



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

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

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

BOARD MEETING AGENDA

July 16, 2020

On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which enhances State and Local Governments' ability to respond to COVID-19 Pandemic based on Guidance for Gatherings issued by the California Department of Public Health. The Executive Order specifically allows local legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, in order to protect public health. In light of this, the July 16, 2020 meeting of the LGVSD Board will be held via Zoom electronic meeting. There will be NO physical location of the meeting. Due to the current circumstances, there may be limited opportunity to provide verbal comments during the meeting. Persons who wish to address the Board for public comment or on an item on the agenda are encouraged to submit comments in writing to the Board Secretary (tlerch@lgsd.org) by 5:00 pm on Wednesday, July 15, 2020. In addition, Persons wishing to address the Board verbally must contact the Board Secretary, by email (tlerch@lgsd.org) and provide their Name; Address; Tel. No.; and the Item they wish to address by the same date and time deadline for submission of written comments, as indicated above. Please keep in mind that any public comments must be limited to 3 minutes due to time constraints. Any written comments will be distributed to the LGVSD Board before the meeting.*

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

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

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

REMOTE CONFERENCING ONLY

Join Zoom Meeting online at:

<https://us02web.zoom.us/j/82258562869?pwd=Ykl4c0VWM2toZWlIMEhMcGc0Qnc1Zz09>

OR

By teleconference at: +16699009128 Meeting ID 822 5856 2869

Meeting Passcode 642811

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

CLOSED SESSION:

Estimated Time

- 3:00 PM 1. **ASM RECRUITMENT UPDATE – PUBLIC EMPLOYEE APOINTMENT/EMPLOYMENT ADMINISTRATIVE SERVICES MANAGER** – Pursuant to subdivision (b)(1) of Government Code Section 54957.
- 2. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS** – Pursuant to Government Code § 54956.5; Regarding real property located at 405 Vendola Drive, San Rafael. Real Property Negotiator Is Mike Prinz, General Manager.
- 3. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION** – Significant exposure to litigation pursuant to paragraph (2) of Government Code § 54956.9: One potential case.

OPEN SESSION:

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

- 4:35 PM 2. **CONSENT CALENDAR:**
These items are considered routine and will be enacted, approved or adopted by one motion unless a request for removal for discussion or explanation is received from the staff or the Board.
 - A. Approve the Board Minutes for June 26 and July 2, 2020
 - B. Approve the Warrant List for July 16, 2020
 - C. Approve Board Compensation for June 2020
 - D. Approve Schriebman attending the Virtual 35th Annual National WateReuse Conference September 14-16
 - E. Approve Order of the Board that Publication of Ordiance 182 has Occured
 - F. Approve Extension of Designation of the Secondary Treatment Process Upgrade and Recycled Water Expansion Project as an Essential Function per Marin County Public Health Order

Possible expenditure of funds: Yes, Items B, C and D.

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

-
- 4:45 PM** **3. CASA 2020 DESIGNATION OF AGENCY REPRESENTATIVE AND RELATED MATTERS**
Board to appoint a CASA 2020 Agency Representative and vote on the CASA Board of Directors and Dues Resolution.
- 4:55 PM** **4. SEPTEMBER BOARD MEETING SCHEDULE MODIFICATION**
Board and staff to discuss cancelling the September 3, 2020 Board Meeting.
- 5:05 PM** **5. BOARD MEETING START TIME**
Board and staff to discuss the Board Meeting Start Time.
- 5:25 PM** **6. DONATIONS OF DISTRICT FUNDS TO NONPROFIT ORGANIZATIONS**
Board and staff to discuss donations of District funds to nonprofit organizations.
- 5:30 PM** **7. INFORMATION ITEMS:**
- A. STAFF/CONSULTANT REPORTS:
1. General Manager Report – Verbal
2. LGVSD Response to Marin County Civil Grand Jury Follow-up Report on Web Transparency of Agency Compensation Practices dated April 28, 2020
3. Secondary Treatment Plant Upgrade and Recycled Water Expansion Project Update
- 6:15 PM** **8. BOARD MEMBER REPORTS:**
1. CLARK
- a. NBWA Board Committee, NBWA Conference Committee, Ad Hoc HR Committee re: 2019 GM Evaluation, Ad Hoc HR Committee re: 2019 Employee Climate Survey, Other Reports
2. ELIAS
- a. NBWRA, Ad Hoc Engineering Committee re: STPURWE, Other Reports
3. MURRAY
- a. Marin LAFCO, CASA Energy Committee, Ad Hoc HR Committee re: 2019 GM Evaluation Other Reports
4. SCHRIEBMAN
- a. JPA Local Task Force, NBWA Tech Advisory Committee, Ad Hoc HR Committee re: 2019 Employee Climate Survey, Other Reports
5. YEZMAN
- a. Gallinas Watershed Council/Miller Creek Watershed Council, Flood Zone 7, CSRMA, Ad Hoc Engineering Committee re: STPURWE, Other Reports
- 6:20 PM** **9. BOARD REQUESTS:**
- A. Board Meeting Attendance Requests – Verbal
- B. Board Agenda Item Requests – Verbal
-

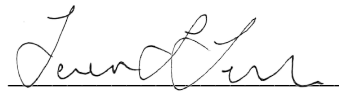
6:25 PM 10. VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE

6:30 PM 11. ADJOURNMENT

FUTURE BOARD MEETING DATES: AUGUST 6, AUGUST 20, SEPTEMBER 3, 2020

AGENDA APPROVED:	Rabi Elias Board President	Patrick Richardson, Legal Counsel
------------------	----------------------------	-----------------------------------

CERTIFICATION: I, Teresa Lerch, District Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before July 13, 2020 at 3:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held July 16, 2020 at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.



Teresa L. Lerch
District Secretary

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

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

Agenda Item 2 A
Date July 16, 2020

SPECIAL MEETING MINUTES OF JUNE 26, 2020

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION ON JUNE 26 2020, AT 9:00 AM BY ZOOM CONFERENCE AT 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA AND PUBLIC COMMENT BY TELECONFERENCE.

BOARD MEMBERS PRESENT: (By Roll Call): 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

OTHERS PRESENT: Patrick Richardson, District Counsel; Kathy Wood, Realtor (present for Closed Session)

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.

ACTION:

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO CLOSED SESSION ON JUNE 26 2020 , AT 9:01 AM, BY ZOOM CONFERENCE AND AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

Lerch left at 9:01 am.

CLOSED SESSION:

CONFERENCE WITH REAL PROPERTY NEGOTIATORS – Pursuant to Government Code § 54956.5; Regarding real property located at 405 Vendola Drive, San Rafael. Real Property Negotiator Is Mike Prinz, General Manager.

ADJOURNMENT:

ACTION:

The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on June 26, 2020 at 10:40 am.

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

STAFF PRESENT: Teresa Lerch, District Secretary.

OTHERS PRESENT: None.

PUBLIC COMMENT: None.

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

56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84

PUBLIC COMMENT – None.

ADJOURNMENT:

ACTION:

Board approved (M/S Schriebman/Elias 5-0-0-0) the adjournment of the meeting 10:41 am

Roll Call:

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

NOES: None

ABSENT: None

ABSTAIN: None

The next Board Meeting is scheduled for on July 2, 2020 via Zoom Meeting.

ATTEST:

Teresa Lerch, District Secretary

APPROVED:

Judy Schriebman, Vice- President

1 **MINUTES OF JULY 2, 2020**

2
3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN
4 SESSION BY ZOOM CONFERENCE ON JULY 2 2020 AT 4:33 PM AND STAFF BY ZOOM
5 CONFERENCE AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE
6 ROOM, SAN RAFAEL, CA. 94903

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

10
11 **BOARD MEMBERS ABSENT:** None

12
13 **STAFF PRESENT:** Mike Cortez, District Engineer; Teresa Lerch, District
14 Secretary.

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

17
18 **ANNOUNCEMENT:** President Elias announced that the agenda had been
19 posted as evidenced by the certification on file in
20 accordance with the law.

21
22 **PUBLIC COMMENT:** None.

23
24
25 **CONSENT CALENDAR:**

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

- 28 A. Approve the Board Minutes for June 18, 2020
- 29 B. Approve the Warrant List for July 2, 2020
- 30 C. Approve the Application of Allocation for APN 155-230-11, Gravity Vault
- 31 D. Approve Extension of Designation of the Secondary Treatment Process Upgrade and
32 Recycled Water Expansion Project as an Essential Function per Marin County Public Health
33 Order

34
35 Items B and C were discussed.

36
37 **ACTION:**

38 Board approved (M/S Clark/Schriebman 4-1-0-0) the Consent Calendar items A, B and D.

39 Roll Call:

- 40 AYES: Clark, Elias, Schriebman and Yezman.
- 41 NOES: Murray
- 42 ABSENT: None.
- 43 ABSTAIN: None.

44
45 **PUBLIC HEARING – FOR ORDINANCE NO. 183 AMENDING SECTION 907. IX. PERMITS AND FEES**
46 **OF TITLE 2, CHAPTER 1 – SANITARY CODE OF THE LAS GALLINAS VALLEY SANITARY DISTRICT**
47 **PUBLIC HEARING (PREVIOUSLY MISIDENTIFIED AS ORDINANCE 182 WHEN PUBLISHED IN THE**
48 **MARIN INDEPENDENT JOURNAL ON 5/18/20 AND 6/4/20).**

- 49 A. **OPEN PUBLIC HEARING** – President Elias opened the public hearing at 5:21 P.M.
- 50 B. **REVIEW DISTRICT STAFF RECOMMENDATIONS** – Board considered staff recommendations to
51 adopt Ordinance 183, An Ordinance Amending Section 907. Article IX. Permits and Fees of Title 2,
52 Chapter 1 Sanitary Code of the Las Gallinas Valley Sanitary District.
- 53 C. **BOARD COMMENT** – Discussion ensued.
- 54 D. **PUBLIC COMMENT** – No members of the public addressed the Board with comments.

55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88

E. **CLOSE THE PUBLIC HEARING** – President Elias closed the Public Hearing at 5:33 P.M.

ACTION:

In considering a Motion for approval of Ordinance No. 183, Amending Section 907, IX. Permits and Fees of Title 2, Chapter 1 of the Sanitary Code of the Las Gallinas Valley Sanitary District, the Board hereby finds that action to approve said Ordinance No. 183, is supported by substantial evidence as contained in the administrative record as follows:

1. That there is substantial evidence, based upon the base Engineering News Record (ENR) San Francisco City Index of 12,051(July 2018) and the July 2019 ENR Index for San Francisco of 12,354 (July 2019), for the Board to adopt and adjustment to the Capital Facilities Charge (CFC) and the Connection Fee per additional plumbing fixture unit (PFU) in the same proportion as the change in the ENR Index, as follows:
 - a. That the CFC should be adjusted from its current rate of \$6,224 to \$6,380; and
 - b. That the Connection Fee per additional PFU, when an addition or alteration causes the existing structure to exceed twenty (20) PFUs, should be adjusted from its current rate of \$311 to \$319.
2. That the evidence supports a finding that the revenues derived from the proposed increase in Capital Facilities Charge and connection fee per additional plumbing fixture unit does not exceed the funds required to provide the District’s property related services.; and
3. That the evidence supports a finding that revenues derived from the proposed increase in Capital Facilities Charge and connection fee per additional plumbing fixture unit is not for a purpose other than the services provided by the District; and
4. That the evidence supports a finding that the revenues derived from the proposed increase in Capital Facilities Charge and connection fee per additional plumbing fixture unit imposed on any parcel or person does not exceed the proportional cost of the District’s services attributable to the parcel; and
5. That the evidence supports a finding that the revenues derived from the proposed increase in Capital Facilities Charge and connection fee per additional plumbing fixture unit is only imposed for the District services that are actually used or immediately available to the owner of the property in question; and
6. That the Board has heard and considered all public comment regarding the proposed increase in Capital Facilities Charge and connection fee per additional plumbing fixture unit and takes note that it has NOT received any Protest letters against the proposed increase in the Capital Facilities Charge and connection fee per additional plumbing fixture unit; and
7. That these findings and the entirety of the Administrative Record are consistent with Article 13D, Sec. 6 of the California Constitution and Government Code Section 53750 through 53758.

89 Board approved (M/S Schriebman/Murray 5-0-0-0) adopting Ordinance 183, An Ordinance Amending
90 Section 907. Article IX. Permits and Fees of Title 2, Chapter 1 Sanitary Code of the Las Gallinas Valley
91 Sanitary District.

92 Roll Call:

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

97

INFORMATION ITEMS:

98 STAFF / CONSULTANT REPORTS:

- 99 1. Board Secretary – WateReuse Conference Update – Lerch reported.

100

BOARD MEMBER REPORTS:

101 1. CLARK

- 102 a. NBWA Board Committee – written report
- 103 b. NBWA Conference Committee– no report
- 104 c. Ad Hoc HR Committee re: 2019 GM Evaluation-no report
- 105 d. Ad Hoc HR Committee re: 2019 Employee Climate Survey – no report
- 106 e. Other Reports– written – WateReuse Conference

107
108

- 109 2. ELIAS
110 a. NBWRA– verbal report
111 b. Ad Hoc Engineering Committee— verbal report
112 c. Other Reports– no report
113
114 3. MURRAY
115 a. Marin LAFCO– verbal report
116 b. CASA Energy Committee– no report
117 c. Ad Hoc HR Committee re: GM Evaluation – no report
118 d. Other Reports– verbal report – Marin County Special Districts Association
119
120 4. SCHRIEBMAN
121 a. JPA Local Task Force– no report
122 b. NBWA Tech Advisory Committee– no report
123 c. Ad Hoc HR Committee re: 2019 Employee Climate Survey – no report
124 d. Other Reports– no report
125
126 5. YEZMAN
127 a. Gallinas Watershed Council/Miller Creek Watershed Council– no report
128 b. Flood Zone 7– no report
129 c. CSRMA– no report
130 d. Ad Hoc Engineering Committee– no report
131 e. Other Reports– verbal report – OneWater meeting
132

133 **BOARD REQUESTS:**

- 134 A. Board Meeting Attendance Requests – None.
135 B. Board Agenda Item Requests – The Board requested the following items be placed on a future
136 agenda: Board Conference registration assistance; River Otter event sponsorship; Dissolution of Ad
137 Hoc HR Sub committees for GM Evaluation and 2019 Employee Climate Survey; Administrative Policy
138 A-03, Mobile Computer Devices Used for District Business; 2020 Employee Climate Survey; LGVSD
139 Response to Marin County Civil Grand Jury report dated April 28, 2020.
140

141 **VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE:**

142 Discussion ensued.
143

144 **ACTION:**

145 Board approved (M/S Clark/Murray 5-0-0-0) the adjournment of the meeting at 6:14 pm.

146 Roll Call:

147 AYES: Clark, Elias, Schriebman and Yezman.

148 NOES: None.

149 ABSENT: Murray

150 ABSTAIN: None.
151

152 The next Board Meeting is scheduled for July 16, 2020.
153

154 **ATTEST:**
155
156
157

158 _____
159 Teresa Lerch, District Secretary

160 **APPROVED:**
161
162

163 _____
164 Judy Schriebman, Vice President

SEAL

Agenda Item 2B
 Date July 16, 2020

Las Gallinas Valley Sanitation District
 Warrant List 7/16/2020 DRAFT

	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for Items
1	7/16/2020	EFT1	ADP Payroll	105,068.45		105,068.45	7/3/2020 Paydate
2	7/16/2020	N/A	ADT	25.00		25.00	Gate Security at 300 Smith Ranch
3	7/16/2020	N/A	All Star Rents	2,183.30		2,183.30	Various Equipment Rentals, Propane Purchase
4	7/16/2020	ACH	Amerine Systems Inc.	105,925.00		105,925.00	Center Pivot Replacement Project
5	7/16/2020	N/A	Aqua Engineering	31,232.31		31,232.31	STPURWE - Addl Engineering Services
6	7/16/2020	N/A	Banner Bank Escrow	60,674.28		60,674.28	STPURWE - Retention for Myers & Sons
7	7/16/2020	ACH	Byers Law Office	8,500.00		8,500.00	Legal Services
8	7/16/2020	EFT	CalPERS 457 Plan	3,563.30		3,563.30	EE's Deferred Compensation
9	7/16/2020	EFT	CalPERS Required Contribution	237,358.00		237,358.00	2020/21 Unfunded Liability Payment
10	7/16/2020	ACH	CATS4U	254,178.60		254,178.60	Lower Miller Creek Project, Influent Screen Overhaul
11	7/16/2020	N/A	Cintas Corporation	125.05		125.05	Safewasher Service & Filter Change
12	7/16/2020	N/A	Comet Building Maintenance	1,661.12		1,661.12	Janitorial Services for June
13	7/16/2020	N/A	Contrator Compliance & Monitoring	5,012.14		5,012.14	Labor Compliance on Construction Projects
14	7/16/2020	N/A	CPM Conctruction Inc.	14,520.00		14,520.00	STPURWE -On Call Scheduling & Estimating Support
15	7/16/2020	ACH	Core Utilities	4,440.00		4,440.00	June IT Services
16	7/16/2020	ACH	Custom Tractor Service	164,200.00		164,200.00	Biosolids Removal and Surface Injection, Pivot Maintenance, & Material Spreading
17	7/16/2020	ACH	Data Instincts	1,165.00		1,165.00	Public Info & Awareness Services
18	7/16/2020	ACH	DC Frost Associates	13,479.12		13,479.12	UV Supplies
19	7/16/2020	ACH	Downing Heating & Air Conditioning	420.33		420.33	Inspection of system at Headworks
20	7/16/2020	N/A	Durkin Signs & Graphics	301.59		301.59	Custom Stop Sign for Sewage Plant Gate
21	7/16/2020	ACH	Elias, Rabi	200.00		200.00	Health insurance Reimb
22	7/16/2020	ACH	EOA Inc.	17,494.87		17,494.87	On- Call Support Wastewater Master Plan, Technical Assistance for Regulatory Permits
23	7/16/2020	ACH	Gardener's Guild	1,123.00		1,123.00	Landscape Maintenance for July
24	7/16/2020	N/A	GraphicSmith LLC	309.60		309.60	Internet Site Desgin
25	7/16/2020	ACH	Hanford ARC	7,000.00		7,000.00	LMC Revegetation Maintenance Services (6/1/2020 - 6/31/2020)
26	7/16/2020	N/A	Hazen & Sawyer	2,500.00		2,500.00	Flow Equalization System Design Contract
27	7/16/2020	N/A	HDR Engineering Inc.	26,590.43		26,590.43	District Rate Study
28	7/16/2020	EFT	Ibank C/O US Bank	549,084.07		549,084.07	Capitalized Fees - STPRUWE Money
29	7/16/2020	N/A	Kleinfelder Inc.	5,817.43		5,817.43	STPURWE Const Inspection & Materials testing

Las Gallinas Valley Sanitation District Warrant List 7/16/2020 DRAFT							
	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
30	7/16/2020	N/A	Kyocera Document Solutions	1,426.51		1,426.51	Copier Maintenance
31	7/16/2020	N/A	Liebert Cassidy Whitmore	3,884.00		3,884.00	Legal Services
32	7/16/2020	N/A	Marin Independent Journal	1,133.92		1,133.92	Public Notices
33	7/16/2020	N/A	Marin Munciple Water District	566.67		566.67	Meter Reads for Pump Stations
34	7/16/2020	N/A	McPhail Fuel Company	877.11		877.11	Propane Purchases
35	7/16/2020	N/A	MWA Architechts	13,023.89		13,023.89	Administration Building Site Evaluation
36	7/16/2020	ACH	Murray, Craig	125.00		125.00	Health insurance Reimb
37	7/16/2020	N/A	Myers & Sons Construction, LP	1,152,811.40		1,152,811.40	STPURWE Construction Contract (#16)
38	7/16/2020	EFT	Pacific Crest Group	2,400.00		2,400.00	HR Management Services
39	7/16/2020	N/A	Rafael Lumber	118.68		118.68	Misc. Building Supplies
40	7/16/2020	N/A	Rathlin Properties	8,596.00		8,596.00	August Rent for 101 Lucas Valley
41	7/16/2020	ACH	Redwood Security Systems	159.00		159.00	Facility monitoring
42	7/16/2020	ACH	Retiree Augusto	188.03		188.03	Retiree Health
43	7/16/2020	ACH	Retiree Burgess	188.03		188.03	Retiree Health
44	7/16/2020	ACH	Retiree Cummins	200.43		200.43	Retiree Health
45	7/16/2020	ACH	Retiree Cutri	515.06		515.06	Retiree Health
46	7/16/2020	ACH	Retiree Emanuel	245.78		245.78	Retiree Health
47	7/16/2020	ACH	Retiree Gately	212.39		212.39	Retiree Health
48	7/16/2020	ACH	Retiree Guion	212.39		212.39	Retiree Health
49	7/16/2020	ACH	Retiree Johnson	664.55		664.55	Retiree Health
50	7/16/2020	ACH	Retiree Kermoian	200.43		200.43	Retiree Health
51	7/16/2020	ACH	Retiree Mandler	200.43		200.43	Retiree Health
52	7/16/2020	ACH	Retiree McGuire	591.50		591.50	Retiree Health
53	7/16/2020	ACH	Retiree Memmott	200.43		200.43	Retiree Health
54	7/16/2020	ACH	Retiree Petrie	188.03		188.03	Retiree Health
55	7/16/2020	ACH	Retiree Pettey	184.74		184.74	Retiree Health
56	7/16/2020	ACH	Retiree Provost	245.78		245.78	Retiree Health
57	7/16/2020	ACH	Retiree Reetz	539.86		539.86	Retiree Health
58	7/16/2020	ACH	Retiree Reilly	200.43		200.43	Retiree Health

**Las Gallinas Valley Sanitation District
Warrant List 7/16/2020 DRAFT**

	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
59	7/16/2020	ACH	Retiree Vine	200.43		200.43	Retiree Health
60	7/16/2020	ACH	Retiree Wettstein	628.00		628.00	Retiree Health
61	7/16/2020	ACH	Retiree Williams	628.00		628.00	Retiree Health
62	7/16/2020	ACH	Schriebman, Judy	200.00		200.00	Health insurance Reimb
63	7/16/2020	N/A	United Site Services	556.76		556.76	Porta Potties for Water Outages
64	7/16/2020	ACH	Univar USA Inc.	3,584.03		3,584.03	Sodium Hypochlorite
65	7/16/2020	ACH	U.S.Bank	1,600.00		1,600.00	Bond Administration Fees
66	7/16/2020	N/A	Vanzebo Laser	163.45		163.45	Toner Cartridge
67	7/16/2020	N/A	Verizon Wireless	1,467.74		1,467.74	Cell Phones
68	7/16/2020	N/A	Water Components & Building Supplies	212.83		212.83	Misc. Supplies
69	7/16/2020	N/A	Woodland Center Auto Supply	306.42		306.42	Truck Battery and Misc. Supplies
70	7/16/2020	ACH	Yezman, Crystal	200.00		200.00	Health insurance Reimb

Do not change any formulas below this line.

TOTAL \$ 2,824,000.12 \$ - \$ 2,824,000.12

EFT1	EFT1 = Payroll (Amount Required)	105,068.45	105,068.45	Approval:
EFT2	EFT2 = Bank of Marin loan payments	0.00	0.00	
PC	Petty Cash Checking	0.00	0.00	Finance
>1	Checks (Operating Account)	0.00	0.00	
N/A	Checks - Not issued	1,336,097.63	1,336,097.63	GM
EFT	EFT = Vendor initiated "pulls" from LGVSD	792,405.37	792,405.37	
ACH	ACH = LGVSD initiated "push" to Vendor	590,428.67	590,428.67	Board
	Total	\$ 2,824,000.12	\$ 2,824,000.12	

Difference:

\$ -

Agenda Item 26
Date July 16, 2020

Directors' Meeting Attendance Recap

<u>Name</u>	<u>Total Meetings</u>
Megan Clark	6
Rabi Elias	4
Craig Murray	6
Judy Schriebman	6
Crystal Yezman	4
Total	<u>26</u>

Meeting Date: 7/16/2020
Paydate: 7/17/2020



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: June 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
6/18/20	Regular Mtg	✓	
6/4/20	Regular Mtg	✓	
TOTAL		2	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
6/16/20	Engineering Comm.	✓	
6/26/20	Special Mtg Re 405 vendala ^{Dr.}	✓	
TOTAL		2	

TOTAL MEETINGS CHARGED (Max of six per Health & Safety Code #4733):	4
--	---

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

Rabi Elias
Signature
7/8/2020
Approved By/ Date

7-6-2020
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: MURRAY, Craig K. Month: June 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
6/4/20	Board Meeting	X	
6/18/20	Board Meeting	X	
6/26/20	Special Board Meeting	X	
TOTAL		3/3	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
6/7, 13, 21/20	Merrydale Road/Las Gallinas Creek Headwater Litter Removal c/o City of San Rafael: 6/7: 2.0 hours; 6/13: 1.0 hours; 6/21: 1.5 hours		XXX
6/3/20	City of San Rafael, Bi Monthly Bicycle Pedestrian Advisory Committee		X
6/11/20	Marin LAFCo Regular Commission Meeting		X
6/11/20	CA-Special-Districts-Association (CSDA), State Board Meeting, 1112 "I" Street, Suite 200, Sacramento CA. Considering documents to accept/enable a Marin County Special Districts Association (MCSDA) Chapter.		X
6/11/20	APWA: Talking Top Tech: Waste to Resource Technology Edition		X
6/10/20	International Right of Way Association, Chapter 2, San Francisco Bay Area: Officer Election, Installations. Craig K. Murray to Chapter Secretary.		X
6/16/20	CWEA/CASA Webinar: Wastewater and Coronavirus Update #3	X	
6/18/20	LAFCo Vice Chair EO Coordinating Meeting		X
6/18/20	BATA North Bay RSR Bridge Connection Improvement Coordination Meeting; BATA James Go, MCBC, Cal Trans, MTC/Bay Trail, BATA.		X
6/18/20	ICMA: Leadership Development. Lessons in Value-Based Leadership: Leading with Principle		X
6/19/20	LGVSD Board Member General Manager Coordinating Meeting		X



300 Smith Ranch Road, San Rafael, CA 94903

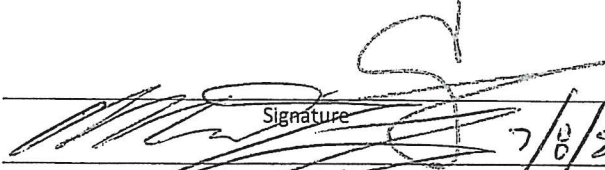
Office: 415-472-1734 Fax: 415-499-7715

BOARD MEMBER ATTENDANCE FORM

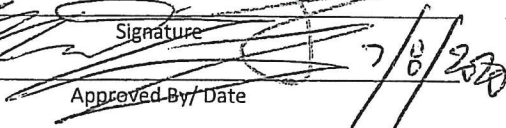
6/23 /20	CSDA: SB 1383 Reducing Short-Lived Climate Pollutants in CA	X	
6/25/20	CASA Air Quality, Climate Change & Energy (ACE) Workgroup Meeting	X	
6/25/20	U.S. EPA Biosolids Program: Pathogen Equivalency Committee 101, www.epa.gov/biosolids/pathogen-equivalency-committee		X
6/25/20	American Public Works Association (APWA), Northern CA Chapter, Leading During COVID-19: Best Practices for Managing A Newly Remote Organization, Chuck Staib, Coach/Consultant.		X
6/29/20	Liebert, Cassidy & Whitmore: Privacy Issues in the Workplace.		X
TOTAL		3/17	

Total Meetings for which I am Requesting Payment/Approved: Board Members maximum of six (6) per Health & Safety Code §4733	6/20
--	-------------

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 _____ Date June 30, 2020



 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: _____ Judy Schriebman _____ Month: _____ June 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
6/4	Regular meeting	X	
6/18	Regular meeting	x	
6/26	Special Closed Session	X	
TOTAL		3:3	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
6/3	Gallinas Watershed Council meeting	x	
6/5	NBWA Board meeting		X
6/24, 25	WateReuse virtual Conference	X,X	
6/3; 6/11	Webinars		X,x
TOTAL		3:6	

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

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

 Judy Schriebman
 Signature

 Approved-By/ Date

 7/7/20
 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 Yezman Month: June 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
06/04	Regular Board Mtg	X	
06/18	Regular Board Mtg	X	
06/26	Special Board Mtg	X	
TOTAL			

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
06/16	Engineering Subcommittee	X	
TOTAL			

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

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

Crystal J Yezman

 Signature

 Approved By/ Date

07/08/2020

 Date

 Pay Date

AGENDA ITEM 2 D
DATE July 16, 2020



BOARD MEMBER MEETING ATTENDANCE REQUEST

Date: June 5, 2020 Name: Judy Schriebman

I would like to attend the 35th Annual Virtual

Symposium Meeting of National Water Reuse

To be held on the 14 day of Sept from 8-5 a.m. / p.m. to
16 day of Sept from 8-5 a.m. / p.m.

Location of meeting: Virtual; at home

Actual meeting date(s): Sept. 14-16, 2020

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

Purpose of Meeting The 2020 Symposium is presented in collaboration with The Water Research Foundation and includes presentations on the latest reuse-related research. Join us for an in-depth look at the technology, policy, and research innovations that have propelled water reuse to unprecedented national prominence as a water management strategy.

Other meeting attendees: _____

Meeting relevance to District: Keeping up with tech for our Recycled water

Frequency of Meeting: annual

Estimated Costs of Travel (if applicable): \$0 for travel but expensive registration even for members so I would like to work w/other board members on who should go

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.

WATER REUSE VIRTUAL SYMPOSIUM

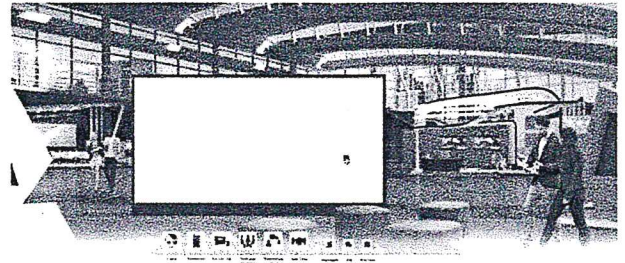
SEPTEMBER 14-16, 2020

REACHING NEW HEIGHTS IN WATER REUSE

[Home](#) \ [Engage](#) \ [Conferences](#) \ [35th Annual Water Reuse Symposium](#) \ [Registration](#)

Virtual Water Reuse Symposium Registration

[Register Now!](#)



Join us for an easy-to-navigate virtual conference experience!

Registration Rates

- Member – \$548
- Non-member – \$623
- Speaker (member and non-member) – \$448
- Student – \$98

You are eligible for the member discount if your employer is a [Member Organization](#). Please login by clicking the blue login button in the upper left hand corner of the screen or [Create an Account](#) for yourself and link it to your employer.

What's Included in Your Registration

- Registration allows long-term access to all of the content, including concurrent sessions. With the virtual conference, you will not have to miss anything.
- Along with your registration fee you will receive a code that allows access to the technical sessions beyond the duration of the Symposium availability – that is over 100 hours of professional learning for the discounted price of Symposium registration.
- Exhibits, sponsor booths, and the virtual environment will be available for over one month.
- Symposium registration includes access to the Symposium App with speaker information and more.
- Each registration enables PDH credit for each session that registrant attends.



ORDER REGARDING PUBLICATION

The Board of Directors finds that Ordinance 182, unanimously passed by the Board, was published in the Marin Independent Journal on June 25, 2020 as required by the California Health and Safety Code and have been available for inspection at the District's offices and on its website. This Order constitutes conclusive evidence of compliance with requirements for publication and posting of this ordinance. This Order shall be posted at the following locations and are available for inspection at the District's offices

The Order shall be posted in the following locations in the District, as follows:

1. Las Gallinas Valley Sanitary District Administrative Office
101 Lucas Valley Road, Suite 300
San Rafael, California 94903
2. Las Gallinas Valley Sanitary District Web Site
www.lgvsd.org

Executed on this 16th Day of July, 2020, at San Rafael, Marin County, California.

Rabi Elias
Board President

Marin Independent Journal

4000 Civic Center Drive, Suite 301
San Rafael, CA 94903
415-382-7335
legals@marinij.com
2074259

LAS GALLINAS VALLEY SANITARY
300 SMITH RANCH ROAD
SAN RAFAEL, CA 94903

**PROOF OF PUBLICATION
(2015.5 C.C.P.)**

**STATE OF CALIFORNIA
County of Marin**

I am a citizen of the United States and a resident of the County aforesaid: I am over the age of eighteen years, and not a party to or interested in the above matter. I am the principal clerk of the printer of the MARIN INDEPENDENT JOURNAL, a newspaper of general circulation, printed and published daily in the County of Marin, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Marin, State of California, under date of FEBRUARY 7, 1955, CASE NUMBER 25566; that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

06/25/2020

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

Dated this 25th day of June, 2020.

Donna Lazarus

Signature

PROOF OF PUBLICATION

Legal No. **0006494112**

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

**ORDINANCE 182
AN ORDINANCE AMENDING TITLE 3, CHAPTER
1, LAS GALLINAS VALLEY SANITARY DISTRICT
SEWER SERVICE CHARGE ORDINANCE**

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

Section 1. The title and contents of Article II, Section 201(C), Title 3, Chapter 1 of the Las Gallinas Valley Sanitary District Ordinance Code is amended to read as follows:

Section 2.

ARTICLE II. SEWER SERVICE CHARGES

Section 201. Rate Schedule/Sewer Service Units. Each owner of premises within the District shall pay a Sewer Service Charge for each sewer service unit in accordance with the purposes for which said premises are used. In the event that the premises are used for more than one purpose, there shall be an annual charge for each classification of use on portions of said premises and the annual sewer service charges for such premises shall be the aggregate of the all such annual charges. For each use, sewer services units are assigned according to the following schedule: * * * *

(C) Amount of Annual Sewer Service Charge. Pursuant to legal notification as specified in Government Code Section 53756(d), the annual sewer service charge for the following fiscal years are as follows:

FISCAL YEAR	ANNUAL SEWER SERVICE CHARGE
2020/21	\$968

Section 3. Upon adoption of this Ordinance, it shall be entered in full in the minutes of the Board of Directors, shall be posted in one place in the District, shall be published once in the Marin Independent Journal, and shall take effect immediately upon the expiration of one (1) week of said publication and posting.

I hereby certify that the foregoing is a full, true and correct copy of the Ordinance duly and regularly passed and adopted by the Board of Directors of the Las Gallinas Valley Sanitary District of Marin County, California, at a meeting hereof held on June 18, 2020, by the following vote of members thereof:

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

/s/Teresa Lerch, District Secretary
Las Gallinas Valley Sanitary District

APPROVED:
/s/Rabi Elias, Board President

No. 629 Jun 25, 2020



Item Number 2 F

Agenda Summary Report

To: Mike Prinz, General Manager
From: Michael P. Cortez, PE, District Engineer *MP*
Meeting Date: July 16, 2020
Re: Designation of the Secondary Treatment Process Upgrade and Recycled Water Expansion Project as an Essential Governmental Function per Marin County Public Health Order
Item Type: Consent Discussion Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

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

BACKGROUND

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

PREVIOUS BOARD ACTION

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

ENVIRONMENTAL REVIEW



N/A

FISCAL IMPACT

N/A



Agenda Summary Report

To: Mike Prinz, General Manager 
 From: Teri Lerch, Board Secretary 
 Meeting Date: July 16, 2020
 Re: CASA 2020 Designation of Agency Representative and Related Matters
 Item Type: Consent _____ Discussion X Information _____ Other _____
 Standard Contract: Yes _____ No _____ (See attached) Not Applicable X _____

STAFF RECOMMENDATION

Board to:

- 1) Appoint the CASA voting member representative and two alternate voting members,
- 2) Request all CASA communication (i.e. - ballots, meeting notices and other important information) be sent by email to the Board Secretary,
- 3) Vote on the CASA Board of Directors slate, and
- 4) Vote on the new Dues Resolution for 2021.

BACKGROUND

CASA notified the District that it is required to designate an official voting representative and two alternates who are authorized to exercise the District's voting rights. The voting member is usually either the Board President or the General Manager, but the Board can appoint whomever they wish to represent the District.

CASA is also requesting written consent to transmit all CASA communications by email. Staff believes having official communications sent by email will ensure they are made available to the Board in a timely manner. Further, the Board has voted on the CASA Board of Directors candidates and Dues Resolutions in the past.

PREVIOUS BOARD ACTION

In 2018, Board appointed Megan Clark as the CASA Voting member who did exercise the voting rights and other privileges on behalf of LGVSD. Chris DeGabriele was appointed first Alternate and Russ Greenfield was appointed the second alternate. Teri Lerch (Board Secretary) was to receive official communications from and/or send official communications to CASA by electronic (email) transmission.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

N/A

Teresa Lerch

From: cmackelvie@casaweb.org on behalf of Cheryl MacKelvie <cmackelvie@casaweb.org>
Sent: Monday, June 29, 2020 10:16 AM
To: Teresa Lerch
Subject: CASA: Time to Vote 2020-21
Attachments: 2020 President's Memo.pdf



CASA Members:

It's the time of year that we ask you for your assistance with designating the official voting agency representative, and consent to receive official communications electronically. It's also time to vote on the Board of Directors slate, and vote on the new Dues Resolution for 2021.

Please open the attached file that includes your voting ballot and the designation of agency representative and authorization to transmit official communications electronically.

Please fill out the attached forms and return them by July 31 Cheryl MacKelvie, cmackelvie@casaweb.org.

If you have any questions, please contact me at (916) 446-0388 or alink@casaweb.org.

Thank you,

A handwritten signature in black ink that reads "Adam D. Link".

Adam D. Link
Executive Director

This email was sent to tlersch@lcvsd.org by cmackelvie@casaweb.org

California Association of Sanitation Agencies • 1225 8th Street, Suite 595, Sacramento, California 95814, United States •
[916.446.0388](tel:916.446.0388)



CALIFORNIA ASSOCIATION of SANITATION AGENCIES

1225 8th Street, Suite 595 • Sacramento, CA 95814 • TEL: (916) 446-0388 • www.casaweb.org

DATE: June 29, 2020
TO: Member Agencies
FROM: Adam Link, Executive Director
SUBJECT: Designation of Agency Representative and Consent to Electronic Transmission

Dear Members:

We are requesting your assistance with a couple of administrative matters. CASA's bylaws require that each member agency designate an official voting representative and two alternates who are authorized to exercise the agency's voting rights. We are updating our records in advance of our annual election and ask that you complete a designation form.

Secondly, as a nonprofit mutual benefit corporation, CASA must obtain our members' consent to transmit official communications electronically rather than regular mail. By signing and returning the enclosed authorization, you agree that CASA may send these communications such as ballots and other official business matters to you via email.

We request that you return both original documents by Friday, July 31, 2020 to cmackelvie@casaweb.org.

If you have any questions, please feel free to contact me at (916) 446-0388 or alink@casaweb.org. Thank you for your assistance.

2020 DESIGNATION OF AGENCY REPRESENTATIVES

The bylaws of the California Association of Sanitation Agencies (CASA) provide that each voting member of the Association shall designate in writing the individual who shall exercise the voting rights and other privileges on behalf of the member agency, and two alternates to that individual as well. (Article II, Section 1.)

Please designate your agency's representative and two alternates and return this form to Cheryl MacKelvie at cmackelvie@casaweb.org. You may revise or update this designation at a future date.

Insert name of Agency

Insert name of Agency Representative

Telephone number

Email address

Insert name of Alternate #1

Telephone number

Email address

Insert name of Alternate #2

Telephone number

Email address

Submitted by:

Date:

E-Signature

Print name

CONSENT TO ELECTRONIC TRANSMISSION

As a member of the CALIFORNIA ASSOCIATION OF SANITATION AGENCIES (CASA) your written consent is required in order to receive official communications from, and/or to send official communications to, CASA by electronic transmission (i.e. email).

This consent form will allow CASA to send you meeting notices, ballots, conduct meetings, and handle other official business that requires member or board approval, by electronic transmission. It also allows you to send the same types of information to CASA via electronic transmission.

Before signing this consent form, please review and be aware of the following:

1. You are not required to sign this form. You may request that meeting notices, ballots, and other matters of official business be sent to you via regular mail.
2. You have the right to withdraw your written consent at any time after signing this form by providing CASA with written notice that you are withdrawing your consent relative to electronic transmission.
3. This consent to electronic transmission is broad, and may include transmission of meeting notices, ballots, and other important information regarding CASA. It also allows CASA to conduct meetings via electronic transmission, although that will not be a frequent occurrence. This consent form represents consent under both California Corporations Code 20 and 21 (transmission from and to CASA). This consent form also meets the requirements for consent under the federal Electronic Signatures in Global and National Commerce Act (15 U.S.C. Sec. 7001(c)(1)).
4. Consenting to electronic transmission via email requires that you have access to a computer, have a current email account, and have provided your current email address to CASA.

The undersigned CASA member representative has read and understands the foregoing, and hereby provides this written consent to receive and send information, including but not necessarily limited to meeting notices, ballots, and other information regarding CASA, via electronic transmission (i.e. email), until such time as this consent is revoked in writing. This consent also allows CASA to conduct meetings via electronic transmission.

Insert Agency Name: _____

E-Signature of Member Agency Representative: _____

Date: _____

Insert name and title: _____

*Email address for official CASA notices:

PLEASE EMAIL THIS FORM TO CMACKELVIE@CASAWEB.ORG.

*Please indicate if you do not have access to (or do not want) this type of transmission



OFFICIAL BALLOT

The voting members of the California Association of Sanitation Agencies (CASA) are requested to cast their votes on the following important actions:

Board of Directors FY 20-2021

The Nominating Committee and the Board of Directors recommend election of the following slate of Directors to the four available Board seats:

- Roger Bailey, Central Contra Costa San. District (Manager – North)
- Jasmin Hall, Inland Empire Utilities Agency (Director – South)
- David Cardenas, S-K-F County Sanitation District (Director – North)
- Craig Murray, Carpinteria Sanitary District (Manager – South)

Please check one:

- Approve the slate of Directors
- Do not approve the slate of Directors

Dues Resolution Calendar Year 2021 (See below Proposed Resolution No. 20-210)

Please check one:

- Approve the Dues Resolution
- Do not approve the Dues Resolution

Please mark this Official Ballot for approval or disapproval and then insert the voting agency name and your name and sign your name and date below where indicated.

In order to be counted, this original completed, signed and dated Official Ballot **must be returned to CASA by 5:00 p.m. on Friday, July 31, 2020.** Materially incomplete or illegible ballots will not be counted.

Date: _____

 Insert name of CASA Member Agency

 E-Signature of CASA Member Agency representative

 Insert name of representative

Electronic Submission is preferred. Please send ballot to Cheryl MacKelvie at cmackelvie@casaweb.org.



June 29, 2020

TO: Member Agencies Bill
FROM: Long, President
SUBJECT: **ANNUAL BUSINESS MEETING—AUGUST 13, 2020 & ACTION ON BOARD ELECTION AND DUES BY ELECTRONIC BALLOT**

This year, in order to prioritize the health and safety of our attendees, speakers, and staff, and to ensure that our clean water community avoids the risk of exposure to SARS-CoV-2, CASA has converted its traditional in-person Annual Conference to a virtual event. Our annual business meeting has traditionally been part of our in-person meeting each year, where the membership elects new directors to the CASA Board and approves the annual member dues resolution.

Due to this shift to a virtual format, the CASA Board has decided to have the members vote on these actions exclusively by written (electronic) ballot, separate and apart from the business meeting. CASA will hold its official “annual meeting” virtually on August 13, 2020 as part of the luncheon program during the Virtual Annual Conference. At the meeting we will report the results of the electronic balloting.

Included with this memorandum are several documents that are essential to conducting important association business, including a designation of agency representative form and an official ballot form for the proposed dues as well as the election of the Board of Directors nominees. Below is a short summary of those matters before you for approval.

Election of Directors for FY 2020-21

Utilizing a written (electronic) ballot, the membership will be asked to approve a slate of four nominees for the open seats on the Board of Directors. The Directors will serve three year terms. The slate was recommended by the Nominating Committee and approved by the Board of Directors. The nominees are:

- Roger Bailey, Central Contra Costa San. District (Manager – North)
- Jasmin Hall, Inland Empire Utilities Agency (Director – South)
- David Cardenas, Selma-Kings-Fowler Sanitation District (Director – North)
- Craig Murray, Carpinteria Sanitary District (Manager – South)

Brief biographies of the nominees are attached. The Board consists of 13 Directors, 12 elected by the members and one Associate Director appointed by the President. If elected, the four Directors will join eight incumbents. In addition to the elected Directors, the President will appoint a new Associates Director, Chris Davenport of Covello Group, to a one-year term. The Board of Directors will then elect a President, Vice President and Secretary-Treasurer for one-year terms.

As noted above, the election will take place by electronic ballot. Agency representatives may cast their votes up until 5:00 p.m. on Friday, July 31, 2020.

Approval of the Dues Resolution

Utilizing a written (electronic) ballot, the membership will be asked to approve the annual dues resolution. This year, the resolution reflects changes to the dues structure and tiers. These structural changes to the agency member dues tiers structure were approved by the Board

of Directors earlier this year. More information and a frequently asked questions document regarding these changes is available [here](#). This information was also distributed to all members through the CASA Connects newsletter and direct outreach in May of this year. A copy of the official dues resolution is included in the official ballot that accompanies this memorandum.

In brief, the new proposed structure is designed to serve the membership in a more strategic and thoughtful way. In an effort to soften the financial transition for agencies with smaller operating budgets moving between lower tiers, and to attract and retain members in these tier ranges, CASA developed this new structure which expands the number and levels of dues tiers. These structural changes are designed to be revenue neutral for CASA as an organization and establish a new baseline for the future.

If the proposed changes are adopted by the membership, the 2021 invoices sent out in late 2020 will reflect the new dues tiers. There are no proposed changes to the Associates dues for 2021. In addition, typically CASA makes its annual budget available to annual meeting attendees in hard copy format. This year, members may request a copy of the FY 2021 Budget, approved by the Board on June 9, 2020, and the year-end FY 2020 Treasurer's Report by emailing Cheryl MacKelvie at cmackelvie@casaweb.org.

President's Report

This year has seen big changes and "firsts" for CASA. Within months of selecting Adam Link to follow Bobbi Larson as our Executive Director, our entire staff was challenged to respond to the COVID-19 pandemic and also keep on top of all their ongoing responsibilities – while working from home! I am extremely pleased with how seamlessly and effectively everyone has been able to communicate and collaborate with each other and CASA's key stakeholders and members. We are indeed fortunate to have such a talented and flexible staff during these difficult times. Bobbi Larson deserves great thanks for her years building the organization and planning a smooth transition.

The pandemic has created new challenges for our industry, and at every turn CASA has quickly responded with timely information, including the development of a dedicated webpage with links to reliable resources on a variety of COVID-19 issues. I look forward to staff continuing this level of attention and responsiveness during these difficult times.

Another "first" will be our virtual conference in August. CASA staff has shown imagination and creativity in designing an interesting and informative program. Every effort is being made to encourage active communications and exchanges between attendees as face-to-face at past conferences. I look forward to the experience and believe it will be rewarding.

CASA also continued its major nonflushable wipes campaign, involving both legislation and related communications and awareness efforts. We also continue to address a variety of important issues at state regulatory agencies, including new policies at the State Water Board, Ocean Protection Council, and CalRecycle among others. We continue to make significant progress on our federal priorities, including enhanced federal funding for clean water projects and extension of NPDES permit terms.

It has been my pleasure to serve as your President during these unique times, and I have confidence that the organization will continue its commitment to providing valuable resources and essential advocacy on behalf of the clean water community. I look forward to "seeing" you all at CASA's first ever virtual conference event in August, and hopefully rejoining you all again in person in 2021.

Nominees for the CASA Board of Directors FY 2020-2021

Roger Bailey, Central Contra Costa Sanitary District



Roger became the General Manager at the Central Contra Costa Sanitary District on August 19, 2013. CentralSan is a progressive sanitary district providing wastewater collection and treatment services to approximately 471,000 people in the central Contra Costa area.

Before his employment at CentralSan, Roger served as the head of the City of San Diego Public Utilities Department. Prior to joining the City of San Diego, he served as Deputy City Manager and Utilities Director for the City of Glendale, Arizona; Utilities Director for the City of Royal Palm Beach, Florida; Assistant Utilities Director for the City of Valdosta, Georgia; and Senior Engineer with the City of Tallahassee Water Utilities Department. Under his leadership, San Diego and Glendale's Utilities Department has won platinum awards for Utility Excellence from the Association of Metropolitan Water Agencies. Since coming to CentralSan, the facility has won the NACWA Platinum Award for three consecutive years.

Roger is a registered professional engineer in Arizona and Florida. His education includes M.S. and B.S. degrees in Civil Engineering from Florida A&M University. He also holds a B.S. degree in Physics and Mathematics from the University of Winnipeg, Canada.

David T. Cárdenas, Selma-Kingsburg-Fowler County Sanitation District



David T. Cardenas is the Mayor of the City of Fowler, California, serving in the Mayor's role for the past 13 years, and as a member of the Fowler City Council for the past 21 years. For the past 9 years he has served as Vice-Chairman of the Fresno County Council of Governments Policy Board, is a boardmember for the FCTA, the Consolidated Mosquito Abatement District, Fresno County Rural Transit Agency and is the Chairman of the S. K. F. Sanitation District Board. Throughout the years, Mr. Cardenas has served on several committees and boards for various public agencies and organizations, including the South San Joaquin Valley Division of the League of California Cities, and the Five Cities Economic Development Authority. For decades, he has volunteered in civic activities for the betterment of his community, including the Fowler Lions Club and Fowler Knights of Columbus, of which he is a founding member.

Jasmin Hall, Inland Empire Utilities Agency



Jasmin Hall serves as Vice-President of the Inland Empire Utilities Agency Board of Directors where she represents Division 4, the City of Fontana and portions of the Cities of Rialto and Bloomington. Ms. Hall was appointed to the Board of Directors in October 2013, elected in November 2014, and re-elected in November 2018. Ms. Hall is also the Agency's representative to California Association of Sanitation Agencies (CASA), was appointed to the CASA Board of Directors in February 2017, and currently serves as Secretary/Treasurer. Ms. Hall also serves as President on the Chino Basin Regional Financing Authority.

Ms. Hall has extensive experience in community leadership as she has served as the Fontana Planning Commission Secretary and as Chairwoman for the Fontana Parks and Recreation Commission. Ms. Hall initiated the process that earned Inland Empire Utilities Agency the Special District Leadership Foundation's District Transparency Certificate of Excellence. Ms. Hall received a Recognition in Special District Governance certificate, which is designed to honor special district Board members and trustees that demonstrate their commitment to continuing education and special district governance. The recognition covers the essentials of good governance, as well as service-specific education.

Ms. Hall holds an M.B.A. degree with a specialization in Human Resource Management from National University, San Diego, a B.S. degree in Business Management from University of Phoenix, San Diego, and a Project Management Certification from University of Irvine.

Craig Murray, Carpinteria Sanitary District



Craig is General Manager of the Carpinteria Sanitary District, where he has been since 2004. He is a registered Civil Engineer in California and active in numerous professional organizations. Prior to his appointment as the District General Manager he worked as a consulting engineer serving municipal water and wastewater clients. Craig was a member of the CASA Utility Leadership Committee until 2017, is part of SCAP and CSRMA leadership, and is very active in CASA and a regular conference attendee.

Craig holds a bachelor's degree from UC Santa Barbara and a master's degree in Civil and Environmental Engineering from Cal Poly San Luis Obispo.



CASA Annual Membership Dues

Annual membership dues shall be determined as follows:

- 1. Active Member.** Dues are based on the member agency’s annual operations and maintenance budget. The dues schedule for calendar year 2021 shall be:

Agency Operations & Maintenance Budget 2021 Dues

1.	Up to \$500,000	\$900
2.	Between \$500,001 - \$1,000,000	\$1,700
3.	Between \$1,000,001 - \$1,500,000	\$2,500
4.	Between \$1,500,001 - \$2,000,000	\$3,250
5.	Between \$2,000,001 - 2,500,000	\$4,000
6.	Between \$2,500,001 - 3,000,000	\$5,000
7.	Between \$3,000,001 - 3,500,000	\$6,000
8.	Between \$3,500,001 - \$4,000,000	\$7,000
9.	Between \$4,000,001 - 4,500,000	\$8,000
10.	between \$4,500,001 - \$5,000,000	\$9,000
11.	Between \$5,000,001 - \$10,000,000	\$13,600
12.	Between \$10,000,001 - \$20,000,000	\$17,100
13.	\$20,000,001 - \$100,000,000	\$20,500
14.	Over \$100,000,000	\$28,100

- 2. Associate Member.** Dues for associate members shall be:

Associate Number of Employees	2021 Dues
1. Employer with 1-5 employees	\$460
2. Employer with 6-15 employees	\$930
3. Employer with 16-29 employees	\$ 1,388
4. Employer with 30-74 employees	\$ 1,850
5. Employer with 75-120 employees	\$ 2,323
6. Employer with over 121 employees	\$ 2,785

- 3. Honorary Member.** There shall be no dues for honorary members.

Adopted by the California Association of Sanitation Agencies by electronic ballot and announced at the annual conference held virtually on August 13, 2020.


ATTEST:


Jasmin Hall
Secretary - Treasurer



Item Number 4

Agenda Summary Report

To: Mike Prinz, General Manager 

From: Teri Lerch, Board Secretary 

Meeting Date: July 16, 2020

Re: September Board Meeting Schedule Modification

Item Type: Consent Discussion Information Other

Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Board approve cancelling the September 3, 2020 Board Meeting to reduce overtime required for administrative staff to work on special projects and to facilitate vacation schedules.

BACKGROUND

District Board meetings are regularly scheduled for the first and third Thursday of each month. Occasionally, Board meetings may need to be cancelled to accommodate scheduling conflicts or other needs.

PREVIOUS BOARD ACTION

In the past, Board has cancelled Board meetings in the Summer Months (July and/or August) to allow staff to work on upcoming projects and schedule vacation during these months.

ENVIRONMENTAL REVIEW

N/A


FISCAL IMPACT

\$1,500 savings



Item Number 5

Agenda Summary Report

To: LGVSD Board of Directors
 From: Mike Prinz, General Manager 
 Meeting Date: July 16, 2020
 Re: Board Meeting Start Time
 Item Type: Consent _____ Discussion X Information _____ Other _____
 Standard Contract: Yes _____ No _____ (See attached) Not Applicable X _____

STAFF RECOMMENDATION

Staff recommends that the Board consider adjusting the normal board meeting start time to 3 PM.

BACKGROUND

Start times for regularly scheduled, open sessions of Board Meetings have changed very infrequently and have been scheduled for 4:30 PM for many years. Closed sessions are normally scheduled immediately preceding regularly scheduled, open sessions. Due to the typical length of meetings, adjournment usually occurs at roughly 6:30 PM, and often later. Hourly staff required to attend meetings typically incur overtime and, on occasion, double time to attend entire meetings.

In order to reduce overtime costs and reduce after-hours impacts to staff and Board Member schedules, the following revisions have been considered and are now proposed:

1. Change the normal start time of regular Board meetings from 4:30 to 3:00.
2. When needed, schedule brief closed sessions immediately prior to "Board Member Reports" near the end of the default meeting schedule.
3. Schedule lengthier (e.g. greater than 15 minutes) closed sessions as special meetings on days other than regularly scheduled Board meetings.
4. Include a public comment period at the beginning of all regularly scheduled meetings and, if desired, just prior to adjournment also.

This change, if approved, will be memorialized via an official ordinance to be brought back to the Board for a normal ordinance approval process at a later date.

PREVIOUS BOARD ACTION

N/A

ENVIRONMENTAL REVIEW

N/A



FISCAL IMPACT

Fiscal impact associated with increased frequency of special meetings for certain closed sessions is not possible to estimate precisely but is anticipated to be an increase of roughly \$5,000 per year for Board member compensation for such meetings. Conversely, staff overtime costs may be reduced by as much as \$2,000 per year.



Item Number 6

Agenda Summary Report

To: LGVSD Board of Directors
From: Mike Prinz, General Manager *MSP*
Meeting Date: July 16, 2020
Re: Donations of District Funds to Nonprofit Organizations
Item Type: Consent Discussion Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Board to discuss donations of District funds to nonprofit organizations and direct staff as necessary.

BACKGROUND

Nonprofit organizations such as Students and Teachers Restoring A Watershed (STRAW) and, most recently, The River Otter Ecology Project (ROEP) have solicited donations of District funds to support their functions. See attached solicitation from the ROEP. Organizations such as these provide a valuable educational function regarding the environment, although the organizations are not focused on mandated, District pollutant minimization as discussed below. The District has made contributions to STRAW in the past and has also supported the ROEP by allowing monitoring of otters to occur on District property.

District funds are obtained through rate-based billing of customers as well as non-rate revenue, such as interest and solid waste franchise fees. Non-rate revenue is used to minimize rate increases and costs that would otherwise be borne by ratepayers.

Proposition 218 is a law that went into effect in 1996 to ensure that rates paid by ratepayers are used to directly fulfill property related services such as, in the case of the District, wastewater collection, treatment, disposal, and all related operational and regulatory obligations. The intent of proposition 218 is to eliminate direction of ratepayer funds to non-ratepayer purposes.

The District operates under a National Pollutant Discharge Elimination System (NPDES) permit issued by the Regional Water Quality Control Board. That permit stipulates that the District is to engage in public outreach related to pollution minimization through various outreach mediums, such as community events and plant tours. Staff have confirmed with the Regional Board that pollutant minimization is specifically associated with pollutant loadings to the treatment plant and therefore to the receiving waters. See attached Pollutant Minimization Program requirements. District Staff routinely coordinate with other agencies regarding pollution related public outreach through the Wastewater Treatment Agencies of Marin County Public Education Program. This program addresses the following topics through public and school-oriented outreach efforts:



1. The difference between storm drains and sanitary sewers, and their functions.
2. Nothing but rainwater should go in storm drains.
3. The types of wastes appropriate for the sanitary sewers.
4. "Flush Green"-- the toilet is not a trash can.
5. Ways to properly dispose of wastes that cannot go in the storm drains or sanitary sewers (e.g., household hazardous waste programs).
6. Beneficial reuse of treated wastewater and biosolids.
7. Hazards and proper disposal of waste mercury.
8. Proper disposal of unused pharmaceuticals through the RxSafe Marin program.
9. Sources of dioxin released to the environment and ways to prevent its release by minimizing burning of household trash and fireplaces.
10. Sources of PCBs and cyanide to help identify and properly handle their disposal.
11. Issues relating to preventing FOG-related sanitary sewer overflows.
12. Private sewer laterals, responsibility for their maintenance, and their potential to cause a Sanitary Sewer Overflow.

The District meets permit required public outreach obligations without obtaining credit for donations to non-profit organizations.

PREVIOUS BOARD ACTION

N/A

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

To be determined based on Board direction.

The samples shall be analyzed for the priority pollutants listed in Attachment G, Table C, except for those priority pollutants with effluent limitations where the MRP already requires more frequent monitoring and except for those priority pollutants for which there are no water quality criteria (see Fact Sheet Table F-6). Compliance with this requirement shall be achieved in accordance with Attachment G sections III.A.1 and III.A.2.

The Discharger shall evaluate on an annual basis if concentrations of any of these priority pollutants significantly increase over past performance. The Discharger shall investigate the cause of any such increase. The investigation may include, but need not be limited to, an increase in monitoring frequency, monitoring of internal process streams, and monitoring of influent sources. The Discharger shall establish remedial measures addressing any increase resulting in reasonable potential to cause or contribute to an excursion above applicable water quality objectives. This requirement may be satisfied through identification of the constituent as a “pollutant of concern” in the Discharger’s Pollutant Minimization Program, described in Provision VI.C.3.

b. Reporting Requirements

- i. **Routine Reporting.** The Discharger shall, within 45 days of receipt of analytical results, report the following in the transmittal letter for the appropriate self-monitoring report:
 - (a) Indication that a sample for this characterization study was collected; and
 - (b) Identity of priority pollutants detected at or above applicable water quality criteria (see Fact Sheet Table F-7 for the criteria) and the detected concentrations of those pollutants.
- ii. **Annual Reporting.** The Discharger shall summarize the annual data evaluation and source investigation in its annual self-monitoring report.
- iii. **Final Report.** The Discharger shall submit a final report that presents all these data with its application for permit reissuance.



3. Pollutant Minimization Program

- a. The Discharger shall continue to improve its existing Pollutant Minimization Program to promote minimization of pollutant loadings to the Facility and therefore to the receiving waters.
- b. The Discharger shall submit an annual report no later than February 28 each year. Each annual report shall include at least the following information:
 - i. **Brief description of treatment plant.** The description shall include the service area and treatment plant processes.
 - ii. **Discussion of current pollutants of concern.** Periodically, the Discharger shall analyze its circumstances to determine which pollutants are currently a problem and

which pollutants may be potential future problems. This discussion shall include the reasons for choosing the pollutants.

- iii. Identification of sources for pollutants of concern.** This discussion shall include how the Discharger intends to estimate and identify pollutant sources. The Discharger shall include sources or potential sources not directly within the ability or authority of the Discharger to control, such as pollutants in the potable water supply and air deposition.
- iv. Identification of tasks to reduce the sources of pollutants of concern.** This discussion shall identify and prioritize tasks to address the Discharger's pollutants of concern. The Discharger may implement the tasks by itself or participate in group, regional, or national tasks that address its pollutants of concern. The Discharger is strongly encouraged to participate in group, regional, or national tasks that address its pollutants of concern whenever it is efficient and appropriate to do so. An implementation timeline shall be included for each task.
- v. Outreach to employees.** The Discharger shall inform employees about the pollutants of concern, potential sources, and how they might be able to help reduce the discharge of these pollutants of concern into the Facility. The Discharger may provide a forum for employees to provide input.
- vi. Continuation of Public Outreach Program.** The Discharger shall prepare a pollution prevention public outreach program for its service area. Outreach may include participation in existing community events, such as county fairs; initiating new community events, such as displays and contests during Pollution Prevention Week; conducting school outreach programs; conducting plant tours; and providing public information in newspaper articles or advertisements, radio or television stories or spots, newsletters, utility bill inserts, or web sites. Information shall be specific to target audiences. The Discharger shall coordinate with other agencies as appropriate.
- vii. Discussion of criteria used to measure Pollutant Minimization Program and task effectiveness.** The Discharger shall establish criteria to evaluate the effectiveness of its Pollutant Minimization Program. This discussion shall identify the specific criteria used to measure the effectiveness of each task in Provisions VI.C.3.b.iii, iv, v, and vi.
- viii. Documentation of efforts and progress.** This discussion shall detail all of the Discharger's Pollutant Minimization Program activities during the reporting year.
- ix. Evaluation of Pollutant Minimization Program and task effectiveness.** This Discharger shall use the criteria established in Provision VI.C.3.b.vii to evaluate the program and task effectiveness.
- x. Identification of specific tasks and timelines for future efforts.** Based on the evaluation, the Discharger shall explain how it intends to continue or change its tasks to more effectively reduce the amount of pollutants flowing to the Facility and subsequently in its effluent.

- c. The Discharger shall develop and conduct a Pollutant Minimization Program as further described below when there is evidence that a priority pollutant is present in the effluent above an effluent limitation (e.g., sample results reported as detected but not quantified [DNQ] when the effluent limitation is less than the method detection limit [MDL], sample results from analytical methods more sensitive than those methods required by this Order, presence of whole effluent toxicity, health advisories for fish consumption, or results of benthic or aquatic organism tissue sampling) and either:
 - i. A sample result is reported as DNQ and the effluent limitation is less than the Reporting Level (RL); or
 - ii. A sample result is reported as not detected (ND) and the effluent limitation is less than the MDL, using definitions in Attachment A and reporting protocols described in the MRP.
- d. If triggered by the reasons set forth in Provision VI.C.3.c, above, the Discharger's Pollutant Minimization Program shall include, but not be limited to, the following actions and submittals:
 - i. Annual review and semi-annual monitoring of potential sources of the reportable priority pollutants, which may include fish tissue monitoring and other bio-uptake sampling, or alternative measures when source monitoring is unlikely to produce useful analytical data;
 - ii. Quarterly monitoring for the reportable priority pollutants in the influent to the Facility. The Executive Officer may approve alternative measures when influent monitoring is unlikely to produce useful analytical data;
 - iii. Submittal of a control strategy designed to proceed toward the goal of maintaining concentrations of the reportable priority pollutants in the effluent at or below the effluent limitation;
 - iv. Implementation of appropriate cost-effective control measures for the reportable priority pollutants, consistent with the control strategy; and
 - v. Inclusion of the following specific items within the annual report required by Provision VI.C.3.b above:
 - (a) All Pollutant Minimization Program monitoring results for the previous year;
 - (b) List of potential sources of the reportable priority pollutants;
 - (c) Summary of all actions undertaken pursuant to the control strategy; and
 - (d) Description of actions to be taken in the following year.

4. Special Provisions for Municipal Facilities

a. Sludge and Biosolids Management

- i. All sludge and biosolids shall be disposed of, managed, or reused in a municipal solid waste landfill; through land application; as a Class A compost; through a waste-to-



Sponsorship Information

RIVER OTTER ECOLOGY PROJECT

The River Otter Ecology Project is a Community Science, Environmental Research, & Education nonprofit with a focus on healthy natural water systems. River Otters are lively ambassadors from the watershed.

During these challenging times we are holding a creative artistic event and benefit celebrating water, our most precious resource, one none of us can live without. Mostly Water Art Splash is an art and poetry contest for everyone, held completely online. We're inviting children, young adults and adults both amateur and professional to submit their creative best on our theme.

We're offering prizes, professional judges, and the chance for winner artists to be represented on our website and in social media.

We are asking you to become an important sponsor of this event as a way of supporting awareness of the importance of water. Here are just a few ways you can contribute and join in the fun! Your investment in our event includes your name mentioned on our website's event landing page, in addition to the following acknowledgements and publicity:

Life Giving Water

All life needs water to survive, and river otters need, depend upon, and revel in it. Appreciating otters and their essential relationship with water in which to forage, travel and play, and to keep their pelts healthy, helps us relate to the importance of protecting watersheds in all their glorious permutations. Otters need clean, healthy watersheds and so do we. There are no better ambassadors for vibrant watersheds than otters!

Watersheds are areas through which water flows, either downhill in streams, rivulets and rivers, or through the ground in subsurface niches and small or large pools. Watersheds can be described as a net or web, consisting of water, the places it goes, and all that it picks up or moves.

Water touches everything, and everything touches water!

SPONSORSHIP LEVELS AND PUBLICITY

"The Watershed" - \$1,000 – your company name and logo in all pre-event publicity: Event website, contest entry form, social media, a 30-minute Zoom presentation on river otters with one of our senior staff, and a beautiful X by X" print of a Chinese brush style watercolor by Executive Director Megan Isadore.

"Vital Wetlands" - \$500 - your name and logo in all pre-event publicity: Event website, contest entry form, social media, a 30-minute Zoom presentation and discussion on river otters with one of our senior staff.

"Mighty Rivers"- \$250 Your company name and logo in all pre-event publicity: Event website, contest entry form, social media

"Lakes & Rivers" \$100 – Your company name in pre-event publicity: on social media and Contest entry form

"Creeks & Streams" \$40 – Your personal name included on our list of supporters on social media and our entry form. (Level not available for businesses.)

To become a sponsor, [visit our website](#). Select your sponsorship level and make an easy online payment. You can also upload your logo at that time. Of course, we're always more than happy to discuss details or answer any questions, so don't hesitate to call too.

With warm regards,



Megan Isadore, Co-Founder
megan@riverotterecology.org
415.342.7956

The River Otter Ecology Project is a Bay Area based nonprofit dedicated to community science, research and education, with the goal of assisting the public and policymakers to improve the health of our shared watersheds for the benefit of all. The charismatic river otters inspire us and galvanize scientists and the public to support our research, education and collaborations engaging us all in conservation.
(EIN/Nonprofit ID 45-4997526)

7/16/2020

General Manager Report

- Separate Item to be distributed at Board Meeting
- Separate Item to be distributed prior to Board Meeting
- Verbal Report – Topics include:
 - Board Agenda Packet Change
 - Skilled Maintenance Worker Recruitment Update
 - Rate Increase Mechanics with County of Marin
- Presentation



Item Number 7A2

Agenda Summary Report

To: Mike Prinz, General Manager *MP*
From: Teri Lerch, Board Secretary *TL*
Mtg. Date: July 16, 2020
Re: LGVSD Response to Marin County Civil Grand Jury Follow-up Report on Web Transparency of Agency Compensation Practices dated April 28, 2020
Item Type: Consent Discussion Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION:

None. Information only.

BACKGROUND:

The Marin County Civil Grand Jury intermittently publishes transparency update reports summarizing its findings with respect to special district transparency. The most recent report was made available to the public on April 28, 2020. Information from the LGVSD website regarding Board member compensation was mentioned in the report.

Staff has updated the District's website with the requested transparency recommendations.

PREVIOUS BOARD ACTION:

N/A

ENVIRONMENTAL REVIEW:

N/A

FISCAL IMPACT:

None.



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

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

June 22, 2020

Max Thelen
Marin County Civil Grand Jury
3501 Civic Center Drive, Suite 275
San Rafael, CA.94903

Lucy Dilworth, Foreperson
Marin County Civil Grand Jury
3501 Civic Center Drive, Suite 275
San Rafael, CA. 94903

Re: Las Gallinas Valley Sanitary District Response to the Marin County Civil Grand Jury
Report: *Follow-Up Report on Web Transparency of Agency Compensation Practices*

Dear Mr. Max Thelen and Ms. Lucy Dilworth,

The Las Gallinas Valley Sanitary District's (District) response to the Marin County Civil Grand Jury Report: *Follow-Up Report on Web Transparency of Agency Compensation Practices* is enclosed.

The District appreciates the Grand Jury's concerns and sincerely hopes that it views the District's reponse as meaningful and positive. Please feel free to contact me directly with any questions or requests for additional follow up.

Sincerely,

Mike Prinz
General Manager
Las Gallias Valley Sanitary District



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

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

The Las Gallinas Valley Sanitary District response to the findings and recommendations of the Marin County Civil Grand Jury Report *Follow-Up Report on Web Transparency of Agency Compensation Practices* issued on April 28, 2020 is as follows:

FINDINGS

F2. Any link to compensation data on an agency's website that takes more than 5 minutes or three clicks from the home page to locate, does not reasonably satisfy the intent of the Government Code that the information be easily located and "conspicuous" on the agency's website.

The District has redesigned its website to allow for a single mouse click to directly access compensation, which exceeds the requested requirement.

F3. Any link to publicpay.ca.gov on an agency's website that fails to go directly to the agency's current compensation data on that website does not satisfy the intent of the Government Code that information be easily located.

The embedded link to publicpay.ca.gov now directly accesses the District's compensation data with no additional inputs required.

F5. Regarding detailed disclosure of total compensation paid, most agencies do not break out all components of compensation paid to their elected officials, including salary, meeting fees or stipends, (including compensation for serving as liaison to other advisory committees, councils and forums), reimbursements, health and retirement benefits, and other benefits such as equipment.

The District has embedded a table of relevant compensation and reimbursement data on the compensation tab for all elected officials, with each listed individually.

RECOMMENDATIONS

R2. No later than 90 days after the date of this report, agencies should modify the location of their existing publicpay.ca.gov links to satisfy the requirement of Government Code Section 53908 that their link be "conspicuous". Conspicuous locations for agencies are suggested in Table 2.

The requested publicpay.ca.gov link is now conspicuously located on the compensation tab as requested.

R3. No later than 90 days after the date of this report, agencies should modify their existing publicpay.ca.gov to that they provide a direct link to their current compensation data on the state site. To eliminate the need for annual updates, the URL used for the link should exclude any parameter specifying a year. Formatted URL examples are shown on Appendix A.

The publicpay.ca.gov link has been established such that no additional user inputs are required to access District specific, current information, including that directly associated with elected officials of the District.

R4. No later than 90 days after the date of this report, in addition to any other compensation links, agencies should include a link on their board or council web pages that leads directly to the “Elected Officials” page on the publicpay.ca.gov site, conforming to the format suggested on Appendix A.

The publicpay.ca.gov link has been established such that no additional user inputs are required to access District specific, current information, including that directly associated with elected officials of the District.

R6. No later than 120 days after the date of this report, agencies should adopt a practice to compile and publish each year an annual report detailing the compensation actually paid to their elected officials for the previous calendar year. Compensation disclosures should include, at a minimum, salary, meeting fees or stipends (including compensation for serving as liaison to other advisory committees, councils and forums), reimbursements, health and retirement benefits, and other benefits as equipment. A link to this report should be posted on the agency’s board or council web page.

The table referenced in Finding F5 above will be updated annually and published on the associated District Webpage and previously developed annual tables will be available on the associated page as well.

7/16/2020
Secondary Treatment Plant Upgrade and Recycled
Water Expansion Project Update
Agenda Item 7A3

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

7/16/2020

BOARD MEMBER REPORTS

CLARK

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

ELIAS

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

MURRAY

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

SCHRIEBMAN

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

YEZMAN

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



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.

7/16/2020

BOARD AGENDA ITEM REQUESTS

Agenda Item 9B

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

Novato sued in sewer dispute

HANNA RANCH

By Gary Klien

gklien@marinij.com

A commercial property developer has filed a lawsuit against Novato alleging the city illegally granted a sewage line easement through its land.

Hanna Ranch Conservation LLC is seeking a judicial order to block the move and remuneration for financial damages. The plaintiff says the city's action, if allowed to stand, will cost it \$12 million in lost development value.

The dispute involves adjacent tracts at the junction of Highway 101 and Highway 37. Hanna Ranch Conservation is the developer of the so-called "Hanna Ranch project," which envisions a hotel, restaurants, office and commercial space near the Vintage Oaks Shopping Center.

P & K Hanna Ranch is developing a tract to the south known as the "McPhail parcel," the site of a former concrete plant. The project involves office and warehouse space.

The city approved the Hanna Ranch project in 2011 and relinquished a public easement it had for a four-lane road and utilities. Hanna Ranch

continued to revise the project and filed an updated plan in 2017.

The McPhail project won city approval in 2018, but the developer needed a place to run its sewer lines. It could not run the lines to the south because of the SMART railroad tracks and wetlands, so it sought a route north through the Hanna Ranch site.

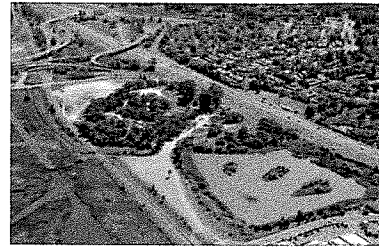
Negotiations commenced between McPhail developer and the Hanna Ranch interests. In March of this year, the McPhail developer told the city that its project was nearing completion but the Hanna Ranch owners still had not granted sewer access.

The city drafted a resolution to rescind its earlier decision to surrender its Hanna Ranch easement. The resolution sought to license the easement to the McPhail developer.

The City Council approved the resolution in a 5-0 vote on April 28.

The lawsuit asks a judge to stay the resolution, alleging the city had no legal right to restore the easement it had permanently relinquished. The plaintiffs also say the city only provided a few days' notice that the resolution was on the City Council's agenda.

Agenda Item 10
Date July 16, 2020



The Hanna Ranch property in Novato in 2012. A plan for a hotel, stores and offices remains unrealized in 2020, and the city has reclaimed a road and utility easement it had granted the developer.

ALAN DEP — MARIN
INDEPENDENT JOURNAL

2

“Respondent’s action was illegal, arbitrary, capricious, entirely lacking in evidentiary support, an abuse of discretion and

SEWER» PAGE4

Sewer

FROM PAGE 3

3

was made without the required notice and due process,” Hanna Ranch attorney Elizabeth Brekhus wrote in the lawsuit.

City Manager Adam Mc-Gill and the city attorney, Jeffrey Walter, did not respond to a request for comment. But the city’s position is that the Hanna Ranch easement was “conditioned upon the applicant dedicating a replacement easement for public utilities and dedication of an easement to the city for a Class 1 pedestrian and bicycle pathway across the property,” according to a staff report for the April 28 council meeting.

“These conditions were

never met,” Christopher Blunk, the public works director, wrote in the staff report.

Furthermore, he wrote, the developer’s tentative map and precise development plan expired in May 2018.

“The Hanna Ranch project applicant has submitted an application to revive and amend the precise development plan to add a fuel station to the project,” he wrote.

The lawsuit also names P & K Hanna Ranch as a defendant. The project developer is Thompson Builders Corp. of Novato.

Casey Clement, a development manager for Thompson Builders Corp., said “there are other much less ideal solutions to explore” if the sewer line cannot

run through the Hanna Ranch site, but the company is confident the lawsuit will be dismissed.

“We believe the City Council acted well within its rights to reinstate this easement and the lawsuit filed by Hanna Ranch LLC has no real merit,” she said.

The lawsuit is assigned to Judge James Chou in Marin County Superior Court. An initial hearing is set for Oct. 20.

Copyright Terms and Terms of Use. Please review new arbitration language here.

Powered by TECNAVIA

RICHARDSON BAY ANCHOR-OUTS
Richardson's Bay Regional Agency (RBRA) meetings are now being held via Zoom. The latest one, on May 14, focused on finances and budget. The Board approved an audit of their finances and a budget for the coming year. A legal action was discussed in closed session, with the report out being no report.

A transition plan to comply with Bay Conservation and Development Commission's (BCDC) Enforcement Committee requirements is scheduled to be presented to the Committee meeting on July 9. At their June 11 meeting, the RBRA will be discussing what they will be presenting to BCDC.

The discussion in the staff report describes efforts to bring vessels into compliance with RBRA requirements through their Safe and Seaworthy program, that includes social benefits and removal of vessels that do not comply. In addition, the 2020-2021 budget eliminates the Executive Director position and expands the Harbor Master duties to include those currently performed by the Executive Director. His title will be changed to Harbor

Administrator, and an Assistant Harbor Master has been hired to handle the expanding enforcement tasks including enforcing the 72-hour limit.

A collaborative partnership was announced between RBRA, Sausalito, County Supervisor Kate Sears, and Senator McGuire's office to look for on-shore housing and to promote eelgrass restoration. BCDC declined to be part of the partnership citing their regulatory role. We agree it would be inappropriate for BCDC to participate.

Nothing in the staff report or at the Board meeting assured that the RBRA is preparing to comply with the BCDC Enforcement Committee's requirement that their transition plan has the goal of removing all of the anchor-outs from the bay in 5 to 10 years, preferably 5 years. Removing unoccupied and unseaworthy vessels and ensuring that the anchor-out residents are capable mariners are important, but this is not all the Committee wants. Nor is it all that will ensure that the habitats of the Bay waters are restored. All of the anchor-outs must be removed.

Las Gallinas Trails Open on a Conditional Basis

Las Gallinas Valley Sanitary District has opened its reclamation area parking lot and trails to the public for the purpose of engaging in Essential Activities as defined in the Marin County Shelter-in-Place Order, including outdoor exercise. This access is on a trial basis, contingent on compliance with social distancing practices when visiting.

Per the Public Health Order, at its discretion the District is permitted to allow, limit, or prohibit motorized access in order to prevent crowds that cannot feasibly comply with social distancing. The District notes that the reclamation area parking lot and trails may still be periodically closed for the public's safety due to the ongoing construction of the Secondary Treatment Plant Upgrade & Recycled Water Expansion Project. The northerly "Hamilton" access will remain open. All access on those days can resume until sunset after the closure ends.

Please check the District website at www.lgvsd.org frequently for updates. Please visit the Marin County Health and Human Services website at www.marin-hhs.org for more information about the latest health orders.

SAVE THE DATE - SPECIAL MARIN AUDUBON SOCIETY PROGRAM

Restoring the Farallones – Removing Introduced Mice

Thursday, July 16, 7:30 – 9 PM
Presented via Zoom

We will post the connection link to this Zoom program on our website and send it to our mailing list a week or so before the date of the program – July 16. Check our website on a regular basis and/or sign up to our email list to have the connection information sent right to your computer or other device.

The Farallon Islands host the largest seabird rookery in the lower 48 states and have a unique biological value. Twenty-five percent of California's breeding seabirds, more than 300,000 individuals of 13 species, breed here. The Farallones wildlife has suffered many human-inflicted abuses, but the USFWS has successfully recovered the **Northern Fur Seal, Northern Elephant Seal, Rhinoceros Auklet, and Common Murre** populations and removed most introduced species.

Only house mice remain to continue to threaten and prey on native species including seabirds, salamanders, crickets and native plants. The mice induce **Burrowing Owls** to remain on the islands, but after the mouse population seasonally crashes, the owls prey on **Ashy and Leach's Storm-Petrels** and put the storm-petrels on a population trajectory towards extinction.

Next Steps:

1) Attend our July 16 program to learn more about the U.S. Fish and Wildlife Service's Plan to eradicate mice from the island. Eliminating

The program panel consists of scientists with long experience with the Farallones:

- **Gerry McChesney**, Farallon Islands National Wildlife Refuge Manager;
- **Winston Vickers**, DVM, MPVM, University of California, Davis;
- **Peter Warzybok**, Farallones Program Leader, Point Blue Conservation Science;
- **Roger Harris**, Certified Wildlife Biologist, Oceanic Society.
- **Anna Weinstein**, Director of Ocean Resources, National Audubon Society, as Master of Ceremonies.

2) Comment to the California Coastal Commission in support of the Mouse Eradication Plan. The Commission hearing is currently scheduled for September 9-11 and may be via Zoom. The meeting will determine the consistency of the Plan with California's Coastal Zone Management Program. Comments are needed, either in person or in writing, supporting restoration of this unique ecosystem. The only sure way to do that is by eliminating the mice. The Service's Mouse Eradication Plan is clearly consistent with the Coastal Zone Management Program's basic goal of "protecting, enhancing and restoring coastal resources ...".

Send comments to: Larry.Simon@coastal.ca.gov or Larry Simon, California Coastal Commission, 45 Fremont St #1900, San Francisco, CA 94105. Be sure to put the

THANK YOU, DONORS

Alpine Club Foundation, Christine Anastasi, Margot Avery, Andria Banner, Janice Bennett, Judi Bersaglieri, Tessa & Fred Cherniss, William Clarke, Laura Disternoff, Audrey Earl, MaryAnne Flett, Robert & Michelle Friend, Christine Geiger, William Gonda, Steve Grayson & Barbara Kris, Sallie Griffith, Michael Gross, James Harrison, Stephanie Hom, Roger Hooper III, Richard Jennings, Mary Wood Johnides, Sarah Karste, Rich & Nancy Keaton, David Kimball, Kathleen Lowrey, Douglas Martin, Sarah Martin, Doyleen McMurtry, Gerald Mitchell, Mike Moser, Catherine Plevin, Marianna Riser, Richard Scott, Eugene Sechser, Norman Sperber, Helen Stoddard, Ruth Thompson, Martha Wickliffe, Donna Williams

BENEFIT MAS

Make your next Amazon order through AmazonSmile and Amazon

NOTICE OF PUBLIC SALE

To satisfy the owner's storage lien, PS Orange Co. Inc. will sell at public lien sale on July 21, 2020, the personal property in the below-listed units, which may include but are not limited to: household and personal items, office and other equipment. The public sale of these items will begin at 09:30 AM and continue until all units are sold.

PUBLIC STORAGE # 07043, 300 Rush Landing Road, Novato, CA 94945, (415) 315-9285

200 - Thuesen, Brian; 306 - Dehner, Lisa

PUBLIC STORAGE # 27001, 130 Landing Court, Novato, CA 94945, (415) 429-3975

A161 - Ruiz, Maria; A362 - Haime, Victor; D011 - Miller, Paul

PUBLIC STORAGE # 20421, 380 Merrydale Road, San Rafael, CA 94903, (415) 223-3121

C088 - mondragon, Marylyne; C152 - Cervantes, Juliana; C204 - Collins, Avery

Public sale terms, rules, and regulations will be made available prior to the sale. All sales are subject to cancellation. We reserve the right to refuse any bid. Payment must be in cash or credit card-no checks. Buyers must secure the units with their own personal locks. To claim tax-exempt status, original RESALE certificates for each space purchased is required. By PS Orange Co. Inc., 701 Western Avenue, Glendale, CA 91201. (818) 244-8080. Bond No. 107073179

no. 627 Jun 26, Jul 3, 2020

PUBLIC NOTICE

NOTICE INVITING CONTRACTORS INTERESTED IN BEING INCLUDED ON THE LAS GALLINAS VALLEY SANITARY DISTRICT'S CALIFORNIA UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING INFORMAL BID LIST

In accordance with the State of California Uniform Public Construction Cost Accounting Act (CUPCCAA), the District is inviting all interested licensed contractors to submit their company information for inclusion on the District's Informal Bidding Contractors List for construction projects under \$200,000. Per California Public Contract Code 22032, any Public Works Project that is estimated to cost \$200,000 or less is subject to the Informal Bidding Procedures set forth by the California Uniform Construction Cost Accounting Commission. All trade categories are subject to Informal Bidding Procedures.

Contractors interested in being placed on the Informal Bidding Contractors List are required to have a current license and be registered with the Department of Industrial Relations (DIR) as a public works contractor.

Contractors interested in placement on the District's Informal Bidding List, must submit an application. The application must contain the contractor's name, address, phone, fax, e-mail, license number, classification, and DIR registration number. Submit the application to lhueing@lqvsd.org or

Las Gallinas Valley Sanitary District
ATTN: Michael P. Cortez
300 Smith Ranch Road
San Rafael, CA 94903

Application form may be obtained by visiting the District's website located at <http://www.lqvsd.org/document-library/current-construction-projects/>.

no

LAS GALLINAS VALLEY SANITARY DISTRICT
300 Smith Ranch Road
San Rafael, California 94903

NOTICE INVITING SEALED BIDS

1. The Las Gallinas Valley Sanitary District hereby invites bids for the AIR RELEASE VALVE & VAULT REPLACEMENTS project, in accordance with California Public Contract Code Section 20604 and other applicable law, and the following:
 2. All bids must be delivered to the Engineering Department, Las Gallinas Valley Sanitary District, 101 Lucas Valley Road, Suite 300, San Rafael, California 94903 on or before 11:00 AM, July 30, 2020. Bids will be opened and read publicly at that time. Bids must be made on the bid forms included in the bid package. Bids that are submitted late according to the official time kept by the District Engineer or a designee will be returned unopened. Bids submitted by facsimile or other electronic means will not be accepted. Bids that are incomplete or that otherwise do not conform to the requirements specified in the bid package may be deemed non-responsive.
 3. A pre-bid meeting is scheduled for July 2, 2020 at 11:00AM, via videoconferencing. The pre-bid meeting is not mandatory. Please contact Irene Huana, PE, with the District at 415-473-1734 for the videoconferencing information. In addition, the Project requires Bidders to submit a notarized copy of a Site Visit Affidavit to be submitted with the Bid. See required form under Bidding Requirements section of the Contract Documents. A site visit will follow after the pre-bid meeting. Special site visits may be scheduled 24 hours in advance a minimum of five (5) working days before bid opening.
 4. The project contractor shall furnish all tools, equipment, apparatus, facilities, labor and material necessary to perform and complete in a good and workmanlike manner the construction of the AIR RELEASE VALVE & VAULT REPLACEMENTS project as shown in the project Technical Specifications and plans and in accordance with the Contract Documents within 150 calendar days of the project commencement date specified in the Notice to Proceed for the project.
 5. SCOPE OF WORK: The project work is generally described as:
 - Replacement of Force Main Air Release Valves at a total of seven (7) pump stations, including surface preparation, painting, and coating of piping and valve pit interior concrete walls.
 - Replacement of Force Main Air Release Valves and concrete vaults at four (4) locations in the District Collection System.
 - Bypass pumping.
 - Traffic control at three (3) Air Release Valve locations within the District.
 6. All the project work shall be completed in accordance with the bid packages on file at the District. Complete bid packages may be obtained at the Engineering Department, Las Gallinas Valley Sanitary District, 101 Lucas Valley Road, Suite 300, San Rafael, California 94903. There will be a fifty dollar (\$50) non-refundable charge for each bid package. Checks and money orders must be made payable to the Las Gallinas Valley Sanitary District. Requests for information on receiving bid packages should be directed to the District Offices at (415) 472-1734. Bid packages will be mailed upon request and receipt of the non-refundable charge and the bidder's UPS or FedEx account number.
 7. In accordance with California Public Contract Code Section 20604.5, all bids must be presented under sealed cover and include one of the following forms of bidder's security: cash, cashier's check made payable to the District, certified check made payable to the District, or a bidder's bond. The amount of bidder's security provided must equal at least ten (10) percent of the total of the bid price for the base bid and the additive or deductive items listed in this notice. The successful bidder must submit to the District complete, executed copies of all documents specified in the contract checklist included in the bid package within seven (7) calendar days of receiving written Notice of Award of the project. Bidder's security of any successful bidder that fails to do so will be forfeited to the District. The documents required pursuant to the contract checklist include, but are not limited to, a payment or labor and materials bond in an amount of at least 100 percent of the amount payable by the terms of the project contract and that satisfies the requirements of California Civil Code Section 3246, and a performance bond in an amount of at least 100 percent of the amount payable by the terms of the contract. All project bonds must be executed by an admitted surety insurer in accordance with applicable law and acceptable to the District. The Engineer's estimate is \$254,000.
 8. Pursuant to California Public Contract Code Section 3300, a Class A California contractor's license is required to bid on the project. In accordance with California Business and Professions Code Section 7028.15, all project work must be performed by properly licensed contractors and subcontractors with active licenses in good standing as of the date and time specified for bid opening. However, in accordance with California Public Contract Code Section 20103.5, if the project involves federal funds, project contractors and subcontractors must have active licenses in good standing no later than the time the project contract is awarded. Bids that do not satisfy applicable licensing requirements will be considered non-responsive. Licenses must be issued by the Contractor's State License Board of California and must be maintained in good standing throughout the project term. In accordance with California Business and Professions Code Section 7030.5, bidders must verify their Contractor's license number and license expiration date on the bid forms under penalty of perjury.
 9. In accordance with California Public Contract Code Section 6109, contractors and subcontractors who are ineligible to perform work on public works projects pursuant to California Labor Code Sections 1777.1 or 1777.7 may neither bid on, be awarded or perform work as a subcontractor on the project.
 10. In accordance with California Labor Code Section 1771, not less than the general prevailing rate of per diem wages for work of a similar character in the locality in which the project is to be performed, and not less than the general prevailing rate of per diem wages for holiday and overtime work fixed as provided in the California Labor Code shall be paid to all workers engaged in performing the project. In accordance with California Labor Code Section 1770 and following, the Director of Industrial Relations has determined the general prevailing wage per diem rates for work in the locality in which the project is to be performed. In accordance with California Labor Code Section 1773, the District has obtained the general prevailing rate of per diem wages and the general rate for holiday and overtime work in the locality in which the project is to be performed for each craft, classification or type of worker needed to perform the project. In accordance with California Labor Code Section 1773.2, copies of the prevailing rate of per diem wages are on file at the District Engineer's Office and will be made available on request. A copy of said wage rates is available online at www.dir.ca.gov/DLSR/PWD. In accordance with California Labor Code Section 1777.1, contractors and subcontractors that are found guilty of willfully violating Chapter 1 of Part 7 of Division 2 of the Labor Code (except for Section 1777.5), or that are found guilty of such violations with intent to defraud, and entities in which such contractors or subcontractors have any interest, may be ineligible to bid on, be awarded, or perform project work as a subcontractor.
 11. In accordance with California Public Contract Code Section 3400, bidders may propose equals of products listed in the Technical Specifications or Drawings by manufacturer name, brand or model number unless the Technical Specifications or plans specify that the product is necessary to match others in use. Complete information for products proposed as equals must be submitted to the District Engineer's Office for review at least seven (7) working days before the time specified for bid opening in accordance with the bidders instructions contained in the bid package.
 12. In accordance with California Public Contract Code Section 22300, except where prohibited by federal regulations or policies, the successful bidder may, on request and at its expense, substitute securities in lieu of amounts withheld by the District from progress payments to ensure performance under the contract in accordance with the Contract Documents. Such securities will be subject to the terms of the escrow for security deposit agreement contained in the Contract Documents.
 13. The District reserves the right to reject any and all bids and/or to waive any bid irregularities to the extent permitted by law. If the District elects to award a contract for performance of the project, the contract will be awarded in accordance with California Public Contract Code Section 20603 and other applicable law to the responsible bidder submitting a responsive bid with the lowest total bid price for the base bid and the following additive or deductive alternate items as further described in the bid package.
 14. Questions regarding the bid package should be directed in writing as soon as possible (but no later than five (5) working days prior to the opening of bids to: Irene Huana, PE, Assistant Engineer, 101 Lucas Valley Road, Suite 300, San Rafael, CA 94903. Where appropriate, the District may respond to such questions by addenda transmitted to all bid package recipients.
 15. All bids will remain valid for ninety (90) calendar days after the bid opening. Except as permitted by law and subject to all applicable remedies, including forfeiture of bidder's security, bidders may not withdraw their bid during the ninety (90) day period after the bid opening.

Las Gallinas Valley Sanitary District
 By: /s/ Mike Prinz
 Mike Prinz, General Manager
 Date: June 26, 2020
 No. 676 Jun 26 Jul 3, 2020

BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT

ORDINANCE 183 AN ORDINANCE AMENDING SECTION 907, ART. IX, PERMITS AND FEES, OF TITLE 2, CHAPTER 1, SANITARY 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:

Section 1. Title 2, Chapter 1, Section 907, of the Ordinance Code of the Las Gallinas Valley Sanitary District, is amended to read as follows:

ARTICLE IX. PERMITS AND FEES Section 907. Capital Facilities Charge. A) Applicants desiring connection to the wastewater facilities of the District shall pay a capital facilities charge per Equivalent Sewer Unit ("E.S.U.") to the District prior to connection as shown in the Miscellaneous Fee Schedule published annually by the District.

5) Additions or alterations of existing structures (other than high-flow or high-strength) shall be charged a sewer connection fee (sometimes referred to as Capital Facilities Charge) and be subject to additional conditions of connection in accordance with the following.

(a) No Connection fee shall be charged where the addition or alteration will not cause the existing structure to exceed twenty (20) Plumbing Fixture Units (PFUs). In the event the addition or alteration causes the existing structure to exceed twenty (20) Plumbing Fixture Units (PFUs), a Connection fee charge per Plumbing Fixture Unit (PFU) added shall be charged as shown in the Miscellaneous Fee Schedule published annually by the District.

D) Adjustment. To maintain parity of the Capital Facilities Charge in current-dollar values, the charge will be reviewed annually. Any adjustments, if necessary, shall be based on the Engineering News Record (ENR) San Francisco City Index for the month of July of the prior year. The Capital Facilities Charge will be shown in the Miscellaneous Fee Schedule published annually by the District.

Section 2. Upon adoption of this Ordinance, it shall be entered in full in the minutes of the Board of Directors, shall be posted on the District's front gate bulletin board, the District's website, shall be published once in the Marin Independent Journal, and shall take effect immediately upon the expiration of thirty (30) days of said publication and posting.

Section 3. All other ordinances and parts of ordinances inconsistent herewith are hereby repealed.

I hereby certify that the foregoing is a full, true and correct copy of the Ordinance duly and regularly passed and adopted by the Board of Directors of the Las Gallinas Valley Sanitary District of Marin County, California, at a meeting hereof held on July 2, 2020, by the following vote of members thereof:

- AYES: Clark, Elias, Murray, Schriebrman, Yezman
NOES: None
ABSENT: None
ABSTAIN: None

/s/Teresa Lerch, District Secretary
Las Gallinas Valley Sanitary District

APPROVED:
/s/Rabi Elias, Board President

NO. 733 JULY 9, 2020

TOWN OF SAN ANSELMO NOTICE TO BIDDERS

INVITING SEALED QUALIFICATION PACKAGES FOR TRANSPORTATION ASSESSMENT OF THE HUB IN SAN ANSELMO

NOTICE IS HEREBY GIVEN that sealed qualification packages will be received by the Town of San Anselmo, Department of Public Works, 525 San Anselmo Avenue, San Anselmo, California 94960, until 2:00 p.m., July 31, 2020 for the TRANSPORTATION ASSESSMENT OF THE HUB IN SAN ANSELMO.

SCOPE: The "Hub" is a major crossroads in the heart of the Ross Valley. It connects the communities of Fairfax, Ross and San Anselmo to San Rafael and Highway 101 at the intersections of Sir Francis Drake Boulevard, Center Boulevard and Red Hill Avenue. Bridge, Greenfield and San Anselmo Avenues also connect to parts of the Hub. The Hub processes over 65,000 vehicles each day.

This request for qualifications is for a state-of-the-practice, innovative planning study providing a detailed assessment of existing conditions and an alternatives analysis of potential congestion relief and multimodal transportation improvements that will address the primary problems plaguing the intersection: long delays, complex traffic signal phasing, collision history, lack of viable non-motorized travel options, and a number of conflicting movements.

The Town of San Anselmo is inviting qualified transportation planning and engineering consultants to submit their qualifications. Each qualification package will be evaluated on the qualifications, experience, project understanding and work approach of the team.

Town of San Anselmo expects to retain one qualified and committed professional engineering firm/team to assess baseline conditions, conduct the first community workshop, develop conceptual alternatives, evaluate performance of alternatives, conduct the second community workshop and prepare a final report to be presented to the Town Council.

Copies of a detailed Request for Qualifications document can be viewed and ordered at www.blueprintexpress.com/sananselmo. They can also be ordered by contacting BPX Printing &

Teresa Lerch

From: Biosolids <biosolids-bounces@lists.casaweb.org> on behalf of Greg Kester via Biosolids <biosolids@lists.casaweb.org>
Sent: Wednesday, July 8, 2020 2:40 PM
To: biosolids@lists.casaweb.org; regulatory@lists.casaweb.org
Subject: [CASA Biosolids] Evaluation of PFAS Notification Levels
Attachments: ATT00001.txt

Hello everyone – CASA, with support from membership, contracted with GSI Environmental out of Oakland to evaluate the science which OEHHA used to support their recommendations to the State Water Board for Notification Levels (NLs) for PFOA and PFOS. A two page overview of the findings and CASA's interpretation of their impact to the wastewater sector, and the report are at the link below. We would like to thank the following for their financial contributions which facilitated the report:

Orange County Sanitation District
Inland Empire Utilities Agency
Las Virgenes Municipal Water District
East Bay Municipal Utility District
City of Roseville – Environmental Utilities - Wastewater
Sacramento Regional County Sanitation District
South Orange County Wastewater Authority
California Association of Sanitation Agencies

We expect the report will be extremely valuable in our ongoing discussions as the Water Boards pursue further limits. Please let me know if you have any questions or comments. Thanks - Greg

<https://casaweb.org/wp-content/uploads/2020/07/CASA-summary-of-GSI-PFAS-Evaluation-0706202.pdf>

https://casaweb.org/wp-content/uploads/2020/07/5427-CASA-PFAS-Report_062920_Final.pdf

Please go on Casaweb.org ↑ ← 51 pages

Stay Positive – Test Negative!

Greg Kester
Director of Renewable Resource Programs
CA Association of Sanitation Agencies
1225 8th Street, Suite 595
Sacramento, CA 95814
PH: 916 446-0388
Mobile: 916 844-5262
gkester@casaweb.org

 www.casaweb.org

 **Meeting the Moment**

2020 Annual Conference | Aug 11-13 | 10:00 AM - 5:00 PM
#CASA2020



Evaluation of the Science Used as the Basis for Drinking Water Criteria for PFOA and PFOS in California
July 6, 2020

A diverse group of water and wastewater stakeholders, including the California Association of Sanitation Agencies (CASA), recently engaged GSI Environmental Inc. (GSI) to evaluate the science and assumptions used by the Office of Environmental Health Hazard Assessment (OEHHA) in developing its recommendations for Notification Levels (NLs) for PFOA and PFOS. The accompanying report contains GSI's independent evaluation of this science. Below are some of the most significant conclusions to be drawn from the evaluation, and CASA's perspective on the potential impact of OEHHA's recommendations:

Conservative Assumptions in OEHHA's Recommendations are Inconsistent with Prop 65 and Federal Documents

The methods and assumptions used by OEHHA to support recommended water concentrations of PFOA and PFOS are extremely conservative and result in recommended NLs and SWRCB Response Levels (RLs) lower than current average background blood serum levels in California adults. Perhaps most significantly, OEHHA assumed that PFOS is carcinogenic based on a single animal study even though it does not meet the standards for being labeled carcinogenic as required by Proposition 65. The fact that PFOS is not being regulated as a carcinogen under another California regulatory program, Proposition 65, creates a substantial inconsistency within the State's regulatory approach to PFOS. Indeed, the US EPA reviewed the same study of PFOS carcinogenicity as OEHHA and concluded that it was inadequate to support a quantitative assessment of PFOS carcinogenicity. Moreover, the lifetime drinking water consumption rate used in the OEHHA calculations is assumed to be roughly 50 percent more than federal guidelines (3.71 L/d vs 2.5 L/d). This too is highly conservative.

OEHHA's Recommended NLs are not Expected to Result in Significant Public Health Benefits

Background blood serum levels of PFOA and PFOS are already below levels associated with the noncancer Reference Levels for PFOA and PFOS calculated by OEHHA. This brings into question whether further reductions in PFOA and PFOS exposure through the ingestion of drinking water or the reduction in effluent concentrations would result in measurable public health benefit. For context, blood serum levels of PFOA and PFOS in the US population have decreased by over 60 percent and 80 percent respectively since 2002, corresponding to the phase out of their production in the US. These decreases were the result of effective management of PFAS in commerce. OEHHA assumed that drinking water is assumed to contribute 20 percent of a person's daily exposure to PFOA and PFOS, which brings into question whether stringent drinking water limits will have any measurable effect on body burden. Finally, since most exposure to PFAS comes from sources other than drinking water, setting water quality criteria at or below background is not likely to have a significant effect on reducing the population's exposure to PFAS. Also of significance is that neither the general population nor workers exposed to high levels of

PFOA and PFOS have experienced the effects that serve as the basis for the NL recommendations (liver and pancreatic tumors), which draws the veracity of the agency's assumptions into question.

Wastewater and Biosolids Related Observations from CASA

CASA notes that while OEHHA's focus has been on making recommendations for drinking water standards, low drinking water standards will almost certainly translate to lower treatment plant discharge standards and potentially to biosolids management, which would significantly impact the wastewater community. Because PFAS are ubiquitous in the influent waste streams, sanitation agencies have relatively few strategies they can use to reduce levels of PFAS in effluent discharges and biosolids. PFAS are pervasive in today's society and found in virtually every American household in products as diverse as non-stick cookware, stain resistant upholstered furniture and carpets, wrinkle free and water repellent clothing, cosmetics, lubricants, food, paint, pizza boxes, popcorn bags and many others. Wastewater treatment plants do not produce or use PFAS but merely manage what they receive, and concentrations in municipal effluent and biosolids are generally orders of magnitude lower than at sites of heavy PFAS user (firefighting training sites, etc.) or industrial users (chrome platers, etc.). Finally, since biosolids application sites have minimum depth to groundwater requirements, which are typically greater than 25 feet, there should be minimal impact to water from such recycling.

Conclusion

In summary, OEHHA stacks conservatism on top of conservatism in calculating its recommended NLs for PFOA and PFOS in barely detectable parts per trillion. Setting drinking water criteria as recommended by OEHHA and their extrapolation to effluent or biosolids limits offers virtually no benefit to public health while being extremely expensive to implement. There is also concern that these criteria will reduce the viability of many recycled water programs, resulting in greater dependence on imported water sources. More specific discussion of the derivation of the NLs is contained in GSI's full evaluation, these are simply the highlights of some of the most significant consequences of OEHHA's approach in deriving the NLs.