



101 Lucas Valley Road, Suite 300
San Rafael, CA 94903
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www.LGVSD.org

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

DISTRICT BOARD
Megan Clark
Ronald Ford
Craig K. Murray
Judy Schriebman
Crystal J. Yezman

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.

BOARD MEETING AGENDA

July 21, 2022

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, which was *due to end on September 30, 2021 (Exec. Ord. N-08-21)*. However, the Legislature passed AB 361 which provides local agencies with the ability to meet remotely during proclaimed state emergencies under modified Brown Act requirements, similar in many ways to the rules and procedures established by the Governor's previous Executive Orders. - In light of this – the July 21, 2022 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, but not required, to submit comments in writing to the Board Secretary (tlerch@lgsd.org) by 5:00 pm on Wednesday, July 20, 2022. 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>.*

REMOTE CONFERENCING ONLY

Join Zoom Meeting online at: <https://us02web.zoom.us/j/88942072962>

OR

By teleconference at: +16699009128 Meeting ID: 889 4207 2962

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

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

Estimated
Time

OPEN SESSION:

4:00 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.

4:05 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 July 7, 2022
- B. Approve the Warrant List for July 21, 2022
- C. Approve Board Compensation for June 2022
- D. Approve Murray attending the Renewable Energy Policy Forum Webinar on July 25
- E. Approve Murray attending Zero Waste Week in Sonoma County
- F. Approve Change Order #1 of Standby Generator System Installation to G.D. Nielson
- G. Approve Resolution 2022-2266 B-70 Electronic Communication to and from the Board and F-70 Investments

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

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

4:15 PM

3. INFORMATION ITEMS:

STAFF/CONSULTANT REPORTS:

- 1. Biosolids Project Status Update – Consultant Presentation
- 2. Interim General Manager’s Report – Verbal

5:30 PM

4. APPROVE THE GENERAL MANAGER’S EMPLOYMENT AGREEMENT

Board to review and approve the Employment Agreement with Curtis D. Paxton.

5:40 PM

5. VOTING AT CALIFORNIA ASSOCIATION OF SANITATION AGENCIES (CASA) CONFERENCE FOR BOARD OF DIRECTOR CANDIDATES AND NEW DUES RESOLUTION

Board to determine and approve the CASA voting representative and alternates, the CASA Board of Directors nominees and the dues Resolution.

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- 5:55 PM** **6. SOLAR PV SYSTEM REPLACEMENT FOREFRONT POWER PROPOSAL**
Board to consider the Solar PV System Replacement Proposal and purchase options.
- 6:10 PM** **7. SECONDARY TREATMENT PLANT UPGRADE RECYCLED WATER EXPANSION CONTRACT CHANGE ORDER FOR PG&E DELAY AND OTHER CLAIMS**
Board to authorize the Interim General Manager to execute a contract change order in the amount of \$588,372 to Myers & Sons Construction.
- 6:20 PM** **8. BOARD MEMBER REPORTS:**
1. CLARK
 - a. NBWA Board Committee, 2022 Operations Control Center Ad Hoc Committee, Other Reports
 2. FORD
 - a. NBWRA, Marin Special Districts Association, 2022 Ad Hoc Engineering Committee re: STPURWE, 2022 Operations Control Center Ad Hoc Committee, 2022 Human Resources Ad Hoc Committee, Other Reports
 3. MURRAY
 - a. Marin LAFCO, CASA Energy Committee, Other Reports
 4. SCHRIEBMAN
 - a. JPA Local Task Force, Gallinas Watershed Council, 2022 Legal Services Ad Hoc committee, 2022 Biosolids Ad Hoc Committee, 2022 Human Resources Ad Hoc committee, 2022 McInnis Marsh Ad Hoc Committee, Other Reports
 5. YEZMAN
 - a. Flood Zone 7, CSRMA, 2022 Ad Hoc Engineering Committee re: STPURWE Engineering Subcommittee, 2022 Legal Services Ad Hoc Committee, Marin Special Districts, 2022 Biosolids Ad Hoc committee, 2022 McInnis Marsh Ad Hoc Committee, Other Reports
- 6:30 PM** **9. BOARD REQUESTS:**
- A. Board Meeting Attendance Requests – Verbal
 - B. Board Agenda Item Requests – Verbal
- 6:35 PM** **10. VARIOUS INDUSTRY RELATED ARTICLES**
- 6:40 PM** **11. ADJOURNMENT**

FUTURE BOARD MEETING DATES: AUGUST 4 AND AUGUST 18, 2022

AGENDA APPROVED:	Judy Schriebman, Board President	Patrick Richardson, Legal Counsel
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CERTIFICATION: I, Teresa Lerch, District Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before July 18, 2022 4:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held July 21, 2022, at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

DATED: July 14, 2022



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 1

7/21/2022

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.

MEETING MINUTES OF JULY 7, 2022

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON JULY 7, 2022 AT 4:02 PM AND STAFF BY ZOOM CONFERENCE AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE ROOM, SAN RAFAEL, CA. 94903

BOARD MEMBERS PRESENT: Megan Clark, Ron Ford, Craig Murray, Judy Schriebman and Crystal Yezman

BOARD MEMBERS ABSENT: None.

STAFF PRESENT: Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer; Mike Cortez, District Engineer; Sahar Golshani, Environmental Services Director;

OTHERS PRESENT: Patrick Richardson and Dave Byers, District Counsel; Curtis Paxton;

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

1. PUBLIC COMMENT: None.

ACTION:

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO CLOSED SESSION ON JULY 7, 2022 AT 4:03 PM, BY ZOOM CONFERENCE AND AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

Cortez, Golshani, Lerch, McDonald and Paxton left at 4:03 pm.

CLOSED SESSION:

CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION – Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code § 54956.9: One case.

PUBLIC EMPLOYMENT – GENERAL MANAGER – pursuant to subdivision (b)(1) of Government Code Section 54957.

ADJOURNMENT:

ACTION:

The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on July 7, 2022 at 4:28 pm.

BOARD MEMBERS PRESENT: Megan Clark, Ron Ford, Craig Murray, Judy Schriebman and Crystal Yezman

STAFF PRESENT: Dale McDonald, District Treasurer; Teresa Lerch, District Secretary; Mike Cortez, District Engineer; Sahar Golshani, Environmental Services Director;

OTHERS PRESENT:

Curtis Paxton

REPORT ON CLOSED SESSION: District Counsel Byers reported that the Board of Directors of the Las Gallinas Valley Sanitary District has hired Curtis Paxton as it's General Manager by a 5/0 vote (M/S Ford/Clark 5-0-0-0) at a salary of \$280,000 per year and his employment contract is a public record.

2. PUBLIC COMMENT – None.

3. CONSENT CALENDAR:

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

- A. Approve the Board Minutes for June 14, 16 and 21, 2022
- B. Approve the Warrant List for July 7, 2022
- C. Approve Ford attending the 2022 WaterReuse California Annual Conference in San Francisco September 11-13.
- D. Approve Yezman attending the National Association of Clean Water Agencies Utility Leadership Conference in Seattle Washington July 24 – 27.
- E. Approve Budget Revision for Center Pivot No. 1 Replacement
- F. Approve Award of Contract for Collection System Hydraulic Model Development
- G. Approve Award of Contract for Groundwater Monitoring Well Installation and Initial Reporting
- H. Approve Comcast Dedicated Fiber Connection
- I. Approve Application of Allocation of Capacity for APN 155-072-05 Guidepost Montessori
- J. Approve Resolution 2022-2265 – Remote Meetings

Items B, F and H were pulled and discussed.

ACTION:

Board approved (M/S Ford/Clark 5-0-0-0) the Consent Calendar items A through J.

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

Yezman left at 4:43 pm

4. APPROVE CLASSIFICATION DESCRIPTION FOR THE PLANT MANAGER, ENVIRONMENTAL SERVICES SUPERVISOR AND LAB ANALYST POSITIONS

Board reviewed the classification descriptions for the Plant Manager, Environmental Services Supervisor and Lab Analyst positions. Discussion ensued.

ACTION:

Board approved (M/S Clark/Ford 4-0-1-0) the classification descriptions for the Plant Manager, Environmental Services Supervisor and Lab Analyst positions.

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

5. BOARD MEMBER REPORTS:

1. CLARK

- a. NBWA Board Committee –no report
- b. 2022 Operations Control Center Ad Hoc Committee – no report

- c. Other Reports--none

2. FORD

- a. NBWRA –verbal report
- b. 2022 Engineering Ad Hoc Committee re: Secondary Treatment Plant Upgrade – verbal report
- c. 2022 Operations Control Center Ad Hoc Committee – verbal report
- d. 2022 Human Resources Ad Hoc Committee –no report
- e. Marin County Special Districts Association – no report
- f. Other Reports – none.

Yezman returned to the meeting at 4:50 pm.

3. MURRAY

- a. Marin LAFCO – no report
- b. CASA Energy Committee– written
- c. Other Reports – none

4. SCHRIEBMAN

- a. JPA Local Task Force– no report
- b. Gallinas Watershed Council – no report
- c. 2022 Legal Services Ad Hoc Committee – no report
- d. 2022 Biosolids Ad Hoc Committee – no report
- e. 2022 Human Resources Ad Hoc Committee – verbal report
- f. 2022 McInnis Marsh Ad Hoc Committee- no report
- g. Other Reports- none

5. YEZMAN

- a. Flood Zone 7– no report
- b. CSRMA – verbal report
- c. Marin Special District Association – no report
- d. 2022 STPURWE Engineering Ad Hoc Committee– no report
- e. 2022 Legal Services Ad Hoc Committee – no report
- f. 2022 McInnis Marsh Ad Hoc Committee- no report
- g. Other Reports--none

6. **BOARD REQUESTS:**

- A. Board Meeting Attendance Requests -Murray requested to attend the Energy Policy Webinar in July
- B. Board Agenda Item Requests- Schriebman requested a Board/Staff luncheon like the Christmas in July event last year). Paxton reminded the Board and staff that he will be on vacation September 19 through September 23.

7. **MISCELLANEOUS DISTRICT CORRESPONDENCE:**

Discussion ensued.

8. **ADJOURNMENT:**

ACTION:

Board approved (M/S Clark/Ford 5-0-0-0) the adjournment of the meeting at 5:10 p.m.

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

The next Board Meeting is scheduled for July 21, 2022 at 4:00 PM by Zoom meeting.

ATTEST:

Teresa Lerch, District Secretary

APPROVED:

Judy Schriebman, President

Agenda Item 23
Date July 21, 2022

Las Gallinas Valley Sanitation District
Warrant List 7/21/2022 DRAFT

	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
1	7/21/2022	EFT1	ADP Payroll	143,288.30		143,288.30	7/15/2022 Payroll & Processing Charges
2	7/21/2022	ACH	Alliant Insurance Services	1,100.00		1,100.00	Crime Insurance Policy 7/1/2022 - 7/1/2023
3	7/21/2022	N/A	Aramark Uniform Service	345.95		345.95	Laundry Service w/e 7/4
4	7/21/2022	N/A	Banner Bank	10,437.50		10,437.50	STPURWE- Retention # 40
5	7/21/2022	N/A	Baywork	765.00		765.00	Annual Fee for Organizational Membership
6	7/21/2022	N/A	Bullseye Telecom	327.98		327.98	Trunk Lines - July
7	7/21/2022	ACH	Cal-Steam	1,085.40		1,085.40	Galvanized Pipe
8	7/21/2022	ACH	Ca Sanitation Risk Management Authority	117,750.49		117,750.49	Property Insurance Premium - 7/1/22 - 7/1/2023
9	7/21/2022	ACH	Ca Sanitation Risk Management Authority	108,307.00		108,307.00	Worker's Comp. Pooled Liability - 7/1/2022 - 7/1/2023
10	7/21/2022	ACH	Caltest Analytical Labs	3,519.75		3,519.75	Outside Lab Testing - June
11	7/21/2022	N/A	Cintas	164.68		164.68	Safewasher & Filter Service, Re-Stock First Aid Kits
12	7/21/2022	ACH	Contractor Compliance & Monitoring	5,472.50		5,472.50	Construction Labor Compliance - June
13	7/21/2022	ACH	CORE Utilities	1,290.00		1,290.00	IT Services - June
14	7/21/2022	ACH	CPS HR	6,923.96		6,923.96	Provide a Report- Advantages of Open Market Based Salary vs Current Step System, Contracted HR Services - May
15	7/21/2022	ACH	Custom Tractor Service	110,787.50		110,787.50	Biosolids Surface Injection & Sludge Removal & Reclamation Irrigation & Maintenance
16	7/21/2022	N/A	D.W. Nicholson Corp.	20,539.63		20,539.63	Marin Lagoon PS #1 Improvements
17	7/21/2022	N/A	Danadjieva Hansen Architects	34,317.50		34,317.50	Consultation & Design Services on OCC Building- June
18	7/21/2022	ACH	Diego Truck Repair	2,166.68		2,166.68	Repairs on 2016 Freightliner
19	7/21/2022	EFT	Direct Dental	2,245.31		2,245.31	EE Dental Payments
20	7/21/2022	EFT	Discovery Benefits	290.38		290.38	FSA Payment
21	7/21/2022	ACH	Downing Heating	2,047.50		2,047.50	Commerical Service Agreement, VFD Cleaning in New Building
22	7/21/2022	ACH	Du-All Safety	4,728.00		4,728.00	Safety and Training for LGVSD- June
23	7/21/2022	ACH	EOA	7,955.00		7,955.00	Technical Assistance for Regulatory Permits, On-Call Support for Integrated Wastewater Master Plan - May
24	7/21/2022	N/A	FedEx	67.15		67.15	Misc. Mailings
25	7/21/2022	ACH	Ford, Ron	200.00		200.00	Medical Reimbursement- July
26	7/21/2022	ACH	Future Sense	2,500.00		2,500.00	Pulse Survey 2022
27	7/21/2022	N/A	G3 Engineering	13,283.64		13,283.64	2 Peristaltic Pumps
28	7/21/2022	ACH	Gardeners Guild	1,203.00		1,203.00	Landscape Maintenance - July
29	7/21/2022	ACH	GHD	5,965.50		5,965.50	John Duckett PS Improvements- June

Las Gallinas Valley Sanitation District Warrant List 7/21/2022 DRAFT							
	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
30	7/21/2022	ACH	Grainger	972.81		972.81	Miniature Bulbs, Key Stock, Fiberglass Extension Ladder
31	7/21/2022	ACH	Hanford ARC	5,040.00		5,040.00	Lower Miller Creek Revegetation- June
32	7/21/2022	N/A	Hazen and Sawyer	33,425.80		33,425.80	On-Call Engineering Services, Digester Room MCC Upgrade, Engineering Support Services,
33	7/21/2022	ACH	HDR Engineering	1,495.00		1,495.00	Distirct Rate Study - May-June
34	7/21/2022	N/A	IDEA	8,196.17		8,196.17	Labor Relations Consulting - 7/1 - 12/31/2022
35	7/21/2022	N/A	Jefferson Security	255.00		255.00	Alarm Service - 7/1 - 9/30/2022
36	7/21/2022	N/A	Kaman Industrial Technologies	3,344.06		3,344.06	Sludge Pump Motor, Bar Screen Motor
37	7/21/2022	ACH	Kennedy Jenks	21,142.20		21,142.20	Construction Management & Inspection Services- June
38	7/21/2022	ACH	Kenwood Energy	967.50		967.50	Solar Panel Replacement Project- June
39	7/21/2022	N/A	Kyocera Document Solutions	489.55		489.55	Contract invoice for Labor, Parts, Drum, Developer & Toner
40	7/21/2022	N/A	M and I Towing & Transport	650.00		650.00	Storage Container Moved from Reclamation Site to Plant.
41	7/21/2022	N/A	Marin Ace	9.80		9.80	Misc. Supplies
42	7/21/2022	N/A	Marin Water	3,539.65		3,539.65	Plant, McInnis & Redwood Pump Stations - 4/20 - 6/20
43	7/21/2022	N/A	Marin/Sonoma Mosquito & Vector Control	466.58		466.58	Mosquito Control - May
44	7/21/2022	N/A	McMaster- Carr	292.08		292.08	Woodruff Key Assortment
45	7/21/2022	ACH	Murray, Craig	125.00		125.00	Medical Reimbursement- July
46	7/21/2022	N/A	Myers & Sons Construction	198,312.50		198,312.50	STPURWE- Change Orders - June
47	7/21/2022	N/A	Oberkamper & Associates	2,780.00		2,780.00	Civic Center North PS Survey- June
48	7/21/2022	N/A	Operating Engineers	649.32		649.32	Union Dues - 7/15 Paydate
49	7/21/2022	N/A	PG&E	5,886.66		5,886.66	Electricity at Pump Stations 5/18 - 6/15
50	7/21/2022	N/A	PG&E	503.25		503.25	Natural Gas for Collections Truck - 5/31 - 6/30
51	7/21/2022	N/A	R. Alexander Associates	3,106.25		3,106.25	Biosolids Market Research Study - June
52	7/21/2022	N/A	Rathlin Properties	9,071.00		9,071.00	Rent at 101 Lucas Valley Rd. - August
53	7/21/2022	ACH	Retiree Augusto	145.65		145.65	Retiree Health - August
54	7/21/2022	ACH	Retiree Burgess	153.53		153.53	Retiree Health - August
55	7/21/2022	ACH	Retiree Cutri	440.30		440.30	Retiree Health - August
56	7/21/2022	ACH	Retiree Cummins	153.53		153.53	Retiree Health - August
57	7/21/2022	ACH	Retiree Emanuel	232.94		232.94	Retiree Health - August
58	7/21/2022	ACH	Retiree Gately	158.44		158.44	Retiree Health - August

Las Gallinas Valley Sanitation District Warrant List 7/21/2022 DRAFT							
	Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items
59	7/21/2022	ACH	Retiree Guion	158.44		158.44	Retiree Health - August
60	7/21/2022	ACH	Retiree Johnson	702.40		702.40	Retiree Health - August
61	7/21/2022	ACH	Retiree Kermoian	153.53		153.53	Retiree Health - August
62	7/21/2022	ACH	Retiree Mandler	153.53		153.53	Retiree Health - August
63	7/21/2022	ACH	Retiree McGuire	625.00		625.00	Retiree Health - August
64	7/21/2022	ACH	Retiree Memmott	153.53		153.53	Retiree Health - August
65	7/21/2022	ACH	Retiree Petrie	145.65		145.65	Retiree Health - August
66	7/21/2022	ACH	Retiree Pettey	153.53		153.53	Retiree Health - August
67	7/21/2022	ACH	Retiree Reetz	456.06		456.06	Retiree Health - August
68	7/21/2022	ACH	Retiree Reilly	153.53		153.53	Retiree Health - August
69	7/21/2022	ACH	Retiree Vine	153.53		153.53	Retiree Health - August
70	7/21/2022	ACH	Retiree Wettstein	667.00		667.00	Retiree Health - August
71	7/21/2022	ACH	Retiree Williams	667.00		667.00	Retiree Health - August
72	7/21/2022	ACH	Roy's Sewer Service	1,600.00		1,600.00	Cleaned and Flushed Separator Tank
73	7/21/2022	ACH	Schriebman, Judy	200.00		200.00	Medical Reimbursement- July
74	7/21/2022	N/A	Shamrock Building Materials	104.29		104.29	Propane
75	7/21/2022	N/A	Smith & Loveless	4,111.33		4,111.33	Mechanical Seal Kit, Impeller & Other Misc. Parts
76	7/21/2022	N/A	Spiess, Robert	1,890.00		1,890.00	2022/23 Sewer Service Charges and Tax Assessment
77	7/21/2022	N/A	United Site Services	629.90		629.90	Porta Potty
78	7/21/2022	ACH	Univar	7,340.84		7,340.84	Hypochlorite
79	7/21/2022	N/A	USA Blue Book	616.32		616.32	Roller Assembly
80	7/21/2022	N/A	Valley Irrigation Service	525.93		525.93	Misc. Supplies
81	7/21/2022	N/A	Verizon Wireless	3,304.34		3,304.34	Cell Phone Service 4/27 - 6/26
82	7/21/2022	ACH	WECO Industries	898.43		898.43	Nozzle Jet Carbide Assembly
83	7/21/2022	EFT	WEX Health	50.00		50.00	FSA Administration Fee
84	7/21/2022	N/A	Woodland Center Auto Supply	69.08		69.08	10/30 Oil
85	7/21/2022	ACH	Yezman, Crystal	200.00		200.00	Medical Reimbursement- July

Las Gallinas Valley Sanitation District Warrant List 7/21/2022 DRAFT						
Date	Num	Vendor	Original Amount	Addition and Adjustment	Total Amount	Description for items

Do not change any formulas below this line.

TOTAL \$ 936,963.06 \$ - \$ 936,963.06

EFT1	EFT1 = Payroll (Amount Required)	143,288.30		143,288.30	Approval:
EFT2	EFT2 = Bank of Marin loan payments	0.00		0.00	
PC	Petty Cash Checking	0.00		0.00	
>1	Checks (Operating Account)	0.00		0.00	
N/A	Checks - Not issued	362,477.89		362,477.89	
EFT	EFT = Vendor initiated "pulls" from LGVSD	2,585.69		2,585.69	
ACH	ACH = LGVSD initiated "push" to Vendor	428,611.18		428,611.18	
	Total	\$ 936,963.06		\$ 936,963.06	

Difference: \$ -

STPURWE Costs 208,750.00

Agenda Item 2C
Date July 21, 2022

Directors' Meeting Attendance Recap

<u>Name</u>	<u>Total Meetings</u>
Megan Clark	6
Ron Ford	6
Craig Murray	6
Judy Schriebman	6
Crystal Yezman	6
Total	<u>30</u>

Meeting Date: 7/21/2022
Paydate: 7/29/2022



101 Lucas Valley Road, Suite 300, San Rafael, CA 94903

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: MEGAN CLARK Month: JUNE 2020

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

REGULAR and SPECIAL MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
2 nd	Reg	X	
7 th	Special - GM interviews	X	
14 th	more GM interviews	X	
16 th	Reg	X	
TOTAL		4	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
3 rd	NBWA - Reg	X	
6 th	Strategic Planning	X	
12 th	AD HOC - OCC		X
21 st	Zoom - GM proffer		X
TOTAL		2	

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.

Megan Clark
 Director Signature

7-8-22
 Date

[Signature]
 Administrative Services Manager Approved

7/11/22
 Date

[Signature]
 Board Secretary Received

7/11/22
 Date



101 Lucas Valley Road, Suite 300, San Rafael, CA 94903
 Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: RON FORD Month: JUNE 2022

Board Members shall be compensated for up to the legal limit of six (6) meetings 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
6/02	REG. BOARD	✓	
6/06	STRATEGIC PLAN WORKSHOP	✓	
6/07	GM CANDIDATE INTERVIEW	✓	
6/16	REG. BOARD	✓	
TOTAL			

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
6/14	FINAL ROUND GM CANDIDATES	✓	
6/17	OCC Ad Hoc Committee	✓	
6/21	FLOOD CONTROL ZONE 7		✓
6/28	Ad Hoc HR		✓
TOTAL			

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

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

Ronald Ford
 Director Signature

6/28/2022
 Date

[Signature]
 Administrative Services Manager Approved

7/11/2022
 Date

[Signature]
 Board Secretary Received

6/28/22
 Date



101 Lucas Valley Road, Suite 300, San Rafael, CA 94903

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: MURRAY, Craig K. Month: June 2022

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
6/2/22	Board Meeting	X	
6/6/22	Strategic Plan – All Day	X	
6/7/22	District GM Interviews (All Day)	X	
6/14/22	District GM Interviews (Half Day)	X	
6/16/22	Board Meeting	X	
6/21/22	Special Board Meeting – Closed Session GM Contract Terms Review	X	
TOTAL		6/6	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
6/5,12,26/22	Merrydale Road/Las Gallinas Creek Headwater Litter Removal c/o City of San Rafael: 6/5 0.5 hours; 6/12 0.5 hours; 6/26 0.5 hours		XXX
6/8/22	CASA/Cal Recycle: Special Districts That Provide Solid Waste Collections Services Webinar	X	
6/9/22	Marin LAFCo Commission Meeting		X
6/15/22	CASA/CWEA Workshop - Nutrient Removal, PFAS, Funding, SB 1383. Brower Environmental Center, Berkeley.	X	
6/29/22	CASA Air Quality, Climate Change & Energy (ACE) Workgroup Meeting (In Person)	X	
TOTAL		3/7	

Total Meetings for which I am Requesting Payment: Max of six (6) per Health & Safety Code §4733		9/13
--	--	-------------



101 Lucas Valley Road, Suite 300, San Rafael, CA 94903

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

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.

Craig K. Murray

June 27, 2022

Director Signature

Date

Administrative Services Manager Approved

7/11/2022

Date

Board Secretary Received

6/28/22

Date



101 Lucas Valley Road, Suite 300, San Rafael, CA 94903

Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: _____ Judy Schriebman _____ Month: _____ June 2022 _____

Board Members shall be compensated for up to the legal limit of six (6) meetings 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
6/2	Regular mtg	X	
6/6	Strategic Plan mtg	X	
6/7	GM Interviews	X	
6/14	GM final Interviews	X	
6/16	Regular Mtg	X	
6/21	Special Mtg	X	
TOTAL		6:6	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
6/1	GWC Mtg		X
TOTAL		0:1	

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
 Director-Signature

 Administrative Services Manager Approved

 Board Secretary Received

 6/28/2022
 Date

 7/11/22
 Date

 6/29/22
 Date



101 Lucas Valley Road, Suite 300, San Rafael, CA 94903
 Office: 415.472.1734 Fax: 415.499.7715

BOARD MEMBER ATTENDANCE FORM

Director's Name: Yezman Month: June 2022

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
06/02/22	Regular Board Mtg	X	
06/16/22	Regular Board Mtg	X	
06/07/22	Closed Session	X	
06/14/22	Closed Session	X	
TOTAL		4	

OTHER MEETINGS		CHARGING DISTRICT	
Date	Description of meeting	Yes	No
06/06/22	Strategic Plan Workshop	X	
06/23/22	CSRMA Board Meeting	X	
TOTAL		2	

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 Lad Gallinas Valley Sanitary District.

Director Signature

Administrative Services Manager Approved

Board Secretary Received

06/28/22
 Date

7/11/2022
 Date

6/22/22
 Date



AGENDA ITEM 2D
DATE July 27, 2022

BOARD MEMBER CONFERENCE/ MEETING/WEBINAR ATTENDANCE REQUEST

Date: 7/7/22 Name: MURRAY, Craig K.

I would like to attend the 25th Annual Congressional Energy and Energy Efficiency Policy Forum Meeting of Environmental and Energy Study Institue (IEEE) and the House and Senate Renewable Energy and Energy Efficiency (REEE) Caucuses

To be held on the 25th day of July from 900am a.m. / p.m. to 25th day of July from to 200pm a.m. / p.m.

Location of meeting: Washington DC,

Actual meeting date(s): July 25, 2022

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

Purpose of Meeting: Review of Infrastructure Investment and Jobs Act

Meeting relevance to District: Federal Legislation; Energy System Modernization; Biofuels

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

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

Frequency of Meeting:
1x

Estimated Costs of Travel (if applicable): N/A

AGENDA ITEM _____

DATE _____

Date submitted to Board Secretary: July 7, 2022

Board approval obtained on Date: _____

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

Monday, July 25, 2022

1:00 - 5:00 PM EDT

www.eesi.org/expo

Livecast:

www.eesi.org/livecast

No login required

@eesionline #DCenergyexpo



The Environmental and Energy Study Institute (EESI) and the House and Senate Renewable Energy and Energy Efficiency (REEE) Caucuses invite you to join us for the 25th Annual **Congressional Renewable Energy and Energy Efficiency Policy Forum on Monday, July 25** from **1:00pm to 5:00pm** EDT.

Members of Congress and top-level executives will discuss how renewable energy and energy efficiency are mitigating climate change, improving the economy, building resilience, and protecting our security interests.

The sessions will be streamed live online at www.eesi.org/livecast.

Schedule

Panel speakers will be announced soon.

1:00 PM - 1:45 PM EDT **The Bipartisan Infrastructure Law and Energy Modernization**

Panelists will discuss how the bipartisan *Infrastructure Investment and Jobs Act* (Bipartisan Infrastructure Law) is promoting energy system modernization, with an emphasis on transmission and renewable energy resources.

2:00 PM - 2:45 PM EDT **The Bipartisan Infrastructure Law and Buildings and Workforce**

Panelists will discuss how the Bipartisan Infrastructure Law will help make the building sector more sustainable and resilient. They will also discuss the need to invest in workforce development and worker training for a 21st century energy system.

3:00 PM - 3:45 PM EDT **The Bipartisan Infrastructure Law and Transportation**

Panelists will discuss how the Bipartisan Infrastructure Law will help make the transportation sector cleaner, including by providing funds for the build-out of electric vehicle charging infrastructure. They will also discuss the potential for renewable biofuels to help reduce emissions from hard-to-electrify vehicles and the importance of domestically-sourced energy.

4:00 PM - 4:45 PM EDT **Energy Security**

Panelists will discuss the importance of domestically-sourced energy from renewable resources, U.S. business leadership and innovation, and how our investments now can lead to greater energy security, more competitive industry, and the creation of many secure, domestic jobs.

AGENDA ITEM 2E
DATE July 21, 2022



BOARD MEMBER CONFERENCE/ MEETING/WEBINAR ATTENDANCE REQUEST

Date: 7/12/22 Name: MURRAY, Craig K.

I would like to attend the 2022 North Bay Zero Waste Week

Meeting of Zero Waste North Bay

To be held on the 24 day of July from 800am a.m. / p.m.

to 30 day of July from to 500pm a.m. / p.m.

Location of meeting: 1. Mon. 7/25 Rohnert Park; 2. Tues. 7/26 Webinar

Actual meeting date(s): 1. Mon. 7/25; Tues. 7/26

Meeting Type: (In person/Webinar/Conference) 1. In Person; 2. Webinar

Purpose of Meeting: Managing Zero Waste Goals

Meeting relevance to District: Waste Management

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

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

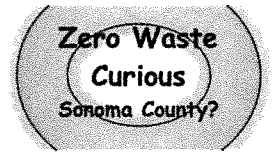
Frequency of Meeting:
1x

Estimated Costs of Travel (if applicable): \$25.

Date submitted to Board
Secretary: 7/12/22

Board approval obtained on Date: _____

Zero Waste Curious, Sonoma County? General Admission



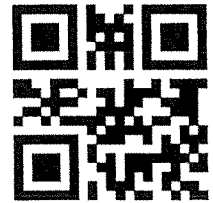
Environmental Center of Sonoma, 55 Ridgway Avenue, ## A, Santa Rosa, CA 95401

Monday, July 25, 2022 from 6:30 PM to 8:00 PM (PDT)

Free Order

Order Information

Order #4061687969. Ordered by Craig Murray on July 11, 2022 12:35 PM



40616879696521298029001



ZERO WASTE North Bay

**2022 NORTH BAY ZERO WASTE WEEK
JULY 24-30, 2022**

VARIOUS LOCATIONS IN SONOMA COUNTY, CA



Mon. July 25, 6:30-8 pm Zero Waste Curious, Sonoma County? Part of the Northbay Zero Waste Week, July 24-30, zerowastenorthbay.org Presentation by Portia Sinnott of Zero Waste Action and Community Bikes as well as Zero Waste USA. Discover what local advocates, our communities and state are doing to curb climate change, reduce waste, increase recycling and composting, create jobs and help move us toward a green economy. Environmental Center of Sonoma, 55 Ridgway Avenue, ## A, Santa Rosa, CA 95401. https://www.eventbrite.com/e/zero-waste-curious-sonoma-county-tickets-380524126907?aff=emailedconf&utm_campaign=order_confirm&utm_medium=email&ref=emailedconf&utm_source=eventbrite&utm_term=viewevent

Tues. July 26, 6-7:30 pm Zero Waste Water (Webinar): <https://zerowastenorthbay.org/event/zero-waste-water-webinar/> Q&A webinar aimed to help you eliminate water waste from your landscape.



JUL
25

Zero Waste Curious, Sonoma County?

by Zero Waste Action - Sonoma County, LITE, Community Bikes

Follow

Free

Free

Register

Date and time

Mon, July 25, 2022
6:30 PM – 8:00 PM PDT

Location

Environmental Center of Sonoma
55 Ridgway Avenue
A
Santa Rosa, CA 95401
[View map](#)

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A
S I Understand
Z

LEARN the why's and how's of Zero Waste – at home, work, school and at events. Better understand today's recycling and composting challenges and how you can make a difference.

FIND OUT why the Bay Area is considered a hub of the Zero Waste movement and how Sonoma County fits in that picture.

DISCOVER what local advocates, our communities and state are doing to curb climate change, reduce waste, increase recycling and composting, create jobs and help move us toward a green economy.

PLAY a fun recycling game and find why Zero Waste is much, much more than recycling.

DISCUSS how to integrate Zero Waste practices into your day-to-day life – reuse, repair, prevent food waste, make DIY products, instigate collaborative efforts at home, work and school.

Part of the Northbay Zero Waste Week, July 24-30, zerowastenorthbay.org

Tags

- United States Events
- California Events
- Things to do in Santa Rosa, CA
- Santa Rosa Classes
- Santa Rosa Home & Lifestyle Classes
- #sustainability
- #zerowaste
- #recycling

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I Understand

Zero Waste Action - Sonoma County, LITE, Community Bikes

Organizer of Zero Waste Curious, Sonoma County?

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I Understand

☰ Menu



ZERO WASTE *North Bay*

2022 NORTH BAY ZERO WASTE WEEK
JULY 24-30, 2022
VARIOUS LOCATIONS IN SONOMA COUNTY, CA

☰ Menu

« All Events

Zero Waste Water (Webinar)

July 26 @ 6:00 pm - 7:30 pm

Zero Waste Water Webinar

Looking for ways to save water?

Join irrigation experts for a Q&A discussion on how to find and fix leaks in your irrigation system.



Tuesday, July 26th

6:00-7:30pm


Zoom Webinar





How to fix and find leaks in your irrigation system. Bring your questions to this Q&A webinar aimed to help you eliminate water waste from your landscape. Irrigation expert, Kris Loomis will be presenting on ways to identify irrigation leaks and how to properly maintain you irrigation system.

Use the website link below to register for the webinar and receive the link to join.

 Add to calendar ▾

DETAILS

Date:

July 26

Time:

6:00 pm - 7:30 pm

Event Category:

Zero Waste Week

Website:

<https://www.savingwaterpartnership.org/events/zero-waste-water/>

ORGANIZER

Sonoma Water

VENUE

Virtual: Webinar



Item Number 2 F
GM Review CD

Agenda Summary Report

To: Board of Directors
From: Michael P. Cortez, PE, District Engineer
(415) 526-1518; mcortez@lgvsd.org
Meeting Date: July 21, 2022
Re: Approve Change Order #1 of Standby Generator System Installation to G.D. Nielson
Item Type: Consent Action _____ Information _____ Other _____
Standard Contract: Yes No _____ (See attached) Not Applicable _____

STAFF RECOMMENDATION

Board authorizes the Interim General Manager to execute Change Order No. 1 for the Standby Generator System Installation project in the amount of \$67,896.

BACKGROUND

G.D. Nielson (Contractor) has submitted a change order proposal to cover upgrades and cost escalation since the award of contract in December 2021 for the three proposed standby generators for Adrian, McPhail, and Northgate Industrial Park pump stations. The upgrade consists of increasing the power output from 30 kW to 40 kW per recommendations by Hazen & Sawyer. The project provides for installation of diesel-powered emergency standby generators to replace existing rental towable generators at the three pump stations.

The combined escalation and upgrade cost for the three generators is \$67,896. Staff has reviewed the proposal and deemed the price reasonable.

PREVIOUS BOARD ACTION(S)

Board approved the Award of Contract for Standby Generator System Installation to G.D. Nielson Construction, Inc. in the amount of \$437,041 on August 5, 2021.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

The project requires a budget reallocation from the Secondary Digester Improvements project, which is no longer needed after evaluation by Hazen & Sawyer/V&A Consulting.



Figure 1. Location Map



Item Number 26
GM Review cd

Agenda Summary Report

To: Board of Directors
From: Teri Lerch, District Secretary
 (415) 526-1510; tlerch@lgsd.org
Mtg. Date: July 21, 2022
Re: Approve Resolution 2022-2266 adopting revised Board Policies B-70 Electronic Communication to and from the Board and F-70 Investments
Item Type: Consent X Action _____ Information _____ Other _____
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X .

STAFF RECOMMENDATION

Attached for approval is Resolution 2022-2266 updating policies B-70 Electronic Communication and F-70 Investments Board suggested changes are shown in highlight (strikeout format) and clean copies are also provided.

BACKGROUND

The Board has requested to review and update Board Policies.

PREVIOUS BOARD ACTION

On June 2, 2022 Board reviewed B-70 Electronic Communication and F-70 Investments with staff and requested it come back with suggested revisions for approval.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

N/A

RESOLUTION NO. 2022-2266

A RESOLUTION APPROVING BOARD POLICY REVISIONS FOR B-70 ELECTRONIC/FAX COMMUNICATION AND F-70 INVESTMENTS

THE LAS GALLINAS VALLEY SANITARY DISTRICT

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

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

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

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

WHEREAS, on June 2, 2022, the Board reviewed and suggested changes on Board policies B-70 Electronic/Fax Communications and F-70 Investments

NOW THEREFORE, the Board of Directors of the Las Gallinas Valley Sanitary District approves the following revised policy sections: B-70 ELECTRONIC COMMUNICATION TO AND FROM THE BOARD and F-70 INVESTMENTS The previously approved Board Policies B-70 and F-70 are hereby revoked and declared null and void.

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

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

* * * * *

I hereby certify that the forgoing is a full, true, and correct copy of a resolution duly and regularly passed and adopted by the Sanitary Board of the Las Gallinas Valley Sanitary District, Marin County, California, at a meeting thereof held on the 21st day of July 2022, by the following vote of the members thereof:

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

Teresa Lerch, District Secretary

APPROVED:

Judy Schriebman, President of Board of Directors

B-70 ELECTRONIC COMMUNICATION TO AND FROM THE BOARD

Purpose

This policy establishes the proper procedures for communication with Board Members.

B-70-10 Primary Communication. Routine communication between the District Office and Board Members at home shall be by telephone and e-mail or other effective means.

B-70-20 Provision for Communications. The District may provide Board Members appropriate and necessary equipment and/or services to allow for reasonable communications with the District.

B-70-30 Brown Act Compliance. Electronic communication including email messages sent to a quorum of the District Board are subject to the Brown Act and should be of an informational nature only and should not solicit feedback or encourage separate communication amongst a quorum. Recipients of said e-mails, shall not “reply-all” to e-mails with any correspondence which would otherwise require public notice requirements.

B-70-40 Use of Private Email. Board Members are provided with email addresses and shall not use home or business email accounts for any communication pertaining to District business. District issued email shall be used for all communication regarding district business, and only for such communication. Any email messages pertaining to District business on private or business email accounts are subject to Brown Act Compliance. This includes, but is not limited to, (1) ensuring that Board Members cooperate with the District for Public Records Act requests related to the email account, (2) retaining emails for the time period required by the District’s records retention policy and (3) promptly transferring a copy of the email to a District email account.

B-70-50 Text Messages on Personal Devices. Board Members should avoid transmitting or receiving text messages pertaining to District business on private devices except for scheduling and coordination of meetings. Any text messages pertaining to District business on personal devices must be treated the same as emails containing District business on private email or business accounts.

Resolution No. 2022-2266	Date Approved: July 21, 2022
President of the Board	Last Reviewed: July 21, 2022

B-70 ELECTRONIC COMMUNICATION TO AND FROM THE BOARD

Purpose

This policy establishes the proper procedures for communication with Board Members.

B-70-10 Primary Communication. Routine communication between the District Office and Board Members at home shall be by telephone and e-mail, ~~fax or other agreed or other effective means. The Board has determined that these methods of primary communication are less costly and faster than mail.~~

B-70-20 Provision for Communications. The District may provide Board Members appropriate and necessary equipment and/or services to allow for reasonable communications with the District. ~~The District shall retain ownership of necessary equipment provided by the District, such as fax machines tablet PC's and laptops, which shall be returned when a Board Member leaves office.~~

B-70-30 Brown Act Compliance. Electronic communication including email messages sent to a quorum of the District Board are subject to the Brown Act and should be of an informational nature only and should not solicit feedback or encourage separate communication amongst a quorum. Recipients of said e-mails, shall not "reply-all" to e-mails with any correspondence which would otherwise require public notice requirements.

B-70-40 Use of Private Email. Board Members are provided with email addresses and shall not use home or business email accounts for any communication pertaining to District business. District issued email shall be used for all communication regarding district business, and only for such communication. Any email messages pertaining to District business on private or business email accounts are subject to Brown Act Compliance. This includes, but is not limited to, (1) ensuring that Board Members cooperate with the District for Public Records Act requests related to the email account, (2) retaining emails for the time period required by the District's records retention policy and (3) promptly transferring a copy of the email to a District email account.

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Resolution No. 2022-	Date Approved:
President of the Board	Supersedes: July 9, 2009
	Last Reviewed:

F-70 INVESTMENTS

Purpose

This policy establishes who controls investments, the acceptability of various types of investments, criteria for judging investments, and provisions for Board oversight.

F-70-10 Premises. The Legislature of the State of California has declared:

- That the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern (California Government Code (CGC) §53600.6 and §53630.1); and,
- Government Code Sections 5921 and 53601, et seq., allow the legislative body of a local agency to invest surplus monies not required for the immediate necessities of the local agency; and,
- The treasurer or fiscal officer of a local agency is required to annually prepare and submit a statement of investment policy and such policy, and any changes thereto, is to be considered by the local agency’s legislative body at a public meeting (CGC §53646(a)).

For these reasons, and to ensure prudent and responsible management of the public’s funds, it is the policy of the District to invest funds in a manner that will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the District and conforming to all statutes governing the investment of District funds.

F-70-20 Scope. This investment policy applies to all financial assets of the District. These funds are accounted for in the Annual Audited Financial Statements.

F-70-30 Prudence. The standard of prudence to be used by investment officials shall be the prudent investor standard (CGC §53600.3) and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security credit risk or market price changes, provided deviations for expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

F-70-40 Objectives. As specified in CGC §53600.5, when investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the primary objectives of the investment activities, in priority order, shall be:

Safeguard: Safeguarding the of principal is the foremost objective of the investment program. Investments of Las Gallinas Valley Sanitary District shall be undertaken in a

Resolution No. 2022-2266	Date Approved: July 21, 2022
President of the Board	Last Reviewed: July 21, 2022

manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

Liquidity: The investment portfolio will remain sufficiently liquid to enable Las Gallinas Valley Sanitary District to meet all operating requirements, which might be reasonably anticipated.

Return on Investments: The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

F-70-50 Delegation of Authority. Authority to manage the investment program is derived from California Government Code Sections 53600, et seq. Management responsibility for the investment program is hereby delegated to the General Manager and District Treasurer. Written procedures for the operation of the investment program consistent with this investment policy shall be established. Procedures should include references to safekeeping, (PSA) Public Securities Association repurchase agreements, wire transfer agreements, collateral/depository agreements, and banking services contracts, as appropriate. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the General Manager and District Treasurer. The General Manager shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. Under the provisions of California Government Code §53600.3, the General Manager and District Treasurer are trustees and/or fiduciaries, subject to the prudent investor standard.

F-70-60 Ethics and Conflicts of Interest. Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

F-70-70 Authorized Financial Institutions and Dealers. The General Manager and District Treasurer will maintain a list of financial institutions, selected on the basis of credit worthiness, financial strength, experience and minimal capitalization authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment and financial advisory services in the State of California. No public deposit shall be made except in a qualified public depository as established by state laws.

For brokers/dealers of government securities and other investments, the District shall select only broker/dealers who are licensed and in good standing with the California Department of

Resolution No. 2022-2266	Date Approved: July 21, 2022
President of the Board	Last Reviewed: July 21, 2022

Securities, the Securities and Exchange Commission, the National Association of Securities Dealers or other applicable self-regulatory organizations.

Before engaging in investment transactions with a broker/dealer, the District Treasurer, or other appropriate District officer, shall have received from said firm a signed Certification Form. This form shall attest that the individual responsible for the District’s account with the firm has reviewed the District’s Investment Policy and that the firm understands the policy and intends to present investment recommendations and transactions to the District that are appropriate under the terms and conditions of the Investment Policy.

F-70-80 Authorized and Suitable Investments. The District is empowered by California Government Code §53601, et seq., to invest in the following:

- A. Bonds issued by the District.
- B. U.S. Treasury Bills, Notes Bonds, or certificates of indebtedness
- C. Registered state warrants or treasury notes or bonds issued by the State of California.
- D. Registered treasury notes or bonds of any of the other 49 states, in addition to California.
- E. Bonds, notes, warrants or other evidence of debt issued by a local agency within the State of California, including pooled investment accounts sponsored by the State of California, County Treasurers, other local agencies or Joint Powers Agencies.
- F. Obligations issued by agencies or instrumentalities of the U.S. Government.
- G. Bankers acceptances with a term not to exceed 180 days. Not more than 40% of surplus funds can be invested in bankers acceptances and no more than 30% of surplus funds can be invested in the bankers acceptances of any single commercial bank.
- H. Prime commercial paper of U.S. corporations with assets greater than \$500 million, with a term not to exceed 270 days and the highest ranking issued by Moody’s Investors Service (Moody’s) or Standard & Poor’s Corporation (S&P). Eligible Commercial paper investments cannot exceed 25% of total surplus funds., Local agencies may purchase no more than 10% of the outstanding commercial paper of any single issuer.
- I. Negotiable certificates of deposit issued by federally or state chartered banks or associations. Not more than 30% of surplus funds can be invested in certificates of deposit.

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- J. Repurchase/reverse repurchase agreements of any securities authorized by this Section. Securities purchased under these agreements shall be no less than 102% of market value. (See special limits in CGC §53601.i.)
- K. Medium term notes (not to exceed 5 years) of U.S. corporations rated A or better by Moodys or S&P. Not more than 30% of surplus funds can be invested in medium term notes.
- L. Shares of beneficial interest issued by diversified management companies (money market mutual funds) investing in the securities and obligations authorized by this Section. Such funds must carry the highest rating of at least two of the three largest national rating agencies. Not more than 20% of surplus funds can be invested in money market mutual funds. (See requirements in CGC §53601.i.)
- M. Funds held under the terms of a trust indenture or other contract or agreement may be invested according to the provisions of those indentures or agreements.
- N. Collateralized bank deposits with a perfected security interest in accordance with the Uniform Commercial Code (UCC) or applicable federal security regulations.
- O. Any mortgage pass-through security, collateralized mortgage obligation, mortgaged backed or other pay-through bond, equipment lease-backed certificate, consumer receivable pass-through certificate or consumer receivable backed bond of a maximum maturity of five years. Securities in this category must be rated AA or better by a nationally recognized rating service. Not more than 20% of surplus funds may be invested in this category of securities.
- P. Shares of beneficial interest issued by a joint power authority organized pursuant to section CGC 6509.7 that invests in the securities and obligations authorized in subdivisions (a) to (q), inclusive.
- Q. Any other investment security authorized under the provisions of CGC §5922 and §53601. (Also, see CGC §53601 for a detailed summary of the limitations and special conditions that apply to each of the above listed investment securities. CGC §53601 is included by reference in this investment policy.)

F-70-90 Collateralization. All certificates of deposits must be collateralized by U.S. Treasury Obligations. Collateral must be held by a third party trustee and valued on a monthly basis. The percentage of collateralization on repurchase and reverse repurchase agreements will adhere to the amount required under CGC §53601(i)

F-70-100 Safekeeping and Custody. All security transactions entered into by the District shall be conducted on delivery-versus-payment (DVP) basis. All securities purchased or acquired

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shall be delivered to the District by book entry, physical delivery or by third party custodial agreement as required by CGC §53601.

F-70-110 Diversification. It is the policy of the District to diversify its investment portfolio by security type and institution. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer, or a specific class of securities. Diversification strategies shall be determined and revised periodically. In establishing specific diversification strategies, the following general policies and constraints shall apply:

- R. Portfolio maturities shall be matched versus liabilities to avoid undue concentration in a specific maturity sector.
- S. Maturities selected shall provide for stability of income and liquidity.
- T. Disbursement and payroll dates shall be covered through maturities investments, marketable U.S. Treasury Bills or other cash equivalent instruments, such as money market mutual funds.

F-70-120 Reporting. In accordance with CGC §53646(b)(1), the District Treasurer, or other appropriate District officer, shall submit to each member of the Board a quarterly investment report. The report shall include a complete description of the portfolio, the type of investments, the issuers, maturity dates, par values and the current market values of each component of the portfolio, including funds managed for the District by third party contracted managers. The report will also include the source of the portfolio valuation. As specified in CGC §53646 (e), if all funds are placed in LAIF, FDIC-insured accounts and/or in a county investment pool, the foregoing report elements may be replaced by copies of the latest statements from such institutions. The report must also include a certification that: (1) all investment actions executed since the last report have been made in full compliance with the Investment Policy; and, (2) The District will meet its expenditure obligations for the next six months as required by CGC §53646(b)(2) and (3), respectively. The Treasurer, or other appropriate District officer, shall maintain a complete and timely record of all investment transactions.

F-70-130 Investment Policy Review. Staff may annually present this Investment Policy to the Board for review. Any modifications shall be considered at a public meeting and be approved by the Board.

F-70-140 Prohibited Investments. Under the provisions of CGC §53601.6 the District shall not invest any funds covered by this Investment Policy in inverse floaters, range notes, interest-only strips derived from mortgage pools, or any investment that may result in a zero interest accrual if held to maturity.

Resolution No. 2022-2266	Date Approved: July 21, 2022
President of the Board	Last Reviewed: July 21, 2022

F-70 INVESTMENTS

Purpose

This policy establishes who controls investments, the acceptability of various types of investments, criteria for judging investments, and provisions for Board oversight.

F-70-10 Premises. The Legislature of the State of California has declared:

- That the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern (California Government Code (CGC) §53600.6 and §53630.1); and,
- Government Code Sections 5921 and 53601, et seq., allow the legislative body of a local agency to invest surplus monies not required for the immediate necessities of the local agency; and,
- The treasurer or fiscal officer of a local agency is required to annually prepare and submit a statement of investment policy and such policy, and any changes thereto, is to be considered by the local agency's legislative body at a public meeting (CGC §53646(a)).

For these reasons, and to ensure prudent and responsible management of the public's funds, it is the policy of the District to invest funds in a manner that will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the District and conforming to all statutes governing the investment of District funds.

F-70-20 Scope. This investment policy applies to all financial assets of the District. These funds are accounted for in the Annual Audited Financial Statements.

F-70-30 Prudence. The standard of prudence to be used by investment officials shall be the prudent investor standard (CGC §53600.3) and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security credit risk or market price changes, provided deviations for expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

F-70-40 Objectives. As specified in CGC §53600.5, when investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the primary objectives of the investment activities, in priority order, shall be:

SafetySafeguard: ~~Safety-Safeguarding of the~~ of principal is the foremost objective of the investment program. Investments of Las Gallinas Valley Sanitary District shall be

Resolution No. 2017-2034	Date Approved: February 23, 2017
President of the Board	Supersedes: July 9, 2009 Last Reviewed:

undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

Liquidity: The investment portfolio will remain sufficiently liquid to enable Las Gallinas Valley Sanitary District to meet all operating requirements, which might be reasonably anticipated.

Return on Investments: The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

F-70-50 Delegation of Authority. Authority to manage the investment program is derived from California Government Code Sections 53600, et seq. Management responsibility for the investment program is hereby delegated to the General Manager and District Treasurer. Written procedures for the operation of the investment program consistent with this investment policy shall be established. Procedures should include references to safekeeping, (PSA) Public Securities Association repurchase agreements, wire transfer agreements, collateral/depository agreements, and banking services contracts, as appropriate. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the General Manager and District Treasurer. The General Manager shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. Under the provisions of California Government Code §53600.3, the General Manager and District Treasurer are trustees and/or fiduciaries, subject to the prudent investor standard.

F-70-60 Ethics and Conflicts of Interest. Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

F-70-70 Authorized Financial Institutions and Dealers. The General Manager and District Treasurer will maintain a list of financial institutions, selected on the basis of credit worthiness, financial strength, experience and minimal capitalization authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment and financial advisory services in the State of California. No public deposit shall be made except in a qualified public depository as established by state laws.

Resolution No. 2017-2084	Date Approved: February 23, 2017
President of the Board	Supersedes: July 9, 2009 Last Reviewed:

For brokers/dealers of government securities and other investments, the District shall select only broker/dealers who are licensed and in good standing with the California Department of Securities, the Securities and Exchange Commission, the National Association of Securities Dealers or other applicable self-regulatory organizations.

Before engaging in investment transactions with a broker/dealer, the District Treasurer, or other appropriate District officer, shall have received from said firm a signed Certification Form. This form shall attest that the individual responsible for the District’s account with the firm has reviewed the District’s Investment Policy and that the firm understands the policy and intends to present investment recommendations and transactions to the District that are appropriate under the terms and conditions of the Investment Policy.

F-70-80 Authorized and Suitable Investments. The District is empowered by California Government Code §53601, et seq., to invest in the following:

- A. Bonds issued by the District.
- B. U.S. Treasury Bills, Notes & Bonds, or certificates of indebtedness.
- C. Registered state warrants or treasury notes or bonds issued by the State of California.
- D. Registered treasury notes or bonds of any of the other 49 states, in addition to California.
- ~~D-E.~~ _____ Bonds, notes, warrants or other evidence of debt issued by a local agency within the State of California, including pooled investment accounts sponsored by the State of California, County Treasurers, other local agencies or Joint Powers Agencies.
- ~~E-F.~~ _____ Obligations issued by agencies or instrumentalities of the U.S. Government.
- ~~F-G.~~ _____ Bankers acceptances with a term not to exceed 270180 days. Not more than 40% of surplus funds can be invested in bankers acceptances and no more than 30% of surplus funds can be invested in the bankers acceptances of any single commercial bank.
- ~~G-H.~~ _____ Prime commercial paper of U.S. corporations with assets greater than \$500 million, with a term not to exceed 180270 days and the highest ranking issued by Moody’s Investors Service (Moody’s) or Standard & Poor’s Corporation (S&P). Eligible Commercial paper investments cannot exceed 15%-25% of total surplus funds, provided that, if the average maturity of all commercial paper does not exceed 31 days, up to 30% of surplus funds can be invested in commercial paper. Local agencies may purchase no more than 10% of the outstanding commercial paper of any single issuer.

Resolution No. 2017-2084	Date Approved: February 23, 2017
President of the Board	Supersedes: July 9, 2009 Last Reviewed:

- H.I. Negotiable certificates of deposit issued by federally or state chartered banks or associations. Not more than 30% of surplus funds can be invested in certificates of deposit.
- I.J. Repurchase/reverse repurchase agreements of any securities authorized by this Section. Securities purchased under these agreements shall be no less than 102% of market value. (See special limits in CGC §53601.i.)
- J.K. _____ Medium term notes (not to exceed 5 years) of U.S. corporations rated A or better by Moodys or S&P. Not more than 30% of surplus funds can be invested in medium term notes.
- K.L. _____ Shares of beneficial interest issued by diversified management companies (money market mutual funds) investing in the securities and obligations authorized by this Section. Such funds must carry the highest rating of at least two of the three largest national rating agencies. Not more than ~~15%~~20% of surplus funds can be invested in money market mutual funds. (See requirements in CGC §53601.i.)
- L.M. _____ Funds held under the terms of a trust indenture or other contract or agreement may be invested according to the provisions of those indentures or agreements.
- M.N. _____ Collateralized bank deposits with a perfected security interest in accordance with the Uniform Commercial Code (UCC) or applicable federal security regulations.
- O. Any mortgage pass-through security, collateralized mortgage obligation, mortgaged backed or other pay-through bond, equipment lease-backed certificate, consumer receivable pass-through certificate or consumer receivable backed bond of a maximum maturity of five years. Securities in this category must be rated AA or better by a nationally recognized rating service. Not more than ~~30%~~20% of surplus funds may be invested in this category of securities.
- P. Shares of beneficial interest issued by a joint power authority organized pursuant to section CGC 6509.7 that invests in the securities and obligations authorized in subdivisions (a) to (gg), inclusive.
- N. US Dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter American Development Bank.
- O.Q. _____ Any other investment security authorized under the provisions of CGC §5922 and §53601. (Also, see CGC §53601 for a detailed summary of the limitations and special conditions that apply to each of the above listed investment securities. CGC §53601 is included by reference in this investment policy.)

Resolution No. 2017-2084	Date Approved: February 23, 2017
President of the Board	Supersedes: July 9, 2009 Last Reviewed:

F-70-90 Collateralization. All certificates of deposits must be collateralized by U.S. Treasury Obligations. Collateral must be held by a third party trustee and valued on a monthly basis. The percentage of collateralization on repurchase and reverse repurchase agreements will adhere to the amount required under CGC §53601(i)~~(2)~~.

F-70-100 Safekeeping and Custody. All security transactions entered into by the District shall be conducted on delivery-versus-payment (DVP) basis. All securities purchased or acquired shall be delivered to the District by book entry, physical delivery or by third party custodial agreement as required by CGC §53601.

F-70-110 Diversification. It is the policy of the District to diversify its investment portfolio by security type and institution. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer, or a specific class of securities. Diversification strategies shall be determined and revised periodically. In establishing specific diversification strategies, the following general policies and constraints shall apply:

P.R. Portfolio maturities shall be matched versus liabilities to avoid undue concentration in a specific maturity sector.

Q.S. Maturities selected shall provide for stability of income and liquidity.

R.T. Disbursement and payroll dates shall be covered through maturities investments, marketable U.S. Treasury Bills or other cash equivalent instruments, such as money market mutual funds.

F-70-120 Reporting. In accordance with CGC §53646(b)(1), the District Treasurer, or other appropriate District officer, shall submit to each member of the Board a quarterly investment report. The report shall include a complete description of the portfolio, the type of investments, the issuers, maturity dates, par values and the current market values of each component of the portfolio, including funds managed for the District by third party contracted managers. The report will also include the source of the portfolio valuation. As specified in CGC §53646 (e), if all funds are placed in LAIF, FDIC-insured accounts and/or in a county investment pool, the foregoing report elements may be replaced by copies of the latest statements from such institutions. The report must also include a certification that: (1) all investment actions executed since the last report have been made in full compliance with the Investment Policy; and, (2) The District will meet its expenditure obligations for the next six months as required by CGC §53646(b)(2) and (3), respectively. The Treasurer, or other appropriate District officer, shall maintain a complete and timely record of all investment transactions.

F-70-130 Investment Policy Review. Staff may annually present this Investment Policy to the Board for review. Any modifications shall be considered at a public meeting and ~~e-be~~ approved by the Board.

Resolution No. 2017-2084	Date Approved: February 23, 2017
President of the Board	Supersedes: July 9, 2009 Last Reviewed:

F-70-140 Prohibited Investments. Under the provisions of CGC §53601.6 and ~~§53631.5~~ the District shall not invest any funds covered by this Investment Policy in inverse floaters, range notes, interest-only strips derived from mortgage pools, or any investment that may result in a zero interest accrual if held to maturity.

Resolution No. 2017-2084	Date Approved: February 23, 2017
President of the Board	Supersedes: July 9, 2009 Last Reviewed:



Item Number 31

GM Review CD

Agenda Summary Report

To: Board of Directors
From: Michael P. Cortez, PE, District Engineer
 (415) 526-1518; mcortez@lgvsd.org
Meeting Date: July 21, 2022
Re: Biosolids Project Status Update Presentation
Item Type: Consent _____ Action _____ Information X Other _____
Standard Contract: Yes _____ No _____ (See attached) Not Applicable X

STAFF RECOMMENDATION:

For information only.

BACKGROUND:

Mary Martis with GHD will update the District Board on the status of the biosolids project. Highlights of the presentation include:

- Project Vision
- Challenges and Opportunities
- Accomplishments
- Current Status
- Next Steps

PREVIOUS BOARD ACTION:

N/A

ENVIRONMENTAL REVIEW:

N/A

FISCAL IMPACT:

N/A

7/21/2022


Interim General Manager Report

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



Item Number 4
GM Review CD

Agenda Summary Report

To: Board of Directors
From: Dale McDonald, Administrative Services Manager 
(415) 526-1519 dmcDonald@lqvsd.org
Meeting Date: July 21, 2022
Re: Approve General Manager Employment Agreement with Curtis D. Paxton
Item Type: Consent Action Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Board to approve Employment Agreement with Curtis D. Paxton to begin serving as General Manager of the Las Gallinas Valley Sanitary District effective August 8, 2022.

BACKGROUND

On November 18, 2021, the General Manager position of the Las Gallinas Valley Sanitary District became vacant. The District formed a General Manager Ad Hoc Committee to address the vacancy.

An active recruitment to appoint a permanent General Manager began on December 10, 2021 with the Requests for Proposals for Executive Search Services released. Bob Murray & Associates was hired to assist with recruitment. Chris DeGabriele was hired as Interim General Manager effective January 31, 2022 to prevent stoppage of public business while the executive search was underway. Interviews were conducted and an offer made to Curtin Paxton to serve as the District's General Manager.

The Employment Agreement between the Las Gallinas Valley Sanitary District and Curtis D. Paxton was presented and agreed to in principle by both parties on July 7, 2022. The term of employment begins on August 8, 2022.

Formal adoption of the Employment Agreement at a regularly scheduled meeting is required to meet certain provisions of the Government Code.

PREVIOUS BOARD ACTION

On July 7, 2022, the Board hired Curtis Paxton as it's General Manager.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

The annual compensation for the General Manager position is \$280,000. The District Salary Pay Schedule will be updated to reflect the monthly salary of \$23,333.

EMPLOYMENT AGREEMENT

Between Las Gallinas Valley Sanitary District

And

Curtis D. Paxton (General Manager)

This EMPLOYMENT AGREEMENT (“Agreement”) is made and entered into this 7th day of July 2022, by and between the Las Gallinas Valley Sanitary District, a special district, (“District or Employer”) and Curtis D. Paxton, (“Employee”) both of whom understand as follows:

RECITALS

WHEREAS, Employer desires to employ the services of Curtis D. Paxton as General Manager of the Las Gallinas Valley Sanitary District; and

WHEREAS, it is the desire of the District Board, (“Board”) to provide certain benefits, to establish certain conditions of employment, and to set working conditions of said Employee; and

WHEREAS, Employer and Employee now desire to set forth their agreement for employment of Employee on the terms and subject to the conditions set forth herein.

WHEREAS, both Employer and Employee have read this Agreement and understand its contents fully;

NOW, THEREFORE, in consideration of the foregoing and the provisions and promises hereinafter set forth, the parties agree as follows:

TERMS

Section 1: Duties

A. Employer hereby agrees to employ Curtis Paxton as General Manager to perform the functions and duties specified in the job description, attached as Exhibit "A" and to perform other legally permissible and proper duties and functions as the General Manager.

B. The General Manager shall be in charge of and responsible for the operation and management of Employer and the general business and governmental affairs of Employer in accordance with the laws of the United States of America and the State of California governing special districts. The General Manager shall do and perform all services, acts, and functions necessary or advisable to manage and conduct the business and governmental affairs of Employer as determined by the Board of Directors.

C. Employee agrees that during the term of this Agreement, Employee shall devote Employee's full energies, interests, abilities, and productive time to the performance of the duties and responsibilities as set forth in this Agreement and shall not conduct any business or render other services of any kind for compensation, or undertake other business, professional or commercial activity.

D. Employee shall perform all duties with due diligence and with the best interest of Employer in mind.

E. Due to the nature of his employment which requires close proximity to Employer's facilities, Employee agrees to maintain his permanent residence to a distance within a 60 minute automobile drive of the Employer's office during non-commute hours.

Section 2: Term

A. Employment pursuant to the terms of this Agreement is “at will”. Specifically, Employee serves as General Manager at the pleasure of the Board of Directors, and as an at-will employee, can be terminated at any time, either with or without cause.

B. The term of this Agreement shall commence on August 8, 2022 and end on July 31, 2023, unless terminated earlier as provided in Section 2.A.1 or renewed for one year automatically. Unless Employer notifies Employee in writing by July 1st of any given year, the Agreement shall renew for the next 12 months commencing with August 1st of that given year.

C. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Employer to terminate the services of Employee at any time, subject only to the provisions set forth in Section 7 of this Agreement.

D. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Employee to resign at any time from his position with Employer, subject only to the provisions set forth in Section 7 of this Agreement.

Section 3: Salary

A. Employer agrees to compensate Employee the amount of \$280,000.00 annually effective the first pay period that encompasses August 8, 2022.

B. Longevity Amounts

- i. Employee can receive a longevity step at the beginning of their 7th year of employment with the District. The longevity step shall be 5.0%.

- ii. Employees in the “management bargaining unit” are eligible to receive a longevity step equal to five percent of base salary (5%) at the completion of 10 years of continuous employment with the District.

C. Six months after August 8, 2022, the Board of Directors shall review the performance of Employee. Subsequent evaluations shall be conducted annually thereafter. Upon satisfactory or greater than satisfactory performance the Board of Directors may at its sole discretion increase Employee’s salary.

D. Further salary increases during the term of this Agreement shall be based on District Salary Surveys or, in part, on a performance review with the percentage salary increase determined solely by the Board of Directors (see Section 4, below). All future salary increases except for COLA increases are discretionary, determined in the sole discretion of the Board of Directors.

E. Effective August 1, 2023, the Employee will be entitled to a General Wage COLA increase of commensurate with that given to other management employees.

Section 4: Performance Evaluation

The Board of Directors shall at least annually review and evaluate the responsibilities, workload and performance of the Employee. Said review and evaluation shall be in accordance with specific criteria developed by Employer. The District and Employee may develop goals, objectives, and performance standards for Employee for the benefit of the District and in attainment of the District’s policy objectives, and may further establish a priority among those goals, objectives, and performance standards. Additionally, the District may periodically establish goals and objectives regarding the Employee’s performance of the duties of General Manager.

Section 5: Management Benefits

A. Employee shall be entitled any benefits specified for the Unrepresented Bargaining Group in the attached Exhibit “B”. However, a specific description of certain of those benefits follows and the specific description below controls the rights and obligations of Employee and Employer for that specific benefit.

B. If Employee has outside health insurance coverage, the Employee may opt out of the District provided health insurance and receive an in-lieu payment of \$250 per month to offset the cost of the outside health insurance. The Employee must provide proof of health insurance coverage.

C. Employee may purchase a tablet computer or laptop once in a four-year period and be reimbursed based on District policy. Should the Employee terminate employment within two years of receiving the reimbursement, the Employee shall return to the District 50% of the cost so reimbursed.

D. Employee shall be entitled to 4 weeks per year vacation. Upon hiring Employer shall grant Employee a one time, initial 2 week vacation benefit. Cash-Out of Vacation: The maximum amount of vacation time Employee may accrue is 272 hours. Employee shall be eligible to cash out up to 80 hours of vacation time one time a year. All vacation hours cashed out shall be compensated at the Employee’s current rate of pay and will be removed from the Employee’s accumulated vacation balance. In no event shall Employee cash-outs result in a vacation balance of less than 40 hours. Such requests for cash-out of vacation hours shall be submitted in writing by the employee to the Administrative Services Manager, who will verify and approve the request. Vacation requests must be submitted by June 1 and/or December 1 and

will be processed on the following pay period. This cash-out will be subject to applicable Federal and State Payroll Tax Law.

E. Employee shall be entitled to a District vehicle for District purposes and commuting. Employer shall pay for all expenses associated with this vehicle. Employee shall be permitted to use the vehicle for limited personal use only when Employee is either engaged in Employer activities or commuting to and from work. Reasonable personal use is allowable. If Employee ceases to be General Manager this vehicle benefit shall end.

F. On July 1 of each year, the Employee shall be granted a lump sum of 80 hours of Administrative leave. The allotment shall reset to 80 hours on July 1, regardless of unused balance remaining from prior fiscal year.

G. Under the current defined benefit plan, pursuant to the Public Employees' Retirement Law (Government Code § 20000 et seq. ("PERL")), Employee is required to contribute 8% of the Employee's "compensation earnable and reportable" ("PERSable compensation") toward the costs of said benefit plan.

H. Employee can choose either a District supplied smartphone or can be reimbursed the median for a 6 GB plan of the following wireless carriers (AT&T, Sprint and Verizon). Employees can be reimbursed for the phone purchases once every 3 years up to \$273.58. The allowance will be based on General Wage COLA increases of each year. It is the sole responsibility of the employee to maintain their Employee owned phone. Employee shall be on call and maintain their phone in good working condition and in close proximity to respond to District emergencies as necessary. Should the Employee terminate their employment with the District within one year

of receiving a reimbursement for a phone, the Employee shall reimburse the District 50% of the purchase cost.

Section 6: Professional Development

A. Employer agrees to budget for and to pay for publications and subscriptions for Employee necessary for his continuation and full participation in national, regional, state, and local associations and organizations necessary and desirable for his continued professional participation, growth, and advancement, and for the good of the Employer as determined solely by the Board.

B. Employer hereby agrees to budget for and to pay for reasonable travel and subsistence expenses of Employee for professional and office travel, meetings, and occasions necessary to continue the professional development of Employee as determined solely by the Board. Notwithstanding the foregoing, Employee shall be entitled to attend up to six industry related conferences per year, including but not limited to Water Reuse, CASA, WEF, CWEA, CSDA or similar.

C. Employer also agrees to budget for and to pay for reasonable travel and subsistence expenses of Employee for short courses, institutes, conferences, and seminars that are necessary for his professional development and for the good of the Employer as determined solely by the Board.

D. Employee shall obtain the Board's prior approval for any expenses in this Section which are not in the approved budget.

E. Employer shall reimburse Employee up to \$5,000 annually for tuition and fees for any college credit courses Employee may attend related to his position as General Manager or in his efforts to obtain a college degree.

Section 7: Termination of Agreement and Severance Pay

A. The Agreement may be terminated at any time by either party in writing.

B. Both sides agree that it is preferable to provide thirty (30) days advance notice of termination, but such advance notice is not required.

C. “At Will” Employment: The parties to this Agreement expressly acknowledge that Employee is “at will” and serves at the pleasure of the Board. Employee may be terminated by Employer at any time with or without cause, at the sole discretion of the Employer. Employee may terminate his employment at any time with or without reason.

D. Notwithstanding anything else contained in the Agreement, the terms and provisions of this Agreement shall terminate automatically and immediately upon the death of Employee.

E. In the event Employer wishes to terminate Employee without reference to cause, then Employee may be entitled to severance pay in a lump sum equal to six months of Employee’s current salary. The Employer shall only be obligated to pay this severance if the Employee agrees to execute a standard release agreement as prepared by the Employer that releases the Employer from any and all claims the Employee may have against the Employer. If the Employee refuses to sign this standard severance and release agreement, the Employee shall not be entitled to the severance pay. Notwithstanding any other provision in this Agreement, in accordance with Government Code § 53260, in the event this Agreement is terminated, the maximum cash settlement that Employee may receive shall be an amount equal to the monthly salary of Employee multiplied by the number of months left on the unexpired term of the Agreement. Furthermore, in accordance with the above denominated Section, if the unexpired term of the Agreement became

greater than 18 months, the maximum cash settlement shall be an amount equal to the monthly salary of the employee multiplied by 18.

F. In the event Employee is terminated, the Employee shall be paid out for accrued but unused vacation, compensatory time and administrative leave. Accrued sick leave benefits shall be paid in accordance with District personnel policy.

G. If Employee resigns at the request of the Board of Directors, Employee shall be deemed terminated without cause and may be entitled to severance as set forth under Section 7.E.

Section 8: Indemnity

Employer and Employee recognize the broad legal obligation of an employer to defend, indemnify and hold harmless a public employee in connection with that public employee acting within the course and scope of their employment.

Employer will defend, indemnify and hold harmless Employee and pay all costs and fees incurred by him, whether as a party, witness, or otherwise, in connection with any actual or potential suit, claim, demand, investigation, or similar event arising within the course and scope of his employment. This obligation on the part of Employer will continue regardless of if or when the General Manager's employment with Employer terminates. This includes defense in any administrative proceedings or any criminal action involving the operation of Employer's plant and facilities. However, if the public entity pays any claim or judgment or portion thereof on behalf of Employee, the Employer may recover the amount of payment from Employee if Employer establishes that with regard to the act or omission upon which the claim or judgment is based, Employee acted or failed to act because of actual fraud, corruption, or actual malice or

that he willfully failed or refused to reasonably cooperate in good faith in the defense conducted by Employer.

Section 9: Notices

Notices pursuant to this agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

Las Gallinas Valley Sanitary District
100 Lucas Valley Road, Suite 300
San Rafael, CA 94903

Curtis D. Paxton
1085 Shadybrook Lane
Napa, CA 94558

Alternatively, notices required pursuant to the agreement may be personally served. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

Section 10: General Provisions

A. The text herein shall constitute the entire agreement between the parties and supersedes any and all other agreements, either oral or in writing between the Employer and the Employee and contains all of the covenants and agreements between the parties with respect to such employment in any manner whatsoever. Any prior agreements merge into this Agreement and specifically prior employment agreements merge into this agreement.

B. Each party to the Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and no other agreement, statement, or promise

not contained in the Agreement shall be valid or binding. Any modification of the Agreement will be effective only if it is in writing and signed by both the Board of Directors and the Employee.

C. This Agreement shall be binding upon and inure to the benefit of the heirs of Employee.

D. If any provision, or any portion, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

E. This Agreement shall be interpreted under the laws of the State of California. Venue for any action shall be in the Superior Court for the County of Marin.

F. Employee understands that the Board may, from time to time, revise the District's policies. Employee understands that Employee is subject to those policies and procedures when they are not in conflict with the contents of this Agreement.

Employer and Employee approve and accept the terms and provisions of this Agreement and agree to be bound thereby.

THE PARTIES TO THIS AGREEMENT HAVE READ THE FOREGOING AGREEMENT AND FULLY UNDERSTAND EACH AND EVERY PROVISION CONTAINED HEREIN. WHEREFORE, THE PARTIES HAVE EXECUTED THIS AGREEMENT ON THE DATES SHOWN BELOW.

IN WITNESS WHEREOF, Las Gallinas Valley Sanitary District has caused this Agreement to be signed and executed on its behalf by its Board President, and duly attested by its

District Secretary, and the Employee has signed and executed this Agreement the day and year first above written.

Board President
Las Gallinas Valley Sanitary District

Date: _____

Curtis D. Paxton

Date: _____

Teresa Lerch
District Secretary

Seal

APPROVED AS TO FORM:

David J. Byers, District Counsel for
Las Gallinas Valley Sanitary District

Las Gallinas Valley Sanitary District Job Description

POSITION: GENERAL MANAGER

LAST REVISION: DECEMBER 2021

SALARY STEP RANGE: by Employee Contract.

SCOPE: Directs and manages the administrative, financial, engineering, operating, maintenance and construction functions of the District.

MINIMUM QUALIFICATIONS:

Education & License: Bachelor of Science Degree in Engineering from an accredited college or university and Civil Engineering Registration in the State of California or Operator's Certification: A Grade V Wastewater Treatment Plant Operator Certificate issued by the State of California State Water Resources Control Board is desirable.

And in addition to the above:

Ten years of increasing responsible relevant experience including at least five years in a supervisory or management position with a wastewater agency along with a valid California driver's license.

ESSENTIAL JOB FUNCTIONS – BOARD AND GENERAL MANAGER

1. Act as Board representative with District employees.
2. Supervise preparation of Board Meeting agenda and attend all Board meetings.
3. Provide recommendations to Board on all agenda matters.
4. Represent Board and District in discussions with regulatory agencies, other agencies, community representatives, developers, and public.
5. Supervise coordinate of individual Board member participation at various functions requiring Board member attendance.
6. Implement all Board actions as well as Board approved ordinances, resolutions, rules, regulations, policies, and procedures.
7. Advise and consult with the Board on the development of proposed ordinances, resolutions, rules, regulations, policies, and procedures.
8. Conduct special studies and surveys and prepare reports as directed by the Board.
9. Prepare annual budget, annual sewer service report, and quarterly finance reports for Board review/approval.
10. Manage District personnel matters in a manner consistent with District personnel procedures and in a manner to ensure Board's position of Personnel Appeals Board.
11. Perform other responsibilities, assignments, and special projects as needed.

ESSENTIAL JOB FUNCTIONS –GENERAL MANAGER AND DISTRICT STAFF

1. Supervise and coordinate the daily functions of the District and manage and prioritize the daily workload.
2. Manage the District's financial transactions including collection of revenue, payment of expenditures, investment of reserves, and audit of District financial system.
3. Supervise the operation and maintenance of the District's wastewater collection, treatment, disposal, and reclamation facilities.
4. Interpret and implement federal, state, and regional wastewater quality control requirements and programs and ensure compliance with applicable laws and regulations.
5. Manage the District's personnel matters including staffing, employee relations, training, discipline, salary negotiations, and benefits programs.
6. Review and supervise the work of consultants and contractors engaged by District.
7. Maintain up to date recordkeeping systems for the affairs of the District.
8. Perform other responsibilities, assignments, and special projects as needed.

WORK ENVIRONMENT AND CONDITIONS

Performance of job functions may involve extended work days to attend meetings and conferences, or to meet project deadlines.

KNOWLEDGE, SKILLS, ABILITIES

Knowledge of the principles and practices of public administration.

Knowledge of the principles and practices of civil or sanitary engineering as they apply to the planning, design, construction, and operation of wastewater facilities.

Knowledge of federal, state, and local laws and regulations governing the operation and maintenance of a sanitary district's facilities.

Knowledge of and skill in project management contract administration.

Ability to communicate effectively with staff, the Board, community groups or representatives, and regulatory agencies.

Ability to prepare concise written reports.

Ability to apply problem-solving skills to a variety of technical and non-technical situations.

Ability to effectively plan, organize, and direct the work of staff.

Ability to maintain effective employee relations

OTHER REQUIREMENTS

United States citizenship or legal eligibility to work in the United States.

Medical evaluation to determine physical fitness for the job.

Acceptable driving record consistent with the standards established by the District.

Participation in job training or professional development programs.

Las Gallinas Valley Sanitary District Exhibit B
 Summary of Benefit Provisions for the Unrepresented Management and Employee Bargaining Group
 July 1, 2021 to June 30, 2023

In addition to the benefits specifically discussed in the employment contracts, the following benefits offered to the members of the OE3 bargaining unit will apply:

Benefits	Section (in MOU)	Summary	
Holidays	15.1	11 days per year	
Max Vacation Accrual	15.2	272 hours	
Vacation Time Awarded	15.2	Years 1-3	14 days
		Years 4 to 10	19 days
		Years 11 to 15	22 days
		Years 16+	24 days
		A one-time 5-day vacation bonus is given after 20 years of service	
Vacation Cash-Out	Per contract	Cash-out 80 hours twice-yearly, with a minimum balance remaining of 40 hours	
Administrative Leave	Per Contract	Exempt Management Employees Only Lump sum of 80 hours reset each year on July 1st	
Admin Leave – Safety Award		4 hours added to leave bi-annually if No Accidents in the Plant	
Sick Leave	15.4	Accrue (1) 8-hr day a month – No Cap	
		After 3 Years – If you Resign - 50% Cash Out	
		After 3 Years – If you Retire – 50% Cash Out 50% CalPERS Service Credit	
Cell Phone	Per Contract	Reimburse for Cell purchase with Cap	
		Reimburse one personal cell line monthly costs	
Auto Allowance	Per Contract	Allowance Reimbursement or use of District Vehicle	
Technology	Per Contract	Reimbursed for iPad or Laptop – Limit of \$1,347 – Administrative Policy A-03.	
Longevity Pay	Per Contract	Employees Hired prior to 7/1/2016 Only After 6 years – 5% After 10 years – 3% After 15 years – 2%	
Medical Cafeteria Plan	17.1/17.2	PERS Health Plan	
LGVSD Contribution		Kaiser family rate	
EE Contribution		Excess monthly cost for plan over Kaiser plan	
Dental	17.3	Annual cap of \$3,000 per covered individual after applicable co-pay	
Vision	17.4	VSP	
LGVSD Contribution		50% of the cost	
EE Contribution		50% of the cost	

Note: This summary is for administrative convenience only, if there is a discrepancy between the information in the table and contract, the contract will apply.

Summary of Benefit Provisions for the Unrepresented Management and Employee Bargaining Group
July 1, 2021 to June 30, 2023

Waive District Health Insurance	Per Contract	On proof of coverage, a \$250 reimbursement per month.
Life/AD&D Insurance	17.6	1 x Salary up to \$50,000
Long-term Disability	17.10	66.67% of monthly salary up to \$15,000 of salary
Deferred Comp 457	18.1	Voluntary – EE pays
CalPERS Retirement	18.1	Classic Employees – 2.7% at 55, highest year, EE pays 8% pretax PEPRA Employees – 2% at 62, final 3 years of compensation; EE pays 8% pre-tax
Retiree Medical	18.2.2	Hired pre-1/1/03: State one party rate employee only; 5 year vesting Hired post 1/1/03 and pre-7/1/2014: State 100/90 plan EE, EE + sp, EE + dependents; 10 years PERS service 50% vested, 20 years PERS service 100% vested, 5 years with LGVSD
	18.3	Hired after 7/1/2014: 10 years of District service, 50% vested, 100% vested at 20 years of District service. Employee only coverage based on the One Party State Rate.
Boot Allowance	19	Annual \$300, as of 7/1/2021 to eligible employees
Prescription Safety Glasses	19	Every two years \$305, as of 7/1/2021 to eligible employees

Note: Employees of the Unrepresented Bargaining Group do not have rights under the MOU as they pertain to discipline, discharge or employment status. Reference to the MOU sections in this document in terms of defining benefits offered to this group is for convenience only.

Note: This summary is for administrative convenience only, if there is a discrepancy between the information in the table and contract, the contract will apply.



Item Number 5
GM Review LD

Agenda Summary Report

To: Board of Directors
From: Teri Lerch, Board Secretary
(415) 526-1510 terch@lqvsd.org
Meeting Date: July 21, 2022
Re: Voting at California Association of Sanitation Agencies (CASA) Conference for Board of Director Candidates and New Dues Resolution
Item Type: Consent Action Information Other
Standard Contract: Yes No (See attached) Not Applicable

STAFF RECOMMENDATION

Board to determine the CASA voting member representative and the two Alternates and approve/disapprove the slate of four nominees for the open seats on the CASA Board of Directors and the Dues Resolution for FY 2022.

BACKGROUND

The District received notification from CASA that the District will be asked to approve a slate of four Board of Director Candidates as well as a new dues Resolution at the upcoming CASA 67TH Annual Conference. The CASA official ballot requires the signature of the District's CASA voting member representative.

PREVIOUS BOARD ACTION

In July 2021, 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. At the July 15, 2021 Board meeting, the Board appointed Crystal Yezman as the CASA voting member who shall exercise the voting rights and other privileges on behalf of LGVSD. Mike Prinz was the first Alternate and Craig Murray was the second Alternate. Teri Lerch (Board Secretary) will receive official communications from and/or send official communications to CASA by electronic transmission (i.e.- email) .

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

N/A



June 25, 2022

TO: CASA Member Agencies
FROM: Jasmin A. Hall, President
SUBJECT: **CASA ANNUAL BUSINESS MEETING—AUGUST 10-12, 2022,
Resort at Squaw Creek, Olympic Valley, CA**

CASA will hold its annual business meeting during the August 10-12, 2022, Annual Conference at the Resort at Squaw Creek. The meeting will be held in-person on Thursday, August 11. The agenda for the meeting is as follows:

Election of the Directors for FY 2022-23

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:

- Tony Trembley, City of Camarillo
- Jim Herberg, Orange County Sanitation District
- Sandeep Karkal, Novato Sanitary District
- David Pedersen, Las Virgenes Municipal Water District

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, Dave Jones of Hazen & Sawyer, to a one-year term. The Board of Directors will then elect a President, Vice President and Secretary-Treasurer for one-year terms. **The election will take place by written ballot at the conference. Agency representatives attending the meeting may cast their votes up until 5:00 p.m. on Thursday, August 11, 2022.**

Approval of the Dues Resolution: Proposed 5% Increase

The proposed dues resolution includes an increase of approximately 5% for both agency members and associate members. It has been several years since CASA has proposed a dues increase. CASA did not propose any dues changes in FY 2022, and although we adjusted our member dues tiers in FY 2021, this was a revenue neutral endeavor designed to smooth the transition between tiers for agencies and encourage recruitment and retention of smaller agencies. A 5% dues increase will ensure that CASA is able to keep up with record high inflation and rising costs, and continue to deliver high quality services and advocacy on behalf of our members. The members will be asked to approve the dues resolution during the Annual Business Meeting.

Other Informational Items

In addition to the action items above, upon request, members can receive for their information a copy of the adopted FY 2023 Budget, approved by the Board on June 9, 2022, and the year-end FY 2022 Treasurer's Report. The FY 2023 budget development process included a thorough review of revenues and expenditures, as well as an assessment of CASA's ability to maintain and enhance its delivery of services to our members.

Message from the President

I am so proud of the work CASA has done during my term as President and have enjoyed working with all of our member agencies and CASA staff throughout the year. Our organization is emerging from the pandemic stronger than ever, and we are excited to welcome everyone back to our Annual Conference in Lake Tahoe!

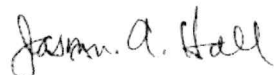
This year has been marked by tremendous growth and expansion. Our communications program has taken off under newly promoted Manager of Communications Alyssa Downs, and we continue to work with our members and Communications Committee on developing outreach and informational materials on topics such as PFAS, wipes, and state legislation. We also celebrated a successful first year of the CASA LEAD and Mentorship Programs and have been diligently working on a crucial workforce development initiative in coordination with other associations.

CASA continued to expand our virtual education and meeting opportunities, including our successful "Ask the Experts" webinar series earlier this year, which showcased the expertise among CASA staff, members, and associates on significant issues including PFAS, biosolids, infrastructure finance opportunities, and communications. CASA's legislative program continues to be exceptionally strong. After sponsoring two major bills in 2021 and sponsoring another PFAS disclosure bill this year with our partners in the environmental NGO community, we will look to build upon that success in 2023. We also made significant progress on the introduction of federal wipes legislation, and continue to address a variety of significant issues in Washington D.C., including federal infrastructure funding implementation and PFAS management efforts.

We continue to expand our reach and advocacy on issues related to Air, Climate Change and Energy (ACE), at a time when high priority issues such as the California Air Resources Control Board (CARB) Scoping Plan have the potential to significantly impact local wastewater agencies. We are privileged to have Greg Kester and Sarah Deslauriers leading the way on these issues as well as all efforts related to biosolids and renewable energy.

This year we were pleased to welcome Rita Duncan of the Oro Loma Sanitary District and Michelle Roman of the SKF County Sanitation District to our Board of Directors and gathered together as we experienced the tragic loss of Board Member David Cardenas.

It has been an honor to serve as your President this past year and I am proud of all the great work CASA continues to do as the voice of the clean water sector in California. I look forward to seeing you in Lake Tahoe!



Jasmin A. Hall
CASA President

Brief Biographies of Board Nominees

Jim Herberg, General Manager, Orange County Sanitation District



James (Jim) Herberg is the General Manager for the Orange County Sanitation District. Mr. Herberg has been with OCSD since 1995. Prior to becoming General Manager, he was the District's Director of Engineering and Assistant General Manager. Among his achievements is the successful management of the District's \$2.7 billion capital improvement program including \$554 million in secondary treatment upgrades, which were completed in September 2012-on time and on budget.

Jim is a registered Civil Engineer in the State of California and is a board-certified Environmental Engineer by the American Academy of Environmental Engineers. He holds a Bachelor's Degree in Civil Engineering from the University of Oklahoma, and a Master's Degree in Civil Engineering from Long Beach State. He completed the Senior Executives in State and Local Government Program at Harvard University in 2002. Jim is a current member of the CASA Board of Directors.

Tony Trembley, Mayor, City of Camarillo



Tony Trembley is the current Mayor of the City of Camarillo and was elected to the City Council in 2016. He is a longtime community leader in Camarillo. Tony has practiced public agency, environmental and water law since 1983. He principally represents local public agencies, with a focus over thirty years on wastewater agencies in Ventura and Santa Barbara Counties.

Tony's undergraduate education occurred at Trinity College, Dublin, Ireland and a B.A. with Highest Honors in Political Science/Public Service from the University of California, Davis in 1978. He thereafter served as a postgraduate fellow in the California Legislature and is a 1983 graduate of the University of California, Davis School of Law. Tony is a former chair of the CASA Attorneys Committee and current member of the CASA Board of Directors.

Sandeep Karkal, General Manager-Chief Engineer, Novato Sanitary District



Sandeep Karkal serves as General Manager-Chief Engineer for the Novato Sanitary District (NSD), which provides wastewater collection, treatment and disposal, recycled water production, and franchised solid waste services in northern Marin County. Prior to joining NSD in 2004, he worked for over 17 years in the public and private sectors, including at two well-regarded consulting engineering firms. Sandeep has Bachelors and Master's Degrees in Civil/Environmental Engineering, and over 30 years in the water/wastewater industry. He is a registered Civil Engineer in California and Arizona, and holds high grade water/wastewater operator certifications in both states. Sandeep currently serves on the CASA Federal Legislative Committee, and in a leadership role with the California Sanitation Risk Management Authority (CSRMA) as Vice-President of the CSRMA Executive Board. Sandeep is actively engaged with CASA, and is a regular attendee at CASA conferences, including the Washington DC Policy Forums.

David Pedersen, General Manager, Las Virgenes Municipal Water District



Dave Pedersen is the General Manager for the Las Virgenes Municipal Water District (LVMWD). He also serves as the General Manager for the Las Virgenes – Triunfo Joint Powers Authority, which provides wastewater treatment, recycled water and biosolids composting services for western Los Angeles and eastern Ventura counties. Prior to joining LVMWD in 2013, he was the Executive Director of Operations for Irvine Ranch Water District. He earned his engineering degree at UC Irvine and followed that with an MBA from California State University, Long Beach. Dave currently serves as Chair of the CASA State Legislative Committee and in leadership roles with WateReuse CA. He is a regular CASA conference attendee and active resource for CASA, having testified on our behalf at a federal Congressional hearing and offering his staff on a regular basis to assist CASA.



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 2023

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

- Tony Trembley, City of Camarillo (Director - South)
- Jim Herberg, OCSD (Manager - South)
- Sandeep Karkal, Novato Sanitary District (Manager – North)
- David Pedersen, Las Virgenes Municipal Water District (Manager - South)

Please check one:

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

Dues Resolution FY 2023 (See below Proposed Resolution No.)

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 Thursday, August 11, 2022.** 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.



2023 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 2023 shall be:

Agency Operations & Maintenance Budget FY 2022-23	Dues Chart
1. Up to \$500,000	\$950
2. Between \$500,001 - \$1,000,000	\$1,800
3. Between \$1,000,001 - \$1,500,000	\$2,650
4. Between \$1,500,001 - \$2,000,000	\$3,450
5. Between \$2,000,001 - 2,500,000	\$4,250
6. Between \$2,500,001 - 3,000,000	\$5,250
7. Between \$3,000,001 - 3,500,000	\$6,300
8. Between \$3,500,001 - \$4,000,000	\$7,350
9. Between \$4,000,001 - 4,500,000	\$8,400
10. between \$4,500,001 - \$5,000,000	\$9,450
11. Between \$5,000,001 - \$10,000,000	\$14,300
12. Between \$10,000,001 - \$20,000,000	\$18,000
13. Between \$20,000,001 - \$100,000,000	\$21,500
14. Over \$100,000,000	\$29,500

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

Associate Number of Employees	2023 Dues
1. Employer with 1-5 employees	\$495
2. Employer with 6-15 employees	\$995
3. Employer with 16-29 employees	\$ 1,480
4. Employer with 30-74 employees	\$ 1,980
5. Employer with 75-120 employees	\$ 2,490
6. Employer with over 121 employees	\$ 2,995

- 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 in Tahoe at the Resort at Squaw Creek on August 12, 2022.

ATTEST:

Roland Williams
 Secretary - Treasurer



2022 - 2023 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. Please mail the original to CASA, 925 L Street, Suite 200, Sacramento, CA 95814. 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



Item Number 6
 GM Review CD

Agenda Summary Report

To: Board of Directors
 From: Michael P. Cortez, PE, District Engineer
 (415) 526-1518; mcortez@lqvsd.org
 Meeting Date: July 21, 2022
 Re: Solar Photovoltaic System Replacement
 ForeFront Power Proposal Negotiation
 Item Type: Consent _____ Action X Information _____ Other _____
 Standard Contract: Yes _____ No _____ (See attached) Not Applicable X

STAFF RECOMMENDATIONS

Board directs staff to negotiate a Power Purchase Agreement (PPA) based on ForeFront Power’s proposal to upgrade the existing 588kW solar photovoltaic system to ~1 megawatt.

As an option, Board may direct staff to negotiate a contract with ForeFront Power for the Capital Purchase of the ~1 megawatt solar PV system and execute a contract at an appropriate time in the future.

BACKGROUND

On June 29, 2022, District staff opened bids in response to the Request for Proposals (RFP) issued on May 11, 2022 for the Solar Photovoltaic System Replacement project and ForeFront Power of San Francisco is the sole bidder. Multiple contractors have expressed interest during the bid phase and staff has reviewed the requirements of the RFP to determine if it was overly restrictive: i.e., if only one contractor could meet the requirements, however, the plans and specifications are typical for projects of this nature, and other contractors could have met the bidding requirements.

Staff has evaluated ForeFront’s proposal based on contractor experience and type of technology employed and found that it meets District requirements. Furthermore, staff has evaluated the two options outlined in the proposal and found that the PPA option provides more economic benefits to the District than Capital Purchase. A detailed summary of the two options is shown in the attached Technical Memo, which will be presented by Kenwood Energy during the Board Meeting.

Summary of Options:

1. **Power Purchase Agreement** – ForeFront will install, own, operate, and maintain a ~1 megawatt system at very low initial cost to the District. Key features include:
 - a. District agrees to purchase power generated by the solar PV system at \$0.1335 per kWh for a period of 20 years.
 - b. Forefront will be responsible for all Operations and Maintenance.
 - c. The District anticipates ~\$50,000 initial cost in consulting and legal fees.
 - d. District is aware that ForeFront will take advantage of tax credits and receive income from sale of electricity generated by the solar PV system.
 - e. Provides an opportunity for the District to purchase the solar PV system at any time starting in the 6th year based on mutually agreed sliding scale amount prorated per year.



- f. Based on the proposal, the PPA will result in a Net Present Value of savings to the District of ~\$2.1M at an Internal Rate of Return of ~77%. (See attached Memo.)
 - g. Pursuant to Government Contract 4217, this option requires the posting of the following public notices prior to entering a PPA with ForeFront:
 - i. Energy Service Contract
 - ii. Facility Financing Contract
 - h. The Board will be required to adopt resolutions at an appropriate time in the future prior to authorizing the Interim General Manager to sign a PPA agreement with ForeFront.
2. **Capital Purchase** – ForeFront will furnish and install a ~1 megawatt solar energy system, complete as shown and specified per mutually agreed plans and specifications. Key features include:
- a. Initial capital expenditure of \$3,861,718.
 - b. No public notices required.
 - c. ForeFront shall comply with labor, apprenticeships, prevailing wage, and other applicable local, state, and federal codes and regulations.
 - d. Based on the proposal, the Capital Purchase will result in a Net Present Value of savings to the District of ~\$1.9M at an Internal Rate of Return of ~5.9%. (See attached Memo.)
 - e. The cost of maintenance by a third-party contractor is not included in the initial capital expenditure. However, District may include the cost in the negotiation.
3. **Important Note:** Neither of these options will eliminate PG&E charges. PG&E will still have significant charges for transmission and distribution (T&D), and a variety of other non-bypassable charges (NBCs) (See attached Memo).

PREVIOUS BOARD ACTION(S)

N/A

ENVIRONMENTAL REVIEW

The project is Categorically Exempt under CEQA Guidelines (14 CCR Section 15300-15331).

FISCAL IMPACT

District staff will request appropriate funding upon execution of an agreement based on the options selected by the Board.

It is anticipated that either option would require an initial expenditure of \$150,000 for administrative and existing panel disposal costs.

Memo

To: Mike Cortez
CC: Irene Huang
From: Tim Holmes
Date: July 13, 2022
Subject: Proposal Review – Solar System Replacement

Kenwood Energy (KE) is recommending that LGVSD negotiate a Power Purchase Agreement (PPA) with Forefront Power for an approximately 1 MW solar photovoltaic (PV) system to provide energy to the main treatment plant and other utility services that are located at that property. The PPA is recommended due to a greater financial return to the District, plus the added benefit that the responsibility for operation and maintenance of the system fall on the PPA Owner instead of the District.

Once the PPA negotiations are complete, LGVSD Staff will return to the Board to discuss the final documents and cash flows, and request approval for signature.

BACKGROUND

LGVSD released a Request for Proposals for the Solar Photovoltaic System Replacement (Job No. 22500-04) on May 12, 2022, and received one proposal from Forefront Power on June 29.

Forefront Power is a subsidiary of Mitsui & Co., and has more than a decade of experience developing and installing solar projects for public agencies. Kenwood Energy has experience working with Forefront Power on a recent project at the Sonoma County Airport and our experience was very positive.

Forefront Power has proposed solar panels and inverters that are recognized as high quality products. The manufacturers are rated as Tier 1 by Bloomberg financial, meaning that Bloomberg considers the manufacturers to be sound and worthy of investment. The proposed panels, Longi, are manufactured in China, are high efficiency (~20%), and have good power output and manufacturing warranties. The Yaskawa Solectria inverters have a peak efficiency up to 99% and are Buy-American compliant.

The proposal included PPA and Capital Expenditure (Cap Ex) options. A PPA is an alternate method of “buying” renewable energy without having any out-of-pocket expenses. The vendor constructs the PV system at no cost to the District, and charges the District for the energy produced for 20 years. The vendor can take advantage of the tax credit and accelerated depreciation, and pass the savings along to the District. The advantages to the District are that the renewable energy cost can be less than what the District is currently paying to the utility, the District has no out-of-pocket expenses, and the District is not responsible for the operations and maintenance (O&M) of the

equipment. The challenge is that the PPA is a complex long-term contract that must be reviewed in detail by experts in the energy and legal industries.

FINANCIAL ANALYSIS

KE completed a life cycle cost analysis of each Proposal option, PPA and Cap Ex. A summary of the analysis is included as Attachment A. The analysis included the results of net-present-value (NPV) and internal-rate-of-return (IRR) calculations, which are common metrics for evaluating the financial return of an investment. The NPV estimates today's value of an investment, taking into account the initial investment, cost savings, estimates for the inflation in the cost of electricity, loan payments, inflation, and the life of the project. A positive NPV indicates that the investment made money in today's dollars. The IRR represents the annualized return that will be realized from making an investment, taking into account inflation rates, depreciation, loan payments, and the life of the project.

Following is a summary of the results.

	Cap Ex	PPA
Price	\$3,861,718	\$0.1335; no escalation
O&M Responsibility	District	Forefront Power
Net Present Value	\$1,924,750	\$2,110,815
Internal Rate of Return	5.9%	76.6%

The PPA option results in a greater financial return (higher IRR and NPV). This is due to the fact that Forefront, as a for-profit company, can take advantage of a 26% tax credit on the initial investment and the depreciation of the assets, while the District would not be able to. Other significant benefits of the PPA are that the installation will not require the expenditure of District reserves, and that Forefront would be responsible for all of the O&M of the system.

ONGOING PG&E CHARGES

The above financial analysis addresses the value of PV considering the resulting savings. However, the installation of PV will not eliminate PG&E (and MCE) charges, and they can be quite significant. PG&E's costs include energy charges, demand charges, the Power Charge Indifference Adjustment (PCIA), Non-bypassable-charges (NBCs), and meter charges. PV is good at offsetting energy charges and PCIA's. PV will also offset nominal amount of demand charges, but will not impact them much. Plus, the installation of PV actually results in NBCs that weren't paid before PV was installed. All of those considerations are included in the analysis above.

However, it is important to note that after the installation of PV, there will still be PG&E charges. The following table shows the total charges by PG&E, MCE, and Forefront

Power for the first year. Complete cash flows for 25 years are included in the attachment.

	MCE Energy Charges	PG&E Monthly Demand \$	PG&E PCIA	PG&E NBC	PG&E Meter Charge	Total Charge	Savings	O&M/PPA Payment	Net Savings
Without PV	\$180,338	\$158,721	\$65,900	\$0	\$10,035	\$414,994			
W/ PV Cap Ex	\$36,022	\$95,050	\$37,169	\$6,618	\$10,035	\$184,893	\$230,100	\$16,117	\$213,984
W/ PV PPA	\$36,022	\$95,050	\$37,169	\$6,618	\$10,035	\$184,893	\$230,100	\$242,699	(\$12,599)

Please note that this section is only included to highlight the fact that PG&E charges are still significant after PV is installed.

NEXT STEPS

As of the time of writing this memo, we have completed the preliminary review of the proposal, but we have not yet been able to review the PPA or Cap Ex agreements in detail. Forefront has provided redlines and exceptions to each, that will need review and negotiation. In addition to finalizing those documents, we will also need to update the installation specification, obtain an electrical single line diagram, obtain a preliminary system design/layout, and receive all insurance documents.

Also, upon proposal review we believe that there are some actions that the District can take that will result in reduced Cap Ex and PPA pricing. Work on improved pricing will be completed in parallel with the Agreement negotiations.

Once the agreement negotiations are complete, and the pricing has been finalized, Staff will return to the Board. At that time, Staff will provide:

1. Updated Cash Flows reflecting the final prices, NPVs, and IRRs.
2. Finalized agreement for Board review.
3. Staff recommendation on Agreement signature.

Attachment A

Life Cycle Cost Analyses – Cap Ex vs PPA

Assumptions

PPA Escalation	0%
Energy Escalation Rate	4.00%
Power Output Degradation	0.50%
Inflation Rate	4.00%
Discount Rate	2.5%

PPA

Internal Rate of Return 76.6%
Net Present Value \$2,110,815

Year	PPA Payment	Savings	Net Savings	Discounted Savings	Cumulative Discounted Savings
0	\$0	\$ -	\$0	\$0	\$0
1	\$242,699	\$ 230,100	(\$12,599)	(\$12,599)	(\$12,599)
2	\$241,486	\$238,154	(\$3,332)	(\$3,248)	(\$15,847)
3	\$240,278	\$246,489	\$6,211	\$5,904	(\$9,943)
4	\$239,077	\$255,117	\$16,040	\$14,866	\$4,924
5	\$237,882	\$264,046	\$26,164	\$23,644	\$28,568
6	\$236,692	\$273,287	\$36,595	\$32,244	\$60,811
7	\$235,509	\$282,852	\$47,344	\$40,671	\$101,483
8	\$234,331	\$292,752	\$58,421	\$48,933	\$150,416
9	\$233,159	\$302,998	\$69,839	\$57,034	\$207,450
10	\$231,994	\$313,603	\$81,610	\$64,981	\$272,430
11	\$230,834	\$324,579	\$93,746	\$72,778	\$345,208
12	\$229,680	\$335,940	\$106,260	\$80,431	\$425,639
13	\$228,531	\$347,698	\$119,166	\$87,945	\$513,583
14	\$227,388	\$359,867	\$132,479	\$95,325	\$608,908
15	\$226,252	\$372,462	\$146,211	\$102,576	\$711,484
16	\$225,120	\$385,499	\$160,378	\$109,702	\$821,186
17	\$223,995	\$398,991	\$174,996	\$116,709	\$937,894
18	\$222,875	\$412,956	\$190,081	\$123,600	\$1,061,494
19	\$221,760	\$427,409	\$205,649	\$130,379	\$1,191,873
20	\$220,652	\$442,368	\$221,717	\$137,052	\$1,328,926
21	\$219,548	\$457,851	\$238,303	\$143,622	\$1,472,548
22	\$218,451	\$473,876	\$255,426	\$150,093	\$1,622,641
23	\$217,358	\$490,462	\$273,104	\$156,469	\$1,779,111
24	\$216,271	\$507,628	\$291,356	\$162,754	\$1,941,864
25	\$215,190	\$525,395	\$310,205	\$168,950	\$2,110,815

Capital Purchase

Internal Rate of Return 5.9%
Net Present Value \$1,924,750

Year	Cost	O&M	Savings	Net Savings	Discounted Savings	Cumulative Discounted Savings
0	(\$3,861,718)	\$0	\$0	(\$3,861,718)	(\$3,861,718)	(\$3,861,718)
1		(\$16,117)	\$230,100	\$213,984	\$208,634	(\$3,653,084)
2		(\$16,761)	\$238,108	\$221,347	\$210,418	(\$3,442,666)
3		(\$17,432)	\$246,394	\$228,962	\$212,216	(\$3,230,450)
4		(\$18,129)	\$254,969	\$236,839	\$214,029	(\$3,016,421)
5		(\$18,854)	\$263,842	\$244,987	\$215,857	(\$2,800,564)
6		(\$19,608)	\$273,023	\$253,415	\$217,701	(\$2,582,863)
7		(\$20,393)	\$282,524	\$262,132	\$219,559	(\$2,363,304)
8		(\$21,209)	\$292,356	\$271,148	\$221,433	(\$2,141,871)
9		(\$22,057)	\$302,530	\$280,473	\$223,323	(\$1,918,548)
10		(\$22,939)	\$313,058	\$290,119	\$225,228	(\$1,693,320)
11		(\$23,857)	\$323,953	\$300,096	\$227,149	(\$1,466,171)
12		(\$24,811)	\$335,226	\$310,415	\$229,086	(\$1,237,085)
13		(\$25,803)	\$346,892	\$321,089	\$231,039	(\$1,006,046)
14		(\$26,836)	\$358,964	\$332,128	\$233,008	(\$773,038)
15		(\$27,909)	\$371,456	\$343,547	\$234,993	(\$538,045)
16		(\$29,025)	\$384,383	\$355,357	\$236,995	(\$301,050)
17		(\$30,186)	\$397,759	\$367,573	\$239,013	(\$62,036)
18		(\$31,394)	\$411,601	\$380,207	\$241,048	\$179,012
19		(\$32,650)	\$425,925	\$393,275	\$243,100	\$422,111
20		(\$33,956)	\$440,747	\$406,792	\$245,168	\$667,280
21		(\$35,314)	\$456,085	\$420,771	\$247,254	\$914,533
22		(\$36,726)	\$471,957	\$435,231	\$249,357	\$1,163,890
23		(\$38,195)	\$488,381	\$450,186	\$251,477	\$1,415,367
24		(\$39,723)	\$505,377	\$465,653	\$253,614	\$1,668,981
25		(\$41,312)	\$522,964	\$481,652	\$255,769	\$1,924,750

Total Utility Cost without PV

Year	MCE Energy Charges	PG&E Monthly Demand \$	PG&E PCIA	PG&E NBC	PG&E Meter Charge	Total Charge
0						
1	\$180,338	\$158,721	\$65,900	\$0	\$10,035	\$414,994
2	\$187,551	\$165,070	\$68,536	\$0	\$10,437	\$431,594
3	\$195,053	\$171,673	\$71,277	\$0	\$10,854	\$448,857
4	\$202,855	\$178,540	\$74,128	\$0	\$11,288	\$466,812
5	\$210,969	\$185,682	\$77,093	\$0	\$11,740	\$485,484
6	\$219,408	\$193,109	\$80,177	\$0	\$12,210	\$504,903
7	\$228,185	\$200,833	\$83,384	\$0	\$12,698	\$525,100
8	\$237,312	\$208,866	\$86,719	\$0	\$13,206	\$546,104
9	\$246,804	\$217,221	\$90,188	\$0	\$13,734	\$567,948
10	\$256,677	\$225,910	\$93,796	\$0	\$14,283	\$590,666
11	\$266,944	\$234,946	\$97,548	\$0	\$14,855	\$614,292
12	\$277,621	\$244,344	\$101,449	\$0	\$15,449	\$638,864
13	\$288,726	\$254,118	\$105,507	\$0	\$16,067	\$664,419
14	\$300,275	\$264,283	\$109,728	\$0	\$16,710	\$690,995
15	\$312,286	\$274,854	\$114,117	\$0	\$17,378	\$718,635
16	\$324,778	\$285,848	\$118,682	\$0	\$18,073	\$747,380
17	\$337,769	\$297,282	\$123,429	\$0	\$18,796	\$777,276
18	\$351,280	\$309,173	\$128,366	\$0	\$19,548	\$808,367
19	\$365,331	\$321,540	\$133,501	\$0	\$20,330	\$840,701
20	\$379,944	\$334,402	\$138,841	\$0	\$21,143	\$874,329
21	\$395,142	\$347,778	\$144,394	\$0	\$21,989	\$909,303
22	\$410,947	\$361,689	\$150,170	\$0	\$22,868	\$945,675
23	\$427,385	\$376,157	\$156,177	\$0	\$23,783	\$983,502
24	\$444,481	\$391,203	\$162,424	\$0	\$24,734	\$1,022,842
25	\$462,260	\$406,851	\$168,921	\$0	\$25,724	\$1,063,755
Tot	\$7,510,321	\$6,610,094	\$2,744,450	\$0	\$417,930	\$17,282,795

Kenwood Energy
Energy Management Consulting

Total Costs With PV - Cap Ex									
Year	MCE Energy Charges	PG&E Monthly Demand \$	PG&E PCIA	PG&E NBC	PG&E Meter Charge	Total Charge	Savings	O&M	Net Savings
0									0
1	\$36,022	\$95,050	\$37,169	\$6,618	\$10,035	\$184,893	\$230,100	\$16,117	\$213,984
2	\$37,643	\$99,327	\$38,841	\$6,916	\$10,487	\$193,214	\$238,380	\$16,761	\$221,619
3	\$39,336	\$103,797	\$40,589	\$7,227	\$10,959	\$201,908	\$246,949	\$17,432	\$229,517
4	\$41,107	\$108,468	\$42,416	\$7,552	\$11,452	\$210,994	\$255,818	\$18,129	\$237,688
5	\$42,956	\$113,349	\$44,324	\$7,892	\$11,967	\$220,489	\$264,995	\$18,854	\$246,141
6	\$44,889	\$118,449	\$46,319	\$8,247	\$12,506	\$230,411	\$274,493	\$19,608	\$254,884
7	\$46,909	\$123,779	\$48,403	\$8,618	\$13,069	\$240,779	\$284,320	\$20,393	\$263,928
8	\$49,020	\$129,350	\$50,581	\$9,006	\$13,657	\$251,614	\$294,489	\$21,209	\$273,281
9	\$51,226	\$135,170	\$52,858	\$9,411	\$14,271	\$262,937	\$305,011	\$22,057	\$282,954
10	\$53,531	\$141,253	\$55,236	\$9,835	\$14,913	\$274,769	\$315,896	\$22,939	\$292,957
11	\$55,940	\$147,609	\$57,722	\$10,278	\$15,585	\$287,134	\$327,159	\$23,857	\$303,302
12	\$58,458	\$154,252	\$60,319	\$10,740	\$16,286	\$300,055	\$338,809	\$24,811	\$313,998
13	\$61,088	\$161,193	\$63,034	\$11,223	\$17,019	\$313,557	\$350,861	\$25,803	\$325,058
14	\$63,837	\$168,447	\$65,870	\$11,728	\$17,785	\$327,667	\$363,328	\$26,836	\$336,492
15	\$66,710	\$176,027	\$68,834	\$12,256	\$18,585	\$342,412	\$376,223	\$27,909	\$348,314
16	\$69,712	\$183,948	\$71,932	\$12,808	\$19,421	\$357,821	\$389,560	\$29,025	\$360,534
17	\$72,849	\$192,226	\$75,169	\$13,384	\$20,295	\$373,923	\$403,353	\$30,186	\$373,166
18	\$76,127	\$200,876	\$78,552	\$13,986	\$21,208	\$390,749	\$417,617	\$31,394	\$386,224
19	\$79,553	\$209,915	\$82,086	\$14,616	\$22,163	\$408,333	\$432,368	\$32,650	\$399,719
20	\$83,133	\$219,361	\$85,780	\$15,273	\$23,160	\$426,708	\$447,621	\$33,956	\$413,666
21	\$86,874	\$229,233	\$89,640	\$15,961	\$24,202	\$445,910	\$463,393	\$35,314	\$428,079
22	\$90,783	\$239,548	\$93,674	\$16,679	\$25,291	\$465,976	\$479,699	\$36,726	\$442,972
23	\$94,868	\$250,328	\$97,889	\$17,430	\$26,430	\$486,945	\$496,557	\$38,195	\$458,362
24	\$99,137	\$261,593	\$102,295	\$18,214	\$27,619	\$508,857	\$513,984	\$39,723	\$474,261
25	\$103,599	\$273,364	\$106,898	\$19,034	\$28,862	\$531,756	\$532,000	\$41,312	\$490,687
Tot	\$1,605,308	\$4,235,911	\$1,656,432	\$294,934	\$447,226	\$8,239,812	\$9,042,984	\$671,197	\$8,371,787

Kenwood Energy
Energy Management Consulting

Total Costs With PV - PPA									
Year	MCE Energy Charges	PG&E Monthly Demand \$	PG&E PCIA	PG&E NBC	PG&E Meter Charge	Total Charge	Savings	Forefront PPA Payment	Net Savings
0									0
1	\$36,022	\$95,050	\$37,169	\$6,618	\$10,035	\$184,893	\$230,100	\$242,699	(\$12,599)
2	\$37,643	\$99,327	\$38,841	\$6,916	\$10,487	\$193,214	\$238,380	\$241,486	(\$3,106)
3	\$39,336	\$103,797	\$40,589	\$7,227	\$10,959	\$201,908	\$246,949	\$240,278	\$6,671
4	\$41,107	\$108,468	\$42,416	\$7,552	\$11,452	\$210,994	\$255,818	\$239,077	\$16,741
5	\$42,956	\$113,349	\$44,324	\$7,892	\$11,967	\$220,489	\$264,995	\$237,882	\$27,114
6	\$44,889	\$118,449	\$46,319	\$8,247	\$12,506	\$230,411	\$274,493	\$236,692	\$37,801
7	\$46,909	\$123,779	\$48,403	\$8,618	\$13,069	\$240,779	\$284,320	\$235,509	\$48,812
8	\$49,020	\$129,350	\$50,581	\$9,006	\$13,657	\$251,614	\$294,489	\$234,331	\$60,158
9	\$51,226	\$135,170	\$52,858	\$9,411	\$14,271	\$262,937	\$305,011	\$233,159	\$71,851
10	\$53,531	\$141,253	\$55,236	\$9,835	\$14,913	\$274,769	\$315,896	\$231,994	\$83,903
11	\$55,940	\$147,609	\$57,722	\$10,278	\$15,585	\$287,134	\$327,159	\$230,834	\$96,325
12	\$58,458	\$154,252	\$60,319	\$10,740	\$16,286	\$300,055	\$338,809	\$229,680	\$109,130
13	\$61,088	\$161,193	\$63,034	\$11,223	\$17,019	\$313,557	\$350,861	\$228,531	\$122,330
14	\$63,837	\$168,447	\$65,870	\$11,728	\$17,785	\$327,667	\$363,328	\$227,388	\$135,939
15	\$66,710	\$176,027	\$68,834	\$12,256	\$18,585	\$342,412	\$376,223	\$226,252	\$149,971
16	\$69,712	\$183,948	\$71,932	\$12,808	\$19,421	\$357,821	\$389,560	\$225,120	\$164,439
17	\$72,849	\$192,226	\$75,169	\$13,384	\$20,295	\$373,923	\$403,353	\$223,995	\$179,358
18	\$76,127	\$200,876	\$78,552	\$13,986	\$21,208	\$390,749	\$417,617	\$222,875	\$194,743
19	\$79,553	\$209,915	\$82,086	\$14,616	\$22,163	\$408,333	\$432,368	\$221,760	\$210,608
20	\$83,133	\$219,361	\$85,780	\$15,273	\$23,160	\$426,708	\$447,621	\$220,652	\$226,970
21	\$86,874	\$229,233	\$89,640	\$15,961	\$24,202	\$445,910	\$463,393	\$219,548	\$243,844
22	\$90,783	\$239,548	\$93,674	\$16,679	\$25,291	\$465,976	\$479,699	\$218,451	\$261,248
23	\$94,868	\$250,328	\$97,889	\$17,430	\$26,430	\$486,945	\$496,557	\$217,358	\$279,199
24	\$99,137	\$261,593	\$102,295	\$18,214	\$27,619	\$508,857	\$513,984	\$216,271	\$297,713
25	\$103,599	\$273,364	\$106,898	\$19,034	\$28,862	\$531,756	\$532,000	\$215,190	\$316,809
Tot	\$1,605,308	\$4,235,911	\$1,656,432	\$294,934	\$447,226	\$8,239,812	\$9,042,984	\$5,717,011	\$3,325,972



Item Number 7
 GM Review CD

Agenda Summary Report

To: Board of Directors
From: Michael P. Cortez, PE, District Engineer
 (415) 526-1518; mcortez@lgvsd.org
Meeting Date: July 21, 2022
Re: STPURWE Contract Change Order for PG&E Delay and Other Claims
Item Type: Consent _____ Action X Information _____ Other _____
Standard Contract: Yes X No _____ (See attached) Not Applicable _____

STAFF RECOMMENDATION

Board authorizes the Interim General Manager to execute a Contract Change Order (CCO) in the amount of \$588,372 for the resolution of all outstanding claims submitted by Myers & Sons Construction (MSC).

BACKGROUND

On June 24, 2022, District staff and MSC negotiated a full and final settlement amount to resolve all outstanding claims related to the construction of the STPURWE project. Included in the negotiation are the following claims:

1. PG&E Phase 1 Delay – Designated as Time Impact Analysis (TIA) #1 comprising 103 working days delay due PG&E’s failure to start and finish their portion of work on a timely manner related with the undergrounding of power lines over the Aeration Basin during early stages of construction. The cost is \$8,240/day for a total of \$848,736. District project team consisting of staff, Kennedy Jenks, Riedinger Consulting, and CPMC had estimated the total cost at around \$250k; however, as a condition to settle all claims at the same time, both parties have agreed for \$311,500 based on additional backup documents.
2. PG&E Phase 2 Delay – Designated as TIA #3 comprising 247 working days delay at \$3,435.84/day for a total of \$848,652 due to the following:
 - a. PG&E’s failure to start and finish their portion of work on a timely manner related to undergrounding of power lines over then existing Secondary Clarifier and the proposed OCC building sites.
 - b. Delay in obtaining PG&E easement from County of Marin, which required State Parks approval.
 - c. Delay in obtaining PG&E easement from the Silveira family.
 MSC accepted District’s counteroffer of \$174,500 for Phase 2 delay based on 56 compensable working days.
3. Motor Control Center (MCC) Delay – designated as TIA #2 constituting 103 calendar days delay due to extended review and delivery of MCC for the Electrical Building, at \$3,302.31/day for a total of \$340,138. Both parties agreed to 31 compensable days for \$102,372.



4. Covid-19 Claim – Represents MSC’s direct costs for safety supplies, daily testing, sick time pay, etc., in the amount of \$320,995. MSC agreed to District staff’s request to void this claim as pre-condition to settling all claims at the same time.
5. Other claims:
 - a. Interest for Late Progress Payments Past 30 Days: \$118,465
 - b. Secondary Clarifier Effluent Meter Vault: \$34,656
 - c. Traffic Control for Entire Project Duration: ~\$50,000 (Staff estimate)
 - d. Secondary Clarifier I-Beam Drilling for Temporary Shoring: ~\$100,000 (Staff estimate)
 - e. Lost Time and Efficiency in the Winter Due to District Requested Changes: ~\$100,000 (Staff estimate)

MSC agreed to District staff’s request to void all these claims as pre-condition to settling all claims at the same time.

The summary of claims before and after the negotiation are as follows:

	<u>Initial</u>	<u>Final</u>
1. PG&E Phase 1 Delay	\$848,736	\$311,500
2. PG&E Phase 2 Delay	\$848,652	\$174,500
3. MCC Delay	\$340,106	\$102,372
4. Covid-19	\$320,955	0
5. Other claims	<u>+\$403,121(+/-)</u>	<u>+ 0</u>
Total:	\$2,761,363	\$588,372

On July 1, 2022, the Engineering Subcommittee concurred with staff’s recommendation to submit the change order for Board approval. Furthermore, per Engineering Subcommittee direction, District legal counsel has reviewed the change order language to ensure that signing the change order constitutes MSC’s full and final settlement of all claims against the District.

PREVIOUS BOARD ACTION(S)

N/A

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

This CCO is within the remaining construction contingency for the STPURWE project.

7/21/2022

BOARD MEMBER REPORTS

CLARK

NBWA Board Committee, Operations Control Center Ad Hoc Committee , Other Reports

FORD

NBWRA, Marin Special Districts Association, 2022 Engineering Ad Hoc Committee re: STPURWE, 2022 Operations Control Center Ad Hoc Committee, 2022 HR Ad Hoc Committee, Other Reports

MURRAY

Marin LAFCO, CASA Energy Committee, Other Reports

SCHRIEBMAN

JPA Local Task Force, Gallinas Watershed Council, 2022 Legal Services Ad Hoc Committee, 2022 HR Ad Hoc Committee, 2022 Biosolids Ad Hoc Committee, Other Reports, 2022 McInnis Marsh Ad Hoc Committee

YEZMAN

Flood Zone 7, CSRMA, Marin Special Districts Association, 2022 Ad Hoc Engineering Sub-Committee re: STPURWE, 2022 Legal Services Ad Hoc Committee, 2022 Biosolids Ad Hoc Committee, 2022 McInnis Marsh Ad Hoc Committee 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: _____

Meeting relevance to District: _____

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

Frequency of Meeting: _____

Estimated Costs of Travel (if applicable): _____

Date submitted to Board Secretary: _____

Board approval obtained on Date: _____

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

7/21/2022

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

DICK SPOTSWOOD

Agenda Item 10
Date July 27, 2022

MMWD critique intensifies need for clarity before election

This November's election for three seats on the Marin Municipal Water District's five-member board just got a jolt. On June 13, Marin County's well-respected Civil Grand Jury issued its blockbuster report, "A roadmap to water resiliency for MMWD."

The jury found that the water provider to 191,000 central and southern Marin residents failed to prudently plan for adequate consumer water. Its conclusion: "Last year's drought emergency could have been avoided, if MMWD had taken sufficient measures to provide for a resilient water supply. With the mounting challenges posed by climate change, the mistakes of the past cannot be repeated. MMWD must establish a roadmap for achieving water supply resilience without delay."

Incumbent water directors received a direct challenge, "The Grand Jury calls upon MMWD to commit to securing a four-year supply of water, amounting to an additional 10,000 to 15,000 acre feet per year. If MMWD is able to publicly share its position regarding this commitment in the near term, it would enable public debate and discussion on this critical issue in advance of upcoming District elections in November 2022."

The report makes clear that what was essentially a "conservation only" strategy has fallen short. Board members deny that was their approach. A look back shows that conservation, better known as water cutbacks, was the board's go-to way of dealing with the drought coupled with never-ending promises to study a range of supply alternatives. Studies came and went but taking decisive action apparently wasn't part of the plan.

This unacceptable result wasn't due to MMWD's first-rate professional staff. As is proper, the district's direction was formulated by its policy-setting board of directors.

The incumbents and outgoing director Cynthia Koehler now have an obligation to explain to their constituents what went so wrong as to lead the grand jury to conclude that MMWD dropped the ball developing adequate water supplies.

Both the incumbents and challengers should disclose what specific water supply they will pursue if elected. The question is not, what options will they study? It's

which ones they'll specifically commit to implement.

The grand jury is calling for a formal water supply roadmap by the end of the year. As MMWD Operations Director Paul Sellier said, "We are at a point where a decision needs to be made." Individual water board candidates can and must act sooner. They must disclose before ballots are mailed to voters exactly which combination of options they'll pursue. Any candidate failing to do so surely doesn't merit a vote.

Balloting will occur in three of MMWD's five electoral divisions. In Division 1 (Sleepy Hollow, Marinwood and North San Rafael) incumbent Jack Gibson will be challenged by Ian Nelson. Division 3 (Ross Valley, Greenbrae and San Geronimo Valley) sees incumbent Larry Bragman being opposed by Ranjiv Khush. In Southern Marin Division 4, Koehler is not running for reelection. Newcomer Jed Smith will run for the post. Expect additional candidates to emerge as filing remains open through Aug. 12.

The components of any possible new long-term water supply roadmap are now clear. Last Tuesday the MMWD held a working session, its "Strategic water supply assessment." A first-rate analysis of all options was laid out by the national engineering firm Jacobs & Associates.

It was clear that a combination of the most cost-effective options must be promptly pursued if the agency is to achieve the four-year water reserve recommended by the grand jury. Those options include desalinization plans and increasing storage capacity.

Additional information will be needed to refine the alternatives' cost component. That can be developed before the end of summer, leaving adequate time for MMWD candidates to formulate the combination of options they'll each publicly commit to pursue. That'll enable the informed debate the public deserves.

Columnist Dick Spotswood of Mill Valley writes on local issues Sundays and Wednesdays. Email him at spotswood@comcast.net.

MARIN MUNICIPAL

New water supply sources reviewed

Officials get look at costs, production estimates



The Nicasio Reservoir near Nicasio in January.

BY WILL HOUSTON

WHOUSTON@MARINIJ.COM

The Marin Municipal Water District took a first look this week at how much water it could receive from new sources such as desalination or expanding reservoirs, and how much they would cost.

On Tuesday, consultants with the Jacobs Engineering firm provided the district's board with an overview of the preliminary cost and water production estimates for

several supply options. More expensive options included desalination, dredging existing reservoirs, expanding the recycled water system and building pipelines to connect with other Bay Area water suppliers.

Other options — such as increasing water imports from Sonoma County, groundwater storage and adding adjustable gates on dam spillways to increase reservoir storage — were found to be more affordable, although some would come with other complications.

“We’re not yet at the point yet where we’re asking decisions to be made,” Paul Sellier, a district official, told the board.

The district, which serves 191,000 residents in central and southern Marin, launched the study to consider new water sources in March after facing potential reservoir depletion by mid-2022.

The district was preparing to build a \$100 million emergency pipeline across the Richmond-San Rafael Bridge to pump in Sacramento Valley water before heavy downpours in late 2021 nearly refilled the district’s seven reservoirs.

About 75% of the district’s water supply comes from its seven reservoirs in the Mount Tamalpais watershed, while the remaining 25% comes from Russian River water imported by Sonoma Water. The reservoirs can hold nearly 80,000 acre-feet of water, with one acre-foot equaling nearly 326,000 gallons.

However, with pumping limitations and the need to have an emergency supply in reserve, the reservoirs in reality only hold about 55,000 acre-feet of reliable supply, according to district staff. The amount is about two years of supply in comparison to the three to four years of supply held by other Bay Area water agencies.

The consultant study found the district’s supply would not be able to weather a severe four-year drought with conditions similar to those in 2020, 2021 and 1976-77.

The consultant’s models also found the district’s supply would be significantly strained by longer-term dry periods expected to occur with climate change or disruptions caused by natural disasters such as wildfires.

A report released by the Marin County Civil Grand Jury this month said the district has not adequately prepared its water supply for severe droughts and recommended increasing annual supplies by 10,000 to 15,000 acre-feet.

The district has not increased its reservoir supplies since the 1980s, when it built its third-largest reservoir, Soulajule, and doubled the size of Kent Lake, its largest reservoir.

The study looked at three options for increasing local water supply: raising dams at Soulajule Reservoir to triple its supply; dredging Nicasio Reservoir; and adding

adjustable gates on dam spillways to allow reservoirs to hold more water.

Dredging Nicasio Reservoir to add 1,000 acre-feet of additional supply was the most expensive, with an estimated cost of \$19,500 per acre-foot.

Raising the Soulagule Reservoir dam was estimated to cost about \$2,700 per acre-foot, and installing moveable spillway gates was estimated to cost about \$800 per acre-foot.

Each option, however, would require the district to enter into complex water rights negotiations with the state. Additionally, Soulagule Reservoir does not have electrical connections and is pumped using portable generators. Connecting the reservoir to the grid is estimated to cost \$6 million.

Desalination was also found to be one of the more expensive options, ranging from a cost of \$3,600 to \$9,800 per acre-foot of water, but it would also be a reliable source of supply. A larger desalination plant in San Rafael that could produce about 15 million gallons of water per day was found to be the least expensive at \$3,600 per acre-foot.

Leasing a smaller, portable desalination plant was deemed the most expensive option, about \$9,800 per acre-foot. The potential for a desalination plant near Antioch that would be shared by multiple Bay Area water agencies was estimated to cost the district about \$4,040 per acre-foot. The study is also looking to estimate the water output and price for a desalination plant on the Petaluma River.

Expanding the district's recycled water system to the Peacock Gap Golf Course or San Quentin Prison — the district's largest water user — would each save about 200 acre-feet of water per year, or 0.8% of the district's annual water demand, at a cost ranging from \$3,500 to \$4,700 per acre-foot.

"It's a pretty tiny volume," Jacobs Engineering technologist Ryujiro Tsuchihashi told the board Tuesday.

The study also studied indirect potable reuse, which involves putting treated recycled water back into reservoirs to be diluted, and direct potable reuse, which would put the treated recycled water directly into the district's distribution system without dilution. The district does not use either method.

Direct potable reuse has not been approved by the state, but regulations are expected to be released by the end of 2023. These options were estimated to generate far more water, ranging from 4,500 to 7,900 acre-feet per year, or 18% to 32% of the district's annual water demand, at a cost ranging from \$3,400 to \$4,500 per acre-foot.

Pipelines connecting to other Bay Area water suppliers to pump in Sacramento Valley water were estimated to cost about \$2,500 to \$4,300⁹⁸ per acre-foot. A pipeline to

the East Bay Municipal Utilities District, the plan for the emergency pipeline last year, was the least expansive at \$2,500 per acre-foot.

A connection to the Contra Costa Water District was estimated to cost \$4,000 per acre-foot and an expansion of the North Bay Aqueduct to connect to the State Water Project was estimated to cost \$4,300 per acre-foot.

Several options to expand Russian River water imports from Sonoma County, including groundwater banking and pumping in winter water flows into local reservoirs, were also explored and ranged from \$1,300 to \$3,400 acre-feet. The district is contractually obligated to 14,300 acre-feet of imported water per year, but is only able to bring in about 11,000 acre-feet because of pumping limitations.

The study plans to stress-test how well new water supply sources could help the district weather droughts of varying intensity.

“This is our initial look at water supply options that can maybe help us to maybe change those deficits,” Sellier told the board Tuesday.

A copy of the Jacobs Engineering presentation on the supply options can be found at bit.ly/3bDuGpj

Grand jury put tight focus on water district

The 2021-22 Marin County Grand Jury's review and assessment of local water quandary should bolster diligent movement toward increasing both our supply and our capacity to store water.

Marin Municipal Water District staff and directors say they've been working toward that goal.

Not fast enough, according to the grand jury's report, "A Roadmap to Water Resilience for Marin Municipal Water District."

"Last year's drought emergency could have been avoided, if MMWD had taken sufficient measures to provide for a resilient water supply. With the mounting challenges posed by climate change, the mistakes of the past cannot be repeated," the civil grand jury stated.

MMWD, whose primary focus has been on conserving local water use, should be focused on building a four-year supply — a reserve amounting to a 25% increase in its current supply — rather than a repeat of its 2021 crisis where there was real concern that the district's supply would run dry.

An unusual November downpour saved the day — for this year.

But it was a crisis that could have been avoided.

The grand jury report calls for "decisive action" — now.

Last year's dwindling shoreline of Lake Nicasio is a sound argument that the district should have been focusing on this issue long before last year's crisis and this year's worries after seeing hardly any rain since December.

Increasing the amount of water MMWD gets from Sonoma County, an estimated \$100 million pipeline bringing in water from the Central Valley, another look at desalination (possibly as part of a Bay Area regional project) and increased recycling need to all be on the table for the district's consideration.

The grand jury summed up its review:

“The time has come for MMWD to take action and ensure that the district has a sound plan to secure adequate water supplies in the face of an uncertain future.”

The district appears to be locked in on that goal now, as staff, consultants and directors are actively diving into its possible options — their potential, costs and ramifications.

The late-year rainstorm bought MMWD some time. It, in effect, sidelined the district’s plan to build an emergency pipeline across the Richmond-San Rafael Bridge to bring in water from the Central Valley sources.

That plan has its local critics. So do the others.

But the grand jury — as have many MMWD customers — argues the district cannot conserve its way out of this quandary.

MMWD customers have proven themselves able to conserve water. Many customers are veterans of the 1976 drought. The latest call for bolstering local conservation is on top of measures many businesses and households are already taking. Still, last year, MMWD customers were able to cut back their water use to an average of 124 gallons per capita per day, down from the 149 gallons per day MMWD customers used in 2015.

Certainly, we should all be looking for ways we can save. But the grand jury found: “Conservation is essential but it is not enough to ensure a reliable water supply, particularly with state mandates for thousands of new homes.”

While customers have a responsibility to not waste water, the MMWD’s responsibility is to provide the community with the water they need for their households and businesses.

The grand jury’s write-up should serve as strong impetus and pressure that the public expects action, not more planning reports and studies, from MMWD’s leadership. This is no time for so-called paralysis by analysis. MMWD is on a decisionmaking path and its leadership needs to show it is time for forthright action — now.