \_\_\_\_\_ 3E \_\_\_\_\_

GM Review \_\_\_\_\_ CP \_\_\_\_\_

# Agenda Summary Report

**To:** Board of Directors  
**From:** Michael P. Cortez, PE, District Engineer  
 (415) 526-1518; [mcortez@lqvsd.org](mailto:mcortez@lqvsd.org)  
**Mtg. Date:** September 5, 2024  
**Re:** Award of Contract to Mike Brown Electric for Pump Station Lighting Improvements Project  
**Item Type:** Consent  Action \_\_\_\_\_ Information \_\_\_\_\_ Other \_\_\_\_\_  
**Standard Contract:** Yes  No \_\_\_\_\_ (See attached) Not Applicable \_\_\_\_\_

## STAFF RECOMMENDATION

Board to approve the award of contract to Mike Brown Electric Co. for the Pump Station Lighting Improvements project in the amount of \$464,300.

## BACKGROUND

On August 9, 2024, the District opened bids for Pump Station Lighting Improvements project and Mike Brown Electric (MBE) is the apparent low bidder. The bid results are as follows:

	<u>Bidder</u>	<u>Amount</u>
1.	Ample Electric, Inc. (Winters)	\$1,095,830
2.	Anvil Builders Inc. (Emeryville)	\$1,288,700
3.	BuildCorp Inc. (San Francisco)	\$ 573,000
4.	<b>Mike Brown Electric Co. (Cotati)</b>	<b>\$ 464,300</b> (apparent low bid)

The Engineer’s estimate is \$550,000. Staff evaluated the bids received and determined that MBE is a responsive and responsible bidder. (MBE is also the apparent low bidder for the Smith Ranch Pump Station Improvements project being recommended for the award during this Board meeting.)

The project provides for the site lighting upgrade at the following 11 pump stations identified by District staff and confirmed during the Integrated Wastewater Master Plan (IWMP) Business Risk & Vulnerability Assessment (BRVA) workshop with Kennedy Jenks in 2020:

1. Adrian Pump Station
2. Civic Center North Pump Station
3. Descanso Pump Station
4. Hawthorn Pump Station
5. John Duckett Pump Station
6. McPhail Pump Station
7. Mulligan Pump Station
8. Northgate Industrial Park Pump Station
9. Rafael Meadows Pump Station
10. Smith Ranch Pump Station
11. Venetia Harbor Pump Station





The work consists of the installation of new exterior lighting fixtures, pull boxes, control panels, and conduit and wiring. Lighting fixtures will be Dark Sky Initiative compliant LEDs for outdoor lighting that meets the current NFPA Electrical Code. Freyer & Laureta (engineering consultant) prepared the plans and specifications.

**PREVIOUS BOARD ACTION**

N/A

**ENVIRONMENTAL REVIEW**

N/A

**FISCAL IMPACT**

The contract amount of \$464,300 exceeds the current CIP project budget of \$206,877 for FY 2024-25. The shortfall of \$257,423 will be covered by the excess budget from Smith Ranch Pump Station Improvements (\$200,000) and reallocation from the Annual Site Improvements (\$60,000).



**Figure 1. Location Map for Pump Station Lighting Improvements Project (11 sites)**





Item Number        3F         
GM Review        CP       

# Agenda Summary Report

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To: Board of Directors  
From: Dale McDonald, Administrative Services Manager *DM*  
(415) 526-1519 [dmcDonald@lqvsd.org](mailto:dmcDonald@lqvsd.org)  
Meeting Date: September 5, 2024  
Re: Resolution 2024-2336 Confirming the Report on Sewer Service Charges for the Las Gallinas Valley Sanitary District for the Fiscal Year 2024-2025.  
Item Type: Consent   X   Action        Information        Other       .  
Standard Contract: Yes        No        (See attached) Not Applicable   X   .

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## STAFF RECOMMENDATION

Staff recommends that the Board adopt Resolution 2024-2336 confirming the final assessment report of Sewer Service Charges for Fiscal Year 2024-2025.

## BACKGROUND

As part of the regular process to place the Sewer Service Charges on the Tax Roll the District is required to take various formal actions by Resolution.

A written report containing a description of each parcel of real property receiving services and facilities from the District and the amount of service charge for each parcel for the Fiscal Year 2024-2025 was prepared. The full written report dated August 6, 2024 is on file at the District office.

On August 7, 2024, the District finalized the Special Assessment process by submitting a transmittal to the County of Marin authorizing the County Department of Finance to place the Sewer Service Charge assessment on the tax roll for Fiscal Year 2024-2025. A total of 9,685 parcels included in the report are to be charged. The total assessment to be charged is \$19,311,611.50.

Adoption of this resolution completes the formal process to place the Sewer Service Charges on the property tax roll for Fiscal Year 2024-2025 by notifying the public of action taken.

## PREVIOUS BOARD ACTION

On June 20, 2024, the Board approved Resolution No. 2024-2331 reconfirming the annual Sewer Service Charges and Supplemental Service Charges for fiscal year 2024-2025 and providing for the collection of Sewer Service Charges on the Tax Roll.

## ENVIRONMENTAL REVIEW

N/A

## FISCAL IMPACT

None

**RESOLUTION NO. 2024-2336**

**A RESOLUTION CONFIRMING THE FINAL ASSESSMENT  
REPORT OF SEWER SERVICE CHARGES  
FOR THE LAS GALLINAS VALLEY SANITARY DISTRICT  
FOR THE FISCAL YEAR 2024-2025**

**RESOLVED**, by the Sanitary Board of the Las Gallinas Valley Sanitary District, Marin County, California that:

**WHEREAS**, said Board did on May 8, 2023 adopt its Resolution No. 2023-2304, Fixing Time and Place for Public Hearing on Sewer Service Charge Rates for the Fiscal Years 2023-2024, 2024-2025, 2025-2026, and 2026-2027 and providing for notice thereof where said Board did appoint the time and place of hearing protests to said sewer service charge report and directed notice; and

**WHEREAS**, notice was given of the time therein stated in the manner provided by law as appears by the affidavit of publication on file in the office of the Secretary of said District; and

**WHEREAS**, said matter came on regularly for hearing at the time fixed where all written protests and other written communications were publicly read at said meeting and all persons desiring to be heard were fully heard; and

**WHEREAS**, this Board did on June 30, 2023, pursuant to Health & Safety Code §5473, adopt its Resolution No. 2023-2310, Confirming the Annual Sewer Service Charge and Supplemental Service Charges for the Fiscal Years 2023-2024 Through 2026-2027; and

**WHEREAS**, this Board did on June 20, 2024, adopt its Resolution No. 2024-2331, Reconfirming the Annual Sewer Service Charge and Supplemental Service Charges for Fiscal Year 2024-2025 and Providing for the Collection of Sewer Service Charges on the Tax Roll, and did direct the preparation and filing of a written report containing a description of each parcel of real property receiving services and facilities from the District and the amount of service charge for each parcel for the fiscal year 2024-2025; and

**WHEREAS**, said written report was prepared and filed with the Treasurer of said District on or before August 9, 2024.

**NOW, THEREFORE, IT IS ORDERED** as follows:

1. That objections to and protests, as required by Health and Safety Code §5473.2, against said sewer service charge report were not made by the owners of a majority of the

separate parcels or property described in the report against which charges for the services and facilities provided by the District were fixed.

2. That said written report describing each parcel to be charged is hereby adopted in full without revision, change, reduction, or modification of any charge specified therein, and that said charges shall be collected on the tax roll of the County of Marin in the manner provided by law.

3. That the Treasurer of this District has filed with the County Auditor of Marin County, on or before August 9, 2024, a copy of said report, upon which shall be endorsed over his signature a statement that the report had been fully adopted by the Sanitary Board of the Las Gallinas Valley Sanitary District.

4. The County Auditor of Marin County shall, upon receipt of said report, enter the amounts of the charges against the respective lots or parcels as they appear on the current assessment roll for the fiscal year 2024-2025.

5. The County Auditor of Marin County shall, in addition to the annual sewer service charge, collect the County's collection fee of \$2 per parcel from each of the lots or parcels that appear on the current assessment roll for the fiscal year 2024-2025.

\* \* \* \* \*

I hereby certify that the foregoing 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 September 5, 2024, by the following vote of the members thereof:

AYES, and in the favor thereof, Members:

NOES, Members:

ABSENT, Members:

ABSTAIN, Members:

ATTEST:

\_\_\_\_\_  
Teresa L. Lerch, Board Secretary  
Las Gallinas Valley Sanitary District

APPROVED:

(SEAL)

\_\_\_\_\_  
Craig Murray, Board President  
Las Gallinas Valley Sanitary District



Item Number \_\_\_\_\_ 3G \_\_\_\_\_

GM Review \_\_\_\_\_ CP \_\_\_\_\_

# Agenda Summary Report

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**To:** Board of Directors

**From:** Angela Beran, Grant Management and Procurement Specialist  
(415) 526-1517 [aberan@lqvsd.org](mailto:aberan@lqvsd.org)

**Meeting Date:** September 5, 2024

**Re:** Revisions and Additions to Board Policies to Reflect New Grant and Procurement Procedures and Staffing

**Item Type:** Consent  Action \_\_\_\_\_ Information \_\_\_\_\_ Other \_\_\_\_\_.

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

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## STAFF RECOMMENDATION

Approve Resolution 2024-2337 updating Board Policies F-90-40 Purchasing Authority, F-90-60 Purchase Orders, F-100-10 Board Oversight, F-100-30 Limits on Purchases and Credit Card Limits, F-100-40 Review, and O-10-30 List of Purchases, as well as adding new Board Policy section F-100-80 District Credit Card Rewards and new Board Policy F-150 Grant Management.

## BACKGROUND

Board Policy Section F-90-40 (Purchasing Authority) identifies staff positions and their purchasing authority. With the Grant Management and Procurement Specialist role recently being filled, staff recommends a purchase authority level of \$5,000 for the new position.

Board Policy Section F-90-60 (Purchase Orders) currently requires purchase orders for any purchases over \$3,000. To reduce the administrative burden, staff recommend increasing the threshold from \$3,000 to \$10,000 to align with Purchasing Authority limits assigned to managers. Purchase Order minimum thresholds are set by the agency and are not defined by Government Code or recommended by the Governmental Accounting Standards Board (GASB). As management approval is required for all invoices, the requirement for purchase orders on lower threshold items duplicates the approval process with no additional benefit to the District.

Board Policy Section F-100-10 (Board Oversight) currently authorizes the Board Vice President as the primary account holder for District credit card accounts. Staff recommends replacing the Board Vice President’s authorization with the General Manager, consistent with Board Policy B-80 which delegates to the General Manager “general authority over personnel matters and authority to administer the District,” which is in alignment with current practice.

Board Policy Section F-100-30 (Limits on Purchases and Credit Card Limits) identifies credit card limits by staff positions. With the Grant Management and Procurement Specialist role recently being filled, staff recommends a credit card limit of \$5,000 for the new position. Additionally, staff recommends revising and increasing the credit card limits of the Administrative/Financial Specialist and District Executive Assistant/Board Secretary roles from \$5,000 to \$7,500. Further,



staff recommend revising and increasing the credit card limit of the Administrative Assistant from \$2,000 to \$5,000.

Board Policy Section F-100-40 (Review) identifies the Administrative/Financial Specialist as being responsible for the monthly credit card review process. With the Grant Management and Procurement Specialist role recently being filled, management recommends revising and shifting this responsibility to the Grant Management and Procurement Specialist.

Staff recommends adding a new Board Policy Section F-100-80 (District Credit Card Rewards). The intent of the new section is to clearly identify any rewards points, benefits, cash back bonus, or discounts resulting from the use of District issued Credit Cards shall be utilized solely for the benefit of the District, following all applicable laws, and not for individual gain.

Staff recommends adding a new Board Policy F-150 (Grant Management). The intent of the new policy is to establish the District's authority for pursuing grants, authorizes the General Manager or designee to approve all grant application submittals, authorizes the Board to accept grant awards, identifies board reporting guidelines and grant application parameters.

Finally, Board Policy Section O-10-30 (List of Purchases) identifies applicable purchases to include in capital asset accounting based on the original total cost and useful life. Staff recommends increasing the capital threshold from \$5,000 to \$15,000.

A redline version showing changes to the above referenced policies is provided for convenience. No other sections of Board Policies were revised with the exception of administrative changes. The Resolution and accompanying clean version of the affected policies is being presented after the redline version for adoption.

### **PREVIOUS BOARD ACTION**

On April 18, 2024, the Board adopted Resolution 2024-2326 revising Board Policy F-90.

On October 6, 2022, the Board adopted Resolution 2022-2283 revising Board Policy F-100.

On January 5, 2023, the Board adopted Resolution 2023-2294 revising Board Policy O-10.

On August 15, 2024, the Board reviewed the draft revisions and additions to Board Policies to reflect new grant and procurement procedures and staffing and directed staff to bring back the policy revisions and additions to the Board for approval by resolution.

### **ENVIRONMENTAL REVIEW**

N/A

### **FISCAL IMPACT**

None

**F-90 PURCHASING, INCLUDING RETAINING CONSULTANTS**

**Purpose**

This policy establishes procedures for preparing and approving purchase orders; and preparing, reviewing, and approving contracts. It also covers legal requirements, petty cash, limits on General Manager purchases, the required "paper trail," conformance with received orders, and consultant arrangements.

**F-90-10 Vendors for Small Items.** To purchase small items -- such as office supplies, auto parts, and other miscellaneous items costing less than \$2,000- the General Manager will set policies for selecting vendors. District accounts are awarded to firms at management discretion that support local businesses, enable the purchase of green and/or recycled products, as well as provide for competitive prices, discounts, service levels, and convenience.

**F-90-15 Petty Cash.** A Petty Cash fund shall be maintained in the District office having a balance-on-hand maximum of \$500.00. Petty cash may be advanced to District staff upon their request for the purpose of procuring item(s) or service(s) appropriately relating to District business. After said item(s) or service(s) have been obtained, a receipt for same shall be submitted to the Administrative Assistant or Administrative/Financial Specialist and any remaining advanced funds shall be returned. The maximum petty cash advance shall be \$100.00. No personal checks shall be cashed in the petty cash fund. The petty cash fund shall be included in the District's annual independent accounting audit.

**F-90-20 Out-of-Pocket Expenses.** Whenever employees of the District incur "out-of-pocket" expenses for item(s) or service(s) appropriately relating to District business as verified by valid receipts, said expenses shall be reimbursed upon request from the District's petty cash fund or by check if needed. In instances when a receipt is not obtainable, the requested reimbursement shall be approved by the Administrative Services Manager prior to remuneration.

**F-90-30 Quotations.** To purchase items costing more than \$2,000, written quotations will be solicited from vendors and received by email, fax, or mail. District Staff may approve purchase orders up to the amount of their purchasing authority per F-90-40. For purchases between \$5,000 and \$15,000 three quotes will be obtained, unless the item is on the District's approved Summary of Specified Equipment List or replacement equipment is from a manufacturer's authorized dealer. In cases where the General Manager determines that certain products may provide a better service life, durability, meet a specific need or provide greater efficiency than other products he/she has the authority to order that product or engage the service without multiple quotes. The General Manager also has the authority to utilize specific maintenance and repair vendors as he/she deems appropriate or necessary.

**F-90-35 Uniform Public Construction Cost Accounting Act (UPCCAA).** Public projects, as defined by the Act and in accordance with the limits listed in Section 22032 of the Public Contract Code, may be let to contract by informal procedures as set forth in Section 22032, et seq., of the Public Contract Code. Projects less than \$60,000 may be performed by staff of the Agency, by force account with a contractor, by negotiated contract, or by use of a purchase order. (District Code Title 1 Chapter 7).

<b>Resolution 2024-2326xxx (Pending)</b>	Date Approved: <del>April 18, 2024</del> <b>*** DRAFT ***</b>
President of the Board	Last Reviewed <del>and Approved:</del> April 18, 2024



**F-90-40 Purchasing Authority.** The purchasing authority listed below shall apply except as authorized by separate Board action for specific construction projects.

Position	Authority
Board of Directors	No Limit
General Manager	<ul style="list-style-type: none"> <li>Construction and consultant contracts up to \$60,000</li> <li>Purchase Orders up to \$60,000</li> <li>Budgeted informally bid construction contracts between \$60,001 and \$200,000. <i>(Per UPCCAA)</i></li> </ul>
Plant Manager	Purchases up to \$10,000.
District Engineer	Purchases and budgeted informally bid construction contracts up to \$20,000
Collection System/Maintenance/Safety Manager	Purchases up to \$10,000
Administrative Services Manager	Purchases up to \$10,000
District Executive Assistant/Board Secretary	Purchases up to \$5,000
Administrative/Financial Specialist	Purchases up to \$5,000
<u>Grant Management and Procurement Specialist</u>	<u>Purchases up to \$5,000</u>
Assistant/Associate- Engineer	Purchases up to \$5,000
Environmental Services Supervisor	Purchases up to \$7,500
Plant Operations and Maintenance Supervisors	Purchases up to \$7,500
Skilled Maintenance Worker I/II	Purchases up to \$1,000
Administrative Assistant	Purchases up to \$1,000

Formal construction bid contracts in excess of \$60,000 must come to the Board for approval prior to execution.

For purchases in excess of \$15,000, staff will inform the Board of Directors regarding the item as soon as administratively feasible.

**F-90-50 Expense Authorization in the Absence of the General Manager.** In the absence of the General Manager, two (2) managers may sign the purchase order for amounts in excess of \$15,000. The General Manager will approve the purchase order prior to payment.

**F-90-60 Purchase Orders.** Purchases over ~~\$3,000~~105,000 require a purchase order to be issued prior to ordering.

**F-90-70 Disbursements.** The District requires that all disbursements be properly approved and authorized. To ensure that internal control is maintained over cash disbursements the following procedures will be performed:

- The General Manager can authorize payment of demands without prior approval by the Board if the District Treasurer determines the demands are payable within the District's approved budget.

Resolution 2024- <del>xxx</del> <u>(Pending)2326</u>	Date Approved: <del>*** DRAFT ***</del> <u>April 18, 2024</u>
President of the Board	Last Reviewed <u>and Approved:</u> April 18, 2024

- Disbursements, whether by check or electronic transfer, shall be included on a Warrant List and presented to the Board at the next regular meeting for review. Invoices and related support documents will be available prior to and at the Board meeting for review, providing for additional Board oversight.
- Demands exceeding the District's approved budget shall be subject to Board approval before payment.
- Disbursements made by check shall require two signatures for valid, documented and approved expenses by the District. Signing authority is to be granted by Resolution. Generally, checks drawn from the Operating bank account will be signed by the General Manager and Administrative Services Manager, who serves as the District Treasurer. Where either the General Manager or Administrative Services Manager is not available, a Board member may sign in place of the General Manager or the Administrative Services Manager, or two Board members may sign in place of the General Manager and the Administrative Services Manager.

**F-90-75 Intergovernmental Agreements.** Agreements between two or more government agencies or non-governmental organizations (NGOs) regardless of purchase amount must be approved by the Board.

**F-90-80 Contract Execution.** Regardless of expenditures and expense authorization levels, and unless otherwise authorized by the District Board, the Board (in the form of its President) and/or the General Manager shall remain the sole entities authorized to execute formal contracts on behalf of the District. Contracts shall include but not be limited to: Agreements with other governmental entities or NGOs; professional services agreements; construction, maintenance services, equipment procurement, and material supply contracts; and amendments thereof.

**F-90-90 Consultants.** Consultants will be retained whenever in the judgment of the General Manager that there are not sufficient resources or expertise to accomplish a task.

- Prospective consultants shall be selected from experienced, competent and reliable firms or individuals to provide the necessary resource.
- For consulting expenditures below \$60,000, consultants may be selected sole-source on the basis of their qualifications and ability.
- For consulting procurements exceeding \$60,000, a competitive process may be followed with emphasis on professional capability, availability to complete the task as well as cost. Professional Services Contracts over \$60,000 shall be submitted to the Board for approval. However in the case where the Board deems it more prudent and in the best interest of continuity of services, a consultant contract may be awarded without a competitive process.
- Regular reports of consultant's progress shall be reviewed by the General Manager and reported to the Board.

**F-90-95 Vehicles.** Fleet vehicles should be purchased through cooperative purchasing agreements or statewide contract. The Vehicle & Equipment Replacement Fund will be used to fund replacement vehicles and related equipment. The Board shall authorize the purchase of vehicles as part of the budget process or by separate Board action if not budgeted.

Resolution 2024- <del>xxx</del> (Pending) <b>2326</b>	Date Approved: <del>*** DRAFT ***</del> April 18, 2024
President of the Board	Last Reviewed <u>and Approved</u> : April 18, 2024

**F-100 CREDIT CARDS**

**Purpose**

This policy establishes who gets credit cards, the controls over their use, repayment, and required documentation for employees for purchases of minor supplies and services on behalf of the District; paying for travel when on District business trips; and making small purchases as authorized in the Purchasing Policy.

**F-100-10 Board Oversight.** The ~~Board Vice President~~General Manager- is authorized as the primary account holder who shall review statements of credit card transactions with supporting materials along with the warrant list. ~~This Board member is not to use the credit card for purchasing.~~ Per Board decision, on May 8, 2003 Board Members cancelled their credit cards.

**F-100-20 Distribution.** Credit cards shall be provided to District Staff members as determined necessary for the position by the General Manager. The Board is to be notified of the issue of new cards in a timely matter.

In order to maintain security over District issued credit cards, staff shall maintain possession of their District issued credit cards and not loan them to other staff for use.

**F-100-25 Responsibility.** The primary responsibility for ensuring the appropriate use of credit cards lies with the Named Cardholder. The Named Cardholder is responsible for obtaining receipts and providing them to the Administrative/Financial Specialist monthly.

The Department Head is responsible for (1) safeguarding against misuse of credit cards under control of their department staff; (2) implementing departmental procedures to ensure that purchases are appropriately reviewed, approved, and processed in a timely manner.

**F-100-30 Limits on Purchases and Credit Card Limits.** Credit card purchases shall be limited to:

- Budgeted District expenses and to certain vendor accounts.
- District business related seminar and conference expenses to include lodging, travel, meals, conference registration, and other appropriate expenses. The Administrative Services Manager is to be notified if the credit card is to be used outside the District. This is done in order to notify the bank for security.
- Meal expenses, as well as the meal expense of a guest if the breakfast/lunch/dinner meeting includes necessary discussion of District business with the guest. Excludes alcohol.
- Spouse or guest expense under very limited circumstances and only when paying for the spouse or guest in another manner is difficult or cumbersome. Reimbursement to the District, accompanied by an expense receipt, shall be made in a timely manner.
- Other instances deemed appropriate by the General Manager.

<b>Resolution No. <del>2022-2283</del><u>2024-xxx (Pending)</u></b>	Date Approved: <del>*** DRAFT ***</del> <u>October 6, 2022</u>
President of the Board	Last Reviewed <u>and Approved</u> : October 6, 2022

**Credit Card Limit**

General Manager	Up to	\$20,000
Plant Manager	Up to	\$10,000
District Engineer	Up to	\$10,000
Collection/Maintenance/Safety- Manager	Up to	\$10,000
Administrative- Services Manager	Up to	\$10,000
<u>Administrative/Financial Specialist</u>	<u>Up to</u>	<u>\$ 7,500</u>
District Executive Assistant/Board Secretary	Up to	<del>\$ 7,500</del> <del>5,000</del>
<del>Administrative/Financial Specialist</del>	<del>Up to</del>	<del>\$ 5,000</del>
<u>Grant Management and Procurement Specialist</u>	<u>Up to</u>	<u>\$ 5,000</u>
Assistant-/Associate- Engineer	Up to	\$ 5,000
Environmental Services Supervisor	Up to	\$ 5,000
Plant Operations Supervisor	Up to	\$ 5,000
Maintenance Supervisor	Up to	\$ 5,000
<del>District</del> Administrative- Assistant	Up to	<del>\$ 5,000</del> <del>2,000</del>
Selected Plant, Collections and Maintenance Workers	Up to	\$ -1,200

**F-100-40 Review.** The Grant Management and Procurement Specialist ~~Administrative/Financial-Specialist~~ is to provide monthly statements to each Named Cardholder, collect receipts from each Named Cardholder and reconcile them to credit card transactions on a timely basis. The Administrative Services Manager shall review credit card purchases and determine the adequacy of receipts. The General Manager shall be provided credit card statements, receipts, and summary report for final review.

**F-100-50 Revocation.** A majority vote of the Board is required to revoke the use of a card by the General Manager. The General Manager may revoke the use of a credit card by an employee.

**F-100-60 Prohibitions.** Unauthorized use of a credit card or use of a credit card for personal purchases is strictly prohibited. The unauthorized use shall be reimbursed to the District by the employee before continuation of the use of the credit card will be allowed.

**F-100-70 Use of Personal Credit Cards for District Business.** Employees who are issued District credit cards are required to use them for District business unless administratively unfeasible.

Employees who do not have District issued credit cards may use personal cards to pay for travel expenses, emergency purchases and incidental items related to District business up to \$2,500 per event.

Use of personal credit cards for District purchases other than outlined above requires prior approval by the General Manager or will not be paid by the District.

**F-100-80 District Credit Card Rewards.** Any reward points, benefits, cash back bonus or discounts resulting from use of District issued credit card, if applicable, shall be utilized solely for the benefit of the District. Use of any such reward points, benefits, cash back bonus or discounts shall follow all applicable laws. No reward points, benefits, cash back bonus or discounts shall be utilized for individual gain.

<b>Resolution No. <del>2022-2283</del>2024-2024-xxx</b>	Date Approved: <del>*** DRAFT ***</del> <u>October 6,</u>
President of the Board	Last Reviewed <u>and Approved:</u> October 6, 2022

**F-150 GRANT MANAGEMENT****Purpose**

This policy establishes authority for the District for the application, acceptance, and reporting of grants. This policy shall be approved by Board resolution and applies to all grants for which the District may apply.

A grant is an external funding source that is awarded for a specific purpose, is valid within a defined timeframe, and typically imposes contractual obligations on the District. The method of grant disbursement is determined by the granting agency and the use of the funds is generally subject to audit by the granting agency.

It is the objective of the District to affirmatively seek grant funding opportunities that add to the District's financial resources to help maintain and provide quality service and capital improvements for residents and businesses in the service area.

**F-150-10 General Manager Authorization.** All grant application submittals must be approved by the General Manager or designee.

Based on the following circumstances, Board delegates to the General Manager the ability to approve grant application submittals if:

- The Board has a policy, goal, or plan in place supporting the program the grant funds would be used if awarded.
- The grant or application does not require any substantial staff time, other than that of the Grant Management and Procurement Specialist, and which will not be funded by the grant or program.
- The grant or application does not require any additional District funds not already budgeted for this purpose and which falls under the purchasing authority of the General Manager.

Board approval must be obtained to apply for a grant that does not meet the conditions set forth above or if the granting agency requires governing body approval before applying for a grant.

When considering the submittal of a grant application, the General Manager will consider the grant application parameters referenced at the end of this policy. In addition, the General Manager is authorized to accept or reject all grant awards that do not fall under Board authorization described in the following section.

**F-150-20 Board Authorization.** Board approval for acceptance of grant awards is required when any of the following apply:

- Funding for the project is not already approved in the amended operating or capital budgets.
- Funds will be used to purchase or lease real property.
- The District acts as a fiscal agent for another agency.
- Appropriation of additional funds to serve as matching funds is required.
- The granting agency requires governing body approval.

**F-150-30 Board Reporting Guidelines.** The Administrative Services Manager or designee will report to Board as follows:

- As part of the Quarterly Financial Reports, staff will include the following for all active grants and grants closed-out during the fiscal year:
  - Purpose of the grant
  - Granting agency
  - Grant amount awarded
  - Grant amount spent
  - Grant amount remaining
  - Grant term/period of performance

**F-150-40 Grant Application Parameters.**

1. The minimum dollar amount of the solicitation of grant funds from both Federal/State government agencies and private agencies should generally be the following:
  - a. Federal \$1,000,000
  - b. State \$500,000
  - c. Private and Other Local Public Agencies \$5,000

When grant opportunities arise that have funding available below the minimum thresholds identified above, the General Manager or designee are authorized to determine if it is still in the best interest of the District and their resources to move forward with preparing and submitting a grant application.

2. Amounts under this minimum should be considered only if there are minimal administrative tasks (i.e., financial/project reporting, maintaining receipts, vouchers, etc.) imposed on the District by the grantor.
3. Program and projects proposed for grant funding should be those that are consistent with the District’s Mission, Vision and Strategic Goals as identified as part of the District’s Strategic Plan, Integrated Wastewater Master Plan, or similar planning documents.
4. Grant programs must comply with rules established by the granting agency. If the requirements by the granting agency conflict with District policies, the granting agency requirements prevail. No grant may be accepted if grant program requirements conflict with state or federal law or with any District ordinance.
5. The submission of a grant application does not commit the District to appropriating match funds or funds for ongoing costs not covered by the grant.

Resolution No. 2024-XXXX	Date Approved: <del>*** DRAFT ***</del> <del>MONTH XX, 2024</del>
President of the Board	Last Reviewed: <del>MONTH XX, 2024</del> <u>NEW</u>



## OPERATIONS

### O-10 CAPITAL ASSET ACCOUNTING CONTROLS

#### Purpose

This policy establishes procedures for accounting controls, inventory of facilities and equipment, assignment of value, depreciation, and maintenance procedures.

**O-10-10 Accurate Financial Reports.** The purpose of this policy is to ensure proper accounting control resulting in the maintaining of accurate financial reports of capital assets.

**O-10-20 Report to Board.** An accounting of all capital assets shall be conducted on an annual basis.

**O-10-30 List of Purchases.** Applicable purchases for inclusion in said accounting shall be the following:

- Equipment, tools, and vehicles that individually have an original total cost basis of more than \$15,000 and a useful life greater than one year
- All land and building acquisitions regardless of price; and,
- Additions or major improvements to the District's service infrastructure.

**O-10-40 Recordkeeping.** Permanent inventory records shall be maintained in either a paper file or electronic (computer data base) format. Said records shall be updated whenever a change in the status of a particular capital asset occurs (e.g., original purchase, sale, destruction, loss, theft, etc.).

**O-10-50 Inventory Requirements.** Information to be maintained in said inventory records shall include at least the following:

- Asset number
- Description
- Manufacturer's serial number
- Storage location
- Original cost
- Acquisition date
- Life expectancy
- Classification code (e.g., office equipment, vehicle, etc.)

**O-10-60 Administrative Policies and Procedures.** The General Manager and Administrative Services Manager shall develop internal capital asset policies and procedures necessary for establishing and maintaining internal controls to achieve the objectives of effective and efficient operations, reliable financial reporting, and compliance with laws and regulations.

Resolution No. <del>2024-2024-xxx</del> 2023-2294	Date Approved: <del>*** DRAFT ***</del> January 5, 2023
President of the Board	Last Reviewed <u>and Approved</u> : December 15, 2022

**RESOLUTION NO. 2024-2337**

**A RESOLUTION APPROVING REVISIONS TO BOARD POLICIES F-90 PURCHASING, F-100 CREDIT CARDS, O-10 CAPITAL ASSET ACCOUNTING CONTROLS, AND ADDING AND NEW BOARD POLICY F-150 GRANT MANAGEMENT**

**WHEREAS**, the Board of Directors (“Board”) has determined that a comprehensive list of Policies and Procedures for the Board is in the best interest of the District; and

**WHEREAS**, the Board has compiled a comprehensive list of Policies and Procedures to serve as the rules and regulations of the Board; and

**WHEREAS**, the Board did adopt such comprehensive list of Policies and Procedures on July 9, 2009; and

**WHEREAS**, such policies may need to be updated from time to time; and

**WHEREAS**, Government Code Section 54202 of Title 5, Division 2, Chapter 5, Article 7 requires every local agency to adopt policies and procedures governing purchases of supplies and equipment by the local agency; and

**WHEREAS**, Government Code Section 54204 of Title 5, Division 2, Chapter 5, Article 7 requires the policies provided for in Section 54202 to be adopted by means of a written rule or regulation; and

**WHEREAS**, on August 15, 2024 the Board reviewed suggested policy revisions to F-90, F-100, and O-10, and supported the creation of new policy F-150 Grant Management; and

**WHEREAS**, adoption of the revised and added policies will accurately reflect current operations at the District and provide guidelines for grant funding.

**NOW THEREFORE**, the Board of Directors of the Las Gallinas Valley Sanitary District approves the following revised policies: F-90 Purchasing, incorporating revisions to F-90-40 Purchasing Authority and F-90-60 Purchase Orders; F-100 Credit Cards, incorporating revisions to F-100-10 Board Oversight, F-100-30 Limits on Purchase and Credit Card Limits, F-100-40 Review; and O-10 Capital Asset Accounting Controls, incorporating revisions to O-10-30 List of Purchases. The previously approved Board Policies F-90, F-100, and O-10 are hereby revoked and declared null and void.

**BE IT FURTHER RESOLVED**, that the Board of Directors of the Las Gallinas Valley Sanitary District approves adopting and adding Board Policy Section F-100-80 District Credit Card Rewards and Board Policy F-150 Grant Management to the comprehensive list of Policies and Procedures.

If any policy or portion of a policy contained within the Policies and Procedures is in conflict with rules, regulations, or legislation having authority over the Las Gallinas Valley Sanitary District, said rules, regulations or legislation shall prevail.

The Policies and Procedures shall remain in effect until amended by at least a majority vote of the Board of Directors.

\* \* \* \* \*

I hereby certify that the foregoing 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 5<sup>th</sup> day of September, 2024 by the following vote of the members thereof:

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

\_\_\_\_\_  
Teresa Lerch, District Secretary

APPROVED:

(seal)

\_\_\_\_\_  
Craig K. Murray, President of Board of Directors

**F-90 PURCHASING, INCLUDING RETAINING CONSULTANTS**

**Purpose**

This policy establishes procedures for preparing and approving purchase orders; and preparing, reviewing, and approving contracts. It also covers legal requirements, petty cash, limits on General Manager purchases, the required "paper trail," conformance with received orders, and consultant arrangements.

**F-90-10 Vendors for Small Items.** To purchase small items -- such as office supplies, auto parts, and other miscellaneous items costing less than \$2,000- the General Manager will set policies for selecting vendors. District accounts are awarded to firms at management discretion that support local businesses, enable the purchase of green and/or recycled products, as well as provide for competitive prices, discounts, service levels, and convenience.

**F-90-15 Petty Cash.** A Petty Cash fund shall be maintained in the District office having a balance-on-hand maximum of \$500.00. Petty cash may be advanced to District staff upon their request for the purpose of procuring item(s) or service(s) appropriately relating to District business. After said item(s) or service(s) have been obtained, a receipt for same shall be submitted to the Administrative Assistant or Administrative/Financial Specialist and any remaining advanced funds shall be returned. The maximum petty cash advance shall be \$100.00. No personal checks shall be cashed in the petty cash fund. The petty cash fund shall be included in the District's annual independent accounting audit.

**F-90-20 Out-of-Pocket Expenses.** Whenever employees of the District incur "out-of-pocket" expenses for item(s) or service(s) appropriately relating to District business as verified by valid receipts, said expenses shall be reimbursed upon request from the District's petty cash fund or by check if needed. In instances when a receipt is not obtainable, the requested reimbursement shall be approved by the Administrative Services Manager prior to remuneration.

**F-90-30 Quotations.** To purchase items costing more than \$2,000, written quotations will be solicited from vendors and received by email, fax, or mail. District Staff may approve purchase orders up to the amount of their purchasing authority per F-90-40. For purchases between \$5,000 and \$15,000 three quotes will be obtained, unless the item is on the District's approved Summary of Specified Equipment List or replacement equipment is from a manufacturer's authorized dealer. In cases where the General Manager determines that certain products may provide a better service life, durability, meet a specific need or provide greater efficiency than other products he/she has the authority to order that product or engage the service without multiple quotes. The General Manager also has the authority to utilize specific maintenance and repair vendors as he/she deems appropriate or necessary.

**F-90-35 Uniform Public Construction Cost Accounting Act (UPCCAA).** Public projects, as defined by the Act and in accordance with the limits listed in Section 22032 of the Public Contract Code, may be let to contract by informal procedures as set forth in Section 22032, et seq., of the Public Contract Code. Projects less than \$60,000 may be performed by staff of the Agency, by force account with a contractor, by negotiated contract, or by use of a purchase order. (District Code Title 1 Chapter 7).

<b>Resolution 2024-2337</b>	Date Approved: _____
President of the Board	Last Reviewed and Approved: April 18, 2024

**F-90-40 Purchasing Authority.** The purchasing authority listed below shall apply except as authorized by separate Board action for specific construction projects.

Position	Authority
Board of Directors	No Limit
General Manager	<ul style="list-style-type: none"> <li>Construction and consultant contracts up to \$60,000</li> <li>Purchase Orders up to \$60,000</li> <li>Budgeted informally bid construction contracts between \$60,001 and \$200,000. <i>(Per UPCCAA)</i></li> </ul>
Plant Manager	Purchases up to \$10,000.
District Engineer	Purchases and budgeted informally bid construction contracts up to \$20,000
Collection System/Maintenance/Safety Manager	Purchases up to \$10,000
Administrative Services Manager	Purchases up to \$10,000
District Executive Assistant/Board Secretary	Purchases up to \$5,000
Administrative/Financial Specialist	Purchases up to \$5,000
Grant Management and Procurement Specialist	Purchases up to \$5,000
Assistant/Associate Engineer	Purchases up to \$5,000
Environmental Services Supervisor	Purchases up to \$7,500
Plant Operations and Maintenance Supervisors	Purchases up to \$7,500
Skilled Maintenance Worker I/II	Purchases up to \$1,000
Administrative Assistant	Purchases up to \$1,000

Formal construction bid contracts in excess of \$60,000 must come to the Board for approval prior to execution.

For purchases in excess of \$15,000, staff will inform the Board of Directors regarding the item as soon as administratively feasible.

**F-90-50 Expense Authorization in the Absence of the General Manager.** In the absence of the General Manager, two (2) managers may sign the purchase order for amounts in excess of \$15,000. The General Manager will approve the purchase order prior to payment.

**F-90-60 Purchase Orders.** Purchases over \$10,000 require a purchase order to be issued prior to ordering.

**F-90-70 Disbursements.** The District requires that all disbursements be properly approved and authorized. To ensure that internal control is maintained over cash disbursements the following procedures will be performed:

- The General Manager can authorize payment of demands without prior approval by the Board if the District Treasurer determines the demands are payable within the District's approved budget.

<b>Resolution 2024-2337</b>	Date Approved: _____
President of the Board	Last Reviewed and Approved: April 18, 2024

- Disbursements, whether by check or electronic transfer, shall be included on a Warrant List and presented to the Board at the next regular meeting for review. Invoices and related support documents will be available prior to and at the Board meeting for review, providing for additional Board oversight.
- Demands exceeding the District's approved budget shall be subject to Board approval before payment.
- Disbursements made by check shall require two signatures for valid, documented and approved expenses by the District. Signing authority is to be granted by Resolution. Generally, checks drawn from the Operating bank account will be signed by the General Manager and Administrative Services Manager, who serves as the District Treasurer. Where either the General Manager or Administrative Services Manager is not available, a Board member may sign in place of the General Manager or the Administrative Services Manager, or two Board members may sign in place of the General Manager and the Administrative Services Manager.

**F-90-75 Intergovernmental Agreements.** Agreements between two or more government agencies or non-governmental organizations (NGOs) regardless of purchase amount must be approved by the Board.

**F-90-80 Contract Execution.** Regardless of expenditures and expense authorization levels, and unless otherwise authorized by the District Board, the Board (in the form of its President) and/or the General Manager shall remain the sole entities authorized to execute formal contracts on behalf of the District. Contracts shall include but not be limited to: Agreements with other governmental entities or NGOs; professional services agreements; construction, maintenance services, equipment procurement, and material supply contracts; and amendments thereof.

**F-90-90 Consultants.** Consultants will be retained whenever in the judgment of the General Manager that there are not sufficient resources or expertise to accomplish a task.

- Prospective consultants shall be selected from experienced, competent and reliable firms or individuals to provide the necessary resource.
- For consulting expenditures below \$60,000, consultants may be selected sole-source on the basis of their qualifications and ability.
- For consulting procurements exceeding \$60,000, a competitive process may be followed with emphasis on professional capability, availability to complete the task as well as cost. Professional Services Contracts over \$60,000 shall be submitted to the Board for approval. However in the case where the Board deems it more prudent and in the best interest of continuity of services, a consultant contract may be awarded without a competitive process.
- Regular reports of consultant's progress shall be reviewed by the General Manager and reported to the Board.

**F-90-95 Vehicles.** Fleet vehicles should be purchased through cooperative purchasing agreements or statewide contract. The Vehicle & Equipment Replacement Fund will be used to fund replacement vehicles and related equipment. The Board shall authorize the purchase of vehicles as part of the budget process or by separate Board action if not budgeted.

<b>Resolution 2024-2337</b>	Date Approved: _____
President of the Board	Last Reviewed and Approved: April 18, 2024



**F-100 CREDIT CARDS**

**Purpose**

This policy establishes who gets credit cards, the controls over their use, repayment, and required documentation for employees for purchases of minor supplies and services on behalf of the District; paying for travel when on District business trips; and making small purchases as authorized in the Purchasing Policy.

**F-100-10 Board Oversight.** The General Manager is authorized as the primary account holder who shall review statements of credit card transactions with supporting materials along with the warrant list. Per Board decision, on May 8, 2003 Board Members cancelled their credit cards.

**F-100-20 Distribution.** Credit cards shall be provided to District Staff members as determined necessary for the position by the General Manager. The Board is to be notified of the issue of new cards in a timely matter.

In order to maintain security over District issued credit cards, staff shall maintain possession of their District issued credit cards and not loan them to other staff for use.

**F-100-25 Responsibility.** The primary responsibility for ensuring the appropriate use of credit cards lies with the Named Cardholder. The Named Cardholder is responsible for obtaining receipts and providing them to the Administrative/Financial Specialist monthly.

The Department Head is responsible for (1) safeguarding against misuse of credit cards under control of their department staff; (2) implementing departmental procedures to ensure that purchases are appropriately reviewed, approved, and processed in a timely manner.

**F-100-30 Limits on Purchases and Credit Card Limits.** Credit card purchases shall be limited to:

- Budgeted District expenses and to certain vendor accounts.
- District business related seminar and conference expenses to include lodging, travel, meals, conference registration, and other appropriate expenses. The Administrative Services Manager is to be notified if the credit card is to be used outside the District. This is done in order to notify the bank for security.
- Meal expenses, as well as the meal expense of a guest if the breakfast/lunch/dinner meeting includes necessary discussion of District business with the guest. Excludes alcohol.
- Spouse or guest expense under very limited circumstances and only when paying for the spouse or guest in another manner is difficult or cumbersome. Reimbursement to the District, accompanied by an expense receipt, shall be made in a timely manner.
- Other instances deemed appropriate by the General Manager.

<b>Resolution No. 2024-2337</b>	Date Approved: _____
President of the Board	Last Reviewed and Approved: October 6, 2022

**Credit Card Limit**

General Manager	Up to	\$20,000
Plant Manager	Up to	\$10,000
District Engineer	Up to	\$10,000
Collection/Maintenance/Safety Manager	Up to	\$10,000
Administrative Services Manager	Up to	\$10,000
Administrative/Financial Specialist	Up to	\$ 7,500
District Executive Assistant/Board Secretary	Up to	\$ 7,500
Grant Management and Procurement Specialist	Up to	\$ 5,000
Assistant/Associate Engineer	Up to	\$ 5,000
Environmental Services Supervisor	Up to	\$ 5,000
Plant Operations Supervisor	Up to	\$ 5,000
Maintenance Supervisor	Up to	\$ 5,000
Administrative Assistant	Up to	\$ 5,000
Selected Plant, Collections and Maintenance Workers	Up to	\$ 1,200

**F-100-40 Review.** The Grant Management and Procurement Specialist is to provide monthly statements to each Named Cardholder, collect receipts from each Named Cardholder and reconcile them to credit card transactions on a timely basis. The Administrative Services Manager shall review credit card purchases and determine the adequacy of receipts. The General Manager shall be provided credit card statements, receipts, and summary report for final review.

**F-100-50 Revocation.** A majority vote of the Board is required to revoke the use of a card by the General Manager. The General Manager may revoke the use of a credit card by an employee.

**F-100-60 Prohibitions.** Unauthorized use of a credit card or use of a credit card for personal purchases is strictly prohibited. The unauthorized use shall be reimbursed to the District by the employee before continuation of the use of the credit card will be allowed.

**F-100-70 Use of Personal Credit Cards for District Business.** Employees who are issued District credit cards are required to use them for District business unless administratively unfeasible.

Employees who do not have District issued credit cards may use personal cards to pay for travel expenses, emergency purchases and incidental items related to District business up to \$2,500 per event.

Use of personal credit cards for District purchases other than outlined above requires prior approval by the General Manager or will not be paid by the District.

**F-100-80 District Credit Card Rewards.** Any reward points, benefits, cash back bonus or discounts resulting from use of District issued credit card, if applicable, shall be utilized solely for the benefit of the District. Use of any such reward points, benefits, cash back bonus or discounts shall follow all applicable laws. No reward points, benefits, cash back bonus or discounts shall be utilized for individual gain.

<b>Resolution No. 2024-2337</b>	Date Approved: _____
President of the Board	Last Reviewed and Approved: October 6, 2022

**F-150 GRANT MANAGEMENT****Purpose**

This policy establishes authority for the District for the application, acceptance, and reporting of grants. This policy shall be approved by Board resolution and applies to all grants for which the District may apply.

A grant is an external funding source that is awarded for a specific purpose, is valid within a defined timeframe, and typically imposes contractual obligations on the District. The method of grant disbursement is determined by the granting agency and the use of the funds is generally subject to audit by the granting agency.

It is the objective of the District to affirmatively seek grant funding opportunities that add to the District's financial resources to help maintain and provide quality service and capital improvements for residents and businesses in the service area.

**F-150-10 General Manager Authorization.** All grant application submittals must be approved by the General Manager or designee.

Based on the following circumstances, Board delegates to the General Manager the ability to approve grant application submittals if:

- The Board has a policy, goal, or plan in place supporting the program the grant funds would be used if awarded.
- The grant or application does not require any substantial staff time, other than that of the Grant Management and Procurement Specialist, and which will not be funded by the grant or program.
- The grant or application does not require any additional District funds not already budgeted for this purpose and which falls under the purchasing authority of the General Manager.

Board approval must be obtained to apply for a grant that does not meet the conditions set forth above or if the granting agency requires governing body approval before applying for a grant.

When considering the submittal of a grant application, the General Manager will consider the grant application parameters referenced at the end of this policy. In addition, the General Manager is authorized to accept or reject all grant awards that do not fall under Board authorization described in the following section.

**F-150-20 Board Authorization.** Board approval for acceptance of grant awards is required when any of the following apply:

- Funding for the project is not already approved in the amended operating or capital budgets.
- Funds will be used to purchase or lease real property.
- The District acts as a fiscal agent for another agency.
- Appropriation of additional funds to serve as matching funds is required.
- The granting agency requires governing body approval.

**F-150-30 Board Reporting Guidelines.** The Administrative Services Manager or designee will report to Board as follows:

- As part of the Quarterly Financial Reports, staff will include the following for all active grants and grants closed-out during the fiscal year:
  - Purpose of the grant
  - Granting agency
  - Grant amount awarded
  - Grant amount spent
  - Grant amount remaining
  - Grant term/period of performance

**F-150-40 Grant Application Parameters.**

1. The minimum dollar amount of the solicitation of grant funds from both Federal/State government agencies and private agencies should generally be the following:
  - a. Federal \$1,000,000
  - b. State \$500,000
  - c. Private and Other Local Public Agencies \$5,000

When grant opportunities arise that have funding available below the minimum thresholds identified above, the General Manager or designee are authorized to determine if it is still in the best interest of the District and their resources to move forward with preparing and submitting a grant application.

2. Amounts under this minimum should be considered only if there are minimal administrative tasks (i.e., financial/project reporting, maintaining receipts, vouchers, etc.) imposed on the District by the grantor.
3. Program and projects proposed for grant funding should be those that are consistent with the District’s Mission, Vision and Strategic Goals as identified as part of the District’s Strategic Plan, Integrated Wastewater Master Plan, or similar planning documents.
4. Grant programs must comply with rules established by the granting agency. If the requirements by the granting agency conflict with District policies, the granting agency requirements prevail. No grant may be accepted if grant program requirements conflict with state or federal law or with any District ordinance.
5. The submission of a grant application does not commit the District to appropriating match funds or funds for ongoing costs not covered by the grant.

<b>Resolution No. 2024-2337</b>	Date Approved: _____
President of the Board	Last Reviewed: NEW

## OPERATIONS

### O-10 CAPITAL ASSET ACCOUNTING CONTROLS

**Purpose**

This policy establishes procedures for accounting controls, inventory of facilities and equipment, assignment of value, depreciation, and maintenance procedures.

**O-10-10 Accurate Financial Reports.** The purpose of this policy is to ensure proper accounting control resulting in the maintaining of accurate financial reports of capital assets.

**O-10-20 Report to Board.** An accounting of all capital assets shall be conducted on an annual basis.

**O-10-30 List of Purchases.** Applicable purchases for inclusion in said accounting shall be the following:

- Equipment, tools, and vehicles that individually have an original total cost basis of more than \$15,000 and a useful life greater than one year
- All land and building acquisitions regardless of price; and,
- Additions or major improvements to the District's service infrastructure.

**O-10-40 Recordkeeping.** Permanent inventory records shall be maintained in either a paper file or electronic (computer data base) format. Said records shall be updated whenever a change in the status of a particular capital asset occurs (e.g., original purchase, sale, destruction, loss, theft, etc.).

**O-10-50 Inventory Requirements.** Information to be maintained in said inventory records shall include at least the following:

- Asset number
- Description
- Manufacturer's serial number
- Storage location
- Original cost
- Acquisition date
- Life expectancy
- Classification code (e.g., office equipment, vehicle, etc.)

**O-10-60 Administrative Policies and Procedures.** The General Manager and Administrative Services Manager shall develop internal capital asset policies and procedures necessary for establishing and maintaining internal controls to achieve the objectives of effective and efficient operations, reliable financial reporting, and compliance with laws and regulations.

<b>Resolution No. 2024-2337</b>	Date Approved: _____
President of the Board	Last Reviewed and Approved: December 15, 2022

**9/5/2024**

**General Manager Report**

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



<b>Job No.</b>	<b>Project Name/Updates</b>	<b>% Complete</b>
<b>DESIGN PROJECTS (8 projects)</b>		
11200-03	<b>John Duckett Pump Station &amp; Sewer Main Capacity and Storage</b> <ul style="list-style-type: none"> <li>Board approved the award of contract to GHD in the amount of \$429,711 on May 16, 2024.</li> <li>GHD’s scope of work includes engineering services for the electrical upgrade of the pump station and structural rehabilitation of the exposed trunk sewer crossing including creek restoration.</li> <li>Staff held a design kickoff meeting with GHD on 8/7/2024 to discuss the scope of work.</li> </ul>	5%
11500-09	<b>Miller Creek Rock Vane Repair</b> <ul style="list-style-type: none"> <li>RWQCB approved the rock vane repair plans proposed by WRA.</li> <li>WRA is coordinating permit requirements with Corps, BCDC, and CDFW.</li> <li>Staff is coordinating the design and permitting requirements with WRA.</li> </ul>	Permitting: 30%
20600-04	<b>Flow Equalization Basin</b> <ul style="list-style-type: none"> <li>On-hold pending results of the 24 MGD Treatment Plant Capacity Optimization Project.</li> </ul>	25% (On-hold)
21600-01	<b>Emergency Response Plan (ERP)</b> <ul style="list-style-type: none"> <li>Freyer &amp; Laureta (F&amp;L) and Collections crew reviewed the pump station emergency bypass improvements.</li> <li>F&amp;L is finalizing the ERP and expected to submit for District review in September 2024.</li> </ul>	70%
21600-11	<b>Annual Plant Paving and Fencing at Various Locations</b> <ul style="list-style-type: none"> <li>GD Nielson Construction completed the plant entrance paving project.</li> <li>Staff developed a revised scope to stay within budget for fencing and is soliciting quotes from UPCCAA pre-qualified contractors.</li> </ul>	Paving: 100% Fencing: 5%
22500-04	<b>Solar Photovoltaic System Upgrades</b> <ul style="list-style-type: none"> <li>ForeFront’s new subcontractor (Unified Renewables) has started preparation of civil, electrical, and structural plans.</li> <li>Staff and Kenwood Energy have provided comments to the 90% civil and 60% electrical design plans.</li> <li>ForeFront is reevaluating foundation options for potential cost savings.</li> </ul>	15%
24460-05	<b>Marin Lagoon Pump Station (#2-#9) Panel Replacement</b> <ul style="list-style-type: none"> <li>F&amp;L is working to address staff comments on the 50% design.</li> </ul>	50%
24600-01	<b>Multipurpose Lab Building Design</b> <ul style="list-style-type: none"> <li>Staff continue to hold weekly meetings with Noll &amp; Tam.</li> <li>Noll &amp; Tam discussed three (3) design options with staff and ad hoc committee on 6/26/2024.</li> <li>A follow-up meeting with the ad hoc committee is scheduled for 8/28/2024.</li> <li>Staff and Noll &amp; Tam discussed permitting and entitlement requirements with the Director of City of San Rafael Planning Department (Margaret Kavanaugh).</li> </ul>	5%



**CONSTRUCTION PROJECTS (10 projects)**

12600-07 & 16650-02	<b>Secondary Treatment Plant Upgrade &amp; Recycled Water Expansion</b> <ul style="list-style-type: none"><li>• Target completion date: TBD</li><li>• District staff working with special counsel on project closeout strategy.</li></ul>	99%
12600-07	<b>Secondary Effluent Line Modifications</b> <ul style="list-style-type: none"><li>• CATS4U has substantially completed the 42" pipeline, which has been in service since June 2024.</li><li>• CATS4U is completing remaining work such as paving and railing, and other punchlist items.</li></ul>	85%
20200-01	<b>John Duckett Force Main Access Structures</b> <ul style="list-style-type: none"><li>• Corcus has completed construction and fully demobilized off-site.</li><li>• Staff responded to a Public Records Act request from Norcal Construction Industry Compliance, a private company offering construction related services to both private contractors and awarding bodies.</li></ul>	95%
21300-03	<b>Standby Generator System Installation for Adrian, McPhail, and Industrial Park PS</b> <ul style="list-style-type: none"><li>• GD Nielson completed genset installation at the 3 pump stations.</li><li>• Staff is developing punchlist items.</li></ul>	95%
21350-01	<b>Automatic Transfer Switches for Venetia Harbor Pump Station</b> <ul style="list-style-type: none"><li>• Staff issued a Purchase Order to Mike Brown Electric (MBE) for \$44,380 under the UPCCA guidelines.</li><li>• Staff and F&amp;L are responding to submittals from MBE.</li></ul>	5%
21600-07	<b>Digester MCC-2 Upgrade</b> <ul style="list-style-type: none"><li>• Staff and Hazen &amp; Sawyer are responding to RFIs and submittals from Blocka Construction.</li><li>• Start of construction delayed until April 2025 due to long lead-time of electrical equipment.</li></ul>	10%
22600-01	<b>Primary Clarifier #1 Rehabilitation</b> <ul style="list-style-type: none"><li>• Tentative delivery of clarifier mechanism from Ovivo: October 2024</li><li>• Construction will start after delivery of clarifier mechanism (Spring 2025).</li></ul>	10%
24580-01	<b>Biosolids Land Application</b> <ul style="list-style-type: none"><li>• Submitted pre-application report to RWQCB on 8/19/2024.</li><li>• Custom Tractor Service is ready for Year 2 land application pending RWQCB review of the final work plan.</li></ul>	10%
24125-01	<b>On-Call Construction Contract (2023-2025)</b> <ul style="list-style-type: none"><li>• Staff to schedule two point repairs identified by Collections with Piazza Construction.</li></ul>	Continuous
24600-08	<b>Treatment Plant Standby Generator Upgrade</b> <ul style="list-style-type: none"><li>• Staff had a pre-construction meeting with Anvil Builders on 7/30/2024.</li><li>• Waiting for Anvil to start construction.</li></ul>	
<b>REQUESTS FOR PROPOSALS (4 projects)</b>		
20300-09	<b>Smith Ranch Pump Station Electrical Upgrades</b> <ul style="list-style-type: none"><li>• Issued RFP for CM &amp; inspection services.</li><li>• Proposals due on 9/5/2024.</li></ul>	

21300-04	<b>Pump Station Site Lighting Improvements</b>	
	<ul style="list-style-type: none"> <li>• Issued RFP for CM &amp; inspection services.</li> <li>• Proposal due on 9/5/2024.</li> </ul>	
24460-01	<b>Sewer Main Rehabilitation 2024</b>	
	<ul style="list-style-type: none"> <li>• Issued RFP for CM &amp; inspection services.</li> <li>• Proposals due on 9/5/2024.</li> </ul>	
24600-14	<b>Battery Energy Storage Systems</b>	
	<ul style="list-style-type: none"> <li>• Staff rejected the only proposal received from BPI Power on 5/30/2024 per Kenwood Energy's recommendation.</li> <li>• Staff will re-issue revised RFP before end of September 2024.</li> </ul>	
<b>CALL FOR BIDS (5 projects)</b>		
20300-09	<b>Smith Ranch Pump Station Electrical Upgrades</b>	
	<ul style="list-style-type: none"> <li>• Opened bids on 8/9/2024.</li> <li>• Apparent low bidder: Mike Brown Electric Co. at \$890,730.</li> </ul>	
21300-04	<b>Pump Station Site Lighting Improvements</b>	
	<ul style="list-style-type: none"> <li>• Opened bids on 8/9/2024.</li> <li>• Apparent low bidder: Mike Brown Electric Co. at \$464,300.</li> </ul>	
24460-01	<b>Sewer Main Rehabilitation 2024</b>	
	<ul style="list-style-type: none"> <li>• Opened bids on 8/23/2024.</li> <li>• Apparent low bidder: TBD</li> </ul>	
25580-01	<b>Center Pivot No. 3 Replacement</b>	
	<ul style="list-style-type: none"> <li>• Issued call for bids on 8/9/2024.</li> <li>• Bid opening: 9/6/2024</li> </ul>	
25580-02	<b>Center Pivot No. 4 Replacement</b>	
	<ul style="list-style-type: none"> <li>• Issued call for bids on 8/19/2024.</li> <li>• Bid opening: 9/16/2024</li> </ul>	
<b>OTHER CIP PROJECTS (8 projects)</b>		
20100-05	<b>Integrated Wastewater Master Plan</b>	Phase 3: 0%
	<ul style="list-style-type: none"> <li>• Board approved the award of Phase 3 contract to Kennedy Jenks on 8/15/2024.</li> </ul>	
21500-08	<b>Biosolids Reporting and Monitoring Program and EPA PFAS Study</b>	Continuous
	<ul style="list-style-type: none"> <li>• Staff continue to hold biweekly progress meetings with Mary Martis.</li> <li>• Staff continue to assist the Purdue research team with its soil and groundwater sampling efforts.</li> <li>• Staff to revise contract with GHD to reassign remaining work with Parsons due to GHD staffing changes.</li> </ul>	
21500-08	<b>Flood Protection Plan for Biosolids Program</b>	95%
	<ul style="list-style-type: none"> <li>• Submitted Flood Protection Plan prepared by ESA to the Regional Water Quality Control Board in compliance with the NOA.</li> <li>• Staff informed Regional Water Board that flood protection requirements for the biosolids program will be addressed in the IWMP.</li> </ul>	
22125-02	<b>Standard Specifications and Drawings Update</b>	50%
	<ul style="list-style-type: none"> <li>• Staff is reviewing the latest version of District Standards prepared by Hazen &amp; Sawyer</li> </ul>	

23200-01	<b>Collection System Hydraulic Model and Flow Monitoring</b>	95%
	<ul style="list-style-type: none"> <li>• The collection system hydraulic model is complete.</li> <li>• I/I source detection by ADS is in progress.</li> <li>• Staff to retain Hazen &amp; Sawyer for hydraulic model calibration and as-needed services for proposed land development sewer capacity studies.</li> </ul>	
24500-04	<b>Sludge Lagoon Liner Repair</b>	50% (Design)
	<ul style="list-style-type: none"> <li>• Tentative start of construction is scheduled after completion of this year's biosolids land application project.</li> <li>• Requested proposal from Linscott.</li> <li>• The plans and specifications for the liner replacement will be included in the future scope with Hazen &amp; Sawyer.</li> </ul>	
25420-01	<b>On-Call Engineering Contract (2024-2025)</b>	Continuous
	<ul style="list-style-type: none"> <li>• Renewed contract with Hazen &amp; Sawyer.</li> </ul>	
25420-02	<b>On-Call Inspection Contract (2024-2025)</b>	Continuous
	<ul style="list-style-type: none"> <li>• Renewed contract with Bellecci &amp; Associates.</li> </ul>	

#### UPCCAA PROJECTS (9 projects)

Date PO Requested	Contractor	Description	Status
11/8/2023	Linscott Engineering Contractors	20-in De Zurick Valve Gear Operator Replacement	In progress
4/23/2024	CATS4U Inc.	Waste Gas Burner & Digester Gas Line Replacement	In progress
5/3/2024	Myers & Sons	500-Gallon Fuel Tank Procurement & Installation	Completed
5/3/2024	Linscott Engineering Contractors	Bio-Wheel Chamber 3000 Gear Drive Alignment & Chain Replacement	Completed
5/3/2024	G.D. Nielson Construction	Plant Entrance Paving	Completed
6/3/2024	Linscott Engineering Contractors	Bio-Wheel Drive Chain Replacement	Completed
7/11/2024	Myers & Sons Construction	Secondary Clarifier Mechanism Removal	In progress
7/31/2024	Linscott Engineering Contractors	Bollards for 500-Gallon Diesel Tank	In progress
8/15/2024	Linscott Engineering Contractors	Aeration Basin Structure East Side Sinkhole Investigation and Filling	In progress

#### OTHER SMALL PROJECTS (7 projects)

Date PO Requested	Consultant/Vendor	Description	Status
2/7/2024	Pacific Wastewater Optimization	Phase 2 - Alternatives Analysis for Increasing Flow to Primary Effluent Pump Station	In progress
3/25/2024	Pacific Wastewater Optimization	Electrical Upsizing Analysis	In progress

4/19/2024	Exponent	Bio-Wheel Failure Analysis of Chain & Motor – Task D Chain Link Comparison	In progress
5/13/2024	Dash Mechanical Engineering, LLC	Two Gearmotors for Bio-Wheels	In progress
6/10/2024	Applied Industrial Technologies	Two (2) 52-ft WH780 Heat-Treated Cottered Chains for Bio-Wheels	In progress
7/12/2024	Carollo Engineers	Alternatives Evaluation for Nitrogen Removal in Aeration Basin	In progress
7/18/2024	Applied Industrial Technologies	Two Sprockets for Bio-Wheels	In progress

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**LAND DEVELOPMENT (20 projects)**

**1501 Lucas Valley Rd**

- Construction of 39 new single-family residential units, 15 of which would include optional Junior ADUs.
- Staff is working on plan review comments for the project.

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**245 Nova Albion Way**

- Total of 100 living units.
- No activities since last report.

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**Los Gamos Apartments**

- Total of 192 apartment units.
- No activities since last report.

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**The Oaks Senior Living Facility - Marinwood Ave**

- Construction of 126 senior living units (apartments).
- County of Marin granted entitlements in 2018.
- Staff to review application materials and sewer capacity study from the developer.

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**Marinwood Plaza - 121, 155, 175 and 197 Marinwood Avenue**

- Construction of a multifamily residential/mixed used development, 125 affordable units in four, 3-story buildings.
- Staff is working on plan review comments in response to the latest project design drawings.

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**Merrydale Townhomes – 350 Merrydale Rd**

- Construction of 45 town homes.
- Staff is responding to Michale Hooper’s request to revise the effective date of the Will Serve Letter reflecting the 2024 connection fee rates.

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**Mt Lassen – 7 Mt Lassen Dr**

- Construction of 29 residential units.
- Staff is working on plan review comments for the project.

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**Northgate Redevelopment - 5800 Northgate Mall**

- Redevelop Northgate Mall to include both retail and multi-family units.  
*Project Concept 2025: retail space plus 965 multi-family units*  
*Project Concept 2040: retail space plus 1374 multi-family units*
- No activities since responding to the comments on the Draft EIR.

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**Talus Reserve – Erin Drive**

- Marin County approved the Developer’s request to increase the number of ADUs in the project.
-



- Staff to review impacts on the sewer system of the additional ADUs.

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**Other Projects Reviewed by Staff (Will Serve Letters Issued):**

- 346 Holly Dr – New ADU
- 711 Bamboo Ter – New ADU
- 11 Park Ridge Rd – New ADU
- 2 Mt Wittenburg Ct – New ADU
- 329 N San Pedro Ct – ADU Legalization

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**Other Projects Reviewed by Staff (Will Serve Letters Not Required):**

- 292 Adobestone Ct – Addition and Remodel
- 1207 Las Raposas Rd – Addition and Remodel
- 15 Arcangel Wy – Interior Remodel
- 223 Blackstone Dr – Interior Remodel
- Marin County Fire Dispatch Suite – 1600 Los Gamos, Suite 300 – Tenant Improvements
- Unitarian Universalist Congregation of Marin – 240 Channing Wy – Tenant Improvements

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**Building Permit Lists**

- Reviewed building permit lists from City of San Rafael: Issued 2 request for information letter.
- Reviewed building permit lists from Marin County:
  - Placed 18 permit holds.
  - Released 12 permit holds.

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**SEWER LATERAL VIDEO INSPECTION - COLLECTIONS DEPARTMENT**

- Reviewed 66 sewer lateral inspection videos and issued Letters of Findings.
-



**CRITICAL PROCESS**

- Treatment plant effluent was discharged to Miller Creek in the month of April and then to the reclamation storage ponds from May through the end of June.
- Three Biowheel aeration trains were in operation for this entire period. Staff rotated empty basins to allow repairs to the anoxic zone eductor tube mixers, clean out large accumulations of snail shells, and to also take measurements for eventual refit work of the Biowheel axle extension pieces.
- Biowheel drive chain link failures were observed by operations staff and replaced by maintenance staff throughout the quarter.
- May - Secondary Effluent temporary bypass pumping begins for the Secondary Effluent Line Modifications Project.

**NON-CRITICAL PROCESS**

- During this reporting period, lab staff provided training to operators in comprehensive analytical procedures required for effective process control. Each operator has been introduced to the full spectrum of process control analytical testing and has engaged in hands-on practice for a week. This rigorous training ensures that all operators are proficient in the necessary procedures, enhancing our overall operational efficiency and maintaining the highest standards of quality and reliability in our processes. This initiative not only strengthens our operational capabilities but also fosters a culture of continuous improvement and excellence within the organization.
- April – Treatment Plant Operator III, Chris Campbell attended CWEA Annual Conference 2024.
- June – Operations staff participated and was a host agency for the BayWork Workshop on Wheels North Bay Treatment Plant tours that also included CMSA, Novato Sanitary District and The Ellis Creek Water Reclamation Facility in Petaluma.
- June - SF Bay Area Regional Water Quality Control Board staff visit plant for routine compliance evaluation inspection.

**PERFORMANCE METRICS**

*Sewage Treated*

- 2.35 million gallons per day average daily influent flow from April through June.

*Recycled Water Production*

- 14.6 million gallons of recycled water was pumped to North Marin Water District
- 68.2 million gallons of recycled water was pumped to Marin Municipal Water District
- 12.7 million gallons of recycled water was used for internal needs at LGVSD WWTP

*Reclamation*

- Pond Levels Beginning of April – Pond #1 = 4.9' - Pond #2 = 4.8' ~ 54% of Capacity
- Pond Levels at the End of June – Pond #1 = 7.7' - Pond #2 = 7.6' ~ 85% of Capacity



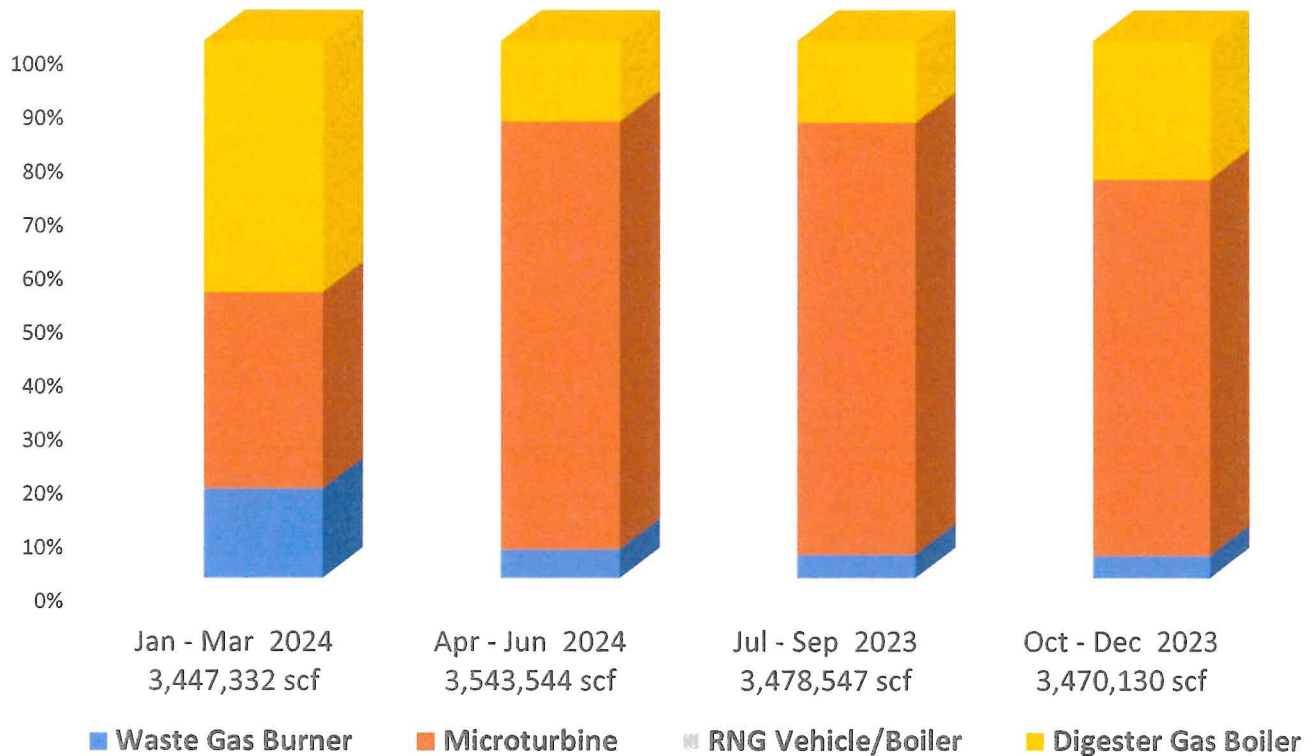
*Solar Power Generation*

- 10,730 kWh offsetting approximately \$3,219 in PG&E/MCE electrical consumption costs using an average rate of \$0.30/kWh. Inverters A & B were shut down 12/2021 for safety.

*Biogas Utilization*

- Total Digester Gas Produced – 3,543,544 scf – Microturbines at 99% uptime producing a total of 102,917 kWh, offsetting approximately \$30,875 in PG&E/MCE electrical consumption costs using an average rate of \$0.30/kWh.

**2023-24 Biogas Utilization**



**NPDES PERMIT COMPLIANCE**

All water quality parameters met or exceeded permissible limits for this period. Monthly reports were submitted to their respective regulatory agencies in accordance with permit requirements. On average, laboratory staff perform 138 process control and 25 regulatory compliance analyses per week during this reporting period.




Item Number 4.4

GM Review CP

# Agenda Summary Report

To: Board of Directors

From: Dale McDonald, Administrative Services Manager   
 (415) 526-1519 [dmcdonald@lqvsd.org](mailto:dmcdonald@lqvsd.org)

Meeting Date: September 5, 2024

Re: Board Policy Review of B-50 Training/Conferences/Seminars/Travel/Meals

Item Type: Consent        Action        Information X Other       .

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

## STAFF RECOMMENDATION

Review and provide guidance to staff on proposed changes to Board Policy B-50.

## BACKGROUND

An inquiry was made during the August 15, 2024 Board meeting asking if Board members could receive a per diem for meals while traveling on District business rather than having to provide itemized receipts for meals. Board Policy B-50 establishes the rules for attendance at training, conferences, seminars and other travel which includes requirements for reimbursement of meals and incidental expenses.

The District has historically used the U.S. General Services Administration (GSA) per diem rates as guidance for Meal & Incidental Expense (M&IE) reimbursement for the Board and staff. The proposed changes remove the requirement for the Board to submit receipts related to M&IE, which is in alignment with staff travel policy.

Using GSA per diem rates for M&IE rather than submitting individual receipts offers several benefits. The per diem system simplifies the reimbursement process by eliminating the need to collect, manage, and audit receipts, reducing administrative overhead and potential calculation errors. It ensures consistency and fairness, as all Board members receive the same rate based on the location, avoiding discrepancies in reimbursement amounts due to varying meal costs. Additionally, with the increasing use of online payments for meals, the need for physical receipts is reduced, contributing to less paper waste, and promoting environmentally friendly practices.

A redline version with suggested changes is being provided for Board consideration. The revised policy will be brought back to the Board at its next regular meeting for adoption.

## PREVIOUS BOARD ACTION

Policy B-50 was last updated on May 19, 2022 by Resolution No. 2022-2255

## ENVIRONMENTAL REVIEW

N/A

## FISCAL IMPACT

N/A

**B-50 TRAINING/CONFERENCES/SEMINARS/TRAVEL/MEALS****Purpose**

This policy establishes the rules for attendance at training, conferences, seminars and other travel.

Since trips and travel expenses for training, conferences and seminars are being paid for with public funds, it shall be the responsibility of the official undertaking the trip to make every effort to attend the entire conference and/or as many sessions as possible to attain maximum benefit. Board members will limit expenses being borne by the District to be within the allowed limits.

**B-50-10 Attendance Encouraged, but Limit on Number of Conferences.** Board Members are encouraged to attend educational training, conferences and seminars, and serve as representatives of the District at professional meetings that clearly benefit the District and are directly related to improving the operation of the District. Board Members are limited to four (4) conferences or seminars per calendar year for which the District will pay expenses per the approved usual and reasonable travel related reimbursement chart below. The Board may vote to allow a Member to exceed this limitation of four (4) conferences or seminars prior to that Member's attendance at that event. For multi-day conferences, compensation shall be at a maximum of one meeting per day. If travel to a conference requires travel of four hours or more, portal to portal, the Board member may charge for that day.

One day conferences or virtual conferences without overnight travel will not be considered in the annual attendance limit and will be reimbursed as a special meeting. Any conference or seminar that a Board Member attends of two days or longer shall be included in the four (4) conference or seminar limit. Board Members are required to submit a Meeting Attendance Request or a Conference Registration Form in advance of the requested travel. In order to receive approval for reimbursement, the requests should be submitted at least five business days prior to the Board Meetings.

**B-50-20 Usual and Reasonable Costs.** The Board will comply with Government Code §53232.2. The District will pay all usual and reasonable costs associated with attendance at approved training, conferences, seminars, and other travel, including, but not limited to, registration, lodging, mileage, meals, ground transportation, parking and travel. Actual and necessary expenses incurred in the performance of official duties shall be reimbursable. Itemized receipts are required to be submitted for reimbursement. ~~In lieu of submitting actual itemized receipts for Meals and Incidental Expenses (M&IE), the District will allow Board members to receive per diem reimbursement for M&IE. —Usual meal related expenses shall be limited in total amount per day to the current District per diem amounts, which are pursuant to the prevailing U.S. General Services Administration's (GSA) current breakdown of meal reimbursement expenses per diem rates per according to Internal Revenue Service (IRS) guidance. GSA per diem rates are set on October 1 of every year and vary based on where the expenses are incurred while on official travel. Directors can use the latest per diem rates found on the GSA website at <https://www.gsa.gov/travel/plan-book/per-diem-rates>. Attachment 1 contains the current California GSA per diem meal and incidentals reimbursement rates~~

~~Hotel receipts are not adequate for documentation for food expenses.~~ The expenses shall be presented to the Board for approval through the normal administrative process.

Resolution No. <del>2022</del> <u>2024</u> - <del>2255</del> <u>xxxx</u> (pending)	Date Approved: <del>May 19, 2022</del> _____
President of the Board	Last Revised: May 19, 2022

Transportation (ie – by passenger vehicle, scheduled shuttle or taxi) reimbursement for travel to San Francisco Airport or Oakland Airport will not exceed a maximum of \$46.00 one way . Cash tips unsubstantiated by receipts (i.e. - bellman, hotel maid) shall be reimbursed as incidental expenses subject to the prevailing US General Services Administration's current breakdown of incidental expenses .

Transportation expenses to and at an offsite event that is scheduled as part of a conference or meeting shall be reimbursable. Itemized receipts are required to be submitted for reimbursement. Tips for transportation such as cabs and shuttles that are included in the receipt from the driver shall be reimbursable and not included in the incidental expense portion of the daily expense limit specified by the US General Services Administration.

**B-50-30 Expenses for Non-Conference Related Meetings.** A Board member may attend a meeting that is not part of a conference where District business is discussed. Reasonable expenses for transportation and meals shall be reimbursed, subject to the substantiation requirements and meal and incidental expense allowances described above, after receiving approval from the Board.

**B-50-40 Report to Board.** A Board member who attends a conference/seminar/meeting etc. for which the District has paid expenses shall make an oral or written report to the Board, detailing what was learned that benefits the District.

Resolution No. <del>2024-xxxx (pending)2022-</del>	Date Approved: <del>May 19, 2022</del> _____
President of the Board	Last Revised: May 19, 2022

~~B-50 Training/Conferences/Seminars/Travel Attachment 1 2024 MEAL REIMBURSEMENT~~

~~BREAKDOWN~~

~~Per the U.S. General Services Administration, the table below lists 2024 reimbursement amounts for California (currently ranging from \$ 64 to \$79). In order to determine the correct meal reimbursement limits, first determine the location where you will be working while on official travel. You can look up location-specific information at [www.gsa.gov/travel/plan-book/per-diem-rates](http://www.gsa.gov/travel/plan-book/per-diem-rates). Find the daily total expense limit for your travel area and then refer to the table below for specific meal reimbursement limits.~~

	Minimum	Maximum
California Daily Total	\$64	\$79
Continental Breakfast/Breakfast	\$14	\$18
Lunch	\$16	\$20
Dinner	\$29	\$36
Incidentals	\$5	\$5

<del>Resolution No. 2022-2255</del>	<del>Date Approved : May 19, 2022</del>
<del>President of the Board</del>	<del>Last Revised: May 19, 2022</del>






Item Number \_\_\_\_\_ 5 \_\_\_\_\_

GM Review \_\_\_\_\_ CP \_\_\_\_\_

# Agenda Summary Report

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**To:** Board of Directors

**From:** Dale McDonald, Administrative Services Manager   
(415) 526-1519 [dmcdonald@lqvsd.org](mailto:dmcdonald@lqvsd.org)

**Meeting Date:** September 5, 2025

**Re:** Report on Point Blue Conservation Science’s STRAW Program 2023-2024 and Requested Donation for 2024-2025.

**Item Type:** Consent \_\_\_\_\_ Action  X  Information \_\_\_\_\_ Other \_\_\_\_\_.

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

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## STAFF RECOMMENDATION

1. Receive report from Laurette Rogers, Students and Teachers Restoring A Watershed (STRAW) Founder and Ambassador, Point Blue Conservation Science on their program for the school year 2023-2024.
2. Consider a request by Point Blue Conservation Science for a donation of up to \$10,000 to educate students and perform habitat restoration to the Miller Creek watershed as part of their STRAW program in the school year 2024-2025.

## BACKGROUND

The Board of Directors occasionally considers making donations to educational or non-profit organizations that benefit the public by promoting environmental protection. Las Gallinas Valley Sanitary District's Donation Policy F-140 outlines the formal procedures for determining eligibility, requesting and receiving contributions, and managing the donation program.

On September 7, 2023, Point Blue Conservation Science submitted a request for continued support from the Las Gallinas Valley Sanitary District for the restoration of Miller Creek, which is the longest-running restoration project in the STRAW program. Students have participated in the restoration of Miller Creek annually since 1999.

In the previous year, a request for a \$9,000 donation was made to educate students and restore degraded riparian habitats within the Miller Creek watershed during the 2022-2023 school year. The Board approved this donation on September 7, 2023. As per District policy, recipients of donations are required to submit a written report to the District within six months of the program’s end date. The program concluded at the end of the school year in June 2024.

The written report for the 2022-2023 STRAW donation was received on August 13, 2024. This report accompanies their request for continued support for the STRAW program for the upcoming 2024-2025 school year.



District staff reviewed the application and confirmed that it meets the eligibility criteria. The application packet includes the STRAW budget and preliminary unaudited financial statement for 2024. Additionally, Point Blue Conservation Science's most recent audited financial statements for the fiscal year from April 1, 2022, to March 31, 2023, are available for review at the District office.

The Board is requested to review the donation request and determine whether the program offers benefits to the District and the community it serves.

### **PREVIOUS BOARD ACTION**

On September 7, 2023, the Board approved a \$9,000 donation to help fund the STRAW program in fiscal year 2023-2024.

### **ENVIRONMENTAL REVIEW**

N/A

### **FISCAL IMPACT**

The fiscal year 2024-2025 budget includes \$10,000 that can be used towards non-profit donations. There is sufficient funding in the account to approve the requested donation.



3820 Cypress Drive #11, Petaluma, CA 94954  
T 707.781.2555 | F 707.765.1685

August 13, 2024

Las Gallinas Valley Sanitary District Board  
Smith Ranch Road  
San Rafael, CA 94903

Dear Board Members,

On behalf of Point Blue Conservation Science, we are deeply grateful for your commitment and support in implementing our Students and Teachers Restoring A Watershed (STRAW) program at Miller Creek, a site we have been fortunate to return to every year since 1999. We request and receive funding from multiple sources to support this work, and our total budget for the Miller Creek restoration this year is \$36,645.

Enclosed are our application materials for our new request of \$10,000 to support our restoration and education work with middle school students from Miller Creek Middle School (MCMS) on Miller Creek. We have included the following documentation with this request:

- Report from the 2023-2024 school year for Miller Creek, showing the broader project budget and additional funding sources.
- LGVSD donation request application form
- Proposed project narrative (written request)
- Detailed project budget for 2024-2025 school year
- Current fiscal year organizational budget for Point Blue (April 1, 2024 - March 31, 2025)
- Preliminary unaudited financial statement for fiscal year 2024 (*please note our final independent audit of Point Blue Conservation Science for fiscal year 2024 will be completed later this year. We will be glad to share the audit for your review when complete.*)
- Audited financials for fiscal year 2023

We appreciate your partnership and consideration of our request for renewed support. Please be sure to reach out if you need any additional materials or have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Laurette Rogers".

Laurette Rogers, STRAW Founder and Ambassador

**Students and Teachers Restoring A Watershed (STRAW) at Miller Creek 2023-24**  
**Point Blue Conservation Science's Donation Report to the Las Gallinas Valley Sanitary District**  
**August 13, 2024**

### **Introduction**

Point Blue is grateful to the Las Gallinas Valley Sanitary District for your longtime support of our STRAW (Students and Teachers Restoring A Watershed) program at Miller Creek. Your support provides Miller Creek Middle School students with both classroom science education and hands-on restoration planting and maintenance experience, all while enhancing and maintaining a critical riparian restoration site along Miller Creek where we have been working for over 24 years. Below we describe specific accomplishments at the restoration site from the 2023-24 school year.

### **Accomplishments in the 2023-24 programmatic year**

Habitat restoration with students: Thanks to your ongoing support, we were again able to engage Miller Creek Middle School (MCMS) students and teachers in three days of habitat restoration on Miller Creek. It is the only restoration site where the STRAW team has been able to return every year since 1999.

The restoration site is located on a reach of Miller Creek dominated by healthy heritage overstory vegetation and a low-functioning understory, consisting of dense populations of non-native plants such as Himalayan Blackberry (*Rubus armeniacus*), English Ivy (*Hedera helix*) and Periwinkle (*Vinca major*), which is typical of most Bay Area riparian systems as they pass through suburban/urban communities. Miller Creek has a viable Steelhead Trout (*Oncorhynchus mykiss*) population, so restoration of high-functioning understory is critical to enhancing invertebrate availability, a primary food source for anadromous fish. In addition, successful recruitment and establishment of native riparian vegetation enhances channel stability, reduces excess sediment inputs into the system, and greatly boosts the habitat's value for a broader range of native fauna while increasing resiliency in the face of a changing climate. This past year, we focused work in an area that was chosen due to its proximity to previously restored sections to enhance habitat connectivity. The site is a self-contained floodplain on the left bank of Miller Creek in San Rafael.



For this project, the primary goal was to remove and manage the invasive species cover to below 10%, as there is a substantial seed bank of native species including California bay laurel (*Umbellularia californica*), California blackberry (*Rubus ursinus*), boxelder (*Acer negundo*) and ash (*Fraxinus latifolia*) on site. Because this restoration work is implemented with Miller Creek students and teachers, this project also includes the added benefit of educational opportunities for local schools and community members.

The Las Gallinas Valley Sanitary District’s donation enabled us to work with all five science teachers—Brandon DeMont, Josh Spair, Michael Small, Mike Schulist and Maya Cavelti—and 20 classes of 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade students. As in past years, restoration activities included non-native invasive plant removal as well as the planting of native plants and transplanting of native sedge.

Student lessons: STRAW Education staff and apprentices facilitated pre-restoration lessons in the classroom on “Designing a Riparian Area.” The students learned the story of STRAW and how this year’s restoration days relate to our shared restoration work and vision at Miller Creek through the decades. Next, students learned about the different features of watersheds and had the opportunity to create watershed models with school yard materials (twigs, leaves, rocks, etc.). Lastly, they were introduced to the specific invasive species they would be removing as well as the native species they were going to be helping by completing the restoration project. In 2023-2024, we taught a total of 20 MCMS classes.

Teacher Professional Development: MCMS science teachers have been invited to our 26th Annual Watershed Week, where they will have opportunities to learn in-depth about an important keystone species—beavers—and network with each other. Many teachers say they look forward to Watershed Week as their favorite way to begin the school year!

STRAW Apprentices training: The young adults in STRAW’s early career program were trained as part of the Miller Creek education and restoration, with classroom lessons providing an opportunity for STRAW Apprentices to develop their in-class environmental educator skills.

## **Conclusion**

Thank you again for your ongoing support of Point Blue’s important restoration and environmental education work. Your partnership helps STRAW advance our shared goals of establishing healthy ecosystems and training the next generation of environmental stewards. Please reach out to STRAW Founder and Ambassador Laurette Rogers at [lrogers@pointblue.org](mailto:lrogers@pointblue.org) or (415) 419-6420 or Director of Community Engagement Rose Snyder at [rsnyder@pointblue.org](mailto:rsnyder@pointblue.org) or (707) 834-1627 if you have any questions or comments.

**Miller Creek Students and Teachers Restoring A Watershed (STRAW) Project  
Las Gallinas Valley Sanitary District Budget Report 2023-24**

Las Gallinas Budget to Actual 4/1/23 - 3/31/24								
Expense	Las Gallinas Budget	Marin County DPW Budget	Other Funders	Total Budget	Las Gallinas Actual	Marin County DPW Actual	Other Funders Actual	Total Actual
Salary	\$ 4,421.00	\$ 6,453.00	\$ 1,793.00	\$ 12,667.00	\$ 4,421.00	\$ 6,580.07	\$ 5,467.21	\$ 16,468.28
Benefits	\$ 2,246.00	\$ 3,277.00	\$ 911.00	\$ 6,434.00	\$ 2,246.00	\$ 3,342.67	\$ 2,777.15	\$ 8,365.82
Supplies	\$ -	\$ 500.00		\$ 500.00		\$ 131.12	\$ 20.00	\$ 151.12
Mileage	\$ -	\$ 1,200.00		\$ 1,200.00		\$ 316.51	\$ 190.65	\$ 507.16
Teacher Training	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00			\$ -	\$ -
Indirect	\$ 2,333.00	\$ 4,000.00	\$ 1,296.00	\$ 7,629.00	\$ 2,333.00	\$ 3,629.63	\$ 2,943.95	\$ 8,906.58
<b>Total</b>	<b>\$ 9,000.00</b>	<b>\$ 15,430.00</b>	<b>\$ 5,000.00</b>	<b>\$ 29,430.00</b>	<b>\$ 9,000.00</b>	<b>\$ 14,000.00</b>	<b>\$ 11,398.96</b>	<b>\$ 34,398.96</b>

**Notes**

\* Budget represented reflects the period of 4/1/23- 3/31/24. Point Blue's fiscal year is April - March.

\* Marin County DPW overall contract for work at Miller Creek is \$70,000 over 5 years. Point Blue has received \$70,000 as of 3/31/24.

\* Actuals shown for Las Gallinas were incurred between 10/1/23 - 3/31/24.





**LAS GALLINAS VALLEY SANITARY DISTRICT**  
**Request for Donation**

*Donations must serve a District public purpose. The gift of public funds, such as any expenditure which benefits an individual or small class of individuals only, with no benefit to all of the residents of the District is prohibited by the Constitution of the State of California, Article XVI, Section 6.*

**Applicant Information**

<b>Date:</b>	8/1/2024	<b>Project / Program / Event Title:</b>	Miller Creek STRAW	
<b>Applicant Organization Name:</b>	Point Reyes Bird Observatory DBA Point Blue Conservation Science			
<b>Address:</b>	3820 Cypress Drive Ste. 11, Petaluma CA 94954			
<b>Contact Person / Title:</b>	Laurette Rogers, STRAW Founder and Ambassador			
<b>Contact Phone Number:</b>	(415) 419-6420	<b>Email:</b>	lrogers@pointblue.org	
<b>Organization Federal Tax ID:</b>	94-1594250	<b>Amount of Request:</b>	\$ 10,000	

**Brief Project or Program Description**

Point Blue's STRAW Program engages K-12 grade youth in habitat restoration. The proposed funding supports work at Miller Creek; see attached.

*( Attach written request for donation on applicant's letterhead )*

**Certification**

I certify that all information provided herein is true. I am aware that submission of this application and supporting documents are subject to approval by the Las Gallinas Valley Sanitary District and that not all applications will be approved.

**Padmini Srinivasan**

Digitally signed by Padmini Srinivasan  
 Date: 2024.08.05 12:28:48 -07'00'

8/5/2024

**Applicant Signature (Board Chair / Director or Designee)**

**Date**

Please send you completed application and attachments to:

- 1) MAIL: Las Gallinas Valley Sanitary District, Attn: Request for Donation
- 2) OR, DELIVER IN-PERSON: 101 Lucas Valley Road, Suite 300, San Rafael, CA 94903
- 3) OR, E-MAIL: [info@lqvsd.org](mailto:info@lqvsd.org) with "Request for Donation" in the "Subject" line.

**Ensure you include:**

- 4) This application form, and
- 5) Written request on applicant's letterhead describing how the donation will benefit the residents of the District, and
- 6) Detailed project or program budget, and
- 7) Current organization budget and latest financial statement.

### Eligibility Information

Funding contributions will be considered only for educational or non-profit groups with projects, programs and events that serve to benefit the public and meet the mission of the District to protect the public health and our environment, by providing effective wastewater collection, treatment, and recycling services.

Additional factors to be considered when determining whether to fund a contribution:

- When the educational or non-profit provides a service that complements or enhances one the District provides itself;
- When there is an identifiable secondary benefit to the District; or
- When the educational or non-profit provides a service the District could provide but chooses not to.

Eligible applicants must be hosted by a group that can show the donation benefits the residents of the District. Eligible groups include:

- A. School Groups: Activities or educational programs offered by school groups that represent schools whose boundaries are partially or wholly within the District's limits.
- B. Community and Non-profit Groups recognized as a legal entity organized and operated for a collective, public or social benefit: Events and programs hosted by a non-profit, or by a group sponsored by a non-profit.

Ineligible activities: Political, religious, fundraising for undefined activities, and personal expenditures are not eligible for funding.

### Responsibilities of Donation Recipients

Each recipient is held accountable for using the donation in compliance with the request and any additional terms placed on the donation by the Las Gallinas Valley Sanitary District. In addition, each recipient must:

- Institute adequate controls over project funds to ensure that all funds are properly accounted for.
- Present invoices to the District on request.
- Ensure that the District is kept properly advised of significant factors affecting the successful outcome of the project or program and any significant deviation from the proposed scope, starting date or completion date of the project or program.
- Recipient of the donation must provide a written report to the District Board within 6 months of the event or program end-date. The report must include final audit of funds received and expended. The written report can be submitted electronically and applicant has option to give presentation to District Board along with written report. Late, partial, or non-submitted reports for past events will be considered by the District Board when considering donation requests.

District donated moneys not spent for the purposes intended by the Las Gallinas Sanitary District in approving the donation must be returned to the District within 30 days of termination of the proposed project or program.

*See Board Donation Policy F-140 adopted by Resolution No. 2021-2228 for additional details on the program.*

<b>*** Staff Use Only ***</b>	
Eligible Applicant?	YES <u>X</u> NO ___
Is this the first request this fiscal year?	YES <u>X</u> NO ___
Is request under the annual cap of \$12,500	YES <u>X</u> NO ___
Preliminary inquiry required?	YES ___ NO <u>X</u>
Prior donations received: If yes, date of recent award and amount: Was required report submitted within 6 months?	DATE: <u>9/7/2023</u> AMOUNT: <u>9,000</u> YES <u>X</u> NO ___
Date Scheduled for Presentation to Board	<u>9/5/2024</u>
Donation Approved / Denied	DATE: _____
If approved, date check issued:	DATE: _____

**Point Blue's Donation Request Proposal Narrative**  
**Prepared for the Las Gallinas Valley Sanitary District Board**  
**August 13, 2024**

**Summary**

We are grateful for the generous support of the Las Gallinas Valley Sanitary District which has allowed us to continue our Students and Teachers Restoring A Watershed (STRAW) program at Miller Creek with the students of Miller Creek Middle School (MCMS). Thanks to supporters like you, Point Blue's STRAW program offers watershed science education and hands-on habitat restoration to K-12 students in Marin County and beyond. Although our roots and main focus are in the North Bay, our successful collaborations with partners, schools, and landowners have enabled us to expand to 15 counties in California. Among the hundreds of sites we have restored, Miller Creek stands out as the only one where we have sustained restoration efforts for over 24 years. Your ongoing support is what makes this possible. We respectfully request a new donation of \$10,000 for the upcoming 2024-2025 restoration season and school year.

**Project Activities**

In the coming year, we will again partner with all five science teachers from Miller Creek Middle School and their 20 classes of 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> graders to learn about Miller Creek and participate in restoration of riparian habitat.

As usual, the MCMS teachers will also be invited to our annual teacher training, Watershed Week, which focuses on a particular ecological topic and provides support in creating watershed education lessons. MCMS teacher Mike Schulist has been participating in Watershed Week for decades now! Each year, Watershed Week creates a ripple effect—teachers share what they learn with other teachers, inspire 4,000+ students to engage in science through new, outdoor learning experiences, and connect with our partners, often resulting in new relationships and opportunities for guest speakers and local experts to visit classrooms. This year, the theme of “Beavers: Ecosystem Changemakers” will aim to shift participants’ mindsets about the importance of keystone species and the way STRAW restorations include engineering and construction. We have previously worked with students and teachers on projects building Beaver Dam Analogues (BDAs) to rewater meadows and will again acknowledge the powerful work of beavers and how our restoration work helps make our communities more resilient in the face of climate change.

We propose to continue the restoration work at Miller Creek, removing invasive species such as English ivy, cape ivy and non-native blackberry, while planting natives like snowberry, juncus, and sticky monkey flower. There may also be an opportunity to continue to transplant the carex (native sedge) that Native Americans use for basket making, which was found at the site but needs more room.

We will continue to provide watershed science lessons in MCMS classrooms, at the teachers' request. All of STRAW's educational offerings are completely free of charge to the students, teachers, and schools, and it is critical support like yours that allows us to provide this service. In addition, Miller Creek restorations are learning opportunities for the young adults who are our STRAW Apprentices to learn how to restore a riparian site with K-12 students. As in previous years, if selected for renewed funding, we will acknowledge your generous support at each opening circle for all of the MCMS classes so that the participants know and appreciate that your donation made this restoration possible.

**Conclusion**

The STRAW program transforms Point Blue's science into knowledge, skills, and actions that foster stewardship of our planet. Your continued support helps provide hands-on learning and exposure to science-in-action, as we inspire the next generation of environmental leaders. Please reach out to STRAW Founder and Ambassador Laurette Rogers at [lrogers@pointblue.org](mailto:lrogers@pointblue.org) or (415) 419-6420 or Director of Community Engagement Rose Snyder at [rsnyder@pointblue.org](mailto:rsnyder@pointblue.org) or (707) 834-1627 if you have questions or would like further information about STRAW. Thank you for being our partner in this important work.



**Point Blue’s STRAW Miller Creek Restoration Budget (2024-25)**  
**Prepared for Las Gallinas Valley Sanitary District**

**Expenses**

*Personnel (Salaries, Benefits, and indirect expense<sup>1</sup>)*

Education Labor <sup>2</sup>	\$12,500
Restoration Team Labor	\$15,000
Restoration Maintenance Labor	\$5,500

**Total Personnel** **\$33,000**

*Other Direct Costs*

Materials	\$500
Mileage	\$1,200
Teacher Training Costs	\$1,000

**Total Other Direct Costs subtotal** **\$2,700**

Indirect only on "Other Direct Costs"<sup>1</sup> \$945

**Total Expenses** **\$36,645**

**Income**

*LGVSD (this request) - pending* \$10,000

*California Wildlife Conservation Board* \$26,645

**Total Income** **\$36,645**

<sup>1</sup> Point Blue’s administrative overhead costs (indirect costs) as calculated per our Federally Negotiated Indirect Agreement are 38.51%, but we charge a slightly reduced rate of 35%. Indirect costs include the following: (1) salaries and benefits of administrative staff (CEO, CFO, CSO, finance and accounting staff, office manager, and some portions of other senior managers), (2) facilities and associated costs not related to direct program services such as the offices of the administrative staff, (4) non-programmatic travel expenses for administrative staff, (3) audit expenses, (4) interest expenses, (5) portions of other general expenses such as insurance, office supplies, etc.

<sup>2</sup> Beyond the Miller Creek site, our STRAW education program is funded more broadly by a diverse portfolio of public and private funding, including contracts, individual donors, and family foundations.

**Point Blue Conservation Science Operating Budget  
Fiscal Year April 1, 2024 - March 31, 2025**

**Revenue**

Contract revenue	\$26,578,280
Grants and contributions	\$5,730,254
Interest income	\$200,000
Realized and unrealized gains, net	-
Other income, net	\$375,000
Net assets released from restrictions	-

**Total Revenue** **\$32,883,534**

**Functional Expenses**

Personnel costs	
Salaries	\$11,774,305
Benefits	\$5,431,200
<b>Total Personnel Costs</b>	<b><u>\$17,205,505</u></b>
Professional services	\$11,696,166
Travel/meetings/events	\$913,993
Computer hardware/software/internet	\$640,078
Project supplies and publications	\$413,260
General office	\$215,617
Equipment purchases	\$136,122
Facilities	\$144,809
Grants to others	\$775,000
Printing and reproduction	\$82,100
Advertising and promotion	\$19,900
Depreciation	\$300,000
Insurance	\$179,805
Other expenses	\$161,000

**Total Functional Expenses** **\$32,883,354**

**Change in Net Assets** \$180



**Point Blue Conservation Science  
Statement of Financial Position**

**March 31, 2024**

	<u>Unrestricted Funds</u>	<u>Temporarily Restricted Funds</u>	<u>Permanently Restricted Funds</u>	<u>Total</u>
<b>Assets</b>				
Cash	1,307,643	4,100,333	0	5,407,976
Cash on hand - Packard	0	5	0	5
Cash on hand - MCF	39,596	2,440,628	0	2,480,224
Endowment	253,866	21,367	496,870	772,103
Government grants & contracts receivable	4,429,120	0	0	4,429,120
Contributions receivable	0	1,055,895	0	1,055,895
Other receivables	29,817	0	0	29,817
Prepaid and other current assets	201,455	0	0	201,455
Property and equipment, net	<u>5,843,941</u>	<u>0</u>	<u>0</u>	<u>5,843,941</u>
Total Assets	<u>12,105,436</u>	<u>7,618,228</u>	<u>496,870</u>	<u>20,220,535</u>
<b>Liabilities</b>				
Accounts payable	1,142,791	0	0	1,142,791
Employer 401K contributions	506,600	0	0	506,600
Accrued vacation	673,962	0	0	673,962
Accrued payroll and benefits	302,845	0	0	302,845
Deferred revenue	0	208,056	0	208,056
Loan payable - Packard (1M @ 2%)	13,333	1,000,000	0	1,013,333
Loan payable - MCF (3M @ 4%)	0	3,000,000	0	3,000,000
PPP loan payable	116,051	0	0	116,051
Total Liabilities	<u>2,755,582</u>	<u>4,208,056</u>	<u>0</u>	<u>6,963,638</u>
<b>Net Assets</b>				
Net assets, beginning of year	9,119,629	5,037,493	455,426	14,612,548
Change in net assets	230,226	(1,627,321)	41,444	(1,355,651)
Total Net Assets	<u>9,349,854</u>	<u>3,410,172</u>	<u>496,870</u>	<u>13,256,897</u>
Total Liabilities & Net Assets	<u>12,105,436</u>	<u>7,618,228</u>	<u>496,870</u>	<u>20,220,535</u>

**Point Blue Conservation Science  
Statement of Activities**

**March 31, 2024**

	<u>Unrestricted Funds</u>	<u>Temporarily Restricted Funds</u>	<u>Permanently Restricted Funds</u>	<u>Total</u>
Revenue				
Contract revenue	14,585,592	0	0	14,585,592
Grants and contributions	1,482,486	3,770,118	0	5,252,604
Interest income	190,414	12,211	3,900	206,524
Realized and unrealized gains, net	20,304	11,364	37,544	69,212
Other income, net	828,504	100	0	828,604
Net assets released from restrictions	<u>5,421,114</u>	<u>(5,421,114)</u>	0	0
Total Revenue	<u>22,528,414</u>	<u>(1,627,321)</u>	<u>41,444</u>	<u>20,942,537</u>
Functional Expenses				
Personnel costs	14,018,959	0	0	14,018,959
Professional services	5,298,993	0	0	5,298,993
Travel/meetings/events	682,276	0	0	682,276
Computer hardware/software/internet	571,753	0	0	571,753
Project supplies and publications	414,344	0	0	414,344
General office	178,984	0	0	178,984
Equipment purchases	122,984	0	0	122,984
Facilities	186,034	0	0	186,034
Grants to others	123,297	0	0	123,297
Printing and reproduction	53,218	0	0	53,218
Advertising and promotion	14,819	0	0	14,819
Depreciation	283,694	0	0	283,694
Insurance	176,754	0	0	176,754
Other expenses	<u>172,081</u>	<u>0</u>	<u>0</u>	<u>172,081</u>
Total Functional Expenses	<u>22,298,188</u>	<u>0</u>	<u>0</u>	<u>22,298,188</u>
Change in Net Assets	<u>230,226</u>	<u>(1,627,321)</u>	<u>41,444</u>	<u>(1,355,651)</u>
Beginning Net Assets	<u>9,119,629</u>	<u>5,037,493</u>	<u>455,426</u>	<u>14,612,548</u>
Ending Net Assets	<u>9,349,854</u>	<u>3,410,172</u>	<u>496,870</u>	<u>13,256,897</u>

9/5/2024

## **BOARD MEMBER REPORTS**

### **CLARK**

**NBWA Board Committee, CASA Workforce Committee, Operations Control Centers Ad Hoc Committee, Fleet Management Ad Hoc Committee, FutureSense Ad Hoc Committee, Other Reports**

### **MURRAY**

**Marin LAFCO, Flood Zone 6, Biosolids Ad Hoc Committee, CASA Energy Committee, Development Ad Hoc Committee, SF Trail Ad Hoc Committee, Other Reports**

### **NITZBERG**

**Operations Control Centers Ad Hoc Committee, McInnis Marsh Ad Hoc Committee, Fleet Management Ad Hoc Committee, SF Bay Trail Ad Hoc Committee, Other Reports**

### **ROBARDS**

**Gallinas Watershed Council/Miller Creek, NBWRA, Engineering Ad Hoc Committee re: STPURWE, McInnis Marsh Ad Hoc Committee, Development Ad Hoc Committee, FutureSense Ad Hoc Committee, Other Reports**

### **YEZMAN**

**Flood Zone 7, CSRMA, Ad Hoc Engineering Sub-Committee re: STPURWE, Marin Special Districts Association, Biosolids Ad Hoc Committee, Other Reports**

Agenda Item 6.2  
Date September 5, 2024

RCAC

Wastewater Operations Basic- Operator Training

August 13, 2024

Craig K. Murray

Instructor Cyril Barmore, 707-770-8748, [CBarmore@rcac.org](mailto:CBarmore@rcac.org)

Small Utility Consultant, SAFER Train

DW – Grade III; WW – Grade II

Backflow Water Testing – July 1, 2024 New Regs. For Cross-Connections.

Licensed WW (just pay State \$); DW need ongoing training.

SAFER: Rural Community Assistance Partnership. EPA Contract w/5 regions in country.

RCAC (West): Affordable Hsg., Community Facilities, Water, WW, on-site tech. asst., Median Household (MHI) surveys –(USDA and State Revolving Loan Fund will require), classroom and online training. <https://bit.ly/RCAC-SWRCB>

(Website). WW Operations Basics Pre/Post Test. USA: 7-10 years will be down Operators

and goal to increase. North Guala Only does water TII, DIII. Hourly low 30s. RCAC Wildflower

Boutique Hotel (former Sea Shells Motel, RCAC loaned \$2m to rehab.; Guala Community

Center – Loan, rebuild due to Arson, rebuild \$6-\$8M). History: Most Common solution is

water borne sewage: aka WW. Household sewage is 99.9% water, removing that 0.1%. US

EPA link NPDES. Overview of Municipal WW: collection & treatment of domestic sewage

and WW; collect from homes, business and industries; delivered to treatment facilities;

treated before discharge to land, water bodies or re-use. Guala: go to septic system,

pumped up hill, secondary Title 22. Septic system aka treatment on site. Sea Ranch:

Central Treatment; northern ~ 32 served by GCAC (Guala). GCSD: reuse water provided to

golf course. Anchor Bay less than 100 connections, have an Operator, discharge to land,

sprinkler system to forest or w/NPDES discharge permit to the ocean. Much higher than

avg. pride of work, service to community, like and impt. Work that gets done. Treating WW:

vital to public health, clean water, a primary factor of good health enjoyed in the US.

Treatment Overview: Collection (pipes, manholes); lift stations pumping metering;

headworks/pretreatment; primary treatment (lagoons, facultative ponds in area). Ponds:

Storage v. Lagoons for treatment typically terminology. Secondary plants (activated sludge,

trickling filters, rotating biological contactors(RBCs); sludge treatment and disposal;

effluent disposal. WW Treatment Video 1: Introduction. RCAP WW Treatment. Brian

Murphy, Director Sea Ranch Water Company, spray hillside with treated water. Operators

(Spencer, Joshua). Randy sits on Board for GCSD and sat on Board 17 years at Sea Ranch.

Sea Ranch less than 100 connections use facultative ponds to break down waste, after

many years solids build up and have to be cleaned, headworks w/preliminary treatment.

Aerator cycles 4x/day. (introduces oxygen aerobic process, bottom of pond anaerobic). Pre chlorination, filtration, post chlorination, pond and then spray field. Gualalacsd.org. WW Treatment Plant Gualalala Community Services District. No headworks, barscreen. Primary in town and secondary at plant. Submersible 2" myers pump. ? using grinders. Myers suck from bottom and new pumps suck from middle. Introduce coagulant to settle. Require redundancy built new clarifier. In WW redundancy is best practice. Duck Weed (no algae) covers surface v. algae: take out co2 and provide oxygen. Algae is fine line and if builds up hard to get rid of. Pumped to golf course. Anchor Bay WW Treatment Plant. Duck Weed pushed back by aerator. ~100 connections. Only 1 operator. Need another Operator. Statement audience: Housing is big thing to attract, keep here. Point Area WW Plant. 2 ponds, looks facultative, run 2 ponds in series, 4 perk ponds (winter use) dry other times – recharge to ground, percolation. At least 1 operator there. City would like to hire one more.

Collection systems: WW generated here, treated there. Collection system gets it there: pipes, pumps, lift stations, appurtenances. Prevent I & I and overflows. Transport ww to treatment, sewerage is the pipes. Materials of construction: clay, pvc, cement, cast iron, orangeburg (problem manuf. During ww 11, like a glorified tar paper). Anchor Bay mostly orangeburg. AC Transite here. DW too. Lift/pumping stations, usually metered. Force main: typically underpressure. WW Treatment video 2. Collection system. Bill Hoyer RCAP. Solids, nutrients, pathogens concerns. WW to plant through a splitter box. Influent, Screens & Communitation, Grit Removal, (OR ADD Primary Clarifier Here), WW Lagoons or Ponds, Disinfection, Effluent. Septic Tanks so no screen, grit removal for Gualalala. Settling & Velocity: Velocity in Sewers: at least 2 ft/sec. (state standard min. fall req. w/o pump for solids to go downhill); any solids stay in suspension; grit chamber velocity = 1 ft/sec or less; heavy inorganic solids are settled out. Primary tank velocity = fraction 1 ft/sec.

Treatment technologies: oxygen demanding compounds or biochemical oxygen demand. BOD5: 5-day Biochemical oxygen demand, organic compounds, ammonia. BOD removal processes: physical, chemical removal: biological removal: use BOD as a food, create new microorganisms (sludge). Screening: Manually cleaned screens (rake); mechanically cleaned screens; screenings must be disposed of properly. Communitation: grinding. Grit: sand, gravel, glass, egg shells, seeds, coffee grounds. All problems if go on to communitation. Velocity in a grit chamber/headworks: If a bobber/stick is dropped in flowing WW in a grit chamber and travels 30 feet in 20 seconds, what is the velocity of the WW in ft/sec? 1.5.

Purpose of Primary Treatment: FOG will float. Settleable solids (sludge) and sludge disposal and/or treatment/disposal. To digester, settle into cake, dry. Floatables and

disposal. Eg Atlanta, Lake Lanier and on site fertilizer plant. Sweet stuff in the middle (supernate) may go to further treatment. Primary treatment when used to pond. Preliminary Treatment video. At Headworks via pumped or gravity, take a sample and parameters to make sure operating properly and for regulatory. Put in bottle at 4 degrees centigrade, bar screen out (toys, dollar bills, rags) and sent to dump site. Organics in grit, grit washer into dumpster and to landfill. Raw sewage in grit chamber and even coffee grounds settled out in ft/sec. Grit Chamber, most material on top grease balls (lighter than water so it floats on top). Atl gas digester, methane, to run the plant. Scum sweeper for FOG, skimmer for clarifier. Scum (floatables) go back or to digester. Exceptional amount of fog in pt arena. What are basis of FOG? Fats: animal, Oil: plant, Grease: Petroleum. Sludge: Fresh: Dark, disagreeable odor. Septic (w/o oxygen): black and rotten egg smell. Tank configurations: primary tank: scum scraper, circular baffle, sludge rake. Sedimentation (clarifier); weirs help direct water off surface. 90-95% settleable solids. Treatment trains – secondary, remove dissolved organic solids. Low-rate processes. Conventional and mechanical lagoons. Difference WW pond and ww lagoon. Pond could be storage. Lagoon for treatment. Adv. Lagoon: rapid recovery from shock loads; low energy and chemical usage; low mechanical failure; minimal sludge disposal; long life; low monitoring and control requirements; economical to construct and operate. Sea Ranch laid out in the 60s. Disadv: Lagoon system: seasonal odors, large land usage, operations dependent on climate, often high suspended solids, not good in high loading situations. Lagoon types: Facultative, Aerobic (on top), anaerobic. Most lagoons 10 feet or less in depth. Facultative lagoons : wind, sunlight mx with aerobic, anaerobic.

Routine operational procedures. Daily, weekly, monthly, annual. Follow a schedule. SOPs. EPA: guidance for preparing Standard Operating Procedures (SOPs). Routine Operational Procedures – Daily: Visual inspection of pumps and ponds: check for leaks, openings, lubricants, electrical hazards, check pump for proper operation; condition of embankments (gophers biggest problem); record any problems in the logbook. Eg Porterville: no staff, just volunteers, licensed? 10 wells. Bench Sheet: log in things on daily basis and log book to sign, date and what you observe. Bench Sheet (31 days): date, time, operator initials, free chlorine residual, production meter reading, gallons of water produces, gallons of chlorine.. See trends. Never use pencil, red ink or white out. Record keeping. Visual inspection of tanks & equipment. Sea ranch very clean water, no need to clean each year, can go to 5 years. Lot of precipitate (calcium) like sand in bottom of tank, smaller tank like 4,000 gal. Lab work: sample collection, test for chlorine residual, chain of custody, respond to deficiencies, record any problems in logbook, test and record. Coyote Valley reservation employee 5 MGD, reclaimed water to irrigation, hotel (not report to state), activated sludge plant. Septic tanks but not solids to ww plant (want it) not enough



bugs, have to then feed bugs, Healdsburg has big nbr activated sludge plant. All going to alpha lab. Same plant like in Yosemite, take microscope to see what is in your plant. Chris, contractor operator, runs 20 plants, president wine country water operation 35 trade shows, Thursday in Healdsburg, 260 operators, 35 vendors, up to 6 contact hours, regulators, 1 hour of AWWH, CA adv water and Gov taking WW and putting it to tap. To qualify not WW or Water need to be Adv Water, AWWA has training. Cyber security for plants, iron manganese treatment, pg&e from fresno state: pumps motors and variable speed motors. Napa, Mendocino, Sonoma and Lake (and let in Marin). Wine Country Waterworks. Wcwwa is link. Wine County Waterworks Association. Another event in west county Sonoma. Used to be Union Hotel. Many wine operators need operators. Hear from regulators, experts. Gauges and Meters: inspect for leaks and proper function. Valves; Weekly valve exercise. Inspect for leaks and proper function. Valve Key. Repair or Replace if leaking, record any problems in logbook. Water quality sampling. Valve exercise. Reporting. Linda Adams, Project Manager. Brelje & Race Labs, inc. santa rosa .bralabs Chain of Custody Record. Suburban Testing Labs. System #, location, location codes. Very important you sign it and person you relinquish it to, they sign it.

SSO Sanitary Sewer Overflow. Generator back up power January 1, 2024. New State Law (Water) To ensure continuous operations during power failures. Provide adequate backup electrical supply. Need certified operators eg Walkerton Ontario 2000 no training needed to renew license. E.coli outbreak, 2,000 sick, six deaths. Certified License Operators are impt. What take to become a certified operator: State Water Resources Control Board: WW Operator Certification Program. Min. Grade 1: GED or HS diploma, 6 educational points. 1 3unit class in WW technology. Sac. State. Plus 1 year (1800 hours, 2080 hours full time)qualifying experience. Grade II 1,2,3. (diff. for drinking water). Santa Rosa Jr. College. Lake County: Woodland College 18units. Put into Grade II WW. Oit\_information.pdf. How to become an OIT. Waterboards.ca.gov. SRJC: Water Resources Technology. Santarosa.edu Water Resources Technology Engineering & Applied Technology. Eric Shantz at Sweetwater used to be at Sea Ranch. SRJC: Jobs at Breweries, Wineries and public WWTP. JC all classes need in one year. Water Resources Technology Program. Veolia Water Technologies – Water Career Pathways. Rigo: another online Veridian, pricey, practice tests. EG Veolia in Holister. [www.Cawatercareers.org](http://www.Cawatercareers.org)

Wastewater Math. Operator Math have to have someone walk you through it and how to work the problems and understand the formulas. Class participant/Shane: Lumpy Water Math book about \$16. Goes through Grade III simplified than huge mathematical approach. You must practice – John Hamner. Units of Measure (really impt.): hydrograph (flow v. time); gpm, MG, MGD, cubic feet per second (CFS). Removing pathogens, oxygen

demanding compounds. Involves flow, time, concentration, weight, area, volume.  
Measurements: mg/L; lbs.;lbs./day; gallon of WW is 8.34 lb/gal. Pounds Formula: for dosing. Lbs/day or lbs. WW Conversion Sheet. Rigo: 2 types older and new version, they will supply you with both. Most states are ABC, CA has own. Diameter always use .785.

###

[Back](#)[Add to my calendar](#)

# 35th Annual Trade Show & Training Symposium

When	15 Aug 2024 8:00 AM - 5:00 PM
Location	Villa Chanticleer - 900 Chanticleer Way, Healdsburg, CA 95448
Spaces left	56
Registered	244 registrants

## You're invited to the 35th Annual Trade Show and Training Symposium!

We're looking forward to another great year with a full day of training, always popular vendor show, huge lunch raffle, and catered lunch! Earn up to 6 contact hours to renew your license.

Space is limited! Please Register by 8/1/24. Payment due by 8/1/24. An RSVP is a commitment to pay. Registration is intended to people in the Water & Wastewater industry and subject to approval by the administrators. Questions? Don't hesitate to contact us at WCWWA@outlook.com and we look forward to seeing you on August 15, 2024!

### Schedule of Events

#### Thursday

- 8:00 – 8:30 Vendor Set-Up
- 8:00 – 9:00 Attendee Registration
- 8:30 – 9:00 Vendor Show
- 9:00 – 11:00 Morning Training Classes
- 11:00 – 1:00 Vendor Show
- 12:00 – 1:00 Lunch & Raffle
- 1:00 – 5:00 Afternoon Training

#### Track #1 - Regulations

**0900 - 1000: Topics to include Resolution No. 2024-0009; Chromium 6 MCL; and Cyanotoxin Monitoring Order; presented by Sydney Little and Matt Foster from Santa Rosa office of SWRCB-DDW**

**1000 - 1100: Direct Potable Reuse (DPR) and Indirect Potable Reuse (IDR) regulations and Advanced Water Treatment Operator (AWTO) Certification – Presented by Steven Garner, PMP, CAE, ICE-CCP, Director of Certification, California-Nevada Section, AWWA**

**1300 - 1700: Cross Connection Control Program - Presented by Donny Breedlove, Backflow/Cross Connection & Training Specialist, California Rural Water Association**

#### Track #2 - Treatment

**0900 - 1100: Cybersecurity Briefing Related to Water & Wastewater Sector Security Threats and Preparedness. Presenter is Alec Davison, Lead Analyst with Water Information Sharing and Analysis Center (WaterISAC); along with Brandon Carter from the EPA; and Edgar Castor and Don Hester from DHS/CISA. Alec Davison will be presenting virtually from Washington DC.**

**1300 - 1500: Treatment Solutions for PFAS, As & Mn - Presented by Chris Beebe, CEO of Beebe Water Systems in Redding, CA with a motto of "craftsmanship through creative solutions for unique problems"**

**1500 - 1600: Jar Testing Review - Presented by Guy Schott, Associate Civil Engineer, SWRCB-DDW**

#### Track #3 - Operations

**0900 - 1100: Hands On Backflow Testing - by Randy Valenzano of Backflow Distributors, Inc. of Sacramento**

**1300 - 1430: Pump & Motor Efficiency - Hands-On mobile pump demonstration - Bill Green - Education and Pump Testing Manager, Advanced Pumping Efficiency Program (APEP), Fresno State - Sponsored by PG&E**

**1430 - 1600: Pump & Motor Efficiency - Bill Green - Education and Pump Testing Manager, Advanced Pumping Efficiency Program (APEP), Fresno State - Sponsored by PG&E**

### Attendee Information

If you would like to register more than 6 people at once, please sign in to register yourself and then register additional attendees as guests. An invoice will be generated that you can either pay online or via check. Price includes up to 6 contact hours and a catered lunch.

### Registration

(depends on selected options)

#### Base fee:

- **Attendee - Current WCWWA Member - \$100.00**  
Member attendee registration including one lunch ticket. If you want to register a group, send email to WCWWA@outlook.com. Include names of each attendee, company, and email address. It will be \$100 per active member and \$135 for inactive/new members.
- **Attendee - Non-Member - \$135.00**  
Includes new members as well as past WCWWA members that have not renewed their membership.  
Includes \$35 annual membership for each attendee/guest.
- **Vendor - 1 Table Only (with 1 lunch ticket) - \$650.00**   
Includes 1 vendor table, 1 lunch ticket and one year WCWWA membership. Does not include table linen. Additional lunch tickets are \$60 and tablecloths are \$25. If needed please email WCWWA@outlook.com.
- **Vendor - 2 Tables (comes with 4 lunch tickets) - \$1,300.00**

Includes 2 vendor tables, up to 4 lunch tickets and one year WCWWA membership. Does not include table linen. Additional lunch tickets are \$60 and tablecloths are \$25. If needed please email WCWWA@outlook.com.

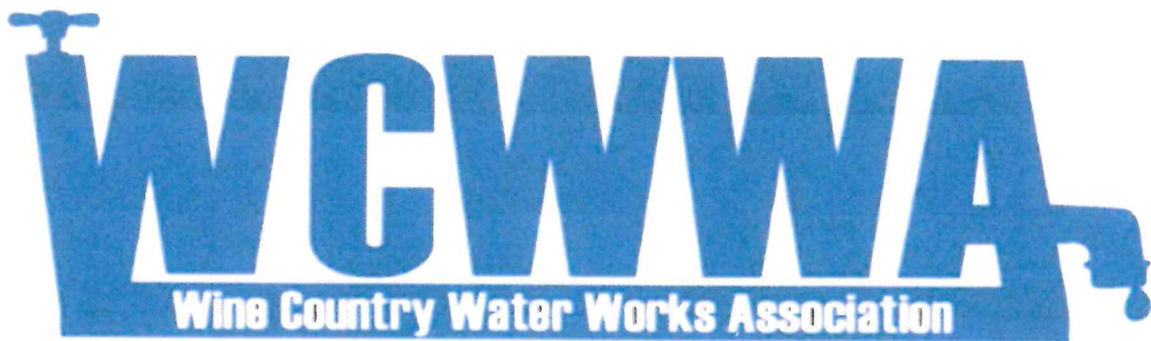
Raffle & Sponsorships

We will be having a raffle at lunch with all proceeds going towards our scholarship fund. Please bring a raffle prize marked with your name and company information if you would like to Donate! Otherwise, **Please Bring Cash** for the Raffle.

**Parking at the Villa Chanticleer is extremely limited and we need everyone to consider carpooling and ridesharing.**

Register

© Wine Country Water Works Association



**35<sup>th</sup> Annual Trade Show in Healdsburg, CA – August 15, 2024**

[www.wcwwa.wildapricot.org/events](http://www.wcwwa.wildapricot.org/events)

email us at: [WCWWA@Outlook.com](mailto:WCWWA@Outlook.com)

**Chris Almind, WCWWA President, 707-301-6132**



## Teresa Lerch

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**From:** Craig Murray <Craig\_Murray@ci.richmond.ca.us>  
**Sent:** Wednesday, August 28, 2024 4:44 PM  
**To:** Teresa Lerch  
**Subject:** FW: August 27 U.S. EPA Webinar – Consolidation, Partnerships, and Regionalization  
**Attachments:** August 2024 SDWS slides.pdf

Hi Teri

Might want to include this one page email (w/o slide deck) with my Notes on this webinar.

Thanks

Craig

**From:** EPA ORD Small Drinking Water Systems Webinars <EPA-Webinar-SDWS@icf.com>  
**Sent:** Wednesday, August 28, 2024 4:40 PM  
**To:** EPA ORD Small Drinking Water Systems Webinars <EPA-Webinar-SDWS@icf.com>  
**Subject:** August 27 U.S. EPA Webinar – Consolidation, Partnerships, and Regionalization

This email originated from outside of the City's email system. Do not open links or attachments from untrusted sources.

Dear Colleague,

Thank you for registering for the EPA's Small Drinking Water Systems Webinar on Consolidation, Partnerships, and Regionalization held on August 27, 2024. The presentation slides are attached for your reference. If you were able to join us, we hope you found the webinar informative and timely. The presentation slides are attached for your reference, and additional resources from the webinar are linked below. The recording of the webinar will typically be available within two weeks on the [EPA Small Drinking Water Systems Webinar Series site](#).

- Geoplatform Online Service Area Application: <https://gispub.epa.gov/serviceareas>
- EJScreen mapper: <https://ejscreen.epa.gov/mapper/>
- GitHub repository: [https://github.com/USEPA/ORD\\_SAB\\_Model](https://github.com/USEPA/ORD_SAB_Model)
- Community Water System Service Area Boundary: <https://www.epa.gov/ground-water-and-drinking-water/community-water-system-service-area-boundaries>
- Failing Water Systems List Criteria: <https://bit.ly/HR2W-FailingWaterSystems>
- SAFER Dashboard: [SAFER Dashboard | California State Water Resources Control Board](#)

If your registration included a request for a certificate of attendance, below are the eligibility requirements to receive one:

- Providing your *Full Name* and *Email* at registration.
- Marking “Yes” to the registration question asking if you would like to receive a certificate.
- Logging in and attending the full live broadcast or attending in a room with someone who is logged in.

**If you dialed-in to the webinar**, email [EPA-Webinar-SDWS@icf.com](mailto:EPA-Webinar-SDWS@icf.com) with your *Full Name* and the *Phone Number* you called into the webinar with. Please remember to check your spam folder if you do not see it.

**If you viewed the webinar in the same room with someone who registered**, the registrant/person who logged into the Zoom Webinar should email [EPA-Webinar-SDWS@icf.com](mailto:EPA-Webinar-SDWS@icf.com) with the *Full Name(s)* and *Email(s)* of the additional participants for them to receive a Certificate.

Kind regards,



## Small Drinking Water Systems Webinar Series

Hosted by EPA's Office of Research and Development and Office of Water in Partnership with the Association of State Drinking Water Administrators

[epa.gov/water-research/small-drinking-water-systems-webinar-series](https://epa.gov/water-research/small-drinking-water-systems-webinar-series)

August 27, 2024

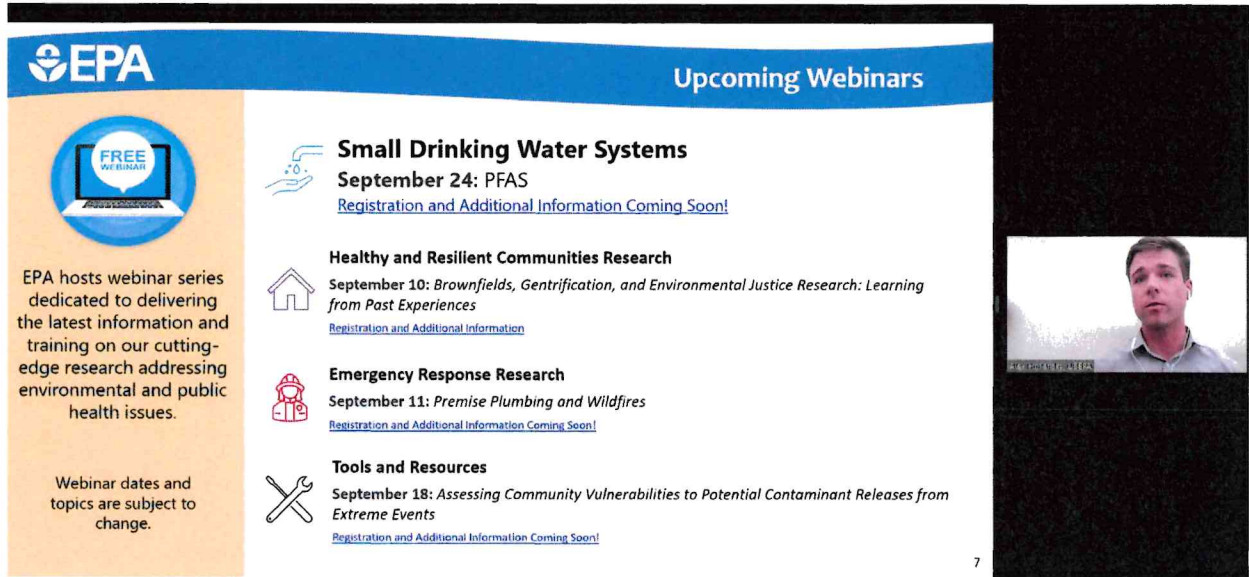
# Consolidation, Partnerships, and Regionalization

Webinar slides will be attached to the chat.

*Disclaimer: The views expressed in these presentations are those of the authors and do not necessarily represent the views or policies of the U.S. Environmental Protection Agency (EPA). Any mention of trade names, manufacturers, or commercial products does not constitute endorsement or recommendation for use by the United States Government or EPA.*



EPA ORD Small Drinking Water Systems Webinar – Consolidation, Partnerships and Regionalization Notes  
 August 27, 2024  
 Craig K. Murray



**EPA** Upcoming Webinars

**FREE WEBINAR**

EPA hosts webinar series dedicated to delivering the latest information and training on our cutting-edge research addressing environmental and public health issues.

Webinar dates and topics are subject to change.

**Small Drinking Water Systems**  
 September 24: PFAS  
[Registration and Additional Information Coming Soon!](#)

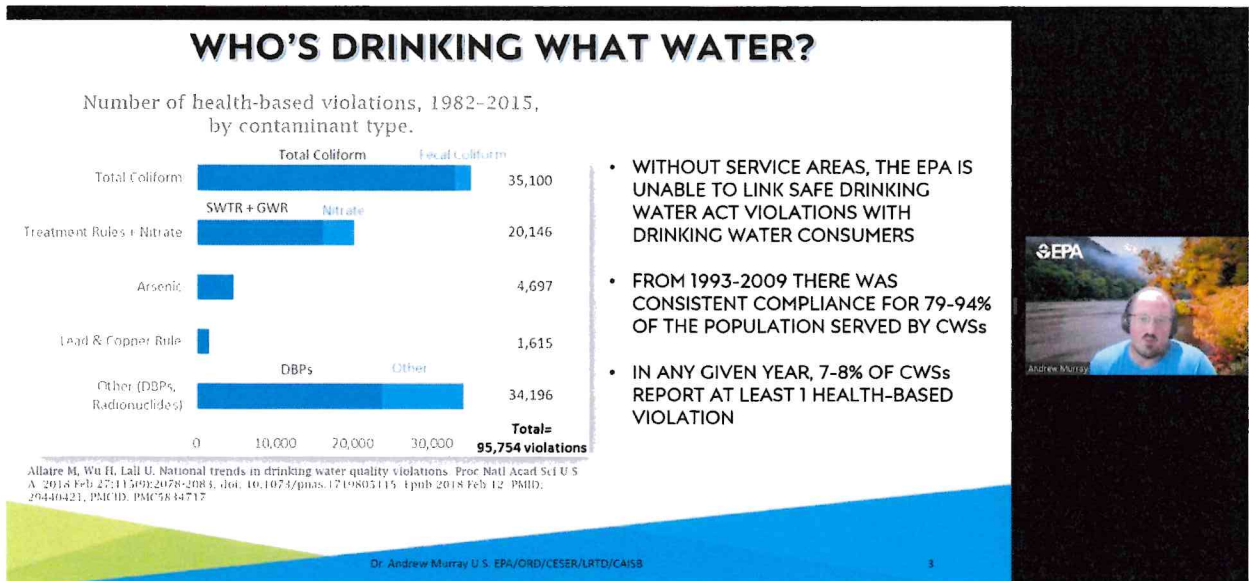
**Healthy and Resilient Communities Research**  
 September 10: *Brownfields, Gentrification, and Environmental Justice Research: Learning from Past Experiences*  
[Registration and Additional Information](#)

**Emergency Response Research**  
 September 11: *Premise Plumbing and Wildfires*  
[Registration and Additional Information Coming Soon!](#)

**Tools and Resources**  
 September 18: *Assessing Community Vulnerabilities to Potential Contaminant Releases from Extreme Events*  
[Registration and Additional Information Coming Soon!](#)

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Andrew Murray, Office of Research and Development, Dr. in Geography UNC – Chapel Hill. Mapping the Nations Community Water Systems: Linking Drinking Water...49k community water systems. Why important to map services areas – to map safe water compliance. Impt. To link where, when and who is consuming that water. At least 27% at least 1 health based violation.



## WHO'S DRINKING WHAT WATER?

Number of health-based violations, 1982-2015, by contaminant type.

Contaminant Type	Number of Violations
Total Coliform	35,100
Treatment Rules + Nitrate	20,146
Arsenic	4,697
Lead & Copper Rule	1,615
Other (DBPs, Radionuclides)	34,196
<b>Total</b>	<b>95,754 violations</b>

- WITHOUT SERVICE AREAS, THE EPA IS UNABLE TO LINK SAFE DRINKING WATER ACT VIOLATIONS WITH DRINKING WATER CONSUMERS
- FROM 1993-2009 THERE WAS CONSISTENT COMPLIANCE FOR 79-94% OF THE POPULATION SERVED BY CWSs
- IN ANY GIVEN YEAR, 7-8% OF CWSs REPORT AT LEAST 1 HEALTH-BASED VIOLATION

Allaire M, Wu H, Lall U. National trends in drinking water quality violations. Proc Natl Acad Sci U S A. 2014 Feb 27;111(9):2078-2083. doi: 10.1073/pnas.1219805115. Epub 2014 Feb 12. PMID: 24440421. PMCID: PMC3834717

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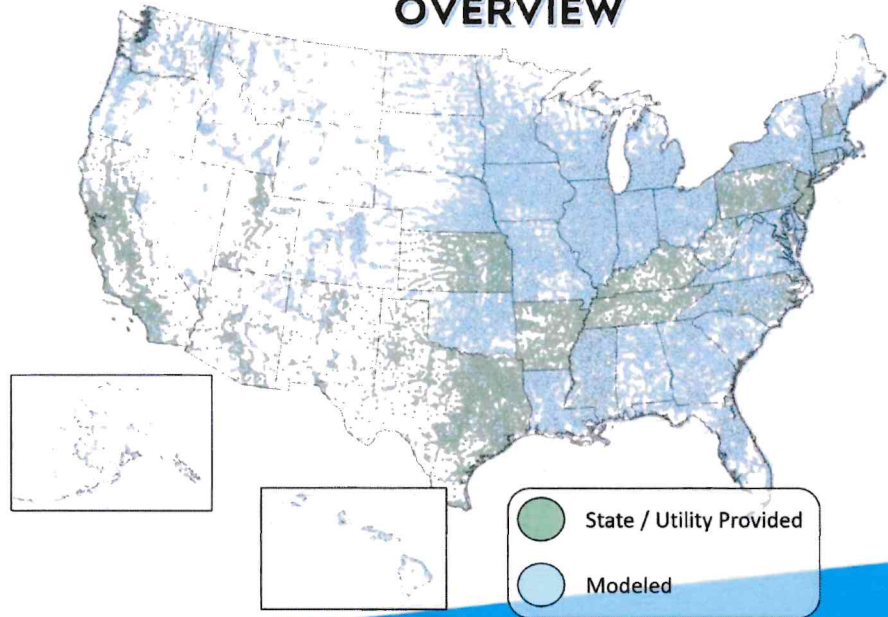
# OVERVIEW

Municipal / State Sourced Boundaries  
**37.4% (18,449 Systems)**

System Count:  
**44,415**

Population Served:  
**313 Million**

Geographic Building Block:  
**Census Blocks & Parcels**



Couple other efforts to make a map of National Drinking Water Systems. Currently mapped 44k+ systems. US Census blocks and some parcel data are building blocks. First sort who on public water and who on private domestic wells. 11 M Blocks in US. First Sep. public from private and do by machine learning. CA, CT, NJ has really good data.



## DECISION TREE MODEL: PREDICTING PUBLIC WATER SYSTEM BOUNDARIES

- Model was trained on CA, CT, NJ state datasets
- Trained on 700,000 Census blocks
- Predicted 2 types of census blocks:
  1. Blocks served by public water supply (between 1%-100% public)
  2. Blocks served by private water supply (100% private)
- Validated the model using out-of-bag training data
- $R^2 = .95$

In 1990 last time question on Census, do they use or on public or private water. Find able to train model to do this very well. 95% time correctly predict. Model trained on 3 other states. WA state also has very good data.

## FURTHER VALIDATION

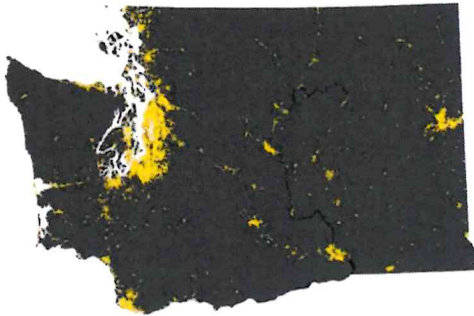


95% OF MODELED CENSUS BLOCKS ARE CORRECTLY PREDICTED AS "PUBLIC" WHEN COMPARED TO STATE BOUNDARIES



98% OF STATE BOUNDARY AREA IS COVERED BY MODELED BOUNDARY AREA

MODELED BOUNDARIES



STATE SUPPLIED BOUNDARIES



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To tie PSWID # to community water systems. In LA, 500 public Water systems. Houston 1200 community water systems. Lot are small HOA, mobile home parks and such.

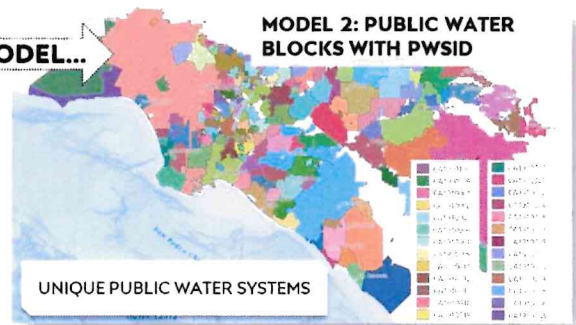
## FROM PUBLIC WATER → WATER SYSTEM

MODEL 1 OUTPUT: PUBLIC WATER CENSUS BLOCKS



RANDOM FOREST MODEL...

MODEL 2: PUBLIC WATER BLOCKS WITH PWSID



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# EXPLANATORY VARIABLES FOR RANDOM FOREST MODEL



## OTHER VARIABLES

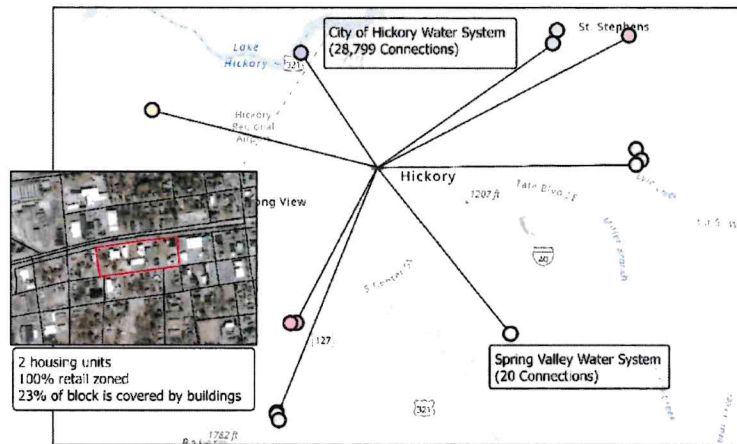
- LOCATIONS OF WELLS, INTAKES AND TREATMENT PLANTS
- SERVICE AREA TYPE (HOA, MOBILE HOME PARK, SUB-DIVISION)
- PLACE NAME
- COUNTY NAME
- SUB-COUNTY NAME
- 1990 CENSUS
- IMPERVIOUSNESS
- PRESENCE OF PUBLICLY OWNED TREATMENT WORKS



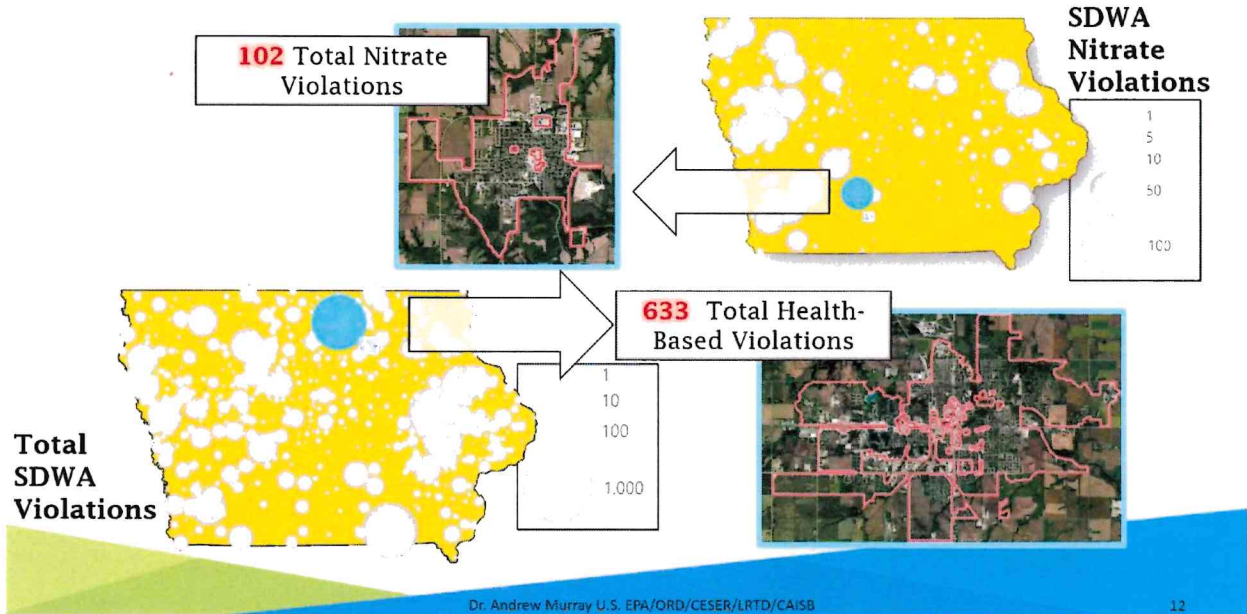
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Max distance from source is 20 miles to be considered to be included. What % census block covered with buildings, pavement. Over 1 Trillion permutations with this model. What is it zoned for commercial.. eg only 20 service connections to hickory valley v. the City of Hickory. Small mobile home parks are 80% of the violations. Until now haven't been able to conduct with fine detail.

**OVER 1 TRILLION  
MODEL  
PERMUTATIONS  
TO  
"GET THE BEST  
ANSWER"**



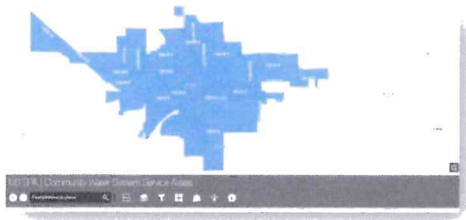
# LINKING VIOLATIONS TO PEOPLE



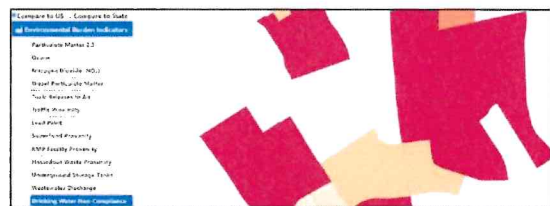
## DATA ACCESS

ONLINE SERVICE AREA APPLICATION

[HTTPS://GISPUB.EPA.GOV/SERVICEAREAS](https://gispub.epa.gov/serviceareas)



[HTTPS://EJSCREEN.EPA.GOV/MAPPER/](https://ejscreen.epa.gov/mapper/)



## GitHub REPOSITORY

[HTTPS://GITHUB.COM/USEPA/ORD\\_SAB\\_MODEL](https://github.com/USEPA/ORD_SAB_MODEL)

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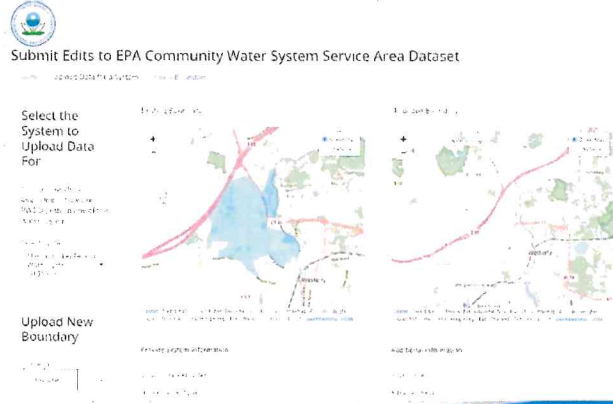
How to access data. Show all of the boundaries and attribute data. RGS online. Can download whole file from get hub. Output data and provides a link table to buyer-seller relationships. Also show examples and resources on how to do more specific things. EPA EJScreen has service area boundaries and env borders drinking water non-compliance. Load SDWIS Data and meta data where to download. EPA ECHO page. Important to spend time there and understand the meta data. Nitrate violations code 1040. Get service data from gethub and create a map. National



nitrate violations to mcl and year. Actually capturing small drinking water systems really well. Eg City of Raymond map showing two violations.

# FUTURE ADVANCEMENTS

- EPA will continue to provide updates to this dataset in two major ways:
  - Major Annual Updates scheduled for 2025 & 2026
  - Periodic Updates to include boundaries that are submitted to us



2 major updates 1 in 2025 and 2026. Boundaries with states and utilities. Office of Water landing page will have a link for State, Utilities, public to establish authoritative boundaries. ###

Presentation 2

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### Drinking Water Consolidations and Partnerships in California: Evolving Solutions to Achieve the Human Right to Water

The California State Water Board, through the Safe and Affordable Funding or Equity and Resilience (SAFER) program, harnesses a set of tools, funding sources, and regulatory authorities to help struggling water systems sustainably and affordably provide safe drinking water. This presentation will discuss how data, direct engagement, and a breadth of experience create feasible consolidation solutions that offer the highest levels of water system sustainability and resilience. Where physical consolidation is impractical, increased creativity is needed to include managerial consolidation, regionally governed water districts, formal partnerships, and more.

**Chad Fischer, California Water Resources Control Board** | [chad.fischer@waterboards.ca.gov](mailto:chad.fischer@waterboards.ca.gov)

Chad is a supervising engineer at California's State Water Resources Control Board, Division of Drinking Water, where he leads the effort on SAFER (Safe and Affordable Funding for Equity and Resilience). SAFER provides resources to and partners with communities and schools struggling to provide a reliable source of safe and affordable drinking water. Chad holds a B.S. in chemical engineering from the University of California, Berkeley, and a California Professional Chemical Engineer license. In his spare time, Chad enjoys hiking and backpacking in the Sierra Nevada mountain range, especially when he can convince his two teenage boys to join him.



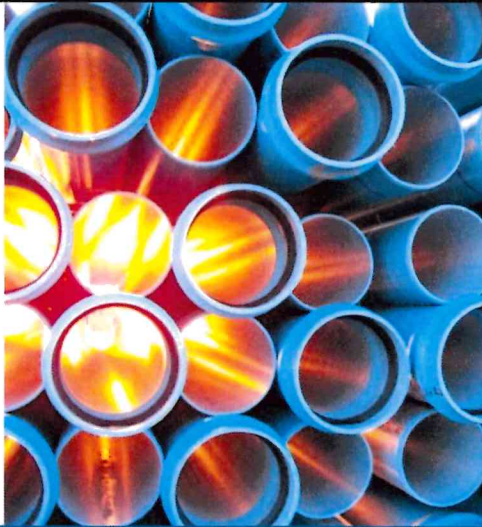
Chad BA UCB Chemical Engineering and Chemical Eng. License. SAFER Section Supervisor, Division of Drinking Water. CA Water Boards, SAFER Program. Drinking Water consolidations in CA, Evolving solutions to achieve the Human Right to Water. How thinking about Consolidations for a sustainable drinking water solution. CA thinks about drinking water solutions : SAFER Program. How to create a foundation in those CA locations that can't physically consolidate. First worked in Sanitary Surveys and 3 years ago moved over to SAFER program.



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## Agenda

- 1 Human Right to Water in California and creation of SAFER
- 2 Corroborating Experience and New Insight: Data gathering and analysis
- 3 Sustainable Solutions: Physical Consolidations
- 4 Achieving the Human Right to Water
- 5 Next Frontier: Managerial Consolidations and Regional Efforts



CALIFORNIA WATER BOARDS

SAFER PROGRAM

80% work in Fresno area in disadvantaged areas. In 2012 CA passed law every human right to safe water. 2016 Division of Water now with State Water Boards. 2019 Gov. Newsome, SB200: SAFER, \$130M/yr for 10 years to 2030 and dozens of staff at Water Boards to implement. Based on needs assessment.

4

## Human Right to Water

**(2012) Water Code Section 106.3, the State statutorily recognizes that:**

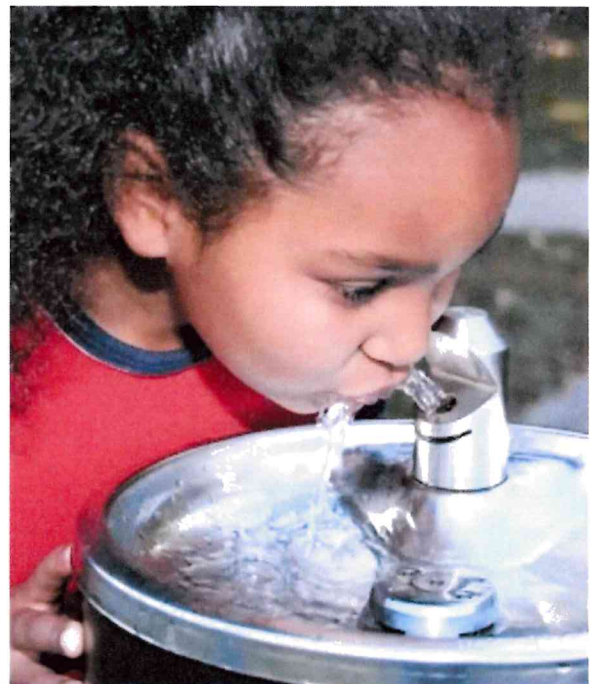
"every human being has the right to safe, clean, affordable, and accessible water adequate for human consumption, cooking, and sanitary purposes."

**(2016) State Water Board adopts the human right to water as a core value:**

Directs implementation in Water Board programs and activities.

**(2019) Passed Senate Bill 200 enabling the State Water Board:**

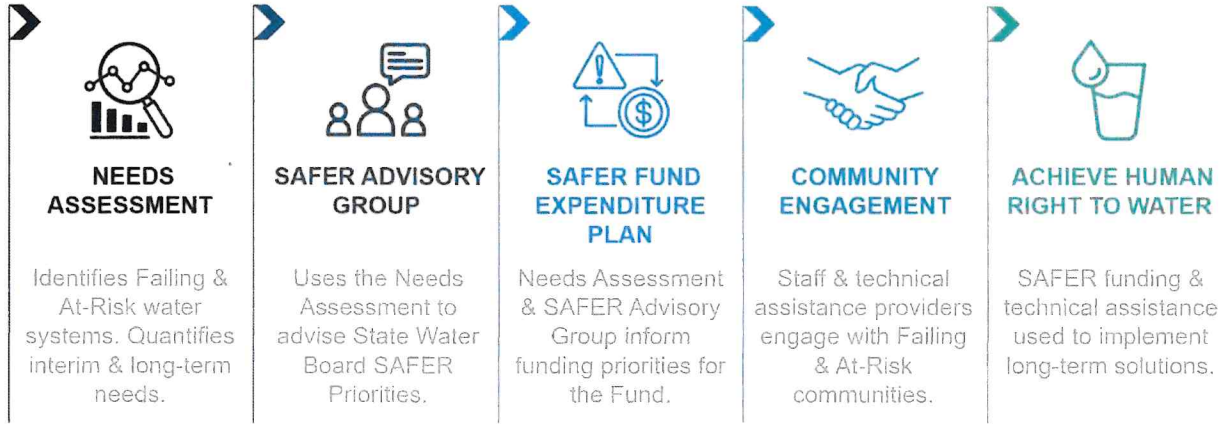
Providing funding and establishing the Safe and Affordable Funding for Equity and Resilience (SAFER) Program.



CALIFORNIA WATER BOARDS

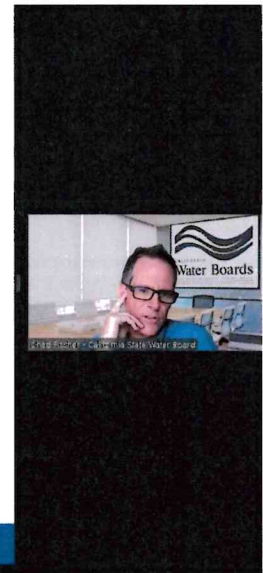
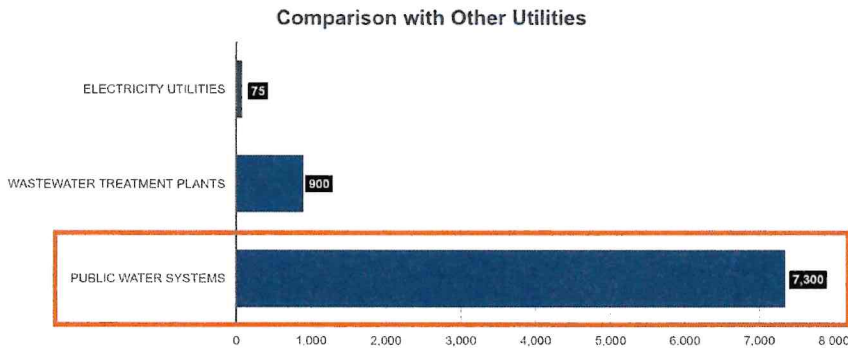
SAFER PROGRAM

# SAFER Program



How CA articulates how the SAFER dollars will be allocated into communities. Aggregate Needs Assessment and each community is unique. Annual Needs Assessment (look back at 2023): Data Collection and Analysis, Needs Analysis Unit just put document out.

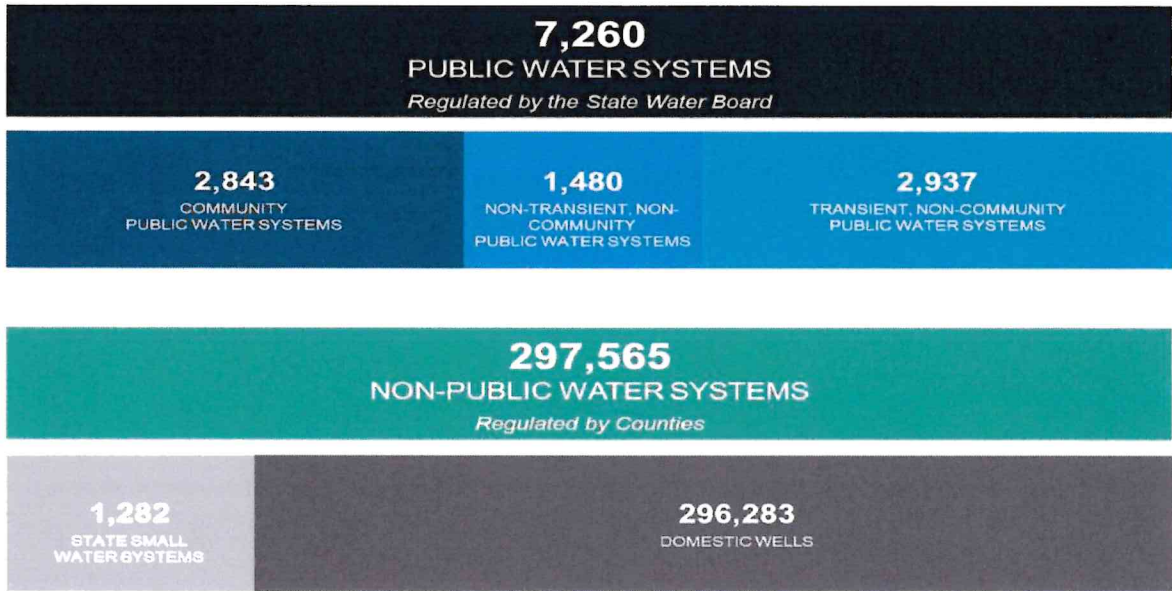
## CA's Drinking Water Problem: Fragmented Infrastructure



**CALIFORNIA WATER BOARDS** **SAFER PROGRAM**

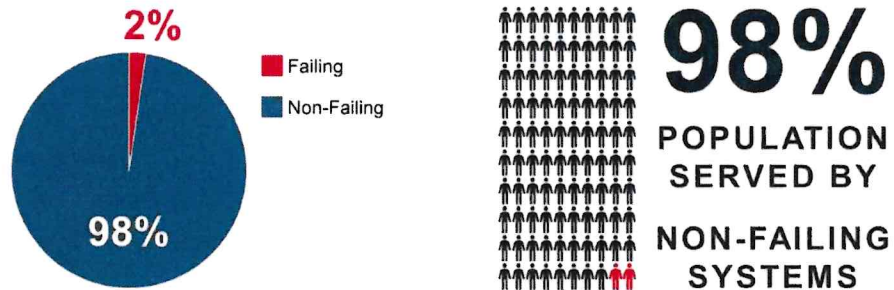
Still have water systems of 15. About 400 Schools are stand alone public water systems. Under 1,000 POTWs and over 7,000 public Water systems.

# Water systems in California



## Large Majority of Californians are served Safe Drinking Water

98% of California's population receives water from systems that met or exceeded drinking water standards.



2% not served safe drinking water. Create Failing system water list. 380 current systems failing. Community water systems and K-12 Schools is universe of failing water systems.



## Criteria for Failing Water Systems

Criteria	Before 3.2021	4.2021 - Now	Expanded 2024
<b>Primary MCL Violation with an open Enforcement Action</b>	Yes	Yes	Yes
<b>Secondary MCL Violation with an open Enforcement Action</b>	Yes	Yes	Yes
<b>E. coli Violation with an open Enforcement Action</b>	No	Yes	Yes
<b>Treatment Technique Violations (in lieu of an MCL):</b> <ul style="list-style-type: none"> <li>One or more Treatment Technique violations (in lieu of an MCL), related to a primary contaminant, with an open enforcement action; and/or</li> <li>Three or more Treatment Technique violations (in lieu of an MCL), related to a primary contaminant, within the last three years.</li> </ul>	Partially	Expanded	Yes
<b>Monitoring and Reporting Violations (related to an MCL and TTs):</b> <ul style="list-style-type: none"> <li>Three Monitoring and Reporting violations (related to an MCL) within the last three years where at least one violation has been open for 15 months or greater.</li> </ul>	No	Yes	Expanded
<b>NEW: Source Capacity &amp; Water Outage Violations with an open Enforcement Action</b>	No	No	Yes

Evolution of failing systems. Doesn't take a single but continuous monitoring violations (not taking continuous samples, public notifications and such). New areas of data reporting to make determinations and issue violations. Lack of Accessibility is failing criteria. Tracking failing systems since 2017 used to be 1.5M people now 783k.



## Failing Water Systems

PWSs: CWSs and Schools only

State Water Board has been tracking failing water systems since 2017.

On 8.25.24: **383** Failing systems  
783,000 people served

Learn more: <https://bit.ly/HR2W-FailingWaterSystems>

Current list here: <https://bit.ly/SAFER-Dashboard>

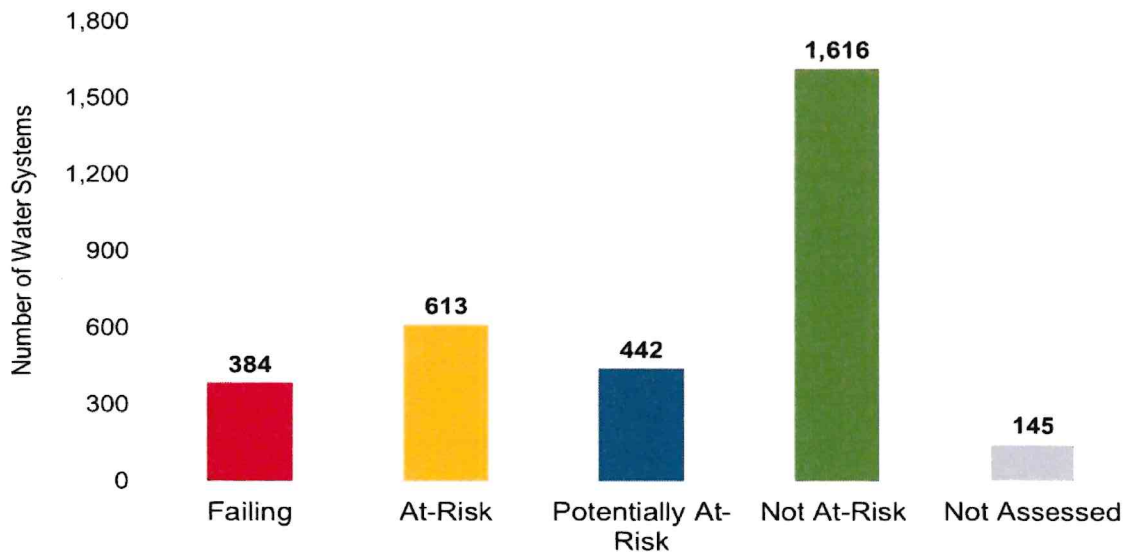
Risk Assessment : Community water systems with up 30K service connections and 100k population served. Non-transient, non-community water systems that are K-12 schools. Want to prevent systems not failing now from failing in the future.

## 2024 Risk Indicators for Public Water Systems

WATER QUALITY	ACCESSIBILITY	AFFORDABILITY	TMF CAPACITY
E. Coli Presence	Number of Sources	% Median Household Income	Operator Certification Violations
Increasing Presence of Water Quality Trends Towards MCL	Absence of Interties	Extreme Water Bill	Monitoring and Reporting Violations
Treatment Technique Violations	DWR – Drought & Water Shortage Risk Assessment Results	Household Socioeconomic Burden	Significant Deficiencies
Past Presence on the Failing List	Critically Overdrafted Groundwater Basin		Income
Percentage of Sources Exceeding an MCL	Bottled or Hauled Water Reliance		Operating Ratio
Constituents of Emerging Concern	Source Capacity Violations		Days Cash on Hand

Do Trend towards MCLs such as contaminants trending towards MCLs. Median Household Income how does bill for monthly water rate tie to household income.

## 2024 Risk Assessment Results for Public Water Systems



Large water systems 30k connections or more not assessed. Consolidation as a sustainable

## Failing Systems are mostly small

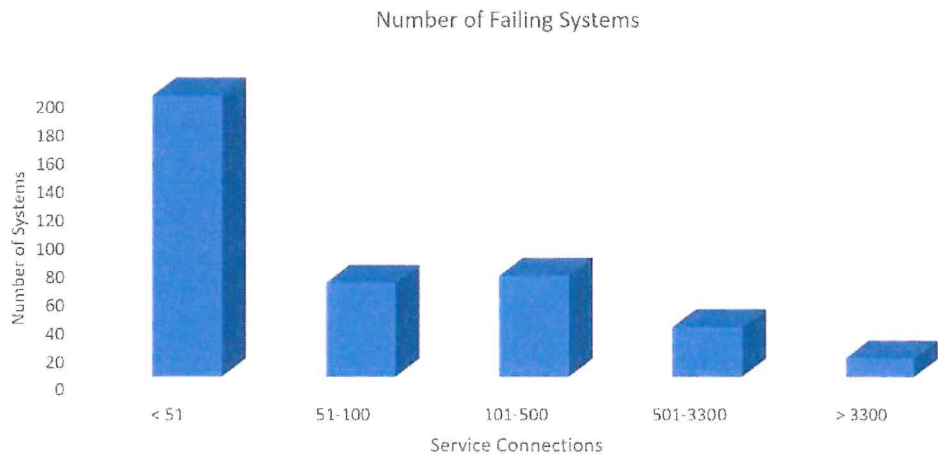
2023 Failing systems

Water Systems	Number of Unique Systems	Total Population Served	Average Number of Service Connections	# of Systems on List Greater than 3-Yrs.
<b>Small Water Systems<sup>101</sup></b>	379 (83%)	324,442 (15%)	233	188 (79%)
<b>Medium Water Systems<sup>102</sup></b>	20 (4%)	648,660 (30%)	8,631	10 (4%)
<b>Large Water Systems<sup>103</sup></b>	2 (.5%)	1,193,253	136,535	0
<b>K-12 Schools</b>	56 (12%)	17,739 (0.8%)	6	40 (15%)
<b>TOTAL:</b>	<b>457</b>	<b>2,184,094</b>	<b>1,169</b>	<b>238 (52%)</b>

- Figure above: Small < 3000 connections
  - Currently: ~90% of failing systems are < 500 connections
- solution. Mostly small systems fail at 90% a greater than others.

## Failing systems are mostly small

Distribution of failing systems by size: August 2024



Small systems fail for longer time.

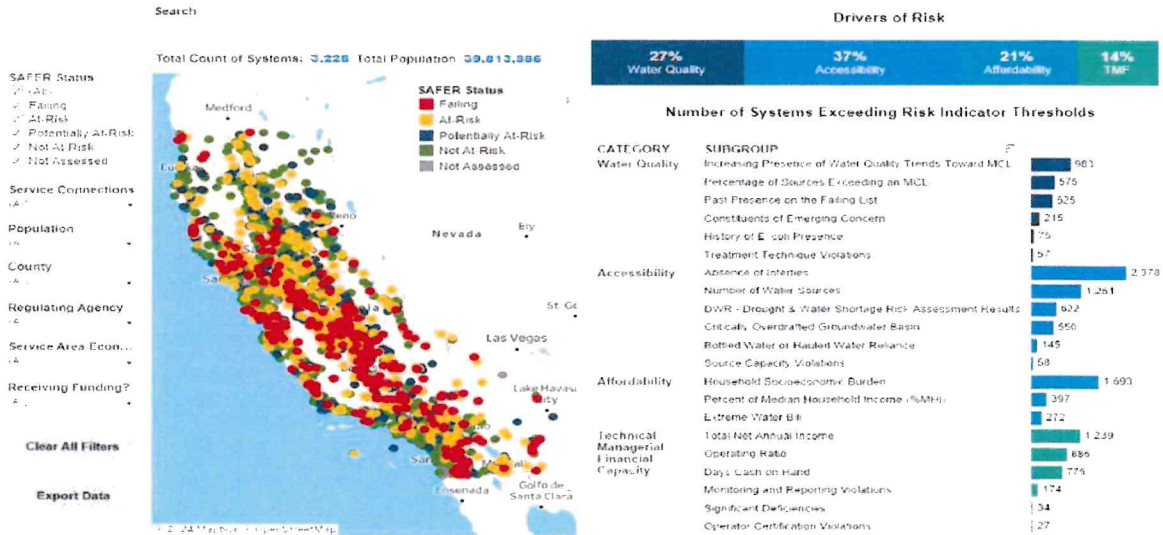


## And, Residents in Small Water Systems pay more



## SAFER Dashboard

### SAFER Dashboard | California State Water Resources Control Board



## SAFER 2019 – 2023 Accomplishments



###



## BOARD MEMBER MEETING ATTENDANCE REQUEST

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**9/5/2024**

**BOARD AGENDA ITEM REQUESTS**

**Agenda Item 7B**

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

MMWD

Agenda Item 8  
 Date September 5, 2024

## District calls for turf limit in lawns

Proposal would target newly built residences

BY ADRIAN RODRIGUEZ

[ARODRIGUEZ@MARINIJ.COM](mailto:ARODRIGUEZ@MARINIJ.COM)

The Marin Municipal Water District wants to set tighter limits on the size of lawns of new single-family homes.

District staff said they're working on a proposal to impose restrictions starting as early as January.

Already, the state will only allow 25% of a landscape to be grass, and this applies to all homes and residential complexes.

Limiting grass areas to 10% of a total landscape, or no larger than 1,000 square feet, could reduce outdoor water use by more than 60%, staff said at the Aug. 6 district board meeting. The state's rule would still apply to remodels and commercial properties. "Nonfunctional turf grasses don't have a place here," board member Jed Smith said.

However, Smith and the rest of the board agreed that the proposed 10% is too restrictive. The board gave preliminary support for a 20% restriction, or no larger than 1,200 square feet.

"There's some point where it becomes de minimis, like there's no sense in building it because it's too small," board member Larry Russell said. Board members said this is especially true for homes on smaller lots. The discussion item came to the board as staffers began to work through ways to reduce water use by hundreds of millions of gallons annually.

In support of that effort, the district has been thinking of ways to update or replace its grey water ordinance that was adopted in 2016.

Grey water is wastewater from bathtubs, showers, bathroom sinks and clothes washers.

The existing ordinance states that applicants seeking new water service, and projects requesting expanded water service for large residential or commercial remodels, must install a grey water recycling system for landscape irrigation.

However, the district allowed customers to self-certify whether a grey water system was feasible, resulting in many owners of eligible sites exempting their properties, staff said.

"We know it's not effective," said Carrie Pollard, the district's water efficiency manager, of the existing grey water ordinance. "And we know it's not fully addressing the intended purpose, which is really to limit outdoor water use."

Pollard said setting turf limits could achieve that goal.

Staff came to its 10% recommendation because they believed it fell in the middle of what other agencies have adopted, Pollard said.

The Southern Nevada Water Authority has adopted an outright ban of lawn installation. The North Marin Water District allows up to 600 square feet of turf, Pollard said.

Communities such as Santa Barbara and Santa Monica restrict lawns to 20% of the landscaped area, she said.

“The good news is there’s so many great options out there,” Smith said. “It’s not like we’re saying you can’t have a lawn. We’re just saying there’s certain really, really thoughtful things you can do to have a gorgeous landscape that doesn’t waste water.”

Staff said they will draft an ordinance to present to the board for consideration at a future meeting.



DICK SPOTSWOOD

## Compensation for Marin elected officials varies wildly

Most of Marin's city councils and special purpose districts pay their serving members little in meeting fees. When it comes to "total compensation," the totals vary widely. The big variable derives from one perk: medical and dental benefits. Some local elected officials don't receive a penny. Others have gold-plated health insurance plans funded at public expense.

Voters should care. Transparency empowers voters to learn what they are getting for their tax. Rest assured, all of the compensation is authorized by law. Yet, the virtues of restraint and frugality should be noted and rewarded at the ballot box.

Some of those whose total compensation is supersized have valid reasons for the expensive medical and dental insurance plans they've elected to receive. Voters need to know their reason when those incumbents seek another term.

The "honors list" for restraint includes Tiburon, Belvedere and Ross, where council members receive no remuneration.

In Marin's largest incorporated city, San Rafael, its directly elected Mayor Kate Colin has substantial responsibilities. The post is supposedly part-time, but in past decades Mission City's mayors voluntarily made it in effect full-time. Colin's pay in 2022 was \$8,424 and zero benefits.

Novato Mayor Mark Milberg is like "Mayor Kate." With meeting stipends of \$4,346, other meeting fees of \$401 and a total of \$2,244 for health and pension benefits, Milberg's total compensation is a modest \$6,980. This defines restraint and serving the public essentially as a community volunteer.

Mill Valley is typical of smaller cities. Council members each receive a flat \$350 a month and no benefits.

The sums reported here derive from two reliable databases: "Transparent California" and the secretary of state's "Government Compensation in California." They report total compensation by category and employee name. Both are valuable resources for those who care about local governments, the agencies that most directly affect our quality of life.

At the Marin Municipal Water District, some of its directors earn far more pay and perks than any city Marin council member or mayor. Being an MMWD director is a responsible post but service on its five-member Board of Directors is clearly part-time. It should take less time than serving as mayor of San Rafael or Novato.

According to the MMWD, Larry Russell, a 20-year veteran board member now seeking reelection, had total compensation in 2022-23 of \$46,010 for the part-time post. That includes meeting fees and conferences for \$21,258, plus \$24,802 in "medical/dental benefits." Russell, 76, is Medicare eligible and didn't elect to join Medicare. He instead remains on the more expensive MMWD insurance. His rationale is unknown as he hasn't replied to my inquiry.

Russell isn't alone. Other special-purpose districts allow their Medicare eligible retirees at their options to belong to the agencies' employee medical plans. Doing so is a waste of public funds with no real benefits for anyone.

This isn't to criticize all MMWD board members. Total compensation for the three new reform directors elected in 2022 is reasonable: Ranjiv Khush \$9,000, Jed Smith \$9,800 and Matt Samson \$10,255. Those represent meeting stipends. None elects to receive medical or dental benefits, except Samson who got a staggering \$55.

Then there's the under-the-radar Las Gallinas Valley Sanitary District. It isn't medical benefits that swell the compensation. This sewer board has long been known for generous meeting fees for directors. Topping the list is longtime director and unopposed candidate for reelection, Craig Murray. His total annual compensation is \$19,410. That's more than double what San Rafael's mayor earns.

The reason that these semi-obscure agencies are so generous is they're out of the public eye and face far less public scrutiny than do city councils and the county Board of Supervisors.

*Columnist Dick Spotswood of Mill Valley writes on local issues Sundays and Wednesdays. Email him at [spotswood@comcast.net](mailto:spotswood@comcast.net).*

## MARIN ELECTION

# Ballot set as filing comes to close

BY RICHARD HALSTEAD

[RHALSTEAD@MARINIJ.COM](mailto:RHALSTEAD@MARINIJ.COM)

A runoff election for a seat on the Board of Supervisors and competitive races for spots on nine of Marin County's 11 city and town councils will be in play in the Nov. 5 general election.

The roster of local Marin candidates came together Wednesday as the extended deadline for filing ended.

Brian Colbert of San Anselmo and Heather McPhail Sridharan of Kentfield will square off for the District 2 open supervisorial seat.

In Fairfax, four people for Town Council — former council members Frank Egger and Mike Ghiringhelli, former San Anselmo council member Doug Kelly and former challenger Cindy Swift, have filed to run against three incumbents who are seeking re-election: Barbara Coler, Chance Cutrano and Bruce Ackerman.

For San Anselmo Town Council, six candidates filed to compete for three seats. Former council member Ford Greene, Chantel Walker, Yoav Schlesinger, Kurt Johnson, Guy Meyer and incumbent Eileen Burke filed. Incumbents Alexis Fineman and Brian Colbert did not file.

In San Rafael, Mark Galperin is challenging incumbent Councilmember Rachel Kertz for the District 4 City Council seat. Mahmoud Shirazi filed to run against Mayor Kate Colin, who is seeking reelection. No one filed to challenge San Rafael's city attorney, Robert Epstein, or clerk/assessor, Lindsay Lara, both of whom are seeking reelection.

The Novato City Council race will feature James Petray and Kevin Jacobs competing for the District 1 seat held by Susan Wernick, who did not file. No one filed to challenge either District 3 incumbent Tim O'Connor or District 5 incumbent Mark Milberg.

Jacqueline Amrikhas, Steven Woodside, Sandra Bushmaker and incumbents Ian Sobieski and Melissa Blaustein will compete for three openings on the Sausalito City Council. Incumbent Janelle Kellman did not file.

Seeking a spot on the Mill Valley City Council will be Leah Curtis, Katherine Jones and Mike Koo, who will challenge incumbents Urban Carmel and Caroline Joachim for three seats.

For Tiburon Town Council, Chuck Hornbrook, Andrew Thompson and incumbents Holli Thier and Isaac Nikfar have filed to compete for two seats.

In Corte Madera, the Town Council race will see James Andrews, Charlie Kirschner and incumbent Fred Casissa vie for two seats.

Incumbents Gabe Paulson and Scot Candell filed for the two full-term seats available on the Larkspur City Council. Lana Scott and Sarah Margulies filed to compete for a short-term seat available due to the death of councilmember Kevin Carroll in March.

In Belvedere, Pat Carapiet, Kevin Burke and incumbent Sally Wilkinson filed for three open seats on the City Council.

The November election will also include competition for seats on the Marin Municipal Water District board, the Marin County Board of Education and the Marin Community College District board, as well as positions on other local boards.

## School boards

The Marin County Board of Education race will feature Adam McGill, Barbara Zarate and incumbent Li Delpan competing for the Area 1 seat. Victoria Canby and Nancy McCarthy will compete for the Area 4 seat held by Fel Agrelius, who did not file. Denise Bohman and Jill Manning will compete for the Area 7 seat; the incumbent Clairette Wilson did not file.

For the Marin Community College District board, Crystal Martinez and Mila Schechter filed for the Area 2 seat held by incumbent Philip Kranenburg, who did not file. Ross Millerick and incumbent Stephanie O'Brien will compete for the Area 7 seat. Henry Faust was the only person to file for the Area 5 seat held by Crystal Martinez. Incumbent Paul Da Silva was the only person to file for the Area 4 seat.

In San Rafael, the terms of three Board of Education trustees are ending. In Area 1, incumbent Mark Koerner filed. In Area 3, incumbent Maureen de Nieva filed. In Area 5, Isai Rodas filed and incumbent Marina Palma did not file.

In the Tamalpais Union High School District, Amos Klausner, A. Ray Chaudhuri, Jennifer Holden, Ida Times-Green and Nicholas Ondrejka filed. There are two seats available.

In the Bolinas-Stinson Union School District, incumbent Nicolette Hahn filed and incumbent Georgia Woods did not.

In the Miller Creek School District, Sivan Oyserman and incumbents Francesco Ruggeri and Alissa Chacko filed for two full-term seats. Incumbent Caitlin McShane filed for a short-term seat.

Incumbent David Riedel and Sara Aminzadeh filed for full-term seats in the Kentfield School District. There are two seats available. No one applied for the short-term seat available.

In the Lagunitas School District, Breeze Kinsey and Celina De Leon filed. There are two seats available.

Charles Furcolo, Rachel Hudson, Ava Fruin and incumbent Beth Blair filed to compete for two seats open on the Larkspur-Corte Madera School District.

In Nicasio, Matthew Pickett filed and incumbent Daniel Ager did not.

In the Novato Unified School District, Area 1 incumbent Debbie Butler filed. In Area 2, Chandra Alexandre filed and incumbent Ross Millerick did not. In Area 3, incumbent Julie Jacobson filed. In Area 7, incumbent Gregory Mack filed.

In the Reed Union School District, incumbent Liz Webb and Sandeep Sahai filed. Incumbent Jacqueline Jaffee did not.

Vinay Patel, Erin Earls and incumbent Kelly Dwinells filed for two seats on the Ross School District. Incumbent Megan Callahan did not.

In the Ross Valley School District, Phillip Feffer and incumbents Shelley Hamilton, Rachel Litwack and Daniel Cassidy filed for three seats.

In the Sausalito Marin City School District, Rebecca Lytle, Lester Parham and Danielle Diego filed and incumbents Lisa Bennett and Alena Maunder did not.

In the Shoreline Unified School District, Buddy Faure and incumbent Thomas Tyson filed for the Area 1 seat. Area 2 incumbent Jill Manning did not file. Josie Lanker and incumbent George Flores filed for the two Area 3 seats; incumbent Kylee Lang did not file.

## Water districts

Two of the five seats on the Marin Municipal Water District board are up for grabs in the November election. The terms of Larry Russell and Monty Schmitt are ending.

Robert Sandoval, Diana Maier and Jack Kenney filed for the Division 2 seat; incumbent Schmitt did not file. Dawn Matheson and Dave Keatley filed to challenge longtime Division 5 seat incumbent Larry Russell.

For the North Marin Water District board, Mary Stompe and incumbent Kenneth Eichstaedt filed for the Division 1 seat. Incumbent Jack Baker filed for the Division 2 seat. Francis Drouillard and incumbent Michael Joly filed for the Division 3 seat. Incumbent Stephen Petterle filed for the Division 4 seat.

For the Stinson Beach County Water District board, Laurie Ellis and incumbent Sandra Cross filed. There are three seats available.

### **Community services districts**

In the Bel Marin Keys Community Services District, James Spaulding, Natalia Shorten, Kevin Dugan, David Bartnicki and incumbents Mercy Angelopoulos and Cheryl Furst filed. Three seats are available.

Royce McLemore and incumbents Lynnette Egenlauf and Henry Mims will compete for two seats on the Marin City Community Services District board.

In the Tamalpais Community Services District, Courtney Di Carlo and incumbents Steven Levine, Matthew McMahon and Steffen Bartschat filed. Three seats are available.

### **Special districts**

In the Southern Marin, Rich Riechel and incumbents Cathryn Hilliard, Clifford Waldeck and Ashley Raveche filed for the Southern Marin Fire Protection District board. Three seats are available.

In the Stinson Beach Fire Protection District, Michele Sileo and incumbents James Ritchie and Jeffrey Walsh filed. There are three seats available.

In the Las Gallinas Valley Sanitary District, incumbents Craig Murray and Gary Robards filed for full-time seats. Nicholas Lavrov and incumbent Barry Nitzberg filed for one available short-term seat.

Incumbents Christian Michael and Cale Nichols filed for full-term seats on the Strawberry Recreation District board; Pamela Bohner, who holds the other full-term seat, did not file. Sarah Waterfield filed for the short-term seat.



## Final filings reveal more interesting races

Last Sunday, I wrote about the unusually large number of past Marin mayors and council members who've decided to try for a comeback in November's election.

Add to that list past Sausalito Mayor Sandra Bushmaker, who just filed for a seat on the city's five-member council. She served one term from 1998 to 2002. Now, after a 22-year hiatus, she's "recycling" herself. Bushmaker says she's "up to speed and ready to get to work on Day 1."

Novato Councilmember Susan Wernick, who is a past mayor, is not running for reelection. First elected just five years ago, she represents District 1 in northwestern Novato. Wernick's community service came as little surprise. She learned well from her parents, the late Joan and Ed Boessenecker, who both were well-regarded Mill Valley City Council members.

The election with the most countywide impact is the District 2 seat on the Marin County Board of Supervisors representing Ross Valley, Kentfield, Larkspur and parts of San Rafael. Supervisor Katie Rice is retiring. The March first-round election saw four top-flight candidates battle for November's top-two runoff. The finalists are past Kentfield school trustee and businesswoman Heather McPhail Sridharan and San Anselmo Councilmember Brian Colbert.

The candidate with the best idea regarding Ross Valley's long-delayed flood control effort will have the edge on Election Day.

Fairfax may be Marin's ground zero for the intensity of its politics. Running for reelection are three council members with expiring terms: Bruce Ackerman, Barbara Coler and Chance Cutrano. Vying for the same three spots are four strong challengers. They include two past Fairfax mayors (Frank Egger and Mike Ghiringhelli), plus Planning Commissioner Cindy Swift and Ross Valley Sanitary District Director Doug Kelly.

Fairfax has Measure I on November's ballot to repeal the town's council-enacted local rent control and just-cause eviction ordinances. Propelled by the Democratic Socialists of America's Marin chapter, the council-passed laws met fierce opposition. That enabled opponents to gather the necessary signatures to qualify the measure.

The just-cause eviction ordinance has infuriated smaller "mom and pop" landlords. It creates a bureaucratic process to terminate the tenancy of deadbeat tenants. The result of similar laws in San Francisco and Berkeley has been that landlords often can't sell their homes/units or evict disruptive tenants without offering tens of thousands of dollars in buyouts.

Fairfax's streets are notoriously in poor repair. Requiring a two-thirds supermajority, Measure J authorizes \$18 million in bonds to fix the town's "potholes; repave streets; repair retaining walls/bridges; address flooding of roads/buildings; improve bike/pedestrian circulation, safe routes to schools and disabled access." Passage is based on whether the citizenry believes the council's promise that this time streets will get fixed and stay in repair.

Elections for the five-member Marin Municipal Water District water board are usually intense.

In 2022, two long-time incumbents were defeated (with a third wisely choosing not to run). Three newcomers prevailed, with each pledging to approve shovel-ready projects to increase water supply and storage capacity.

Incumbent Monte Schmitt, who's allied with the three reform water directors, is stepping down in San Rafael-centered Division 2. Attorney Robert Sandoval, who is a Mission City parks and rec commissioner, is running, as is Diane Maier, founding partner of San Rafael's all-woman Maier Law Group.



In Division 5 representing the Tiburon Peninsula, Corte Madera and Larkspur, 20-year veteran MMWD Director Larry Russell is running. Seeking to replace Russell are two Larkspur residents: “mother/engineer/artist” Dawn Matheson and Dave Keatley, the founder of Keatley Family Wines. Keatley is a past board member of the Sierra Lakes County Water District serving Placer County’s Donner Summit area.

Last week I wrote that in 2022-23 Russell earned \$46,010 in compensation for the part-time post, including \$24,802 for the district’s health insurance program. Russell just contacted me saying that, while the MMWD-provided figures were accurate, he’s now quit the water district’s insurance program and, at age 76, is joining Medicare.

*Columnist Dick Spotswood of Mill Valley writes on local issues Sundays and Wednesdays. Email him at [spotswood@comcast.net](mailto:spotswood@comcast.net).*

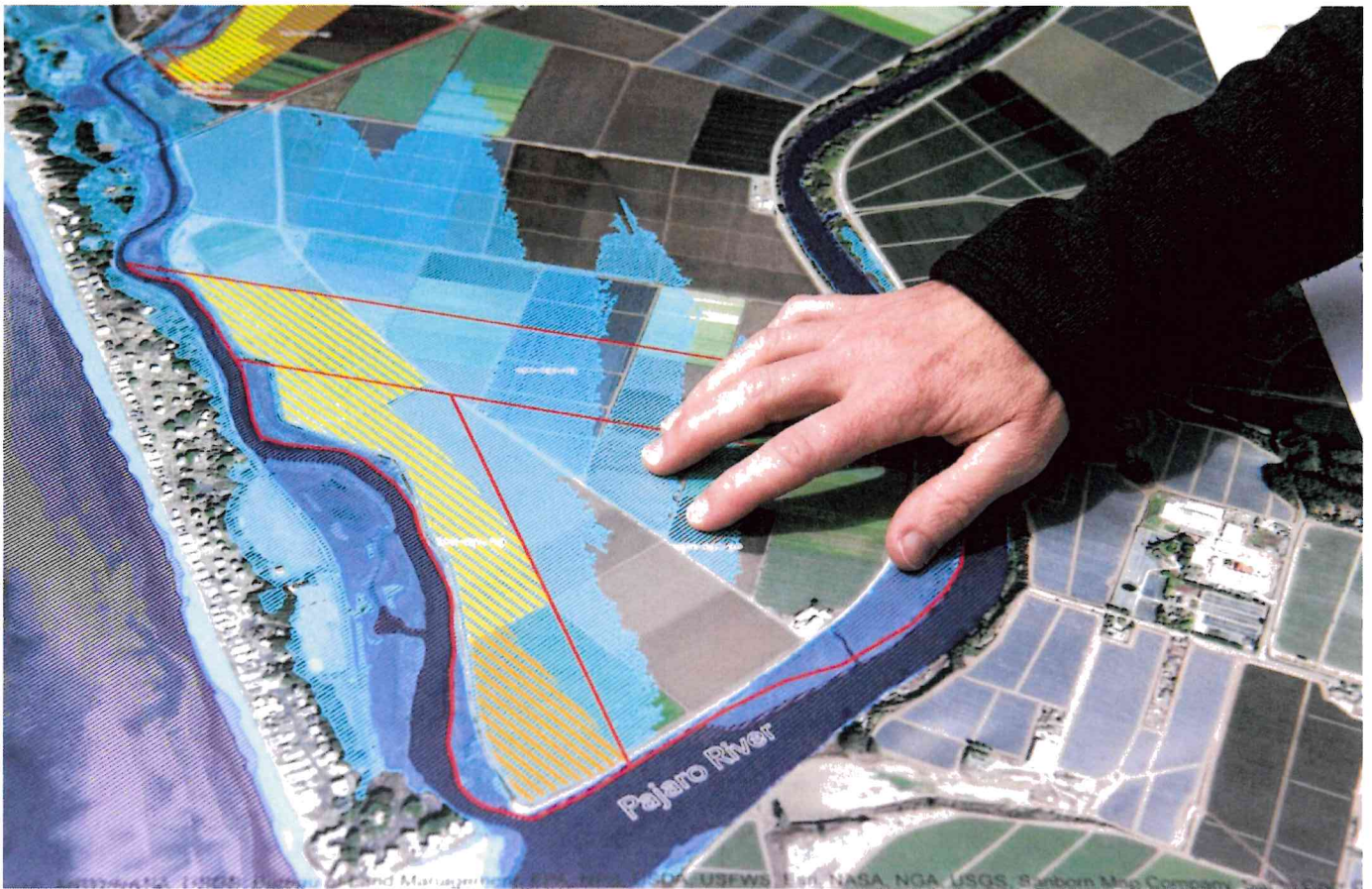
## ‘Managed retreat’

Plan targets sea-level threat with farmland, not walls



Sarah Newkirk of the Land Trust of Santa Cruz County examines an old floodgate on the Watsonville Slough. The site is next to farmland the organization bought in hopes of alleviating flooding near the Pajaro River. DOUG DURAN — BAY AREA NEWS GROUP





Newkirk displays a map showing the site of the land purchase. The plan is to convert 65 flood-prone acres to marshland.

**BY PAUL ROGERS**

**BAY AREA NEWS GROUP**

Recent raging winter storms have caved in streets, wrecked piers, collapsed homes and apartment buildings, and submerged property up and down California's coastline.

Now, as sea levels continue to rise from climate change, scientists are working on a real-world experiment that could help reduce the impacts.

At a 247-acre property near the Santa Cruz-Monterey county line, crews are planning to protect against flooding — not by trying to hold back the ocean by building bigger sea walls — but by converting flood-prone farmland into tidal wetlands. During big storms and high tides, this allows ocean waters to move inland in an orderly way instead of threatening homes and other property.

In other words, working with nature, as opposed to trying to battle the ocean's relentless forward march.

"It's a demonstration," said Sarah Newkirk, executive director of the Land Trust of Santa Cruz County, which is overseeing the project. "What we are doing here is applicable to other places in California, the Gulf of Mexico and other parts of the country."

This month, Newkirk's nonprofit environmental group closed a \$13.4 million deal to buy the property, known as Beach Ranch. The bucolic farmland sits at the mouth of the Pajaro River near the crashing waves of Monterey Bay, and has flooded multiple of times over the past few generations, most recently this January, and during the previous winter.

A sprawling expanse the size of 187 football fields and covered with neat rows of lettuce, beets, broccoli and other produce, the landscape had been owned for generations by local farming families, including some with connections to major operations, such as Ocean Mist Farms, a Castroville company that is the largest artichoke grower in North America.

The land trust received funding from two state agencies, the California Coastal Conservancy and the Wildlife Conservation Board. It also raised money from Driscoll's, a major Watsonville strawberry grower. Last month, the project received a \$6 million grant from NOAA, the National Oceanic and Atmospheric Administration.

The plan is to convert 65 flood-prone acres and the lowest quality farmland to tidal marshland similar to what existed a century or more ago, while leaving farming on the rest. Scientists from the land trust, the Nature Conservancy, the U.S. Fish and Wildlife Service and other agencies plan to move back existing inadequate dirt levees, build tidal gates or use other methods.

By creating wetlands, the project aims to create a buffer where flood waters can move in and settle, losing their energy, protecting other nearby farmland and property like Pajaro Dunes, a collection of adjacent oceanfront homes and condominiums.

It also will create a new estuary for birds, fish and other wildlife to help make up for oceanfront wetlands that are expected to be submerged in the coming decades.

"When it rains it gets pretty soggy out here," Newkirk said during a recent visit. "We are trying to buy and protect habitat where it is going to be. Like Wayne Gretzky said: 'Skate to where the puck is going to be.'"

The threat of sea level rise is growing.

The 10 hottest years on Earth since modern records began in 1850 all have occurred since 2014, according to NOAA and NASA. The warming climate has caused ocean levels to rise as glaciers and polar ice sheets melt and warming seawater expands. San Francisco Bay and the ocean along California's coast have risen 8 inches since the mid-1800s.

Recent studies by the U.S. Geological Survey and other scientific organizations estimate that the Pacific Ocean on the West Coast will rise another 1 to 2 feet by 2050 and 4 feet or more by 2100, depending on the amount of greenhouse gases released into the atmosphere in the coming years.

"This is the biggest dilemma human civilization has had to face," said Gary Griggs, a science professor at the University of California at Santa Cruz, in an interview earlier this year. "Many of the biggest cities in the world are at sea level. Our options are very few. We have to face it. There is absolutely nothing we can do over the long term to hold back the Pacific Ocean."

Between \$8 billion and \$10 billion of coastal property in California is likely to be underwater by 2050, with an additional \$6 billion to \$10 billion at risk during high tides, according to a report in 2020 from the state Legislative Analyst's Office.

In some cases, homes and other oceanfront buildings can be raised. Natural solutions, like offshore reefs, or jetties that stop sand from drifting down the coast, or sand replenishment, can help save beaches, but the sand often washes away in big storms. That leaves sea walls. But those are controversial, because they can cause public beaches to erode. The other option is "managed retreat," the idea of letting the ocean move inland.

That is very controversial, however, when it involves property with existing homes and businesses, but less so for undeveloped land, like farmland that's common along the coast, including along San Francisco Bay's delta.

"This project is very forward-thinking," said Jess Brown, executive director of the Santa Cruz County Farm Bureau. "There's a cost of farming in areas that are getting flooded. If they can alleviate that, it's a better solution."

The land trust will continue to rent the rest of the property to tenant farmers. But there are challenges. Coastal California farmland is expensive. And politics and land use rules vary around the country.

"There are lessons to be learned in this example," said Noah Diffenbaugh, a science professor at Stanford University. "Can it be scaled? In many ways this is where the rubber meets the road in terms of responding and adapting to climate change."



## Dry nations relying more on desalination

BY STANLEY REED AND RACHEL CHAUNDLER

THE NEW YORK TIMES

TORREVIEJA, Spain >> On a fiery hot day in late June, tourists filled the cafes and hotel rooms along Spain's Mediterranean coast, including in Torreveija, a small city of tightly stacked apartment blocks running along a curved beach.

The seasonal population surge in this dry, sun-baked region might strain water resources were it not for a set of buildings overlooking a pink-tinged lagoon nearby.

These low-slung structures house a vast network of pipes, pumps and tanks in a plant that performs a kind of alchemy crucial to the economy of this part of Spain: drawing huge volumes of water from the sea, removing the salt and creating more than 60 million gallons of fresh water a day.

Acciona, a Spanish company that built the plant, says the facility can supply water for 1.6 million people through the process known as desalination. For much of the year, though, the output is largely used to nurture oranges, lemons and other crops for consumers in Northern Europe.

But when the crowds of tourists arrive in the summer, more water is diverted into the city's pipes for showering and other domestic use, said Ana Boix, deputy manager of the plant. "We have a very high-quality water from a source of supply that is endless," she said.

The Torreveija plant is the largest of its kind in Europe, and similar plants dot the Spanish coastline. They have helped enable rampant coastal development in parched areas and to support an agricultural industry that is considered among the world's most proficient at managing water.

With nearly 100 big plants, Spain is the largest user of desalination in Europe and one of the world's largest. In many other countries, including Australia, China and Israel, reliance on desalination for drinking water and other needs is increasing.

Christopher Gasson, publisher of Global Water Intelligence, which tracks the industry, said that about 500 million people rely at least partly on purified salt or brackish water and that the number could rise sixfold to 3 billion by midcentury. Around the world, there are about 1,500 large plants — those that can produce about 2.6 million gallons a day — with roughly \$14 billion being spent annually to operate the existing fleet and build new ones.

Several factors may make further growth almost inevitable. Coastal cities are attracting more people, outstripping natural water supplies. And climate-related droughts are becoming more common and intense, prompting governments to opt for desalination plants as an insurance policy against not only water shortages but also potential social unrest.

"I think that water will continue to be a singular point of stress, particularly in the era of climate change," said Peter S. Fiske, executive director of the National Alliance for Water Innovation, a research body funded by the U.S. Department of Energy.

With supply pressures increasing and regulations tightening, businesses, too, may need to invest in desalination as a way of making sure their factories can keep functioning.

In addition, the costs of operating the energy-intensive desalination technology — called reverse osmosis, which is standard at large plants including the one at Torreveija — are being brought down by pairing water purification with cheap solar energy, encouraging the building of new plants.

The lack of water resources among the countries along the Persian Gulf, combined with their wealth of both petroleum and sunshine, makes building desalination plants an obvious choice. "Desal tends to be needed where the sunshine is," Gasson said, using an abbreviation for desalination.

Saudi Arabia is the largest market for these installations, followed by the United Arab Emirates. Access to converted seawater has helped give rise to gleaming, futuristic metropolises in places like Dubai, United Arab Emirates, and Qatar.



“Desalination allowed this spaceshiplike settlement,” said Karim Elgendy, a climate analyst at Chatham House, a London research organization.

There are concerns that the dependence of countries like Saudi Arabia on desalination could leave their citizens scrambling for water if the coastal plants malfunctioned or were attacked. Desalination “is the only way to continue having large population centers” in the region, said Karen E. Young, a senior research scholar at the Columbia University Center on Global Energy Policy.

Some analysts say worries about water scarcity and the large sums invested in desalination plants are likely to lead to breakthroughs that are cheaper, cleaner and more flexible. Sheikh Mohammed bin Zayed Al Nahyan, ruler of Abu Dhabi, the capital of the United Arab Emirates, is offering a \$119 million prize to encourage innovation in the field.

“You might call it, actually, the ChatGPT moment for water,” said Adri Pols, CEO of a Dutch water startup called Desolenator, referring to the immensely popular artificial intelligence chatbot. His company offers solar-powered plants that can be packed into shipping containers and sent to businesses and farms.

Customers do grumble that desalination remains more costly than rainwater and comes with other drawbacks. The Spanish government subsidizes the bulk of the costs, but Mariano Saez, a farmer in the region near Torrevieja, says the 45 euro cents he pays per cubic meter to produce 30,000 metric tons a year of citrus fruit is still too expensive.

Spain’s rivers should be reengineered to deliver more water from other regions that would be “cheaper and healthier than the water from the desalination plants,” he said. But some analysts say that approach would be impractical and divisive.

“Economic development will continue and needs a water supply,” said Jorge Olcina, a professor of geography at the nearby Alicante University.

The Spanish government recently announced a 90 million euro (about \$98 million) expansion of the Torrevieja plant, which cost around 200 million euros.

Santiago Martín Barajas, a representative of Ecologistas en Acción, an environmental group, said the concentrated salt water that flows into the sea from the plants could harm marine life, including damaging the sea vegetation where fish breed. Barajas said desalination should be limited to supplying drinking water, mainly during times of drought, and should not be used to water crops.

Acciona, the company that built the plant in Torrevieja, employed environmental consultants who regularly tested the sea and sediment around the pipes outside the city’s sea wall, where the plant’s waste flows, to check that increased salinity was within prescribed limits.

Environmental concerns have limited plant construction in some places including California, where desalination might otherwise be a logical option for dealing with severe droughts. In 2022, a state panel turned down a \$1.4 billion proposal to build a plant at Huntington Beach, near Los Angeles, that could have supplied 50 million gallons of drinking water a day.

Acciona, which was set to build the California plant, sees plenty of other opportunities. It says it has the inside track to design, build and operate a smaller plant at Dana Point in Southern California. The company has also agreed to build Africa’s largest desalination plant near Casablanca in Morocco at a cost of nearly \$1 billion, with a power supply that will come entirely from wind.

SAN RAFAEL

# Housing planned in Santa Venetia

## Developer envisions 62-townhome project

BY RICHARD HALSTEAD

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A developer has filed a pre-application to build 62 townhomes in the Santa Venetia area of San Rafael.

Regis Homes Bay Area LLC is proposing for-sale, three-story residences at 160 N. San Pedro Road. The land is owned by Metropolis San Pedro Road Limited Partnership, which acquired the property from the Bernard Osher Marin Jewish Community Center in 2021.

Zoning on the 6-acre parcel limits development to about 25 residences, according to the developer. The developer is also seeking a lot-line adjustment to increase the size of the property slightly to qualify for another eight or nine dwellings.

“We’re planning to change the zoning,” said Ken Busch, director of development at Sares Regis Group of Northern California.

In a letter to the Marin County Community Development Agency, Busch asked for “feedback” on rezoning the property, securing an amendment to the county’s general plan and transferring housing proposed in the county’s housing element for four adjacent parcels.

The adjacent properties, which are owned by the JCC and Congregation Rodef Sholom of Marin, were rezoned by the housing element to accommodate a total of 49 residences. The sites are among 148 preferred building sites identified in the housing element of the county’s general plan. The housing element included zoning changes to permit 5,197 new residences on those sites.

Development of any site on the preferred list is ministerial, which means they are not subject to the California Environmental Quality Act or denial by local elected bodies. The only requirement developers will face, beyond basic safety and environmental regulations, is conformance with strictly objective building standards.

If the developer decides to move forward with the proposal, its rezoning and general plan amendment requests would be reviewed by the Marin County Planning Commission and then forwarded to county supervisors for approval.

In a letter to the Marin County Community Development Agency, Busch wrote that the pre-application was submitted “utilizing the state density bonus law.” The law allows developers to exceed zoning limits if a certain percentage of their homes meet affordability criteria.

“This is going to be a great opportunity for the community,” Busch said. “There is such a need for housing, especially ownership housing on an affordable level.”

Busch said that 5% of the dwellings would be affordable to people earning between 50% and 80% of area median income (AMI) in Marin; 10% would be affordable for people earning between 80% and 120% of AMI; and 5% would be affordable for people earning between 120% and 150% of AMI.

That means for a family of four, the townhomes would be affordable for families earning \$93,300 a year on the low end and up to \$279,900 at the high end. The townhomes would be three or four bedrooms.

Six sites in the Santa Venetia neighborhood along North San Pedro Road are included on the housing element's list of preferred sites, zoned for a total of 186 residences.

"It's a lot for the neighborhood to take in with the traffic the way it currently is," said Linda Levey, treasurer of the Santa Venetia Neighborhood Association.

Gina Hagen, the association's president said, "This is exactly the kind of thing that we do not want to have in Santa Venetia."

Hagen said earlier this month that Santa Venetia residents participated in the 41st National Night Out. The events bring residents and public safety representatives together at block parties to discuss issues affecting their neighborhoods.

Hagen said the top concern voiced by Santa Venetia participants was planning for evacuations in case of fire or flood.

"We have limited ingress and egress," Hagen said, "so adding additional congestion to the main way people get in and out of the neighborhood isn't something that many people in the community would support."

According to the pre-application, Regis Homes is proposing to demolish a former church, rectory and classrooms on the site. The property was originally owned by the San Francisco archdiocese, which sold it to the JCC in 2005.

The Marin School, a private high school, was located at the site before closing at the end of the 2022-23 school year, citing low enrollment and a lack of tuition revenue.

The closure of Marin School in turn displaced BayMarin Community Church.

"We had been subleasing from the Marin School. We were there almost 20 years," said Gary Taylor, BayMarin's lead pastor. "We had a few months to find a new location."

Regarding the possibility of the project qualifying for a state density bonus, Joshua Bertain, the county planner reviewing the pre-application, said, there is "still a discretionary development process to go through."

"There is a stream that bisects the property," Bertain said. There are very restrictive development setbacks on streams."

In the letter, Busch stated that Regis Homes is requesting an exception to the county's streamside conservation area policy because developing the property entirely outside the conservation area is financially infeasible and because the proposed improvements would reduce the impervious area in the conservation area.



MARIN MUNICIPAL

# Stunning price tag for water pipelines

## District board updated on supply project plans

BY KRISSY WAITE

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The Marin Municipal Water District's water supply projects can't be phased as the staff had hoped.

Staff presented an update on its pipeline projects to the operations committee at its meeting on Friday. The update included construction cost estimates on three water conveyance options, and news on how they could be built.

"I think it's exciting," said district board member Larry Russell, chair of the committee. "But the costs are breathtaking, so I don't know where we're going on that part."

The utility is exploring whether to connect pipelines in Petaluma and Cotati to its reservoirs in order to fortify its supply. The pipelines would transport treated Russian River water into Marin reservoirs through a 9-mile aqueduct along the Highway 101 corridor from Petaluma to the North Marin Water District in Novato. The district would send the water to the Marin Municipal Water District's distribution system.

In April, the district decided on three potential projects from a list of 13 possibilities. One option is to build a pipeline from the San Marin Drive area past Stafford Lake to the Soulajule Reservoir. Originally, staff believed the project could be phased. Phase one would build a pipeline from Soulajule Reservoir to Stafford Lake, and the second phase would build the connecting pipe to the NMWD aqueduct system.

However, because of concerns about water velocity, pressure and quality, phased construction is not considered possible. Executing the two phases at the same time would cost the district around \$137 million.

"It's really not designed to support that usage," said Paul Sellier, a Marin Municipal Water District manager. "To get a meaningful project out of this, we're going to need to build phase one and two."

A final phase would add a pipeline from the Soulajule Reservoir to the Nicasio Reservoir, and would cost about \$31 million. To build the entire project — including pump stations, construction contracts and contingency — would be about \$167.4 million. It would add 16.4 miles of pipeline.

The North Marin Water District aqueduct can support about 23 million gallons of water per day. Currently, MMWD takes 8 million gallons of water per day through the Ignacio pump station, and NMWD takes 4.5 million gallons per day.

With the new pipeline, the winter water yield could be 10.4 million gallons per day, but Sellier said that could be an average and there could be days the district takes 15 million gallons per day.

"Remember this is a wintertime project, so these are wintertime, typical flows through that pipeline," Sellier said.

The district is looking at two other options, but both have similar issues as the first because they would require multiple pump stations and have limited potential for construction. A preliminary power supply evaluation found the first option to be the most viable.

One alternative includes connecting pipelines to the North Marin Water District aqueduct system by adding a pipeline via San Antonio Road to the Soulajule Reservoir. Later phases would build a pipeline system from water tanks in Cotati

down to Kastania Road and then connect the new Soulajule pipeline to Nicasio Reservoir. This would add 14.8 miles of pipeline, cost up to \$340 million and increase supply by more than 30 million gallons per day.

Lastly, the district could build a pipeline that connects the water tanks in Sonoma County with the Soulajule Reservoir. The project would involve a new pipeline along the Highway 101 corridor through Petaluma to the reservoir. The next phase would extend it to the Nicasio Reservoir. It could increase water supply by 30 million gallons per day.

“This one would not be considered phaseable,” Sellier said. “Only that segment from Nicasio would be considered phaseable, so you’ve got to build the whole thing from Cotati, around 23 miles of pipe.”

The total estimated construction cost is \$319.6 million. Sellier said realigning the pipeline — putting it through 12 properties instead of the public right of way — could reduce costs by \$36 million by shortening the pipe by 3 miles. But this alternative would require easements, which carry an unknown cost.

“We’re not really sure if there’s really this benefit that we see, or if it’s just a wash,” Sellier said.

District staff are working on an evaluation of PG&E power availability for the projects and will return to the board with an update at a future meeting.



**BAY AREA**

# 'It reeks': Wastewater stench has plagued Bay Area city since March — relief could be months away

By **Michael Cabanatuan**, Reporter

Aug 25, 2024





Orlando Cortez, operations superintendent at the Vallejo Flood and Wastewater District, stands atop a biotower responsible for producing a foul smell in the city.

Michael Cabanatuan/The Chronicle

On balmy Bay Area days all summer, Sheila Johnson has arrived home in Vallejo after work, thrown open the windows to air out her stuffy house — and instead gotten a blast of a strong and foul smell from outside.

“Whew!” she said. “It smells like a sewer.”

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She searched for how to describe the overpowering odor: “It’s not quite sulfur and rotten eggs, it’s just that strong gassy smell of sewer.”

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Johnson's house is among as many as 20,000 homes and businesses plagued for months by a foul odor in South Vallejo, a diverse neighborhood along the Mare Island Strait that includes everything from historic Victorian houses to modest tract homes.

Residents describe the stench as akin to human excrement, rotting trash or meat or fish, or the rubbery smell of an inner tube — or some combination of those unpleasant aromas.



The source of the foul smell isn't a sewer, but it's not far afield. It emanates from the Vallejo Flood and Wastewater District treatment plant on the city's south waterfront across from Mare Island, which serves an area slightly larger than the Vallejo city limits.



Sheila Johnson, a Vallejo resident who's tired of the foul odor from a sewer treatment project, visits a recycling center near the wastewater treatment plant.

Michael Cabanatuan/The Chronicle

The district began a modernization project in March to replace aging infrastructure at the 1950s-era treatment plant on Ryder Street. The work included rehabilitating the materials that constitute a filter in one of two biotowers — which officials knew would temporarily increase odors.

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They warned people living within a half-mile of the plant, sending letters that said they were “excited” about the project but that it “may result in some unpleasant odors.” They expected the surge of smelliness to last a few weeks.

But the smell has gone on for four months, and officials acknowledge it’s been much stronger and more widespread than anticipated, extending up to 2 miles from the plant.

And the district now says relief won’t come until November, when the rehab project is completed.

The plant processes about 10 million gallons of wastewater from about 42,000 Vallejo residences and businesses a day in dry weather, said operations superintendent Orlando Cortez, but is licensed by the state to handle up to 15.5 million gallons daily. After going through multiple



processes at the plant, the wastewater is released directly into the Mare Island Strait.



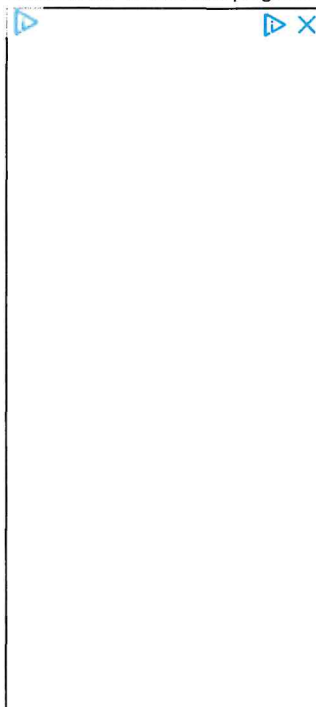
A biotower at the Vallejo wastewater treatment plant plan is in the midst of a rehabilitation project that's creating a foul order in much of the city.

Michael Cabanatuan/The Chronicle

The smell comes from one of two biotowers at the plant, a part of the secondary treatment process that involves running wastewater from the top of a 30-foot-tall tower, with a diameter of 105 feet, through 12 layers of plastic mesh that make up a "trickling filter."

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The odor, which Cortez describes as more “earthy” than feces-like, seems to blend with an existing human waste smell coming from a part of the plant handling incoming sewage.

As the 40-year-old filters were removed and destroyed, and replaced with new ones expected to extend the life of the treatment facility, the district expected “an odorous process,” community outreach specialist Rachelle Canones said in a statement to the Chronicle.

But the smell continued — most likely due to having just one trickling filter tower in operation, doing the work of two. Officials also believe it was exacerbated by weather conditions that included temperatures in the 80s and still winds that prevented the smell from being dispersed as quickly.

“The persistence of odors is what we underestimated,” Canones said. “We are working diligently to mitigate these odors.”

So far the district has installed six small fans atop 40-gallon barrels of an odor-absorbing chemical that is sprayed into the air. Misting systems have also been installed and covers placed atop aeration basins where bubbling wastewater sends odors into the air.

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One of six odor-mitigating fans at the Vallejo wastewater treatment plant. Vallejo Flood and Wasterwater District

“It looks like ‘Willy Wonka & the Chocolate Factory,’ ” Cortez said of the formerly open-air aeration tanks. “But it’s not chocolate.”

The district is adding a system that injects chlorine into wastewater as it flows into the plant, hoping it will reduce odors throughout the process, as well as rehabilitating another filtration system.

“We’re trying to address our ratepayers’ concerns as much as possible and reduce the odors,” Cortez said.

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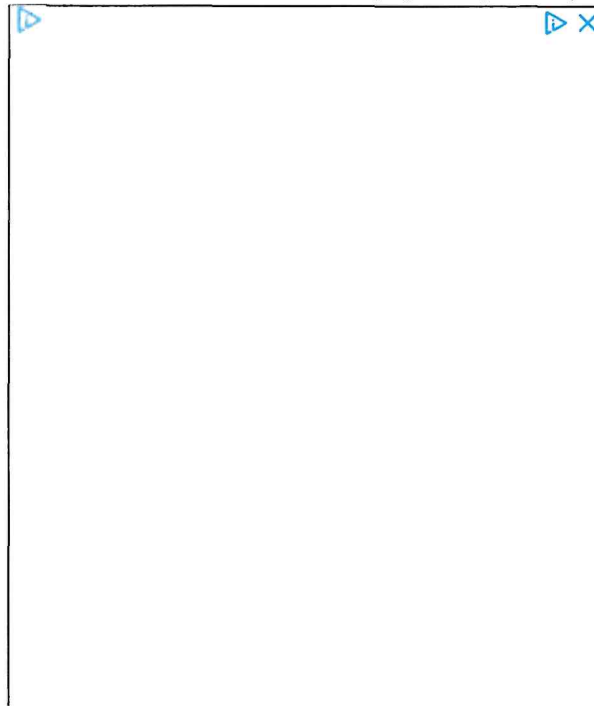
**Vallejo police investigate assault on officers after gunfire strikes patrol car**



The Bay Area Air Quality Management District has received several complaints about the odor since April, according to spokesman Ralph Borrmann. District officials have visited the site but have not issued violation notices in the past year, he said.

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Local health officials say that while the stench is a nuisance, it's not dangerous. "The odors are not toxic and do not pose any risk to the community's health; instead, they are an inconvenience," the Solano County Health Department said in a statement.

The wastewater district has received 20 formal complaints from as far as 2 miles away, most from the Heritage District, as well as the areas of Monterey Street and Curtola Parkway and Lincoln Road and Buss Avenue.



Orlando Cortez, operations superintendent at the Vallejo Flood and Wastewater District, looks at a biotower that's being rehabilitated and creating odors in the city.

Michael Cabanatuan/The Chronicle

Less formally, residents and visitors have flocked to social media sites like NextDoor and Facebook to vent about the problem, and a [petition has been posted on change.org](#) urging local officials to “address persistent foul odors” that are “severely impacting our quality of life and raising serious health concerns.”

It's also been a hot topic of neighborhood conversation.

“It reeks,” said Cliff Chism, a paratransit driver who drops riders off at a nearby clinic. “It's almost as potent as the (wildfire) smoke we got a couple of years ago. I really try to block it out and not stay here too long.”

A couple of blocks away, Ken Hawes, who manages a recycling center and spends much of his days outdoors, said the sewer plant has always emitted odors, but they usually occurred briefly a couple of times a day, making them easier to endure.

"It's become pretty bad," he said. "It kind of hits you."

Workers at the recycling center sometimes take their breaks inside with the air conditioner cranked "just to get some relief from it," he said. Customers, waiting in their cars to drop off bottles and cans, roll up their windows but still complain about the smell.

"We're ready for it to go away," he said.

So is Johnson, who sometimes sprays air freshener around the house but also finds too much of that smell annoying, too.

"I pretty much just cope with it," she said. "I'm not sure you can do anything else."

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Aug 25, 2024



# Novato schools opt into new workforce housing coalition

BY KERI BRENNER

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In its fifth try since 2008 to develop educator workforce housing, the Novato Unified School District is joining a regional initiative to create more housing.

The district has joined College of Marin and Marin County Office of Education to form the Marin County Housing Coalition, said Derek Knell, district director of staff housing.

“The Novato Unified School District is leading the way for other districts interested in developing surplus school property,” said Ken Lippi, senior deputy superintendent at the county education office.

“Their model of careful planning and study is laying a strong foundation for future decisions about their surplus school sites,” Lippi said. “They are taking the idea of workforce housing for school staff beyond discussion and elevating it to something tangible and real.”

Lippi is a point person on the 135-unit, \$123 million Oak Hills Apartment workforce housing project underway near San Quentin.

“We know from past surveys that there are at least 1,400 school employees who would be interested in affordable housing options,” Lippi said. “That is why the Oak Hills Apartments project is so important to Marin. It will be the first project of its type in Marin in over 50 years, and hopefully it will be the catalyst for more projects in the future.”

At Tuesday’s Novato school board meeting, trustees voted unanimously to accept a feasibility study prepared by their consultant on the use of five district surplus sites for staff housing. The consultant, Chris White of Brookwood Partners, outlined possibilities for sites, along with suggestions for financing. “This ends the stage of the feasibility study and moves us into the third stage, development,” Knell said of Tuesday’s actions by trustees. “We’re hoping to do the development stage in one year, but it could take up to three years, with all the permits and entitlements.”

The sites being explored are: Meadow Annex, a 3.7-acre site at 5520 Nave Drive in southern Novato; Hill Education, a 5.6-acre site at 720 Diablo Ave.; Hamilton, an 8.8-acre at 1125 C. St. and 930-940 C St.

Also, San Andreas, a 26-acre site at 5 San Andreas Drive in the San Marin area in northern Novato; and the NUSD district office, two parcels of 1.5 acres and 0.4 acres at 1015 Seventh St. The larger parcel is district-owned; the smaller one is city-owned.

“For the development stage, we’re going to come back with a recommendation on which properties to develop and how to finance them,” Knell said. He said he expects to have a recommendation to present to Novato trustees in the first quarter of 2025.

Knell said the state Department of Education is also looking into a plan to develop education workforce housing at school districts across the state. Tony Thurmond, state superintendent of public instruction, said last week there could be up to 75,000 acres of unused surplus properties available for housing at school districts statewide.

Knell said the state is seeing the value of the Novato approach in hiring a full-time director of staff housing to manage the use of surplus properties. The approach works better than having an education administrator trying to navigate the intense complexities of housing development, as the Novato district did in the past unsuccessful four attempts, Knell said.

“The primary focus of educators is on education, not land use,” Knell said. Also, community members tend to trust that officials working for their local schools have the intention to serve the community and the schools, rather than making a profit.

“The community gets to negotiate with the school district — we’re not going to over-develop any site, for example,” Knell said. The schools are interested in housing for the purpose of attracting and retaining staff, he said.

“This effort isn’t just about building housing,” he said. “It’s about improving the consistency and quality of our community’s public education.”

At College of Marin, trustees were presented this week with a staff report on the new housing coalition from college President Jonathan Eldridge.

Eldridge, who is leading the formation of the coalition, told trustees he expects to send out a survey to all Marin school districts to see if others are interested in getting involved.

“Broadly speaking, College of Marin believes this is a more collective approach to what is a collective problem, and that we can be more effective in attempting to solve it if we join forces,” Nicole Cruz, COM’s communications director, said in an email.

“The thought is that by bringing a group together as a coalition we can better leverage properties across the county that are currently unused or underutilized to create educator housing,” she said.

A handful of local leaders voiced appreciation for Novato’s efforts at the meeting Tuesday.

“We are so excited to see that Novato Unified School District — the leadership, the board, the community — is rallying around,” said Mo de Nieva-Marsh, a San Rafael City Schools trustee.

“It’s really exciting to witness the momentum with the Novato schools workforce housing development and the Marin County Office of Education’s Oak Hills project,” she added.

“Hopefully the momentum and witnessing it will build momentum for other school districts,” de Nieva-Marsh said. “All eyes are on Novato.”



# Deal for housing secures support

## County OKs loan effort for seniors' apartments

BY CAMERON MACDONALD

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Marin County supervisors unanimously approved \$33 million in bond financing for a housing complex for seniors in Santa Venetia.

The developer, Security Properties, seeks to borrow funds for its acquisition and rehabilitation of the Parnow Friendship House at 164 N. San Pedro Road. The developer is in negotiations with property owner Interfaith Housing Inc.

Parnow is a 72-apartment, affordable housing property for low-income residents ages 62 and over. The 43-year-old complex has 79 residents, according to EAH Housing, a nonprofit that manages Parnow.

"I'm optimistic that it's going to result in a great quality of life and much-needed improvements," said Supervisor Mary Sackett, who represents Santa Venetia.

As required by the IRS, Security Properties needed approval from a local governing body in order to have tax-exempt financing from the California Municipal Finance Authority. Assistant County Executive Daniel Eilerman said the funding is effectively a private loan. He said that the effort is not a county project.

With the supervisors' approval on Aug. 20, the state will reimburse the county \$14,400 for administrative costs.

Eilerman addressed residents' concerns over losing their federal housing eligibility and current rents after Security Properties completes its acquisition of the property. He said that current residents' housing eligibility and rents will not change.

The Parnow project's plans are to provide affordable rents to tenants who earn one-person household incomes of 30%, 50% or 60% of Marin County's area median income. For a household of one, 30% of area median income would mean \$45,750 and 60% would be \$84,000, according to a county staff report.

Sackett stressed that she wanted to make sure the property's future owner communicates with the residents. She also raised the issue of whether residents will have to leave if renovations are performed.

"These are folks where if something were to change with this property, they won't have a lot of other options within the county on places to go," Sackett said.

Sean Burrowes, the affordable housing director for Security Properties, said his staff met with tenants to discuss the planned changes for Parnow and mentioned that "short-term, temporary relocation may be required" for residents in some cases.

He also said the property's acquisition is not done yet.

"Going forward, we're still at the 10-yard line of being able to put this together in closing a transfer of the property," Burrowes said.

Burrowes, in an interview, said Parnow will be preserved as affordable housing for the next 55 years and the federal rent subsidies will be extended for 20 more years.

"We're very grateful for the board's approval of the bonds and their continued support of the preservation and renovation of this important and irreplaceable affordable property in Marin County," he said.

Plans are to spend up to \$6 million in renovating Parnow, including new roofing, flooring and fixtures.

“The site will also benefit from extensive accessibility upgrades and enhanced common area amenities,” Burrowes said.

He told supervisors that the plan is to begin renovations early next year and complete them within six to seven months.

Parnow resident Bill Hale told supervisors that he favors the bond financing for the complex.

“I speak in support of this and in carrying forward the assurance of the environment of dignity and respect for seniors as we continue our way there,” he said.

## Pact advances teacher housing plan

BY AMIE WINDSOR

THE PRESS DEMOCRAT

Windsor Creek Elementary School, closed since 2019 because of low enrollment, could be transformed into a housing development for Windsor Unified School District staff and teachers, as well as others seeking affordable rental homes.

That's the district's goal, as it partners with Gallaher Community Housing to bring at least 368 rental apartments and homes to the abandoned school site along Conde Lane.

The housing developer and school district formalized an "exclusive negotiation agreement" for the 11.5-acre site on Wednesday, marking the first step toward building homes on the property.

The partnership between the private developer and public entity, school officials said, is the first of its kind in Sonoma County, where housing availability has been consistently short, despite dwindling populations.

The agreement gives the two sides six months to "hammer out the details on a potential project that we would build," Windsor Unified School District Superintendent Jeremy Decker said at Wednesday's school board meeting.

"Generally what we are looking at is employee housing," Decker said. "We're very excited. That site has been vacant for a long time, and we really think that site is perfect for employee homes."

The project would likely include a mix of units, including studios, one-bedroom and two-bedroom apartments, along with houses for rent at below market rates. To qualify for one of the 368 affordable units, renters would need to earn no more than 80% of area median income.

"We know how hard it is to afford a place in Sonoma County and we have 600 staff members, many of which would qualify for homes here," Decker said.

Beyond the apartments and homes — which would be within walking distance to the Windsor Town Green — the vision for the project includes parks, walking trails and fitness facilities. Decker told the school board that while plans beyond the housing have been discussed, nothing has been finalized.

Gallaher Community Housing CEO Efren Carrillo said the developer's goals are to bring affordable workforce housing to Windsor's teachers and the community at large.

"This agreement reflects our commitment to improve the lives of those who shape the future of this town," Carrillo said. "We look forward to developing a community that's vibrant."

*Distributed by Tribune News Service.*



DICK SPOTSWOOD

# Dilemmas, quandaries and conundrums across Marin

In the past, I've used the words "dilemma," "quandary" and "conundrum" to describe difficult public policy choices in the North Bay. The terms aren't synonyms. Providing context gives them relevance.

The Associated Press Stylebook says, "Dilemma means more than a problem. It implies a choice between two unattractive alternatives." A good definition of quandary is "a problem that has no easy solution." A conundrum is "an intricate and difficult problem with a seemingly impossible solution." A dilemma comes to mind regarding Marin Municipal Water District's efforts to create a long-term water supply for its 191,000 customers in central and southern Marin while struggling to keep its rates affordable.

Most Marin residents want water to flow when they turn on the faucet. Simultaneously, they're finding that the cost of home ownership or running a small business is increasingly expensive due to special levies on their property tax bills, skyrocketing insurance costs and bulging utility bills.

A big bump in water rates is one more burden on a hard-pressed family's or business' monthly budget. MMWD reports that the proposed pipeline and associated pump stations needed to capture the Russian River winter water flowing into the Pacific Ocean will cost at least \$320 million.

Thus, a dilemma: If consumers want reliable water supplies in dry years, they'll have to pay substantially higher rates. The questions present two unattractive alternatives. Adequate water and higher water charges, or rationing in dry years with water bills unencumbered by the expense of a new pipeline.

Meanwhile, the problem of unhoused individuals should be described as a "quandary." Despite claims to the contrary, there's no universally acceptable solution. Put aside, for a moment, the most difficult aspect of this issue: how to put a roof over the head of those who find themselves unsheltered because of substance abuse, mental illness or both. I've written about those who with low incomes have no alternative but to live in a recreational vehicle or trailer. Many of these folks aren't mentally ill or substance abusers. They're just at the bottom of the economic pile. The fortunate ones reside in private trailer parks, though many of those are threatened by seemingly endless rent increases. Due to the shortage of such facilities, others find themselves living on public streets without sewage, water, garbage collection or electricity.

The two-part solution isn't easy. Half the answer is basic: provide additional spots to park RVs and trailers complete with water hookups and other necessities. The second half presents a quandary: where to locate such facilities. In Marin and elsewhere across the state — in both suburban and urban neighborhoods — there's a universal resistance to establishing new "trailer courts" in any place other than on semi-industrial land.

The proof of this reality is that no mobile-home communities are being built, despite the demand and their relatively low cost compared to constructing million-dollar-per-unit "affordable" housing. That's the quandary.

A conundrum arises when dealing with natural disasters, including earthquakes and wildfires. There is no way to entirely avoid their consequences. Maritimes live on the Pacific Rim, the so-called "ring of fire" that's always eternally prone to earthquakes.

Our county is a beautiful and desirable locale partially because of forests abutting the wild Pacific. Living adjacent to or in a forest means enduring forest fires. Their scope and intensity can only be mitigated, just as structures can be seismically strengthened. There is no solution to our underlying susceptibility to natural disasters. Thus, policymakers face a conundrum.

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Last Sunday, I wrote that Measure J, Fairfax's \$18 million bond measure to fund repairs of the town's under-maintained roads, wasn't accompanied by a citizens oversight committee. A deeper reading shows I was wrong. An annual performance audit report and a citizens' oversight committee are included.

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