



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

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

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

## **BOARD MEETING AGENDA**

**January 21, 2021**

*On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which enhances State and Local Governments' ability to respond to COVID-19 Pandemic based on Guidance for Gatherings issued by the California Department of Public Health. The Executive Order specifically allows local legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, in order to protect public health. In light of this, January 21, 2021 meeting of the LGVSD Board will be held via Zoom electronic meeting\*. There will be NO physical location of the meeting. Due to the current circumstances, there may be limited opportunity to provide verbal comments during the meeting. Persons who wish to address the Board for public comment or on an item on the agenda are encouraged to submit comments in writing to the Board Secretary (tlerch@lgvsd.org) by 5:00 pm on Wednesday, January 20, 2021. In addition, Persons wishing to address the Board verbally must contact the Board Secretary, by email ([tlerch@lgvsd.org](mailto:tlerch@lgvsd.org)) and provide their Name; Address; Tel. No.; and the Item they wish to address by the same date and time deadline for submission of written comments, as indicated above. Please keep in mind that any public comments must be limited to 3 minutes due to time constraints. Any written comments will be distributed to the LGVSD Board before the meeting.*

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

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

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

### **REMOTE CONFERENCING ONLY**

**Join Zoom Meeting online at:**

<https://us02web.zoom.us/j/83230286249>

**OR**

**By teleconference at: +16699009128 Meeting ID: 832 3028 6249**

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

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

Estimated  
Time

**OPEN SESSION:**

**3:30 PM**

**1. PUBLIC COMMENT**

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

**3:35 PM**

**2. PUBLIC HEARING FOR ORDINANCE NO. 185 AMENDING TITLE 4, CHAPTER 1 – REGULATING SOLID WASTE, RECYCLABLE AND ORGANIC MATERIALS, AND THE COLLECTION, REMOVAL AND DISPOSAL THEREOF INCLUDING THE GARBAGE AND REFUSE RATE ADJUSTMENT FOR 2021**

Board to consider the adoption of Ordinance No. 185 - An Ordinance amending Title 4, Chapter 1 of the District Ordinance Code and increasing the garbage and refuse rate by 4.24%. Representatives of Marin Sanitary Service and R3 Consulting Group will be in attendance to discuss the 2021 Rate Application Report.

Possible expenditure of funds: None, all costs to be paid by District (non-City of San Rafael) customers.

Staff recommendation: Board Adopt Ordinance No. 185, An Ordinance Amending Title 4, Chapter 1 of the District Ordinance Code and adjusting the garbage and refuse rate by 4.24%.

**4:15 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 December 22, 2020 and January 7, 2021
- B. Approve the Warrant List for January 21, 2021
- C. Approve Board Compensation for December 2020.
- D. Approve General Manager’s Second Amendment to Employee Agreement

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

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

**4:25 PM**

**4. INFORMATION ITEMS:**

**STAFF/CONSULTANT REPORTS:**

- 1. General Manager Report – Verbal
- 2. District Correspondence - None

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- 4:40 PM**      **5. DONATION POLICY**  
Board to discuss and consider adopting a formal Donation Policy.
- 5:10 PM**      **6. 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.
- 5:15 PM**      **7. BOARD MEMBER REPORTS:**
1. CLARK
    - a. NBWA Board Committee, NBWA Conference Committee, Other Reports
  2. ELIAS
    - a. NBWRA, Ad Hoc Engineering Committee re: STPURWE, 2021 GM Evaluation Ad Hoc Committee, Other Reports
  3. MURRAY
    - a. Marin LAFCO, CASA Energy Committee, 2021 GM Evaluation Ad Hoc Committee, Other Reports – California Bioresources Symposium
  4. SCHRIEBMAN
    - a. Gallinas Watershed Council/Miller Creek Watershed Council, JPA Local Task Force NBWA Tech Advisory Committee, Other Reports
  5. YEZMAN
    - a. Flood Zone 7, CSRMA, Ad Hoc Engineering Committee re: STPURWE Engineering Subcommittee, Other Reports
- 5:30 PM**      **8. BOARD REQUESTS:**
- A. Board Meeting Attendance Requests – Verbal
  - B. Board Agenda Item Requests – Verbal
  - C. Pending Board Agenda Item Requests
    - i. INFORMATION - Pump Station Vegetation and Safety Report
    - ii. ACTION - Relocation Assistance Act Policy for Real Estate Acquisitions
    - iii. INFORMATION - Meet and Greet new San Rafael Councilmember
    - iv. INFORMATION – ERAF Allocation/Formula

5:35 PM

**9. ADJOURNMENT**

**FUTURE BOARD MEETING DATES: JANUARY 29, FEBRUARY 4 AND FEBRUARY 18, 2021**

AGENDA APPROVED:	Megan Clark, Board Vice President	Patrick Richardson, Legal Counsel
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**CERTIFICATION:** I, Teresa Lerch, District Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before January 18, 2021 at 3:30 p.m., I posted the Agenda for the Board Meeting of said Board to be held January 21, 2021 at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.



Teresa L. Lerch  
District Secretary

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

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



# Agenda Summary Report

To: Mike Prinz, General Manager *MP*  
 From: Dale McDonald, Administrative Services Manager *DM*  
 (415) 526-1519 [dmcDonald@lgvsd.org](mailto:dmcDonald@lgvsd.org)  
 Meeting Date: January 21, 2021  
 Re: Refuse Rate Adjustment for 2021  
 Item Type: Consent  Action  Information  Other   
 Standard Contract: Yes  No  (See attached) Not Applicable

## STAFF RECOMMENDATION

Open a public hearing to allow for discussion and input from the public concerning the proposed rate increase of 4.24% and approve the rates for 2021.

## BACKGROUND

At the January 7, 2021 Board meeting, Marin Sanitary Services (MSS) and R3 Consulting Services presented new rates to the board for next calendar year starting January 1, 2021. Today we will hold a public hearing of which the customers of our refuse collection service have been notified by the local newspaper as well as our web site.

The attached Review of Marin Sanitary Service's 2021 Rate Application submitted to the Marin Franchisors' Group by R3 presents the justification for the rate increase proposed. It is the same report that was presented at the January 7, 2021 Board meeting.

Based on review of the rate application, R3 Consulting determined that an overall rate increase of 4.24% is an appropriate increase for solid waste services to the customers located within the boundaries of the Las Gallinas Valley Sanitary District. Below are a few details from the R3 review.

## 2021 Rate Increase Calculation

Based on a total recommended 2021 adjusted rate revenue requirement of \$48,012,769 and approved 2020 revenue requirement of \$46,241,418, R3 concurs with an overall 3.83% rate increase for the agencies served by MSS, effective January 1, 2021, and with individual increases by agency as shown in Table 1 below.

Table 1  
2021 Rate Increase by Agency

City of San Rafael	3.64%
City of Larkspur	3.84%
County of Marin	3.95%
Las Gallinas Valley Sanitary District	4.24%
Town of Ross	4.24%
Town of San Anselmo	3.95%
Town of Fairfax	4.73%



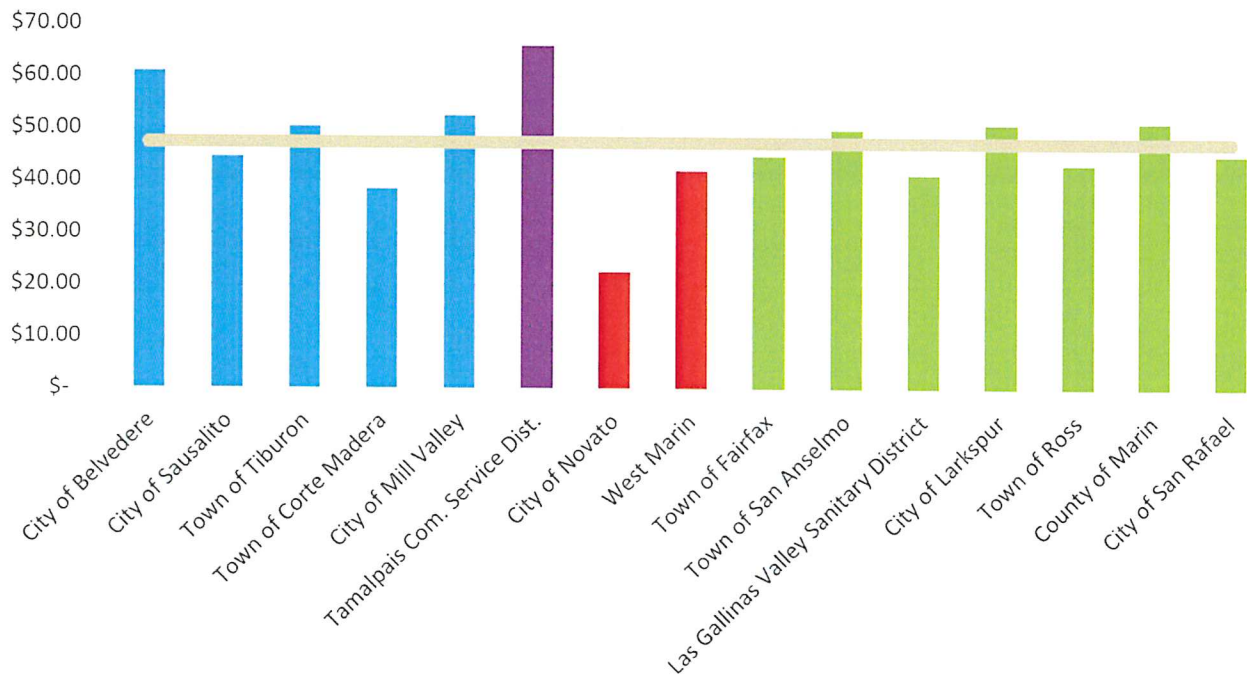
Table 2, below, summarizes the current and proposed 32-gallon residential rates by agency, which is the most common subscription level in the MSS service area.

**Table 2  
Residential 32-Gallon Rate Summary**

Agency	Current 2020 Rate (\$/mo.)	Proposed 2021 Rate (\$/mo.)	\$ Difference
LGVSD	\$39.45	\$41.12	\$1.67
Town of Ross	\$41.36	\$43.11	\$1.75
Fairfax	\$42.78	\$44.80	\$2.02
City of San Rafael	\$43.37	\$44.95	\$1.58
San Anselmo	\$47.95	\$49.84	\$1.89
City of Larkspur	\$49.00	\$50.88	\$1.88
County of Marin	\$49.17	\$51.11	\$1.94

The Franchisors' Group 2021 residential rates for a 32-gallon container (the most frequent residential service level) will range from \$41.12 (Las Gallinas Valley Sanitary District) to \$51.11 (County of Marin). The graph below is from the R3 rate review and compares the MSS agencies' residential rates for a 32-gallon container to one another as well as to the average of Marin County rates for similar service.

**Marin County Rates: MSS 2021 Proposed Residential 32-gal Can compared to Current 30-35-gal Can Rates and Marin County Average of \$47.35**





## **PREVIOUS BOARD ACTION**

Ordinance 181 – Refuse rates adopted January 16, 2020.

## **ENVIRONMENTAL REVIEW**

N/A

## **FISCAL IMPACT**

There is no material impact to the 2020-21 Budget. This is a pass-through of charges to the refuse customers, which is already budgeted.

## Attachments:

- Attachment A Ordinance 185, An Ordinance Amending Chapter 1, An Ordinance Regulating Garbage, Rubbish, Waste Matter and Refuse, and the Collection, Removal and Disposal Thereof
- Attachment B Review of Marin Sanitary Service's 2021 Rate Application submitted to the Marin Franchisors' Group by R3, including the Rate Revenue Requirements in Attachment 1 and the Bay Area Rate Survey in Attachment 2

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

**ORDINANCE NO. 185**

**AN ORDINANCE AMENDING CHAPTER 1, AN ORDINANCE REGULATING SOLID  
WASTE, RECYCLABLE AND ORGANIC MATERIALS, AND THE COLLECTION,  
REMOVAL AND DISPOSAL THEREOF, TITLE 4 – GARBAGE SERVICE, AS  
AMENDED, OF THE ORDINANCE CODE OF THE LAS GALLINAS VALLEY  
SANITARY DISTRICT.**

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

Appendix A of Title 4, Chapter 1 of the Las Gallinas Valley Sanitary District Ordinance Code is amended to read as follows:



**LAS GALLINAS VALLEY SANITARY DISTRICT  
SCHEDULE OF RATES**

**RESIDENTIAL REFUSE COLLECTION RATES**

Rate increase: 4.24%  
Effective date: 01/01/2021

<i>Residential Service (Bundled service includes 1 landfill (garbage) cart, 1 organics cart, &amp; 1 recycling split cart )</i>			
<b>REOCCURRING CHARGES</b>	<b>Weekly Service Rates (Billed Quarterly)</b>	<b>2021 Flat rate</b>	
		<b>Monthly Rate</b>	<b>Quarterly Rate</b>
	20 gallon cart	\$34.96	\$104.88
	32 gallon cart	\$41.12	\$123.36
	64 gallon cart	\$82.24	\$246.72
	96 gallon cart	\$123.36	\$370.08
	Low income - 20 gal* cart	\$27.97	\$83.91
	Low income - 32 gal* cart	\$32.90	\$98.70
	Low income - 64 gal* cart	\$65.79	\$197.37
	Low income - 96 gal* cart	\$98.69	\$296.07
Additional Organics Cart Rental (35 or 64 gallon cart)	\$2.42	\$7.26	
Additional Split Cart Rental (64 or 96 gallon cart)	\$2.42	\$7.26	
<b>Additional Monthly Charges</b>	<b>Monthly Fee</b>	<b>Quarterly Fee</b>	
	<i>(per cart, each way)</i>		
Distance 5' - 50'	\$5.64	\$16.92	
Distance Over 50'	\$7.26	\$21.78	

\*Must meet PG&E CARE program eligibility requirements.

NOTE: We may not be able to accommodate any collection requests NOT at the curb due to a variety of factors including safety, accessibility, and efficiency. Requests to be assessed and approved by Route Manager.

<b>ONE TIME SERVICE FEES</b>	<b>Additional Service Fees per Occurrence</b>	<b>Fee</b>
	Return Fees - Off day	\$25.00
	Return Fees - Same day	\$10.00
	Resume Service/Late Fee	\$35.00
	Contamination (cart) any size cart	\$30.00
	Overload/Overweight (cart)	\$25.00
	Extra bag garbage	\$15.00
	Extra bag yard waste	\$10.00
	Steam Clean (cart)	\$15.00
	Special Collection	\$35.00
	Special Handling (Bulky items)	\$30.00
	Bulky item fees per item	Fees Vary
	Cart Strap Set-up Admin Fee	\$25.00
	20 Gal Cart Replacement Fee	\$55.00
	32 Gal Cart Replacement Fee	\$60.00
	64 Gal Cart Replacement Fee	\$65.00
96 Gal Cart Replacement Fee	\$75.00	
64 Gal Split Cart Replacement Fee	\$90.00	
96 Gal Split Cart Replacement Fee	\$100.00	

**LAS GALLINAS VALLEY SANITARY DISTRICT  
SCHEDULE OF RATES**

**COMMERCIAL REFUSE COLLECTION RATES**

Rate increase: 4.24%  
Effective date: 01/01/2021

RECURRING CHARGES	COMMERCIAL CARTS, BINS, ROLL-OFFS	Collections per Week						Additional One Time Empty
	Garbage	1	2	3	4	5	6	
20 gallon cart*	\$35.75	\$71.50	\$107.25	\$143.00	\$178.75	\$214.50	\$8.25	
32 gallon cart	\$42.05	\$84.10	\$126.15	\$168.20	\$210.25	\$252.30	\$9.70	
64 gallon cart	\$84.10	\$168.20	\$252.30	\$336.40	\$420.50	\$504.60	\$19.41	
96 gallon cart	\$126.15	\$252.30	\$378.45	\$504.60	\$630.75	\$756.90	\$29.11	
1 yard bin	\$294.37	\$589.46	\$883.83	\$1,178.20	\$1,473.21	\$1,767.52	\$67.93	
2 yard bin	\$445.00	\$859.23	\$1,273.14	\$1,687.00	\$2,101.23	\$2,515.10	\$102.69	
3 yard bin	\$595.63	\$1,128.99	\$1,662.43	\$2,195.81	\$2,729.23	\$3,262.67	\$137.45	
4 yard bin	\$786.44	\$1,541.68	\$2,297.10	\$3,052.28	\$3,807.55	\$4,563.07	\$181.49	
5 yard bin	\$977.26	\$1,954.39	\$2,931.78	\$3,908.76	\$4,885.89	\$5,863.50	\$225.52	
6 yard bin	\$1,131.70	\$2,145.10	\$3,158.62	\$4,172.03	\$5,185.55	\$6,199.08	\$261.16	
10 yard roll-off	\$1,797.99	\$3,409.42	\$5,020.47	\$6,631.69	\$8,243.23	\$9,854.38	\$414.92	
18 yard roll-off	\$2,950.73	\$5,529.20	\$8,107.60	\$10,686.14	\$13,264.82	\$15,843.22	\$680.94	
20 yard roll-off	\$3,595.99	\$6,818.83	\$10,040.94	\$13,263.37	\$16,486.46	\$19,708.76	\$829.84	
25 yard roll-off	\$4,494.99	\$8,523.55	\$12,551.17	\$16,579.22	\$20,608.07	\$24,635.96	\$1,037.31	
	<b>Organics (F2E or Compost)</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>Additional One Time Empty</b>
32 gallon	\$19.86	\$39.72	\$59.58	\$79.44	\$99.30	\$119.16	\$4.58	
64 gallon	\$39.72	\$79.44	\$119.16	\$158.88	\$198.60	\$238.32	\$9.17	
1 yard	\$138.98	\$277.96	\$416.94	\$555.92	\$694.90	\$833.88	\$32.07	
2 yard	\$277.96	\$555.92	\$833.88	\$1,111.84	\$1,389.80	\$1,667.76	\$64.14	
3 yard	\$416.94	\$833.88	\$1,250.82	\$1,667.76	\$2,084.70	\$2,501.64	\$96.22	
10 yard roll-off	\$1,258.59	\$2,517.18	\$3,775.77	\$5,034.36	\$6,292.95	\$7,551.54	\$290.44	
18 yard roll-off	\$2,265.46	\$4,530.92	\$6,796.38	\$9,061.84	\$11,327.30	\$13,592.76	\$522.80	
20 yard roll-off	\$2,517.18	\$5,034.36	\$7,551.54	\$10,068.72	\$12,585.90	\$15,103.08	\$580.89	
25 yard roll-off	\$3,146.48	\$6,292.96	\$9,439.44	\$12,585.92	\$15,732.40	\$18,878.88	\$726.11	
	<b>Garbage Compactors (Per empty)</b>							
	Roll-off Compactor Tipping fee per ton	\$142.70		Roll-off Compactor Hauling charge		\$289.84		
	Stationary FL (Per Compacted Yard)	\$120.87		Roll-off Compactor Special handling		Rates Vary		
	<b>Other Charges</b>	<b>Service</b>	<b>Fee</b>	<b>Details</b>				
		Lock	\$25.00	Monthly fee				
		Box rental	Fees Vary	Minimum Bimonthly fee				
		Distance < 50ft	\$5.64	Monthly fee per cart, each way				
		Distance > 50ft	\$7.24	Monthly fee per cart, each way				

\* Customers must have a sufficient level of service for the volume of material generated. Requests for 20gal carts require assessment and approval of a Route Manager.  
NOTE: All container types and sizes may not be available at all locations depending on a variety of factors including safety, accessibility, and efficiency. Requests to be assessed and approved by Route Manager.

ONE TIME SERVICE FEES	Commercial Service Fees	Fee
	Return Fee - <b>BIN</b>	\$75.00
Return Fee - <b>CART</b> -same day	\$10.00	
Return Fee - <b>CART</b> -off day	\$25.00	
Late Fee/Resume Service Fee	\$35.00	
Contamination ( <b>BIN</b> )	\$50.00	
Contamination ( <b>CART</b> )	\$30.00	
Overload/Compaction ( <b>BIN</b> )	\$60.00	
Overload/Compaction ( <b>CART</b> )	\$25.00	
Extra Bag Garbage	\$15.00	
Additional Empty <b>BIN</b>	Fees vary	
Extra Bag Yard Waste	\$15.00	
Steam Clean (1-6 yard <b>BIN</b> )	\$95.00	
Steam Clean ( <b>CART</b> )	\$15.00	
Steam Clean ( <b>COMPACTOR/ROLL-OFF</b> )	\$225.00	
Lock Set-up Admin Fee	\$25.00	
Lock Single Use Fee	\$5.00	
Lock Purchase Fee	\$20.00	
Lock Bar Bin Set-up Fee	\$75.00	
Overweight Charge Per Ton*	\$205.00	
20 Gal Cart Replacement Fee	\$55.00	
32 Gal Cart Replacement Fee	\$60.00	
64 Gal Cart Replacement Fee	\$65.00	
96 Gal Cart Replacement Fee	\$75.00	
64 Gal Split Cart Replacement Fee	\$90.00	
96 Gal Split Cart Replacement Fee	\$100.00	
Bin Repair/Replacement Fee**	Fees vary	

\*Boxes exceeding 300lbs/yard  
\*\*Fees vary by size up to \$1,200, not to exceed current replacement value.

**LAS GALLINAS VALLEY SANITARY DISTRICT  
SCHEDULE OF RATES**

**MULTI-FAMILY DWELLING REFUSE COLLECTION RATES**

Rate increase: 4.24%

Effective date: 01/01/2021

	MFD CARTS, BINS, ROLL-OFFS		Collections per Week				Additional One Time Empty	
	Garbage	1	2	3	4	5		6
20 gallon cart*	\$34.95	\$69.90	\$104.85	\$139.80	\$174.75	\$209.70	\$8.07	
32 gallon cart	\$41.12	\$82.24	\$123.36	\$164.48	\$205.60	\$246.72	\$9.49	
64 gallon cart	\$82.24	\$164.48	\$246.72	\$328.96	\$411.20	\$493.44	\$18.98	
96 gallon cart	\$123.36	\$246.72	\$370.08	\$493.44	\$616.80	\$740.16	\$28.47	
1 yard bin	\$271.88	\$471.03	\$670.11	\$869.25	\$1,068.39	\$1,267.56	\$62.74	
2 yard bin	\$445.00	\$859.23	\$1,273.14	\$1,687.00	\$2,101.23	\$2,515.10	\$102.69	
3 yard bin	\$595.63	\$1,128.99	\$1,662.43	\$2,195.81	\$2,729.16	\$3,262.52	\$137.45	
4 yard bin	\$786.44	\$1,541.68	\$2,297.10	\$3,052.28	\$3,807.55	\$4,563.07	\$181.49	
5 yard bin	\$977.26	\$1,954.39	\$2,931.78	\$3,908.76	\$4,885.89	\$5,863.50	\$225.52	
6 yard bin	\$1,131.70	\$2,145.10	\$3,158.62	\$4,172.03	\$5,185.55	\$6,199.08	\$261.16	
10 yard roll-off	\$1,797.99	\$3,409.42	\$5,020.47	\$6,631.69	\$8,243.23	\$9,854.38	\$414.92	
18 yard roll-off	\$2,950.73	\$5,529.20	\$8,107.60	\$10,686.14	\$13,264.82	\$15,843.22	\$680.94	
20 yard roll-off	\$3,595.99	\$6,818.83	\$10,040.94	\$13,263.37	\$16,486.46	\$19,708.76	\$829.84	
25 yard roll-off	\$4,494.99	\$8,523.55	\$12,551.17	\$16,579.22	\$20,608.07	\$24,635.96	\$1,037.31	
	<b>Organics</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>Additional One Time Empty</b>
	Additional Organics Cart Rental (35 gallon cart) after 4 TOTAL carts per cart per month	\$2.42	\$4.84	\$7.26	\$9.68	\$12.10	\$14.52	NA
	Additional Organics Cart Rental (64 gallon cart) after 4 TOTAL carts per cart per month.	\$2.42	\$4.84	\$7.26	\$9.68	\$12.10	\$14.52	NA
	1 yard	\$138.98	\$277.96	\$416.94	\$555.92	\$694.90	\$833.88	\$32.07
	2 yard	\$277.96	\$555.92	\$833.88	\$1,111.84	\$1,389.80	\$1,667.76	\$64.14
	3 yard	\$416.94	\$833.88	\$1,250.82	\$1,667.76	\$2,084.70	\$2,501.64	\$96.22
<b>Garbage Compactors (Per empty)</b>								
	Roll-off Compactor Tipping fee per ton	\$142.70				Roll-off Compactor Hauling charge		\$289.84
	Stationary FL (Per Compacted Yard)	\$120.87				Roll-off Compactor Special handling		Rates Vary
<b>Other Charges</b>	<b>Service</b>	<b>Fee</b>		<b>Details</b>				
	Lock	\$25.00		Monthly fee				
	Box rental	Fees Vary		Minimum Bimonthly fee				
	Distance < 50ft	\$5.64		Monthly fee per cart, each way				
	Distance > 50ft	\$7.24		Monthly fee per cart, each way				

NOTE: Minimum service level is 32 gallons per unit or equivalent volume. Decrease to 20 gallon per unit is subject to company review and approval.

NOTE: Up to four (4) Organics carts provided at no additional charge. Additional carts may be rented for a nominal monthly fee.

NOTE: All container types and sizes may not be available depending on a variety of factors including safety, accessibility, and efficiency. Requests to be assessed and approved by Route Manager.

	MFD One Time Service Fees	Fee
	Return Fee - BIN	
Return Fee - CART -same day		\$10.00
Return Fee - CART -off day		\$25.00
Late Fee/Resume Service Fee		\$35.00
Contamination (BIN) Per Yard		\$50.00
Contamination (CART)		\$30.00
Overload/Compaction (BIN)		\$60.00
Overload/Compaction (CART)		\$25.00
Additional Empty Bag		\$15.00
Extra Bag Yard Waste		\$10.00
Additional Empty Garbage		Fees vary
Steam Clean (BIN)		\$95.00
Steam Clean (CART)		\$15.00
Steam Clean (COMPACTOR/ROLL-OFF)		\$225.00
Lock Set-up Admin Fee		\$25.00
Lock Single Use Fee		\$5.00
Lock Purchase Fee		\$20.00
Lock Bar Bin Set-up Fee		\$75.00
Overweight Charge Per Ton*		\$205.00
20 Gal Cart Replacement Fee		\$55.00
32 Gal Cart Replacement Fee		\$60.00
64 Gal Cart Replacement Fee		\$65.00
96 Gal Cart Replacement Fee		\$75.00
64 Gal Split Cart Replacement Fee		\$90.00
96 Gal Split Cart Replacement Fee		\$100.00
Bin Repair/Replacement Fee**		Fees vary by size up to

\*Boxes exceeding 300lbs/yard

\*\*Fees vary by size not to exceed current replacement value.

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

\* \* \* \* \*

I hereby certify that the foregoing is full, true, and correct copy of the Ordinance duly and regularly passed and adopted by the Sanitary Board of the Las Gallinas Valley Sanitary District of Marin County, California, at a meeting hereof held on January 21, 2021, by the following vote of members thereof:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Teresa Lerch, District Secretary  
Las Gallinas Valley Sanitary District

APPROVED:

\_\_\_\_\_  
Crystal J. Yezman, President  
Las Gallinas Valley Sanitary District

(seal)



**Northern California Office**

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November 25, 2020

Ms. Cristine Alilovich  
Assistant City Manager  
City of San Rafael  
1400 Fifth Avenue  
San Rafael, CA 94919

Mr. Joe Chinn  
Town Manager  
Town of Ross  
31 Sir Francis Drake Blvd  
Ross, CA 94957

Ms. Elizabeth Lewis  
Assistant Director  
County of Marin  
Department of Public Works  
3501 Civic Center Drive, Suite 304  
San Rafael, CA 94903

Garret Toy  
Town Manager  
Town of Fairfax  
142 Bolinas Road  
Fairfax, CA 94930

Mr. Mike Prinz  
300 Smith Ranch Road  
San Rafael, CA 94903  
General Manager  
Las Gallinas Valley Sanitary District

David Donery  
Town Manager  
Town of San Anselmo  
525 San Anselmo Ave  
San Anselmo, CA 94960

Mr. Dan Schwarz  
City Manager  
City of Larkspur  
400 Magnolia Avenue  
Larkspur, CA 94939

**Subject: Review of Marin Sanitary Service's 2021 Rate Application**

Dear Ms. Alilovich, Ms. Lewis, Mr. Prinz, Mr. Schwarz, Mr. Chinn, Mr. Toy, and Mr. Donery,

R3 Consulting Group, Inc. (R3) is pleased to submit this report detailing the results of our review of Marin Sanitary Service's (MSS's) 2021 rate application for the agencies (comprised of the City of San Rafael, County of Marin, Las Gallinas Valley Sanitary District, City of Larkspur, Town of Ross, Town of Fairfax, and the Town of San Anselmo) served by MSS (altogether "agencies").

Rate Year 2021 will be the first year that the Towns of Fairfax and San Anselmo are included in this rate setting application. This report summarizes results from a review of MSS's 2021 indexed rate application per the new streamlined rate setting methodology established in 2019. The new methodology is described in the amended Exhibit B to the MSS franchise agreement with the agencies, which ratified by all agencies except San Anselmo and Fairfax during the 2019 Rate Application process, and which San Anselmo and

Fairfax adopted during the 2020 Rate Application process. This is the first consolidated report of an MSS area-wide rate application, incorporating all agencies.

## Marin Sanitary Application for 2021 Rate Adjustment

On August 28, 2020, MSS submitted its application for an increase to its solid waste rates, to be effective January 1, 2021 (Attachment 1). This is an indexed year rate adjustment, which primarily projects compensation due to MSS based on the applicable water-sewer-trash CPI Index (WST). Per Exhibit B, the rate adjustment is subject to a 2.5% minimum and a 5% maximum rate cap for MSS’ operations.

Based on our review of the rate application, R3 concurs that an overall area-wide rate increase of 3.83% (MSS agencies a whole) is appropriate to compensate MSS for solid waste services. Each agencies’ rate increase differs slightly from the overall rate increase, with the individual rate increases shown below in Table 1:

**Table 1**  
**2021 Rate Increase by Agency**

City of San Rafael	3.64%
City of Larkspur	3.84%
County of Marin	3.95%
Las Gallinas Valley Sanitary District	4.24%
Town of Ross	4.24%
Town of San Anselmo	3.95%
Town of Fairfax	4.73%

### Indexed Operating Compensation

Per Exhibit B, compensation for Collector Operations are adjusted using the CPI index for Water and Sewer and Trash Collection. R3 used Bureau of Labor Statistics data to verify the calculated increase of 2.91% from June the prior year, and its application to the approved Rate Year 2020 Collector Operations amount for MSS. The result is \$29,468,406 in Collector Operations for Rate Year 2021.

Collector Operations compensates MSS for labor, benefits, general and administrative, depreciation and lease, maintenance, fuel and oil. Additional operating true-ups (which are soon to expire and do not apply to San Anselmo or Fairfax) for 2019 – 2021 are discussed further on in this report and are not increased annually with other Collector Operations.

### Tipping Fees

Garbage Landfilling and Organics Processing is calculated using 2021 projected tonnages multiplied by the 2021 tipping fees calculated in accordance with Exhibit B. This is based on the actual per ton tipping fees for each waste stream category, or if unavailable, projected tipping fees are calculated using the current year per ton tipping fees escalated by the change in WST— subject to a minimum increase of 2.5% and a maximum increase of 5.0%.

R3 verified MSS’s projected Rate Year 2021 tons and the per ton tipping fees for the following categories: residential garbage, residential green waste/organics, commercial garbage, commercial mixed waste for processing, commercial food scraps, and MSS-served agencies’ waste delivered to MSS. Per Exhibit B, R3

confirmed that MSS correctly projected tons by category using annualized actual tons for the first six months of the current rate year and, as actual tipping fees are unavailable, applied the 2.91% WTS adjustment to project 2021 per ton tip fees. The result is \$5,404,532 for Rate Year 2021.

### **True-ups Applicable for 2021 Rate Year**

Per Exhibit B, fuel and disposal true-ups apply only to the rate revenue requirements for Rate Years 2019, 2020, and 2021, in the total overall amount of \$98,074. No further revenue for prior true-ups will be collected via the rates or due to MSS. These true-ups are allocated to all agencies except the Towns of San Anselmo and Fairfax, and this is the last year that such true-ups will be included in the rate application.

#### Fuel and Oil True-up

R3 verified the Fuel and Oil True-up was appropriately applied and in the correct amount: \$80,477.

#### Garbage Landfilling and Organics Processing True-up

R3 verified the Garbage Landfilling and Organics Processing True up was appropriately applied and in the correct amount: \$17,597.

### **Change in Law AB 1826**

The rate setting methodology allows for the recovery of additional costs associated with changes in law and/or new state mandates. For increased operating expenses due to AB 1826 Mandatory Commercial Organics Recycling, MSS has included its rate application a line item called Change in Law – AB 1826 Costs in the amount of \$3,996. This cost recovery item was added and approved in MSS's 2020 Rate Adjustment application to account for Recyclist subscription costs. MSS expects this line item will continue to be present in future rate applications to reflect the annual incremental costs associated with state mandates. During the review R3 and MSS established adjustments to this line item for 2021 to account for minor discrepancies in allocations in 2020 to ensure consistent treatment between agencies.

### **MSS 2021 Profit Calculation**

R3 reviewed the calculation of MSS's profit, which is a function of total allowable operating expenses (\$34,975,008), divided by the contractually set operating ratio of 90.5% and subtracting the same sum, rounded to the nearest dollar. For Rate Year 2021 this yields \$3,671,410. MSS's actual profit achievement will vary depending on the company's real revenues and expenses. As such, profit is not guaranteed and in the rate application is a calculated value component of MSS's annual revenue requirement for the purpose of setting rates.

### **Recyclable Materials Processing**

A net recyclable materials processing cost is calculated each year to share the risks and rewards of recycling markets between rate payers and MSS. Per Exhibit B, the Recyclable Materials Processing cost is escalated by the annual change in the WST and that amount is then divided by the number of all tons of recyclable materials processed at Marin Recycling Center from July 1 of the prior rate year through June 30 of the current rate year.

The recyclable materials revenue amount is calculated based on 90% of the total revenue received by the Marin Recycling Center for recyclable materials, which is then divided by the number recyclable material tons processed at Marin Recycling Center. The calculation does not include income or tons from recyclable

materials processed for third parties or agencies that were not customers of MSS or the Marin Recycling Center as of December 31, 2018. For Rate Year 2021, the resulting Net Recyclable Materials Processing Cost Per Ton is \$53.78.

R3 reviewed supporting documentation for completeness and accuracy to verify the \$1,077,857 net Recyclables Materials processing for Rate Year 2021. This is based on 20,042 tons of recyclable materials collected from MSS and the net recyclable materials processing cost per ton of \$53.78.

### **Recycling Losses Applicable for 2021 Rate Year**

Recycling losses are in an amount to compensate MSS for prior losses from changes in the net costs of recycling and were negotiated in 2019 to the agencies benefit, apply only to the rate revenue requirements for Rate Years 2019, 2020, and 2021, and are not applied to San Anselmo and Fairfax. Per Exhibit B, \$117,475 will be applied in those Rate Years to account for prior MSS losses on the processing of recyclable materials. No further revenue from prior recycling losses will be collected via the rates or is due to MSS. 2021 will be the last year this amount will be credited to MSS.

### **Interest**

Interest is based on MSS's actual interest from its loan amortization schedules for actual and projected capital expenditures for services under the Agreement as of the last base year review in 2019. This is increased in the same manner as Collector Operations, as described above, via WST annually. The amount for Rate Year 2021 is \$636,233.

### **Zero Waste Marin Fees**

Zero Waste Marin (JPA) Fees are set as a pass through as government fees and, per Exhibit B to the agreements, changes in such fees result in appropriate adjustments to rates to compensate MSS for increases or decreases in such fees.

For the 2021 rate application, MSS calculated revenues for JPA fee recovery at \$762,164. This amount is based on the current known FY 20/21 JPA fees, as well as variances in JPA fees paid vs. compensated via the rate base in 2019 and 2020. In preparing the 2021 rate application, MSS discovered that the 2019 and 2020 JPA fee amounts in the rate base were substantially less than the agency-specific JPA fees paid by MSS and as a result MSS is proposing a one-time adjustment to the JPA fees for 2021 to account for this discrepancy.

R3 reviewed prior JPA fee calculations in the rate base, actual JPA fee assessments to MSS as well as MSS's proposed JPA fee amounts for 2021 and found the 2021 amount of \$762,164 to be reasonable and supported. This finding is based on our understanding of the agencies' intentions to have JPA fees considered as "pass through" costs, our assessment of the magnitude of the discrepancy for 2019 and 2020, and MSS's proposed amounts for 2021 as compared to the current FY 2020/21 JPA fee amounts.

Going forward R3 suggests the following approach to annual JPA fee rate setting so that no further reconciliations of JPA will be necessary during indexed rate adjustments (MSS is currently reviewing this proposed approach, which R3 believes is in-keeping with the intent of Exhibit B):

JPA fees included in the annual indexed rate applications for the MSS service area shall be set equal to the then current JPA fee assessments for the current effective fiscal year, with 100% of the MSS hauler fees passed through to the MSS agencies, and with none of the MSS Transfer Station fees passed through to the MSS agencies.



### **Franchise Fees**

Franchise Fees are calculated by multiplying the applicable franchise fee percentage by each agency served by MSS by the revenues projected for each that Rate Year. Overall, \$5,086,277 in franchise fees are included in the rate application based on set amounts or percentages of revenues set by the agencies.

### **Other Agency Fees**

Other Agency Fees are calculated and applied to each agency based on the specific fees set by those agencies. R3 verified the \$1,419,500 in Other Agency Fees for Rate Year 2021. Fees in this category may change based on individual agency actions.

### **Rate Revenue Reconciliation**

The Rate Revenue Reconciliation item is to reconcile the projected rate revenue from the 2019 rate adjustment to the actual revenue collected through rates charged during the 2019 rate year. The Annual Rate Revenue Reconciliation carrying forward to 2021 is \$142,185, meaning a shortfall in actual rate revenues compared to projected rate revenues in 2019. This item was not in place for San Anselmo and Fairfax in 2019, but was in place for 2020, meaning that such San Anselmo and Fairfax will see similar reconciliations as the other MSS agencies in 2022.

### **Extraordinary Item**

Items that are outside of the categories as defined in the Exhibit B Adjustment methodology may be proposed by MSS as extraordinary items. The following item was included in the 2021 Rate Adjustment.

#### **Recycling Property Insurance**

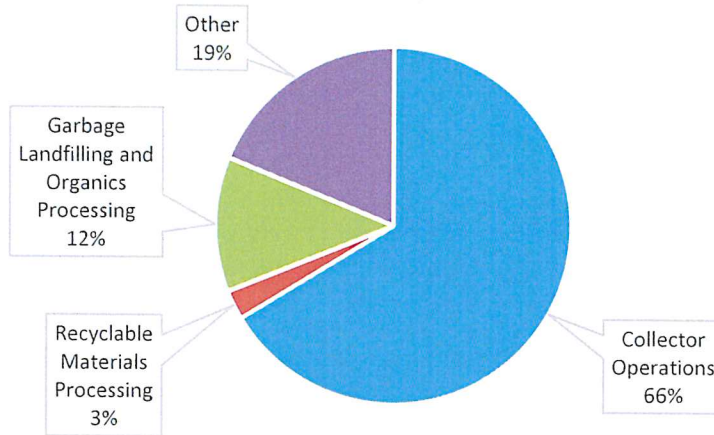
Property insurance for Recycling processing facilities have gone up across the country for circumstances outside of MSS's control. The 2021 recycling property insurance extraordinary item proposed by MSS is \$124,662. MSS has previously and separately briefed the agencies on this item, and R3 is aware of the market circumstances surrounding it. R3 finds that this extraordinary item is supported and reasonable.

### **Rate Revenue Requirement and Total Rate Adjustment**

MSS's total rate revenue requirement for Rate Year 2020 was \$46,241,418. R3 verified the correct calculation of MSS's total rate revenue requirement overall for agencies to account for the varying franchise fees and other agency fees for each agency. The total revenue requirement for rate Year 2021 is \$48,012,769, which results in an overall Rate Adjustment Factor of 3.83%. The Rate Adjustment for each individual agency is listed on Table 1 on page 2 of this report.

Figure 1 on the following page shows a breakout of the overall 2021 revenue requirement for the agencies as a whole. Rates components have been summarized into four main categories: collector operations, garbage landfilling and organics processing, recyclable materials processing, and all other.

**Figure 1**  
**What's in the rates?**



## 2021 Rate Increase Calculation

Based on a total recommended 2021 adjusted rate revenue requirement of \$48,012,769 and approved 2020 revenue requirement of \$46,241,418, R3 concurs with an overall 3.83% rate increase for the agencies served by MSS, effective January 1, 2021, and with individual increases by agency as shown in Table 1 on page 2. Table 2, below, summarizes the current and proposed 32-gallon residential rates by agency, which is the most common subscription level in the MSS service area.

**Table 2**  
**Residential 32-Gallon Rate Summary**

Agency	Current 2020 Rate (\$/mo.)	Proposed 2021 Rate (\$/mo.)	\$ Difference
LGVSD	\$39.45	\$41.12	\$1.67
Town of Ross	\$41.36	\$43.11	\$1.75
Fairfax	\$42.78	\$44.80	\$2.02
City of San Rafael	\$43.37	\$44.95	\$1.58
San Anselmo	\$47.95	\$49.84	\$1.89
City of Larkspur	\$49.00	\$50.88	\$1.88
County of Marin	\$49.17	\$51.11	\$1.94

## Survey of Comparable Rates

Attachment 2 shows the results of R3's survey of solid waste rates as of October 2020 for agencies located throughout the Bay Area. For the purpose of comparing the MSS agencies' rates to other agencies in Attachments 2, 3, and 4 we have applied the 2021 rate increases for MSS served agencies and compared those 2021 rates to the current rates for all other agencies. It is anticipated that rates for other agencies

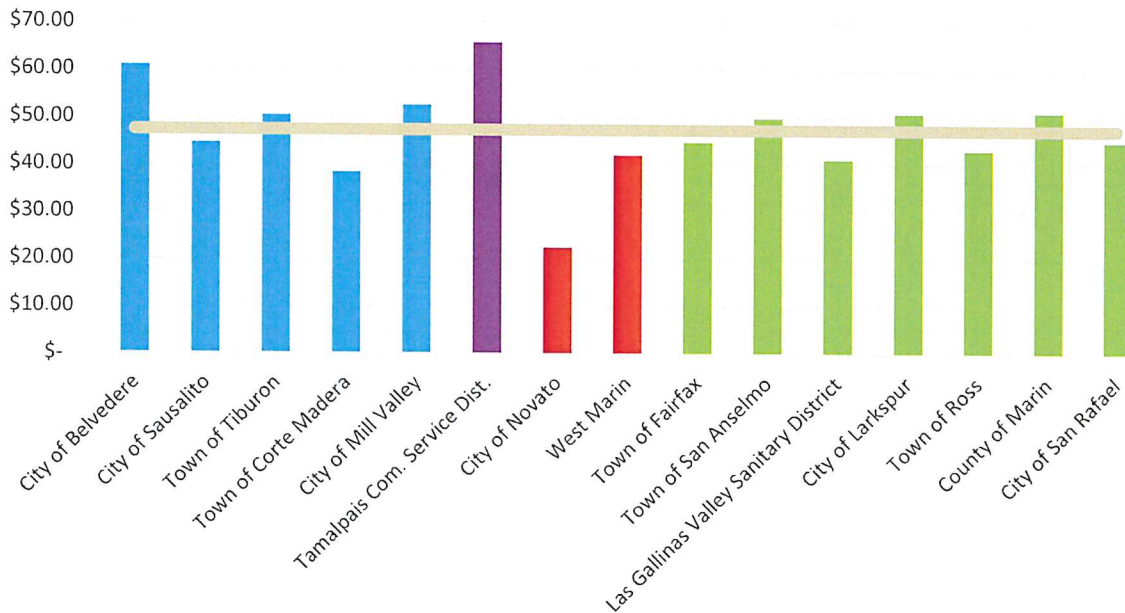
will also increase in 2021, and since this comparison uses 2021 rates for the MSS agencies, the rate comparison will become more favorable as other entities adopt 2021 rates.

Figure 2, below, shows a summary of Marin rates for residential customers with 30-35 gallon garbage service. Bars shown in blue are 2020/21 rates for Mill Valley Refuse Service; purple is the 2021 rate for Tamalpais Community Services District; red are 2020/21 rates for Recology Marin, and; green are proposed 2021 MSS rates. The grey bar is the average for all of Marin County, excluding the MSS agencies.

Overall, 2021 rates for the agencies served by MSS compare favorably to the Marin County average.

**Figure 2**

**Marin County Rates: MSS 2021 Proposed Residential 32-gal Can compared to Current 30-35-gal Can Rates and Marin County Average of \$47.35**



2021 residential rates for a 32-gallon container (the most frequent residential service level) will range from \$41.12 (Las Gallinas Valley Sanitary District) to \$51.11 (County of Marin). Attachment 3 graphically compares the MSS agencies’ residential rates for a 32-gallon container to one another as well as to the average of Marin County rates for similar service.

The MSS agencies’ commercial rates for a 3-cubic yard bin serviced 1 time per week (the most requested commercial service level) range from \$553.47 (Town of Ross) to \$648.79 (City of Larkspur). The average rate for the MSS agencies’ is \$625.68 while the average for Marin County without the MSS served agencies is \$463.84. Attachment 4 compares the MSS agencies’ commercial rates for a 3-cubic yard bin serviced one time per week to the average Marin County rate and all other agencies’ average rate for similar service levels.

These survey results are presented as an indication of the reasonableness of the resulting rates for 2021. Conclusions should not be immediately drawn from this information because rate comparisons are intrinsically difficult and often misleading. This results from differences in issues such as those listed below:

- The types and ranges of services provided;
- The level of subscription to solid waste services by residential, commercial, and industrial customers;
- The ratio of residential to commercial and industrial customers;
- The terrain in which the service is performed;
- Disposal, transfer and process costs, and amounts per capita;
- Rate structures; and
- Governmental fees (e.g., franchise fees, vehicle impact fees, etc.).

\* \* \* \* \*

R3 appreciates the opportunity to be of service to the MSS-served agencies addressed in this report. Should you have any questions regarding this report or need any additional information, please contact me by phone at (510) 292-0853 or by email at [gschultz@r3cgi.com](mailto:gschultz@r3cgi.com).

Sincerely,

**R3 CONSULTING GROUP**



Mr. Garth Schultz | Principal



Attachment 1

**Marin Sanitary Service  
Combined Service Area Rate Application**

**COLLECTOR'S RATE REVENUE REQUIREMENT AND RATE ADJUSTMENT  
INDEXED YEAR - RATE YEAR 2021**

	MSS Service Area Total	San Rafael	Larkspur	County	San Anselmo	LGVSD	Fairfax	Ross
Collector Operations	29,468,406	16,071,160	4,039,444	2,511,633	2,802,295	2,149,809	1,367,887	526,178
Fuel and Oil True-up <sup>1</sup>	80,477	51,124	12,850	7,990		6,839		1,674
Garbage Landfilling and Organics Processing	5,404,532	2,848,336	715,922	445,144	575,849	381,017	345,008	93,256
Garbage Landfilling and Organics True-up <sup>1</sup>	17,597	11,179	2,810	1,747		1,495		366
Change in Law - AB 1826 Costs	3,996	5,693	1,431	890	(6,126)	762	1,160	186
Change in Scope - San Rafael Illegal Dumping Pilot	-	-						
<b>Subtotal for Profit Calculation</b>	<b>34,975,008</b>	<b>18,987,492</b>	<b>4,772,457</b>	<b>2,967,404</b>	<b>3,372,018</b>	<b>2,539,922</b>	<b>1,714,055</b>	<b>621,660</b>
Collector Profit (90.5% Operating Ratio)	3,671,410	1,993,162	500,976	311,495	353,969	266,622	179,928	65,257
Recyclable Materials Processing	1,077,857	561,702	141,182	87,784	121,650	75,138	72,011	18,390
Recycling Losses <sup>1</sup>	117,475	74,628	18,758	11,663		9,983		2,443
Interest	636,233	365,479	91,862	57,118	39,149	48,889	21,770	11,966
Zero Waste Marin Fees	762,164	413,818	104,012	64,672	70,346	55,356	40,411	13,549
Franchise Fees	5,086,277	2,555,019	692,964	827,650	501,205	158,773	234,889	115,777
Other Agency Fees	1,419,500	443,600	568,400	246,000	84,000	-	77,500	-
Annual Rate Revenue Reconciliation	142,185	90,326	22,703	14,116		12,083		2,957
Extraordinary Item - Recycling Property Insurance	124,662	64,964	16,329	10,153	14,070	8,690	8,329	2,127
<b>Total 2021 Rate Revenue Requirement</b>	<b>48,012,769</b>	<b>25,550,190</b>	<b>6,929,643</b>	<b>4,598,055</b>	<b>4,556,407</b>	<b>3,175,456</b>	<b>2,348,893</b>	<b>854,126</b>
<b>Total 2020 Rate Revenue Requirement</b>	<b>46,241,418</b>	<b>24,653,341</b>	<b>6,673,362</b>	<b>4,423,130</b>	<b>4,383,226</b>	<b>3,046,239</b>	<b>2,242,749</b>	<b>819,371</b>
<b>2021 Rate Revenue Adjustment</b>	<b>3.83%</b>	<b>3.64%</b>	<b>3.84%</b>	<b>3.95%</b>	<b>3.95%</b>	<b>4.24%</b>	<b>4.73%</b>	<b>4.24%</b>

<sup>1</sup> Applicable for 2020 & 2021 Rate Years only.

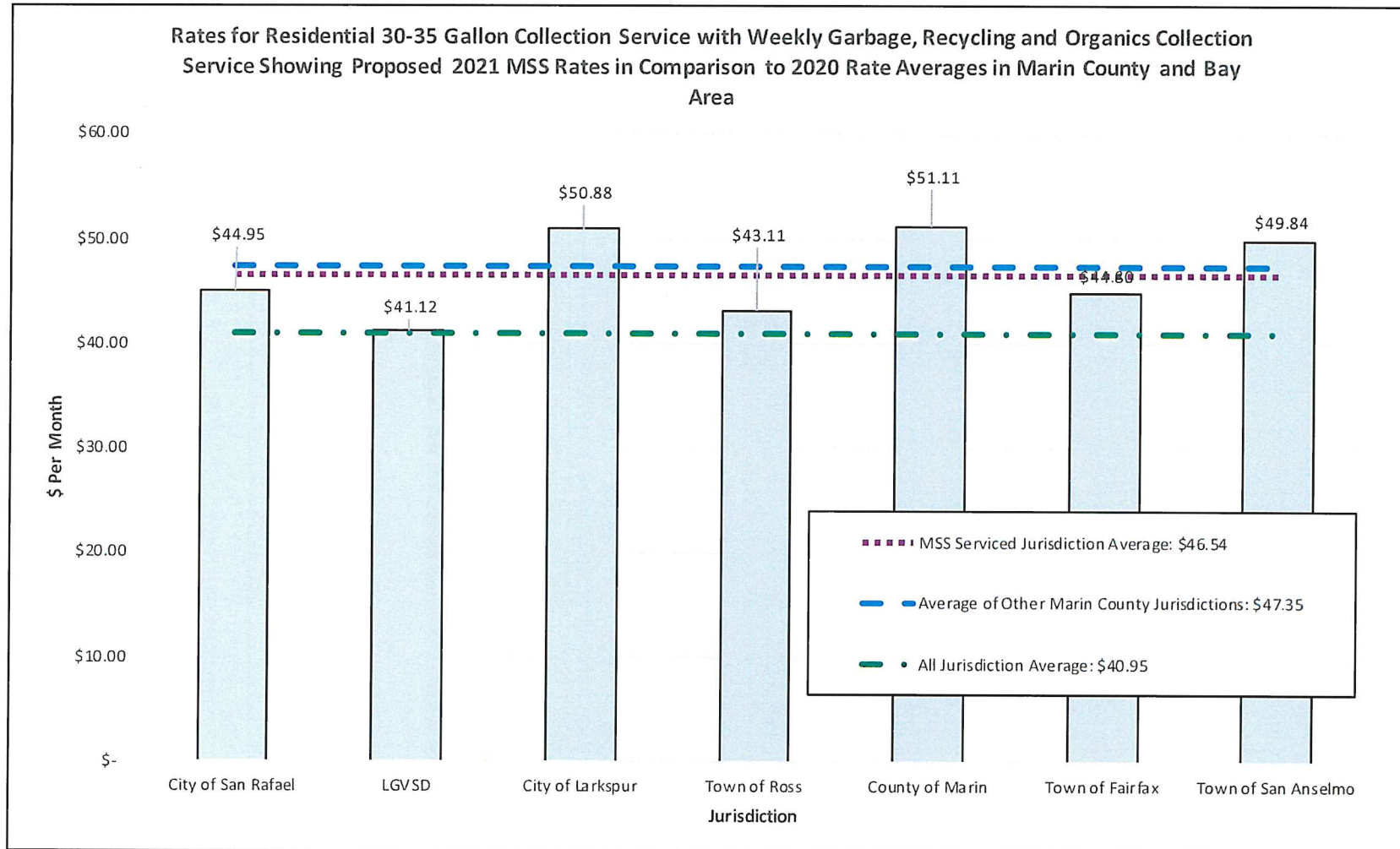
Attachment 2

Bay Area Rate Survey

Jurisdiction	County	Effective Dates	Residential Single Family				Commercial			
			20 Gal.	30-35 Gal.	60-64 Gal.	90-96 Gal.	1 YD Bin	1 YD Bin	3 YD Bin	3 YD Bin
							1x/Week	3x/Week	1x/Week	3x/Week
City of Alameda	Alameda	7/1/20	\$ 34.91	\$ 44.07	\$ 72.40	\$ 101.12	\$ 167.85	\$ 513.61	\$ 503.55	\$ 1,540.82
City of Albany	Alameda	5/1/20	\$ 40.05	\$ 44.84	\$ 77.51	\$ 110.15	\$ 178.67	\$ 536.01	\$ 536.01	\$ 1,608.03
City of Berkeley	Alameda	7/1/19	\$ 27.30	\$ 43.66	\$ 87.28	\$ 130.87	\$ 173.77	\$ 489.63	\$ 480.92	\$ 1,428.48
City of Dublin	Alameda	7/1/19	N / A	\$ 28.82	\$ 52.95	\$ 77.07	\$ 139.86	\$ 489.18	\$ 419.58	\$ 1,328.34
City of Emeryville	Alameda	1/1/19	\$ 11.78	\$ 19.50	\$ 39.00	\$ 58.49	\$ 116.13	\$ 348.39	\$ 348.39	\$ 1,045.17
City of Fremont	Alameda	1/1/20	\$ 38.94	\$ 39.72	\$ 43.33	\$ 62.64	\$ 108.92	N / A	\$ 244.85	N / A
City of Livermore	Alameda	7/1/19	\$ 29.35	\$ 38.85	\$ 58.18	\$ 91.42	\$ 116.72	\$ 364.16	\$ 350.16	\$ 1,115.62
City of Newark	Alameda	1/1/19	\$ 31.21	\$ 34.68	\$ 61.43	\$ 88.16	\$ 140.54	\$ 438.50	\$ 371.83	\$ 1,014.01
City of Oakland	Alameda	7/1/20	\$ 45.16	\$ 51.27	\$ 90.44	\$ 135.88	\$ 250.38	\$ 751.07	\$ 596.26	\$ 1,788.71
City of Piedmont	Alameda	7/1/20	\$ 85.26	\$ 90.35	\$ 124.46	\$ 139.38	\$ 230.86	\$ 692.58	N / A	N / A
City of Pleasanton	Alameda	7/1/20	N / A	\$ 27.33	N / A	\$ 47.69	\$ 122.39	\$ 388.51	\$ 367.15	\$ 1,144.14
City of San Leandro	Alameda	7/1/20	\$ 27.05	\$ 33.70	\$ 56.09	\$ 78.46	\$ 147.75	\$ 446.72	\$ 446.72	\$ 1,340.16
City of Union City	Alameda	7/1/20	\$ 31.16	\$ 38.96	\$ 77.97	\$ 116.92	\$ 161.85	\$ 447.03	\$ 424.13	\$ 1,155.90
Castro Valley Sanitary District	Alameda	7/1/20	\$ 32.58	\$ 50.51	\$ 87.72	\$ 124.92	\$ 214.74	\$ 644.37	\$ 522.26	\$ 1,377.88
Oro Loma Sanitary District (L1)	Alameda	9/1/20	\$ 10.01	\$ 19.97	\$ 39.98	\$ 59.94	\$ 130.61	\$ 339.49	\$ 347.89	\$ 974.53
Oro Loma Sanitary District (L2)	Alameda	9/1/20	\$ 10.01	\$ 19.97	\$ 39.98	\$ 59.94	\$ 130.61	\$ 339.49	\$ 347.89	\$ 974.53
Oro Loma Sanitary District (L3)	Alameda	9/1/20	\$ 11.55	\$ 23.17	\$ 46.25	\$ 69.40	\$ 151.12	\$ 392.82	\$ 402.55	\$ 1,127.65
City of Richmond	Contra Costa	1/1/20	\$ 33.97	\$ 41.18	\$ 77.97	\$ 115.80	\$ 281.48	\$ 716.06	\$ 645.34	\$ 1,770.91
City of San Pablo	Contra Costa	1/1/20	\$ 27.44	\$ 33.59	\$ 65.11	\$ 97.59	\$ 263.19	\$ 668.83	\$ 612.73	\$ 1,682.80
City of El Cerrito	Contra Costa	1/1/20	\$ 44.72	\$ 58.60	\$ 116.37	N / A	\$ 395.42	\$ 1,186.26	N / A	N / A
City of Hercules	Contra Costa	1/1/20	\$ 34.11	\$ 40.15	\$ 70.83	\$ 102.43	\$ 299.79	\$ 756.87	\$ 690.14	\$ 1,887.27
City of Pinole	Contra Costa	1/1/20	\$ 31.11	\$ 37.21	\$ 66.28	\$ 96.29	\$ 285.04	\$ 727.45	\$ 668.00	\$ 1,839.38
Unincorporated West Contra Costa	Contra Costa	1/1/20	\$ 29.83	\$ 36.60	\$ 70.06	\$ 104.37	\$ 254.38	\$ 645.29	\$ 579.12	\$ 1,585.36
Town of Fairfax	Marin	1/1/21	\$ 37.38	\$ 44.80	\$ 89.63	\$ 134.43	\$ 263.46	\$ 624.03	\$ 617.66	\$ 1,616.79
Town of San Anselmo	Marin	1/1/21	\$ 38.14	\$ 49.84	\$ 99.77	\$ 149.65	\$ 283.98	\$ 851.90	\$ 818.02	\$ 2,454.23
City of Belvedere	Marin	7/1/20	\$ 49.33	\$ 60.97	\$ 103.44	\$ 145.92	\$ 270.81	\$ 748.15	N / A	N / A
City of Novato	Marin	1/1/20	\$ 14.09	\$ 22.53	\$ 45.03	\$ 67.57	N / A	N / A	\$ 293.53	\$ 728.34
West Marin <sup>1</sup>	Marin	1/1/20	\$ 27.68	\$ 43.48	\$ 78.74	\$ 125.87	\$ 319.46	\$ 623.36	\$ 479.20	\$ 1,087.02
City of Sausalito	Marin	1/1/20	N / A	\$ 44.60	\$ 89.20	\$ 133.80	\$ 206.27	N / A	\$ 618.80	N / A
Tamalpais Com. Service Dist. <sup>1</sup>	Marin	7/1/20	N / A	\$ 65.76	\$ 99.28	\$ 134.70	\$ 435.64	\$ 1,210.11	N / A	N / A
Town of Tiburon	Marin	7/1/20	\$ 44.73	\$ 50.46	\$ 91.88	\$ 132.62	\$ 240.15	\$ 655.19	N / A	N / A
Town of Corte Madera	Marin	7/1/19	\$ 32.69	\$ 38.44	\$ 77.09	\$ 115.73	\$ 179.81	\$ 485.29	N / A	N / A
City of Mill Valley	Marin	7/1/20	\$ 47.69	\$ 52.59	\$ 87.82	\$ 122.97	\$ 232.94	\$ 626.82	N / A	N / A
City of San Rafael	Marin	1/1/21	\$ 38.21	\$ 44.95	\$ 89.90	\$ 134.85	\$ 290.12	\$ 887.08	\$ 555.23	\$ 1,576.03
Las Gallinas Valley Sanitary District	Marin	1/1/21	\$ 34.96	\$ 41.12	\$ 82.25	\$ 123.37	\$ 294.37	\$ 883.83	\$ 595.63	\$ 1,662.43
City of Larkspur	Marin	1/1/21	\$ 43.27	\$ 50.88	\$ 101.76	\$ 152.64	\$ 323.07	\$ 968.87	\$ 648.79	\$ 1,701.22
Town of Ross	Marin	1/1/21	\$ 36.63	\$ 43.11	\$ 86.23	\$ 129.34	\$ 215.94	\$ 374.03	\$ 553.47	\$ 1,660.26
County of Marin	Marin	1/1/21	\$ 31.28	\$ 51.11	\$ 104.69	\$ 162.12	\$ 369.20	\$ 1,107.74	\$ 590.98	\$ 1,772.96
City of Campbell <sup>1</sup>	Santa Clara	7/1/20	\$ 26.38	\$ 33.33	\$ 62.80	\$ 62.28	\$ 157.55	\$ 477.22	\$ 315.11	\$ 954.44
City of Cupertino <sup>1</sup>	Santa Clara	1/1/20	N / A	\$ 29.60	\$ 56.97	\$ 84.34	\$ 174.64	\$ 523.97	\$ 279.45	\$ 838.32
City of Los Altos	Santa Clara	7/1/20	\$ 36.07	\$ 38.86	\$ 77.69	\$ 116.56	\$ 152.43	\$ 457.31	\$ 457.29	\$ 1,371.93
City of Millpitas	Santa Clara	1/1/20	\$ 34.08	\$ 37.04	\$ 43.56	\$ 50.05	\$ 122.91	\$ 302.68	\$ 279.14	\$ 790.21
City of Monte Sereno <sup>1</sup>	Santa Clara	7/1/20	\$ 29.60	\$ 37.53	\$ 71.22	\$ 104.90	\$ 210.16	\$ 636.66	\$ 420.32	\$ 1,273.31
City of Mountain View	Santa Clara	7/1/20	\$ 23.95	\$ 34.95	\$ 69.90	\$ 104.85	\$ 106.95	\$ 363.20	\$ 320.25	\$ 1,003.80
City of Palo Alto	Santa Clara	7/1/17	\$ 27.81	\$ 50.07	\$ 100.15	\$ 150.22	\$ 219.49	\$ 590.31	\$ 504.40	\$ 1,455.48
City of San Jose	Santa Clara	7/1/20	N / A	\$ 39.12	\$ 78.24	\$ 117.36	\$ 153.51	\$ 439.61	\$ 214.41	\$ 613.18
City of Santa Clara	Santa Clara	7/1/19	\$ 23.07	\$ 30.67	\$ 45.13	\$ 59.64	\$ 93.40	\$ 270.26	\$ 261.60	\$ 742.49
City of Sunnyvale	Santa Clara	7/1/20	N / A	\$ 37.36	\$ 41.47	\$ 46.67	\$ 172.79	\$ 487.21	\$ 429.37	\$ 1,251.50
City of Saratoga <sup>1</sup>	Santa Clara	7/1/20	\$ 28.11	\$ 35.58	\$ 67.31	\$ 99.04	\$ 222.29	\$ 673.68	\$ 444.57	\$ 1,347.36
Town of Los Altos Hills	Santa Clara	7/1/20	\$ 34.33	\$ 47.85	\$ 95.74	\$ 143.57	\$ 117.61	\$ 184.05	\$ 247.70	\$ 430.39
Town of Los Gatos <sup>1</sup>	Santa Clara	7/1/20	\$ 27.69	\$ 35.16	\$ 66.46	\$ 97.77	\$ 192.18	\$ 582.24	\$ 384.35	\$ 1,164.48
Marin Sanitary Service Agencies Average			\$ 37.12	\$ 46.54	\$ 93.46	\$ 140.91	\$ 291.45	\$ 813.93	\$ 625.68	\$ 1,777.70
Marin County Average without MFG			\$ 36.04	\$ 47.35	\$ 84.06	\$ 122.40	\$ 269.30	\$ 724.82	\$ 463.84	\$ 907.68
Marin County - All			\$ 36.62	\$ 46.98	\$ 88.45	\$ 131.04	\$ 280.37	\$ 772.80	\$ 577.13	\$ 1,584.36
All City Average			\$ 32.61	\$ 40.95	\$ 74.50	\$ 105.44	\$ 209.66	\$ 590.77	\$ 459.88	\$ 1,314.90

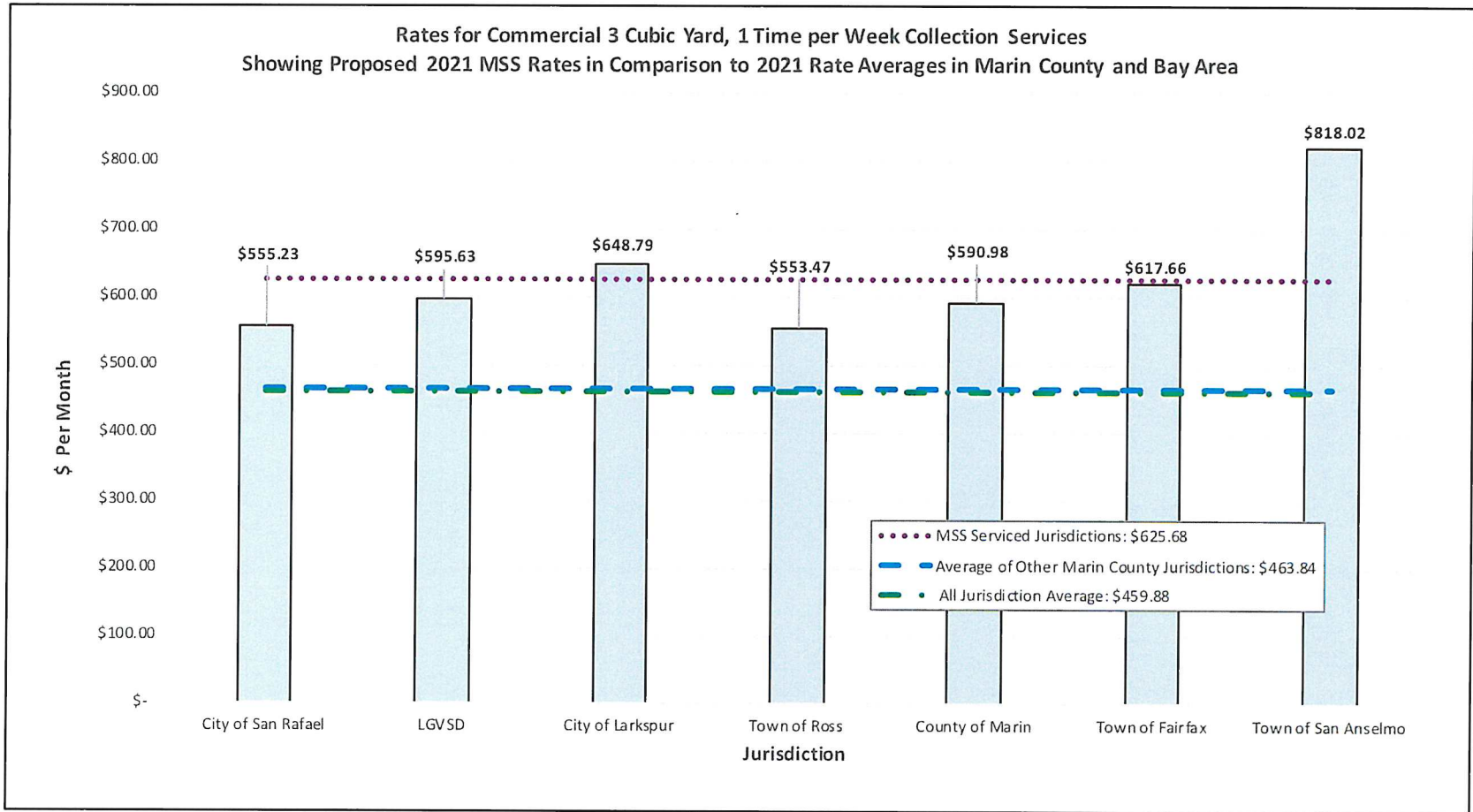
<sup>1</sup> 1 CY not available, reflected here for 1.5 CY

Attachment 3





Attachment 4



Agenda Item 3 A  
Date January 21, 2021

## MINUTES OF DECEMBER 22, 2020

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON DECEMBER 22, 2020 AT 3:32 PM AND STAFF BY ZOOM CONFERENCE AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE ROOM, SAN RAFAEL, CA. 94903

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

**BOARD MEMBERS ABSENT:** None.

**STAFF PRESENT:** Mike Prinz, General Manager; Mike Cortez, District Engineer; Dale McDonald, Administrative Services Manager

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

**ANNOUNCEMENT:** President Elias 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 December 4 and December 10th , 2020
- B. Approve the Warrant List for December 22, 2020
- C. Approve Board Compensation for November, 2020.
- D. Approve Clark attending the CASA Winter Virtual Conference on January 27-28, 2021
- E. Approve Schriebman attending the CASA Winter Virtual Conference on January 27-28, 2021
- F. Approve Application of Capacity for APN 179-05-104 209 Corrillo Dr Accessory Dwelling Unit

Items B and F were pulled for discussion.

### ACTION:

Board approved (M/S Schriebman/Murray 5-0-0-0) the Consent Calendar items A through F.

Roll Call:

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

### 3. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

- 1. General Manager Report – Verbal- Prinz reported.

### ACTION ITEMS:

### 4. WINTER NEWSLETTER DRAFT FINAL

Board and staff discussed the draft Winter Newsletter. Changes to the draft newsletter were recommended.

**ACTION:**

It was the consensus of the Board to postpone action and to have staff bring an updated newsletter back to the Board for consideration.

**5. BUILDER'S RISK INSURANCE PROPOSAL FOR STPURWE PROJECT**

Board and staff reviewed the Builder's Risk Insurance Proposal for the STPURWE Project.

**ACTION:**

Board approved (M/S Schriebman/Murray 4-1-0-0) authorizing the District to bind insurance coverage through Aliant Insurance Services, Inc. for Builder' Risk Insurance with \$100,000 deductible option, excluding TRIA, excluding flood, and including earth movement option for the Secondary Treatment Plant Upgrade and Recycled Water Expansion (STPURWE) Project for the term through July 30, 2022.

Roll Call:

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

**6. REQUEST FOR PROPOSALS FOR LEGAL SERVICES**

Board and staff discussed a Request for Proposals for Legal Services.

**ACTION:**

It was the consensus of the Board that an RFP with certain caveats be developed and brought back to the Board for consideration.

**7. PUBLIC COMMENT:** None.

**8. BOARD MEMBER REPORTS:**

1. CLARK

- a. NBWA Board Committee –no report
- b. Other Reports– verbal report – no report

2. ELIAS

- a. NBWRA– no report
- b. Ad Hoc Engineering Committee—no report
- c. Other Reports– no report

3. MURRAY

- a. Marin LAFCO – verbal report
- b. CASA Energy Committee– verbal report
- c. 2020 GM Evaluation Ad Hoc Committee- No report
- d. Other Reports– Marin Special Districts Association – Verbal report

4. SCHRIEBMAN

- a. JPA Local Task Force– no report
- b. NBWA Tech Advisory Committee– no report
- c. Other Reports- no report

5. YEZMAN

- a. Gallinas Watershed Council/Miller Creek Watershed Council– no report
- b. Flood Zone 7– no report
- c. CSRMA– no report
- d. Ad Hoc Engineering Committee– no report
- e. 2020 GM Evaluation Ad Hoc Committee- no report
- f. Other Reports–COVID Grants - impact on Water/Wastewater Billing

**9. BOARD REQUESTS:**

- A. Board Meeting Attendance Requests – Director Murray may put in a request for CASA in January.
- B. Board Agenda Item Requests – Director Murray requested ERAF Allocation/Formula be added to a future agenda.

**10. VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE:**

None.

**11. ADJOURNMENT:**

Director Elias thanked the Board for allowing him to serve as President and wished everyone happy holidays.

Board approved (M/S Clark/Murray 5-0-0-0) the adjournment of the meeting at 5:44 pm.

Roll Call:

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

The next Board Meeting is scheduled for January 7, 2021.

ATTEST:

\_\_\_\_\_  
Dale McDonald, District Treasurer

APPROVED:

\_\_\_\_\_  
Megan Clark, Vice President

SEAL

## MEETING MINUTES OF JANUARY 7, 2021

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION ON JANUARY 7, 2021 AT 3:33 PM, AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, SAN RAFAEL, CALIFORNIA. THE PRESIDENT OPENED THE MEETING EXTENDING PRAYERS AND GOOD WISHES TO JUDY SCHRIEBMAN, CRYSTAL YEZMAN AND MIKE CORTEZ.

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

**BOARD MEMBERS ABSENT:** None.

**STAFF PRESENT:** Mike Prinz, General Manager; Teresa Lerch, District Secretary; Dale McDonald, Administrative Services Manager

**OTHERS PRESENT:** Pat Richardson, District Counsel; Bobbie Bennett, Regional Government Services (arrived at 4:15 pm) Garth Shultz from R3 Consulting Group, Inc; Joe Garbarino, Patty Garbarino, Justin Wilcock, Jason Raleigh, from Marin Sanitary Service;

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

**PUBLIC COMMENT:** None

### 2. BOARD ELECTIONS – PRESIDENT, VICE PRESIDENT, TREASURER , DISTRICT ENGINEER AND SECRETARY

Board discussed electing a President, Vice President, Treasurer and Secretary. Although it was Schriebman's turn to be President, Schriebman requested that she prefers to be a director this year instead of President and requested that Yezman become President and Clark become Vice President (next in rotation). Next year, Schriebman would be President and Yezman would be Vice President. The District Engineer, Treasurer and Secretary will be delegated, not elected.

#### ACTION:

Board nominated and approved (M/S Schriebman/Clark 5-0-0-0) Crystal Yezman to serve as President for 2021, Megan Clark to serve as Vice-President, Dale McDonald to serve at District Treasurer, and Teri Lerch to serve as District Secretary.

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

Elias turned the meeting over to President Yezman.

### 3. REVIEW OF THE GARBAGE AND REFUSE RATE ADJUSTMENT FOR 2021 AND SET PUBLIC HEARING FOR ORDINANCE 185

Garth Schultz RE Consulting Group did a presentation for the Board and staff. Discussion ensued.

#### ACTION:



Board approved (M/S Schriebman/Murray 5-0-0-0) setting a Public Hearing for the Refuse Rate Adjustment for 2021 on January 21, 2021 at 3:30 pm.

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

District Counsel stated per Board policy B-110-40 that the Board needed to designate a District Engineer. Discussion ensued.

**ACTION:**

Board approved (M/S Schriebman/Elias 5-0-0-0) designating Mike Cortez as the District Engineer.

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

**4. 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 December 17, 2020
- B. Approve the Warrant List for January 7, 2020
- C. Approve Murray to attend the CASA Winter Virtual Conference January 27-28, 2021
- D. Approve the Winter 2021 Newsletter

Modifications to the graphics in Item D were discussed. McDonald will coordinate change.

**ACTION:**

Board approved (M/S Murray/Elias 5-0-0-0) the Consent Calendar items A through D with modifications to item D.

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

**5. INFORMATION ITEMS:**

STAFF / CONSULTANT REPORTS:

- 1. General Manager Report – Verbal – Prinz reported.

**6. SECOND AMENDMENT TO GENERAL MANAGER'S EMPLOYMENT AGREEMENT**

The Board and the General Manager discussed the General Manager's compensation and the draft Second Amendment to Employment Agreement.

**ACTION:**

Board approved (M/S Schriebman/Elias 5-0-0-0) the General Manager's salary be increased by 8% to a monthly rate of \$21,694.00 retroactive to November 26, 2020 and instructed staff to bring back the Second Amendment to the Employment Agreement to the next meeting for approval.

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

**7. BOARD PRESIDENT APPOINTMENTS FOR 2021**

Discussion ensued.

**ACTION:**

Board approved (M/S Yezman/Schriebman 5-0-0-0) the committee assignments updated below:

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

<b>Committee</b>	<b>Regular Member</b>	<b>Alternate Member</b>
NBWA Board Committee	Clark	Schriebman
NBWA Tech Advisory Committee	Schriebman	Elias
NBWA Conference Committee	Clark	None
NBWRA	Elias	None
JPA Local Task Force**	Schriebman	None
Gallinas Watershed Council	Schriebman	None
Marin LAFCO**	Murray	None
CASA Energy Committee	Murray	None
CSRMA	Yezman	None
Flood Zone 7	Yezman	None
Secondary Treatment Plant Upgrade Engineering Ad Hoc Subcommittee	Yezman/Elias	None
2021 GM Evaluation Ad Hoc Subcommittee	Murray/Elias	None

\*\*Appointments made by JPA Local Task Force and Marin LAFCO not LGVSD.

**8. PUBLIC COMMENT:** None

**9. BOARD MEMBER REPORTS:**

1. CLARK

- a. NBWA Board Committee –no report
- b. Other Reports– verbal report – no report

2. ELIAS

- a. NBWRA– no report
- b. Ad Hoc Engineering Committee—no report
- c. Other Reports– no report

3. MURRAY

- a. Marin LAFCO – verbal report
- b. CASA Energy Committee– no report
- c. 2020 GM Evaluation Ad Hoc Committee- completed 2020 Evaluation
- d. Other Reports– RCAC Asset Management
- e. Marin County Special Districts Association – next meeting is January 21

4. SCHRIEBMAN

- a. Gallinas Watershed Council/Miller Creek Watershed Council– verbal report
- b. JPA Local Task Force– no report
- c. NBWA Tech Advisory Committee– no report
- d. Other Reports- no report

5. YEZMAN

- a. Flood Zone 7– no report

- b. CSRMA– next meeting is January 28
- c. Ad Hoc Engineering Committee– no report
- d. 2020 GM Evaluation Ad Hoc Committee- completed 2020 Evaluation
- e. Other Reports–no report

**10. BOARD REQUESTS:**

- A. Board Meeting Attendance Requests – none.
- B. Board Agenda Item Requests- Agenda item “Various Articles” will be discussed in the Board Norms meeting on January 29.

**11. MISCELLANEOUS DISTRICT CORRESPONDENCE:**

Discussion ensued.

**12. ADJOURNMENT:**

**ACTION:**

Board approved (M/S Clark/Murray 5-0-0-0) the adjournment of the meeting at 6:15 p.m.

AYES: Clark, Elias, Murray, Schriebman and Yezman.

NOES: None.

ABSENT: None.

ABSTAIN: None.

The next Board Meeting is scheduled for January 14, 2021 3 PM at the District Office.

ATTEST:

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

APPROVED:

\_\_\_\_\_  
Megan Clark, Board Vice-President

SEAL

Las Gallinas Valley Sanitation District  
Warrant List 1/21/2021 DRAFT

Agenda Item 3B  
Date January 21, 2021

	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
1	1/21/2021	EFT1	ADP Payroll	108,075.39		108,075.39	Paydate & Processing Charges for 1/15
2	1/21/2021	ACH	A&P Moving	84.70		84.70	Records Retention - Dec 2020
3	1/21/2021	ACH	Alliant Insurance Services	310,846.52		310,846.52	Builders Risk Insurance Effective 12/23/2020 - 7/30/2022
4	1/21/2021	N/A	Aramark Uniform Service	392.48		392.48	Uniform Laundry Service - Weeks of 12/28 & 1/4
5	1/21/2021	N/A	Aqua Engineering	44,982.50		44,982.50	STPURWE - Design Services During Construction Phase 9
6	1/21/2021	N/A	Banner Bank	61,862.67		61,862.67	STPURWE - Retention for Myers & Sons - December
7	1/21/2021	N/A	Bartley Pump aka PumpMan	15,044.32		15,044.32	Rebuild Irrigation Pump #1 - Final Payment on PO
8	1/21/2021	ACH	Brown & Caldwell	4,121.39		4,121.39	STPURWE - Secondary Treatment Engineering Services 11/20 - 12/24
9	1/21/2021	N/A	California Water Environment Association	91.00		91.00	Mechanical Cert for Operator
10	1/21/2021	EFT	CalPERS 457 Plan	5,594.30		5,594.30	EE's Deferred Comp. for Paydate 12/31/2020
11	1/21/2021	EFT	CalPERS Retirement	17,306.48		17,306.48	EE & ER Payment to Retirement, Paydate 12/31
12	1/21/2021	EFT	CalPERS Contribution Requirement	1,692.24		1,692.24	Replacement Benefit Contribution
13	1/21/2021	ACH	Caltest	1,499.10		1,499.10	Outside Lab Testing- December
14	1/21/2021	N/A	Capital Rubber Corp.	5,686.50		5,686.50	Hose for 8x6 Portable Pump
15	1/21/2021	N/A	CD & Power	3,917.12		3,917.12	Generator Rental Return Fees
16	1/21/2021	N/A	Centricity GIS	6,500.00		6,500.00	Cityworks Software Upgrade - USA Ticket Integration
17	1/21/2021	ACH	Contractor Compliance & Monitoring	4,155.29		4,155.29	Labor Compliance - December 2020
18	1/21/2021	ACH	Core Utilities	2,994.44		2,994.44	IT Services for December
19	1/21/2021	N/A	CPM Construction	6,600.00		6,600.00	STPURWE - On -Call Scheduling & Estimating Support - Dec 2020
20	1/21/2021	ACH	Cropper Accountancy	14,500.00		14,500.00	2019/2020 Audit & State Reporting
21	1/21/2021	ACH	Data Instincts	3,191.25		3,191.25	Provide Public Information & Awareness to LGVSD - November 2020
22	1/21/2021	EFT	Discovery Benefits	70.20		70.20	FSA Admin Fees for January, Plan Payment for EE
23	1/21/2021	ACH	Du-All Safety	2,408.00		2,408.00	LGVSD Safety Compliance- December 2020
24	1/21/2021	ACH	Eliás, Rabi	200.00		200.00	Health Reimbursement - January
25	1/21/2021	ACH	Gardeners Guild	1,123.00		1,123.00	Landscape Maintenance - January
26	1/21/2021	N/A	Government Finance Officers Association	160.00		160.00	ASM Membership - 3/1/2021 - 2/28/2022
27	1/21/2021	N/A	GraphicSmiths	120.00		120.00	Internet Site Design - 12/9/2020- 12/22/2020
28	1/21/2021	N/A	Hach Company	5,045.56		5,045.56	TSS Portable Hand Held Turbidity, Maintenance Case



Las Gallinas Valley Sanitation District Warrant List 1/21/2021 DRAFT							
	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
29	1/21/2021	ACH	Hanford ARC	6,927.50		6,927.50	LMC Revegetation Maintenance Services - December 2020
30	1/21/2021	N/A	Hazen & Sawyer	9,550.00		9,550.00	Flow Equalization System - December 2020
31	1/21/2021	EFT	IBank	169,977.85		169,977.85	STPURWE-Loan Payment
32	1/21/2021	N/A	IEDA Inc.	7,651.00		7,651.00	Labor Relations Consulting - 1/1/21 - 6/30/21
33	1/21/2021	N/A	Kleinfelder	1,443.28		1,443.28	STPURWE - Construction Observation & Materials Testing Services - 11/16/2020 - 12/13/2020
34	1/21/2021	ACH	Koff & Associates	4,417.50		4,417.50	Classification & Compensation Study
35	1/21/2021	N/A	Marin Ace	3.91		3.91	Letters Black Vinyl
36	1/21/2021	N/A	Marin Independent Journal	91.44		91.44	Public Notice of Ordinance - Amend Garbage Collection Rates for 2021
37	1/21/2021	N/A	Marin Munciple Water District	1,233.46		1,233.46	Water Meters for Pump Station - 10/17/2020 - 12/17/2020
38	1/21/2021	N/A	Marin Sanitary Service	757.00		757.00	Debris Bin for Plant - 10/23/2020 - 12/2/2020
39	1/21/2021	ACH	Murray, Craig	125.00		125.00	Health Reimbursement - January
40	1/21/2021	N/A	MWA Architechs	13,626.38		13,626.38	Admin Building Site Evaluation Contract- December 2020
41	1/21/2021	N/A	Myers & Sons Construction	1,175,390.64		1,175,390.64	STPURWE- Secondary Treatment Plant Upgrade- December
42	1/21/2021	N/A	North Bay Gas	71.83		71.83	Acetylene Gas
43	1/21/2021	N/A	North Bay Petroleum	1,663.47		1,663.47	Unleaded & Diesel Fuels Delivered 12/29/2020
44	1/21/2021	N/A	North Valley Labor Compliance Services	225.00		225.00	Labor Compliance for Hanford Revegetation Project - December 2020
45	1/21/2021	N/A	Okerkamper & Associates	3,600.00		3,600.00	Guide Dogs Easement Staking - December 2020
46	1/21/2021	N/A	Operating Engineers	480.00		480.00	Union Dues for Paydate 12/31/2020
47	1/21/2021	EFT	Pacific Crest Group	2,400.00		2,400.00	HR Management Services November 2020
48	1/21/2021	N/A	PG&E	7,497.30		7,497.30	Electricity for Plant - 11/25 - 12/27/2020
49	1/21/2021	N/A	PG&E	5,428.85		5,428.85	Electricity for Pump Stations - 11/17 - 12/16/2020
50	1/21/2021	N/A	PG&E	27.11		27.11	Solar 11/25 - 12/27/2020
51	1/21/2021	N/A	Rafael Lumber	266.12		266.12	Miter Saw w/Laser Mark, Lumber
52	1/21/2021	N/A	Rathlin Properties	8,829.00		8,829.00	February Rent for 101 Lucas Valley Rd.
53	1/21/2021	ACH	Retiree Augusto	149.09		149.09	Retiree Health - February
54	1/21/2021	ACH	Retiree Burgess	180.03		180.03	Retiree Health - February
55	1/21/2021	ACH	Retiree Cummins	162.53		162.53	Retiree Health - February
56	1/21/2021	ACH	Retiree Cutri	445.18		445.18	Retiree Health - February
57	1/21/2021	ACH	Retiree Emanuel	230.72		230.72	Retiree Health - February

Las Gallinas Valley Sanitation District Warrant List 1/21/2021 DRAFT							
	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
58	1/21/2021	ACH	Retiree Gately	201.55		201.55	Retiree Health - February
59	1/21/2021	ACH	Retiree Guion	201.55		201.55	Retiree Health - February
60	1/21/2021	ACH	Retiree Johnson	720.35		720.35	Retiree Health - February
61	1/21/2021	ACH	Retiree Kermoian	162.53		162.53	Retiree Health - February
62	1/21/2021	ACH	Retiree Mandler	162.53		162.53	Retiree Health - February
63	1/21/2021	ACH	Retiree McGuire	641.50		641.50	Retiree Health - February
64	1/21/2021	ACH	Retiree Memmott	162.53		162.53	Retiree Health - February
65	1/21/2021	ACH	Retiree Petrie	149.09		149.09	Retiree Health - February
66	1/21/2021	ACH	Retiree Pettey	176.74		176.74	Retiree Health - February
67	1/21/2021	ACH	Retiree Provost	230.72		230.72	Retiree Health - February
68	1/21/2021	ACH	Retiree Reetz	472.06		472.06	Retiree Health - February
69	1/21/2021	ACH	Retiree Reilly	162.53		162.53	Retiree Health - February
70	1/21/2021	ACH	Retiree Vine	162.53		162.53	Retiree Health - February
71	1/21/2021	ACH	Retiree Wettstein	682.00		682.00	Retiree Health - February
72	1/21/2021	ACH	Retiree Williams	682.00		682.00	Retiree Health - February
73	1/21/2021	N/A	SC Barnes Buildings & Fence	9,887.62		9,887.62	Repair Fencing at Reclamation
74	1/21/2021	ACH	Schriebman, Judy	200.00		200.00	Health Reimbursement - January
75	1/21/2021	N/A	Synectic Technologies	6,718.98		6,718.98	Upgrade of Phone System to Stop Drop Calls
76	1/21/2021	ACH	TCI - Operational & Technical Services	4,944.00		4,944.00	Temporary WW Operator for Vacancy -WE 12/23 & 12/30
77	1/21/2021	N/A	TMI Consulting Inc.	480.00		480.00	Ergo Evaluations for 2 Employees
78	1/21/2021	N/A	United Site Services	556.76		556.76	Porta Potties - 12/24/2020 - 1/20/2021
79	1/21/2021	N/A	Verizon	1,604.15		1,604.15	Cell Phones & Modems - 12/27 - 01/26
80	1/21/2021	N/A	Water Components & Building Supplies	2,501.71		2,501.71	Pipe, Gaskets, Flanges, Rain Jackets, Camlocks Etc.
81	1/21/2021	N/A	Woodland Center Auto Supply	50.73		50.73	Truck Wash Supplies
82	1/21/2021	ACH	Yezman, Crystal	200.00		200.00	Health Reimbursement - January

Las Gallinas Valley Sanitation District Warrant List 1/21/2021 DRAFT						
Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items

Do not change any formulas below this line.

TOTAL \$ 2,083,229.80    \$ -    \$ 2,083,229.80

EFT1	EFT1 = Payroll (Amount Required)	108,075.39		108,075.39	Approval:
EFT2	EFT2 = Bank of Marin loan payments	0.00		0.00	Finance
PC	Petty Cash Checking	0.00		0.00	
>1	Checks (Operating Account)	0.00		0.00	
N/A	Checks - Not issued	1,410,037.89		1,410,037.89	GM
EFT	EFT = Vendor initiated "pulls" from LGVSD	197,041.07		197,041.07	Board
ACH	ACH = LGVSD initiated "push" to Vendor	368,075.45		368,075.45	
	<b>Total</b>	<b>\$ 2,083,229.80</b>		<b>\$ 2,083,229.80</b>	

Difference: \$ -

STPURWE Costs 1,464,378.33

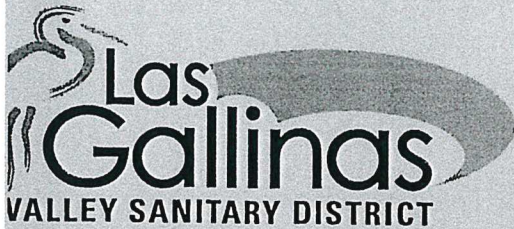
Agenda Item 3c  
Date January 21, 2021

Directors' Meeting Attendance Recap

<u>Name</u>	<u>Total Meetings</u>
Megan Clark	5
Rabi Elias	4
Craig Murray	5
Judy Schriebman	5
Crystal Yezman	<u>5</u>
<b>Total</b>	<u><u>24</u></u>

Meeting Date: 1/21/2021  
Paydate: 1/29/2021





300 Smith Ranch Road, San Rafael, CA 94903

Office: 415.472.1734 Fax: 415.499.7715

**BOARD MEMBER ATTENDANCE FORM**

Director's Name: MEGAN CLARK Month: DECEMBER 2020

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
4 <sup>th</sup>	SPECIAL - GM EVAL	X	
10 <sup>th</sup>	REG.	X	
17 <sup>th</sup>	SPECIAL GM EVAL	X	
22 <sup>th</sup>	REG.	X	
<b>TOTAL</b>		<b>4</b>	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
9 <sup>th</sup>	Ethics class	X	
11 <sup>th</sup>	one on one w/mike		X
<b>TOTAL</b>		<b>1</b>	

<b>Total Meetings for which I am Requesting Payment:</b> Max of six (6) per Health & Safety Code §4733	<b>5</b>
---	----------

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

Megan Clark  
Signature  
[Signature]  
Approved By/ Date 1/13/21

[Signature] 1-13-21  
Date  
Pay Date 1/29/2021





300 Smith Ranch Road, San Rafael, CA 94903

Office: 415.472.1734 Fax: 415.499.7715

### BOARD MEMBER ATTENDANCE FORM

Director's Name: Rabi Elias Month: Dec. 2020



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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
12/4/20	Special Mtg GM	✓	
12/10/20	Regular Mtg	✓	
12/17/20	Special Mtg GM evaluation	✓	
12/22/20	Special Mtg.	✓	
<b>TOTAL</b>		<b>4</b>	

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

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

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

  
 Signature  
  
 Approved By/ Date 1/13/21

1/5/2021  
 Date  
1/29/2021  
 Pay Date



300 Smith Ranch Road, San Rafael, CA 94903

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

**BOARD MEMBER ATTENDANCE FORM**

Director's Name: MURRAY, Craig K. Month: December 2020

Board Members shall be compensated for up to the legal limit of six (6) meeting per month and one (1) per day.

Board Members are limited to four (4) conferences or seminars per year.

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
12/4/20	Board Meeting – Special, Closed Session GM Evaluation	X	
12/10/20	Board Meeting - Special	X	
12/17/20	Board Meeting – Closed Session GM Evaluation	X	
12/22/20	Board Meeting – Special	X	
<b>TOTAL</b>		<b>4/4</b>	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
12/6,20,27/20	Merrydale Road/Las Gallinas Creek Headwater Litter Removal c/o City of San Rafael: 12/6: 0.5 hours; 12/20: 0.5 hours; 12/27: 1.0 hours		XXX
12/2/20	City of San Rafael Bicycle & Pedestrian Advisory Committee		X
12/9/20	Rails-To-Trails Conservancy: Webinar Redefining Safety on Trails: Creating Safe, Inviting and Inclusive Spaces for All		X
12/10/20	CalLAFCo – 2020 Coastal Region State Meeting		X
12/10/20	Marin LAFCo Regular Meeting		X
12/15/20	Marin County Special Districts Association, General Meeting		X
12/16/20	Cal Pers – Medicare and your Cal Pers Health		X
12/16/20	RCAC Asset Management and Capital Improvement Planning – Part 1 of 2	X	
12/17/20	Governing Webinar. How Governments are maximizing revenues with Short Term Rental Compliance.		X
12/17/20	CASA Air Quality, Climate Change & Energy (ACE) Workgroup Meeting		X



300 Smith Ranch Road, San Rafael, CA 94903



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

**BOARD MEMBER ATTENDANCE FORM**

12/17/20	LAFCo Vice Chair EO Coordinating Meeting		X
12/17/20	The Nature Conservancy, Ocean Sewage Systems, Understanding Sewage Impacts in Hawai'i Webinar		X
<del>12/18/20</del>	<del>LGVSD Board Member General Manager Coordinating Meeting</del>		<del>X</del>
<b>TOTAL</b>		1/14	

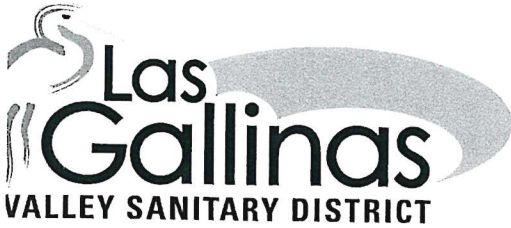
<b>Total Meetings for which I am Requesting Payment/Approved:</b> Board Members maximum of six (6) per Health & Safety Code §4733	<b>5/18</b>
--	-------------

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

  
 \_\_\_\_\_  
 Signature  
  
 \_\_\_\_\_  
 Approved By/ Date 1/14/21

\_\_\_\_\_  
 January 5, 2021  
 Date  
 \_\_\_\_\_  
 1/29/2021  
 Pay Date





300 Smith Ranch Road, San Rafael, CA 94903

Office: 415.472.1734 Fax: 415.499.7715

## BOARD MEMBER ATTENDANCE FORM

Director's Name: Judy Schriebman Month: Dec. 2020

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
Dec. 4	Special meeting	X	
Dec. 10	Reg. Meeting	X	
Dec. 17	Reg. Meeting	X	
Dec. 22	Special meeting	X	
<b>TOTAL</b>		<b>4:4</b>	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
Dec. 2	GWC meeting	X	
Dec. 18	1 on 1 with GM		X
<b>TOTAL</b>		<b>1:2</b>	

<b>Total Meetings for which I am Requesting Payment:</b> Max of six (6) per Health & Safety Code §4733	<b>5</b>
---	----------

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

*Judy Schriebman*

Dec. 27, 2020

Signature

Date

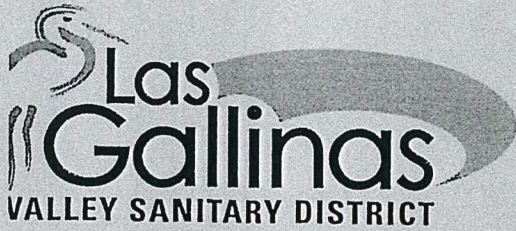
*[Signature]* 1/13/21

1/29/2021

Approved By/ Date

Pay Date





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

**BOARD MEMBER ATTENDANCE  
 FORM**

Director's Name: Crystal Yezmar Month: December 2020

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
12/4	Board Meetings	✓	
12/10	↓	✓	
12/17		✓	
12/22		✓	
<b>TOTAL</b>			

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
12-2	LG Watershed Council	✓	
<b>TOTAL</b>			

<b>Total Meetings for which I am Requesting Payment:</b> Max of six (6) per Health & Safety Code §4733	<u>5</u>
---	----------

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

by email  
 Signature: TL  
 Approved By/ Date: 1/13/21

Date: 1/13/2021  
 Pay Date: 1/29/2021





# Agenda Summary Report

---

**To:** Board of Directors  
**From:** Dale McDonald, Administrative Services Manager *DM*  
 (415) 526-1519 [dmcDonald@lgvSD.org](mailto:dmcDonald@lgvSD.org)  
**Mtg. Date:** January 21, 2021  
**Re:** Second Amendment to General Manager's Employment Agreement  
**Item Type:** Consent X Action \_\_\_\_\_ Information \_\_\_\_\_ Other \_\_\_\_\_  
**Standard Contract:** Yes \_\_\_\_\_ No \_\_\_\_\_ (See attached) Not Applicable X .

---

## STAFF RECOMMENDATION

Board of Directors to approve the Second Amendment to the Employment Agreement between the Las Gallinas Valley Sanitary District and Mike Prinz, the General Manager, increasing the monthly salary compensation to \$21,694 retroactive to November 26, 2020, as previously discussed.

## BACKGROUND

On August 6, 2020, the Board appointed members to the General Manager Evaluation Ad-hoc Committee to meet and discuss the upcoming General Manager's Performance Review for the evaluation period November 26, 2019 to November 29, 2020. The Board completed the General Manager Performance Review at a second closed session on December 17, 2020.

District counsel advised the Board to place the proposed salary increase for the executive position on a regular agenda of the Board to allow the public an opportunity to comment.

## PREVIOUS BOARD ACTION

On May 21, 2020, the Board of Directors approved a First Amendment to the Employment Agreement between the Las Gallinas Valley Sanitary District and Mike Prinz, the General Manager.

On January 7, 2021, the Board of Directors discussed increasing the General Manager's salary and made a motion to consider increasing the monthly salary by 8%, equal to \$21,694, at the next regular meeting of the Board.

## ENVIRONMENTAL REVIEW

N/A

## FISCAL IMPACT

The General Manager Salary is included in the District's annual budget and the total annual increase of \$12,289 has no substantive impact on the budget.



**SECOND AMENDMENT TO EMPLOYMENT AGREEMENT  
BETWEEN LAS GALLINAS VALLEY SANITARY DISTRICT  
AND**

**MIKE PRINZ (GENERAL MANAGER)**

**DATED JANUARY 7, 2021**

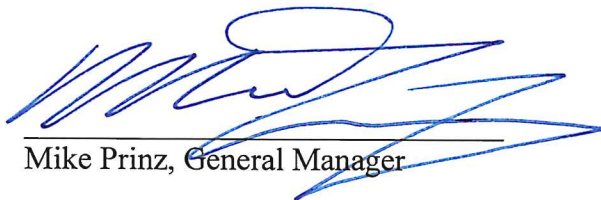
WHEREAS, on July 1, 2019, the Board of Directors of the Las Gallinas Valley Sanitary District (“District”), and Mike Prinz (“Prinz”), the General Manager for the District, agreed to the terms of an Employment Agreement (“Agreement”), which was thereafter amended on July 1, 2020, the District and Prinz have hereby agreed to amend the monthly “Salary” pay of Prinz to be retroactively effective to Prinz’s anniversary date of November 26, 2020;

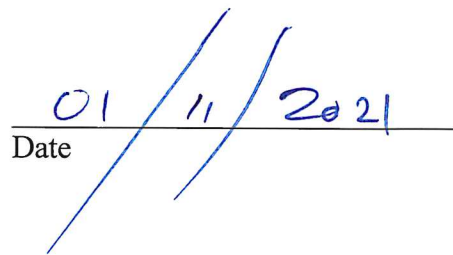
IT IS HEREBY AGREED that, as noted in “Section, 3: Salary,” paragraph A., Prinz’s “Salary,” as noted in said paragraph is amended to read as follows:

“Employer agrees to compensate employee the amount of \$21,694.00 per month effective the first pay period which includes the effective date of November 26, 2020.

\_\_\_\_\_  
Crystal Yezman, President of  
The Board of Directors of the  
Las Gallinas Valley Sanitary District

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Mike Prinz, General Manager

  
\_\_\_\_\_  
Date

ATTEST:

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

(Seal)

APPROVED AS TO FORM:

\_\_\_\_\_  
Patrick M.K. Richardson, District Counsel

**1/21/2021**

**General Manager Report**

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

**1/21/2021**

**District Correspondence**

- Separate Item to be distributed at Board Meeting
- Separate Item to be distributed prior to Board Meeting
- Verbal Report
- Presentation
- No items



# Agenda Summary Report

**To:** Mike Prinz, General Manager *MP*  
**From:** Dale McDonald, Administrative Services Manager *DM*  
 (415) 526-1519 [dmcDonald@lgvsd.org](mailto:dmcDonald@lgvsd.org)  
**Meeting Date:** January 21, 2021  
**Re:** Donation Policy  
**Item Type:** Consent  Action  Information  Other   
**Standard Contract:** Yes  No  (See attached) Not Applicable

### STAFF RECOMMENDATION

Board to consider adopting a Donation Policy to establish a formal procedure for allocating funds to community groups requesting contributions from the District for educational or nonprofit programs and events.

The Board should review the attached draft policy and set maximum annual funding levels per applicant along with making other suggested changes to the policy.

### BACKGROUND

From time to time the District receives requests from various organizations for financial contributions. To date, no policy exists to delineate a basis for approving or denying such requests. A Donation Policy will define how the District decides to contribute funds to community groups that provide benefit the District.

### PREVIOUS BOARD ACTION

The Board previously expressed interest in establishing a Donation Policy and directed staff to bring a policy to the Board for consideration.

### ENVIRONMENTAL REVIEW

N/A

### FISCAL IMPACT

The Board will allocate funding for this program through the annual budget process. The fiscal impact will be dependent on the amount allocated for the program and the number of requests approved during the fiscal year period.

## Donation Policy *[DRAFT]*

### I. PURPOSE

This policy establishes a formal procedure for allocating funds to community groups requesting contributions from the District.

### II. ELIGIBILITY

Funding contributions will be considered only for educational or non-profit programs and events that serve to benefit the District and are directly related to District function.

Eligible recipients must be hosted by a District group or at least have 50% of its participants be residents of the District. Eligible groups include:

- A. School Groups: Activities or educational programs offered by school groups that represent schools located within five miles of the District's limits.
- B. Community and Non-profit Groups: Events and programs hosted by a non-profit, or by a group partnered with a non-profit.

Ineligible activities: Fundraising, political, religious, and individual activities are not eligible for funding.

### III. PROCEDURE

The procedure for requesting and receiving a contribution is as follows:

- A. The District Board allocates funding for this program through the annual budget process.
- B. All applicants must submit a written request. Multiple requests may be submitted in a single fiscal year (July 1- June 30), so long as the total of such requests does not exceed the maximum funding cap. Non-profits, or groups partnered with a non-profit, must provide a Federal Tax ID number.
- C. Requests that are consistent with the eligibility requirements will be brought to the District Board as the Board Schedule and Board Agenda permit.
- E. Requests are considered on a first-come-first-served basis.
- F. Funding shall not exceed \$\_\_\_\_\_ to any single applicant in a fiscal year. Travel related expenses are not eligible.
- G. Funding for events can only be used to offset event expenses.

### IV. MANAGEMENT OF THE PROGRAM

The General Manager shall oversee the program and has the authority to delegate management of the program to the Administrative Services Manager. Development of program materials, forms, and waivers required by the program are to be coordinated by staff of the District. All financial reporting requirements and waivers required by the program will comply with applicable federal, state, and local laws.



## AGENDA ITEM 6

**1/21/2021**

### **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.**

1/21/2021

## **BOARD MEMBER REPORTS**

### **CLARK**

NBWA Board Committee, Other Reports

### **ELIAS**

NBWRA , Ad Hoc Engineering Sub-Committee re:  
STPURWE, 2021 GM Evaluation Ad Hoc Subcommittee  
Other Reports

### **MURRAY**

Marin LAFCO, CASA Energy Committee, 2021 GM  
Evaluation Ad Hoc Subcommittee, Other Reports-  
California Bioresources Alliance Symposium

### **SCHRIEBMAN**

JPA Local Task Force, NBWA Tech Advisory Committee,  
Other Reports

### **YEZMAN**

Gallinas Watershed Council/Miller Creek Watershed  
Council, Flood Zone 7, CSRMA, Ad Hoc Engineering Sub-  
Committee re: STPURWE, 2020 GM Evaluation Ad Hoc  
Subcommittee, Other Reports



# REVITALIZING OUR COMMUNITIES

## LAFCO IS HERE TO HELP

We understand how difficult the COVID-19 pandemic has been on the staff and operations of cities and special districts, and we are looking forward to emerging from this very difficult period in our collective history. LAFCo is here to help guide the recovery process through proven leadership and fair decision-making that acknowledges and balances competing interests. LAFCo uses its regulatory and planning powers to manage growth and development and promote efficient service delivery. LAFCo has the tools and resources that can help your organization through the next steps.

### LAFCOS ARE COMMITTED TO:



#### 1. LEADING THE CONVERSATION WITHOUT BIAS

- Facilitating a constructive discussion with local and regional agencies
- Reaching out to local and regional agencies to identify issues and solutions
- Coordinating agency access to information, programs and resources
- Bringing agencies together by building relationships
- Offering unique local solutions to meet local challenges



#### 2. DEVELOPING MORE EFFICIENT SERVICES

- Building on interagency strengths
- Developing options for efficient and effective services in the new normal
- Connecting agencies to each other for service streamlining
- Giving great weight to proposals that promote improved service delivery to underserved communities while achieving orderly growth patterns



#### 3. PARTNERING TO REBUILD LOCAL ECONOMY IN A BALANCED WAY

- Considering the impacts of LAFCo decisions
- Facilitating economic opportunities based on local circumstances
- Balancing economic growth and conservation of open space and agricultural lands



#### 4. TAKING CRISIS ACTIONS TOGETHER WITH STRESSED AGENCIES

- Helping agencies look at key health indicators (i.e. fiscal, governance)
- Working with agencies to identify internal solutions
- Exploring alternative service delivery options

#### WE OFFER:

- ✓ Email lists and contacts
- ✓ Connections to other agencies
- ✓ Local stakeholder access
- ✓ Professional affiliations
- ✓ SOI/MSRs/Special Studies
- ✓ Key agency health indicators
- ✓ LAFCo actions: Annexations, activation powers, reorganizations, applications, etc.





Agenda Item 7.3B  
Date July 21, 2021

California Bioresources Alliance Symposium 15<sup>th</sup> Annual – 2020  
Zoom Symposium  
November 12, 2020  
Craig K. Murray

Building the Regenerative Carbon Economy in CA  
Making SB 1383 a cornerstone of growing local green economies

Dan Noble:

Bioeconomy: the Regenerative Carbon Economy includes Bioresources; Bioprocessing & Biorefining (composting, AD.); Bioproducts.  
Literature: The Billion Ton Bioeconomy Initiative: Challenges and Opportunities: BR&D July 2020; Economics of Bioresources Concepts, Tools, Experiences, Yoram Krozer and Michael Narrdoslawsky, Editors.  
Categories of the Bioeconomy: 1. Soil Amendments (Mulch, Compost, Biofertilizer, Biochar); 2. Animal Feed; 3. Energy, Chemicals & Materials: Electricity, Biofuels, Chemicals, Product Materials.

Timothy Hall

Cal Recycle (and consultation with Air Resources Board) SB 1383: Jurisdictions implement mandatory organics recycling programs for all generators designed to facilitate expanded organics recycling and development. To develop regulations to reduce the disposal of organic waste 50% below 2014 levels by 2020 and 75% by 2025 and the current State Legislature required increasing edible food recovery by 20% by 2025. What is necessary: Commitment of State Funding and appropriate rate increases with regional variations for solid waste and recycling services to support infrastructure expansion.

State will need additional capacity to process 18M tons of compost chip and grind and AD by 2025 to meet the goal of having only 10M tons of capacity by that years. Other pathways for recovering/recycling: edible food recovery for animal feed production and biomass conversion. Cal Recycle estimates to meet capital expenses for new and expanded infrastructure required by this legislation/disposal reduction goals: ~ \$3.7BILLION by 2030 and statewide costs to operate these facilities could be as high as \$1BILLION annually. Since 2014, CalRecycle received 185 grant applications and provided grants to 16 compost and nine AD infrastructure projects in amount of \$72.5Million. This expanded State's capacity to recycle organic material by ~1.5 Million Tons. Suggestion that Tip Fees be increased by \$1.40 and adjusted for inflation to provide a sustainable funding stream not at a local level but at a State level to support organic waste recycling. Jurisdictions to meet regulatory requirements by January 1, 2022. California's goal for carbon neutrality by 2045. In 2017, ~ 1.8 M tons of compost produced by permitted facilities. CalRecycle est. that additional 5.5M tons will be produced by year 2025.

SB 1383 Procurement requirement impt. tool to help increase demand for energy and fuel derived from biomethane:

1. There are 3 primary markets for bio methane fuel or as feedstock to produce a vehicle fuel
2. Includes industry commercial and residential heating and stationary electricity generation
3. State of California CalRecycle ( plus AirBoard) analysis: uncertainties of these markets including the low carbon fuel standard and RFS fuel credit markets and injection of biomethane into the common carrier pipeline and electricity generated from biomass and biogas.

Other findings of waste characterization study:

- Paper disposal in CA between 2014 to 2018 increased by 1.4 M tons and 83% of increase from old corrugated cardboard;
- Only 10% or 2.1M tons recovered domestically by paper and board mills
- Consumption increased dramatically as e commerce sales increased. E Commerce sales increased 68% from 2014 to 2018;

Yaniv D. Scherson, Ph.D, P.E., Stanford University, Managing Director, [yaniv.scherson@anaergia.com](mailto:yaniv.scherson@anaergia.com). Organics Recycling from Source Separated Organics and MSW with Centralized Mixed Waste Processing and Anaerobic Digestion  
Developing a State model for source separation via integrating technology at transfer stations to separate organic waste streams.  
Anaergia: produces fertilizer w/pretreatment technology and managing gas for use and pipeline injection and residuals.  
Contaminated SSO and go to MERFs or digester plants. Here in CA because 2045 Carbon Neutrality Goal: Only way with Carbon Negative Fuel Production. 41% of total Methane release is now from Landfills. 156 WW plants in CA with existing digesters. Clear WW Plants clear role to meet 1383 and pre-processing necessary for clean fuel stocks. Black Bin to go to high diversion facilities such as MERFs or Transfer Stations. OREX polishing (takes organic fraction and cleans it) makes suitable for co-digestion. Anaergia with Omnivore retrofits existing plants to increase digester capacity and "high solids" from 2% to 6%. Rialto (1,000 Tons/Day) largest in America. Collects in LA, goes to MERF (OREX in Sun Valley makes BioGas and BioChar), hauled to Rialto for polishing.

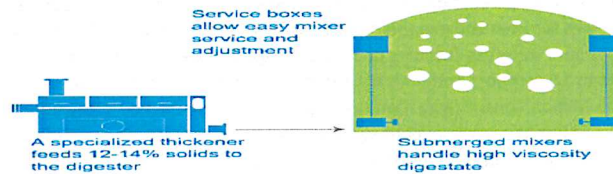
## OREX Line Processes Contaminated Waste



## Omnivore™ = High Solids Digestion

Omnivore™ is similar to conventional digestion with two changes:

1. The addition of thickening
2. An advanced mixing system



ZNC Farms: To integrate Biorefineries. Speaker Joe Maceda: "Treat Waste as a Verb" " Systems that don't process their waste into something useful tend to die". Of the Carbon we use Plants recycle it 10x and Oceans recycle 15x. 4x as much Bioenergy is available to replace Oil. Problems: Feedstock availability. Permitting issues in CA are formidable (ie Dairy Manure) and huge it order to get money. Water Discharge permits a real nightmare. Lot of work now in Singapore and integration with food. Agave, req. minimal water, captures lot of co 2: potential for 12 tons of hydrogen and revenue through digestion. Looked at almonds \$5k acre v. \$8800 acre with Agave. \$400./Ton for MSW. Review of Rice (potential for energy and food). \$1m rice mill in Senegal produce \$3.3M in revenue. How store electricity? Instead of battery, store as liquid. Eg Amonia. 800% lost energy at peak solar times. CA fairly sunny + windy a lot of potential. Finding new revenue motivates everybody. Joseph Maceda, +1.917.932.7583, [maceda@zncfarms.com](mailto:maceda@zncfarms.com)

Chad White, PhD, UC Berkeley in Energy and Biomass Resources, Member of Marin Biomass Study Group: Accelerating Climate Technology through Technology Innovation Pipeline. Planning a Countywide Program for managing biomass and drawdown. Likedin/in/chadwhitephd. Design Build projects to reduce climate change impacts and higher biomass recovery in Marin County. Climate tech finance platform. Lending products that close funding gaps for public agencies to install and those that develop. Technology Innovation Pipeline: such as new battery and demonstration, early commercialization, market growth and widespread adoption. Northern CA Financial Development Corporation: part of the Gov office of business and economic development to facilitate small business growth. Chad's group is Interested in (Marin) County getting behind dry anaerobic digestion for biogas production. Gasification or pyrolysis has no clear permitting process in CA and could produce biochar. The goal is to accelerate new tech. The hope is to maximize value. Climate Tech Finance: 415-749-8619, [climatetech@baaqmd.gov](mailto:climatetech@baaqmd.gov). Marin Biomass Study: 415-482-6627, [marinofateam@gmail.com](mailto:marinofateam@gmail.com)

CAPCOA CA Air Pollution Control Officers Association  
 Tung Le Executive Director, [tung#capcoa.org](mailto:tung#capcoa.org)  
 Members include all 35 Air Districts  
 Representing over 2,500 Air Quality Professionals  
 Governing Board made of 13 APCOs  
 Coordinates district activities to respond to legislative, state, and federal programs and advocates for clean air programs.  
 Looking at co-locating costs at compost facilities.

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**BOARD MEMBER  
MEETING ATTENDANCE REQUEST**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**1/21/2021**

**BOARD AGENDA ITEM REQUESTS**

**Agenda Item 8B**

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